



**NORTH TAHOE PUBLIC UTILITY DISTRICT
Board of Directors Meeting Agenda**

**North Tahoe Event Center
8318 North Lake Boulevard, Kings Beach, CA**

Tuesday, May 14, 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 May 14, 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. EMPLOYEE ANNIVERSARY AWARDS:**
 - Kirk Misiewicz – Utility Operations Maintenance Worker – 5 Years of Service
 - Misty Moga – Administrative Liaison/Board Secretary – 5 Years of Service
 - Cathy Becker – North Tahoe Event Center Manager – 5 Years of Service
- E. CLOSED SESSION:**
 - 1. **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*

- F. 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 4-11)
 2. Board Committee Reports
- G. 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 April 9, 2024 - May 13, 2024 (Page 12)
 2. Approve the Regular Meeting Minutes of April 9, 2024 (Pages 13-19)
 3. Authorize the General Manager to Execute a Professional Services Agreement with DOWL, LLC for Engineering Design Services for the Satellite Sewer Pump Station Rehabilitation Design Project (Pages 20-32)
 4. Authorize the General Manager to Execute a Professional Services Agreement for the Secline Beach Enhancement – Planning and Design Project (Pages 33-45)
 5. Authorize the General Manager to Execute a Professional Services Agreement for the Corporation Yard Master Plan Project (Pages 46-53)
 6. Authorize the Board President to Execute Amendment #2 to the North Tahoe Public Utility District (NTPUD) / Tahoe City Public Utility District (TCPUD) Joint Sewer Facilities Memorandum of Understanding (Pages 54-71)
 7. Adopt Resolution 2024-09 Declaring an Election be Held in the North Tahoe Public Utility District Jurisdiction, Requesting the Placer County Board of Supervisors to Consolidate this Election with any other Election Conducted on Said Date, and Requesting Election Services by the County Clerk (Pages 72-74)
 8. Adopt Resolution 2024-10 Proclaiming July is “Parks Make Life Better” Month (Pages 75-78)
- H. GENERAL BUSINESS**
1. Review, Discuss, and Possibly Adopt Resolution 2024-11 Setting Various Rental Rates at the North Tahoe Event Center (Pages 79-109)
 2. Winter 2023/24 North Tahoe Regional Park Peak Parking Fee Review (Pages 110-114)
 3. Review, Discuss, and Possibly Approve Employment Agreements for the General Manager/CEO and Chief Financial Officer (Page 115)
- I. MANAGEMENT TEAM INFORMATIONAL UPDATES:** *Reports are informational only, and no action will be taken.*
1. General Manager/CEO Report (Pages 116-120)
 2. Public Information Officer Report (Pages 121-127)
 3. Accounting Department Report for the month ending March 31, 2024 (Pages 128-165)
 - a. Monthly Financial Report
 - b. Treasurer’s Report
 4. Recreation, Parks, and Facilities Department Report (Pages 166-185)
 5. Planning and Engineering Department Report (Pages 186-189)
 6. Utility Operations Department Report (Pages 194-197)
 7. Legal Report (Pages 198-200)

J. BOARD COMMENTS

K. LONG RANGE CALENDAR (*Pages 201-203*)

L. PUBLIC COMMENT AND QUESTIONS: *See protocol established under Agenda Item C, Public Comment and Questions.*

M. CLOSED SESSION

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

N. ADJOURNMENT



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: F-1

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

SUBJECT: T-TSA Regular Board of Directors Meeting Summary for April 17, 2024

1) The April 17, 2024 Board meeting was held in person and via Zoom:

- 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 in February.
- Staff continued discussions with the Lahontan Water Board regarding the revision of the Waste Discharge Permit. They are requesting additional plant studies.
- Cleaned chem, recarb, and associated basins on side two chem treatment.

b) Laboratory Report:

- Appointed Kristin Davis as Laboratory Director.
- Staff attended the CWEA Conference in Sacramento.

c) Public Outreach:

- Participated with TSD and TDPUD for Alder Creek Middle School Presentations.
- Planned attendance in Palisades Tahoe (Olympic Valley) for the Tahoe Truckee Earth Day Festival on 4/20/24.

d) Capital Projects Report:

- Sodium Hypochlorite Foundation Project: Tanks have been installed and handed over for the next steps. The Digestion Improvements service agreement

is in place, and a kickoff meeting is scheduled. The TRI Alpine Meadows to Olympic Valley Rehabilitation Project (MH33-MH35) service agreement is in place, and a kickoff meeting is scheduled. The Front Parking & Landscaping Improvements Project is in design and intends to go out for bid on construction in early April 2024. Finally, the Nutrient Removal Alternatives Study service agreement is in place, and the kickoff meeting was recently held. Which went very well.

- Please visit the “Projects” page on the Agency website for updates on ongoing projects by using the following link: <https://www.tsa.ca.gov/home/pages/construction-projects>

e) Other Items Report: The Board Approved:

- Approval of the Regular Board meeting minutes from March 20, 2024.
- Ratification of payment of General Fund warrants and Financial Statements.
- Approval to purchase two (2) RAV4 AWD Hybrid SUV Agency Fleet Vehicles.
- Approval to Receive and File the Annual Financial Audit for Fiscal Year 2022-2023 (FY23).
- Confirmation of the Adoption of Sewer Service Charges for Fiscal Year 2025.
- Additionally:
 - i. Discussion and Update on the Classification and Compensation Study with Gallagher Consulting Company (Formerly Koff & Associates).
 - ii. Review and Discussion of Agency Connection Fee with Cash Flow Presentation. The intent is to proceed with increasing the Agency connection fees. Staff will return to the May Board meeting with an update.
 - iii. Input and feedback on New Mission, Vision, and Guiding Principles for the Agency.
 - iv. Discussion of in-person Board of Directors meeting for May through July.


LINKS:

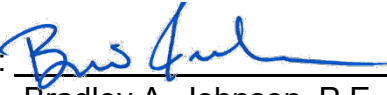
[April 14, 2024 Board meeting agenda and packet](#)
[March 20, 2024 Minutes](#)

ATTACHMENTS:

- April 2024 Flow Report

REVIEW TRACKING:

Submitted By: 
Scott Wilson
T-TSA Representative

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

Tahoe-Truckee Sanitation Agency
Monitoring and Reporting Program No. 2002-0030
WDID Number 6A290011000
Flow Monitoring Within collection System: Flow Measurement
North Tahoe Public Utility District
March, 2024

DATE	NTPUD Daily Flow MG	NTPUD 7 Day Avg Flow MGD	NTPUD Peak Flow MGD
3/1/2024	0.683	0.728	1.562
3/2/2024	0.653	0.694	1.581
3/3/2024	0.702	0.678	1.586
3/4/2024	0.691	0.675	1.581
3/5/2024	0.653	0.674	1.609
3/6/2024	0.683	0.678	1.589
3/7/2024	0.706	0.682	1.597
3/8/2024	0.805	0.699	1.597
3/9/2024	0.859	0.728	1.566
3/10/2024	0.841	0.748	1.566
3/11/2024	0.765	0.759	1.568
3/12/2024	0.800	0.780	1.562
3/13/2024	0.774	0.793	1.566
3/14/2024	0.801	0.806	1.562
3/15/2024	0.848	0.813	1.566
3/16/2024	0.949	0.825	1.547
3/17/2024	0.911	0.835	1.571
3/18/2024	0.879	0.852	1.821
3/19/2024	0.865	0.861	3.503
3/20/2024	0.878	0.876	1.520
3/21/2024	0.877	0.887	1.554
3/22/2024	0.961	0.903	1.549
3/23/2024	1.083	0.922	1.416
3/24/2024	1.018	0.937	1.551
3/25/2024	0.943	0.946	1.535
3/26/2024	0.915	0.954	1.543
3/27/2024	0.895	0.956	2.206
3/28/2024	0.927	0.963	1.612
3/29/2024	0.952	0.962	1.566
3/30/2024	1.001	0.950	1.585
3/31/2024	0.983	0.945	1.570
SUMMARY			
AVG	0.848	0.823	1.655
MAX	1.083	0.963	3.503
MIN	0.653	0.674	1.416

Tahoe-Truckee Sanitation Agency
Monitoring and Reporting Program No. 2002-0030
WDID Number 6A290011000
Flow Monitoring Within collection System: Flow Measurement
Tahoe City Public Utility District
March, 2024

DATE	TCPUD Daily Flow MG	TCPUD 7 Day Avg Flow MGD	TCPUD Peak Flow MGD
3/1/2024	0.716	0.718	1.682
3/2/2024	0.892	0.736	1.635
3/3/2024	0.700	0.727	1.666
3/4/2024	0.715	0.726	1.674
3/5/2024	0.654	0.722	1.604
3/6/2024	0.656	0.722	1.682
3/7/2024	0.694	0.718	1.743
3/8/2024	0.746	0.722	2.067
3/9/2024	0.784	0.707	2.308
3/10/2024	0.774	0.718	2.116
3/11/2024	0.728	0.719	1.791
3/12/2024	0.700	0.726	1.805
3/13/2024	0.718	0.735	1.882
3/14/2024	0.708	0.737	1.856
3/15/2024	0.762	0.739	2.022
3/16/2024	0.798	0.741	2.283
3/17/2024	0.802	0.745	2.145
3/18/2024	0.789	0.754	2.025
3/19/2024	0.850	0.775	2.083
3/20/2024	0.855	0.795	2.368
3/21/2024	0.881	0.820	2.052
3/22/2024	0.927	0.843	2.329
3/23/2024	0.981	0.869	2.655
3/24/2024	0.883	0.881	2.361
3/25/2024	0.876	0.893	2.172
3/26/2024	0.833	0.891	2.145
3/27/2024	0.829	0.887	2.052
3/28/2024	0.840	0.881	2.122
3/29/2024	0.840	0.869	2.237
3/30/2024	0.835	0.848	2.393
3/31/2024	0.824	0.840	2.236
SUMMARY			
AVG	0.793	0.781	2.038
MAX	0.981	0.893	2.655
MIN	0.654	0.707	1.604

Tahoe-Truckee Sanitation Agency
Monitoring and Reporting Program No. 2002-0030
WDID Number 6A290011000
Flow Monitoring Within collection System: Flow Measurement
Alpine Springs County Water District
March, 2024

DATE	ASCWD Daily Flow MG	ASCWD 7 Day Avg Flow MGD	ASCWD Peak Flow MGD
3/1/2024	0.084	0.085	0.119
3/2/2024	0.045	0.077	0.107
3/3/2024	0.079	0.075	0.111
3/4/2024	0.075	0.075	0.105
3/5/2024	0.079	0.075	0.125
3/6/2024	0.082	0.075	0.122
3/7/2024	0.079	0.075	0.114
3/8/2024	0.090	0.076	0.140
3/9/2024	0.105	0.084	0.197
3/10/2024	0.101	0.087	0.202
3/11/2024	0.080	0.088	0.126
3/12/2024	0.077	0.088	0.122
3/13/2024	0.080	0.087	0.116
3/14/2024	0.081	0.088	0.117
3/15/2024	0.092	0.088	0.155
3/16/2024	0.108	0.088	0.175
3/17/2024	0.101	0.088	0.186
3/18/2024	0.091	0.090	0.127
3/19/2024	0.099	0.093	0.144
3/20/2024	0.105	0.097	0.137
3/21/2024	0.113	0.101	0.142
3/22/2024	0.129	0.107	0.180
3/23/2024	0.157	0.114	0.219
3/24/2024	0.146	0.120	0.218
3/25/2024	0.123	0.125	0.177
3/26/2024	0.117	0.127	0.165
3/27/2024	0.110	0.128	0.152
3/28/2024	0.109	0.127	0.145
3/29/2024	0.118	0.126	0.166
3/30/2024	0.121	0.121	0.177
3/31/2024	0.113	0.116	0.185
SUMMARY			
AVG	0.100	0.096	0.151
MAX	0.157	0.128	0.219
MIN	0.045	0.075	0.105

Tahoe-Truckee Sanitation Agency
Monitoring and Reporting Program No. 2002-0030
WDID Number 6A290011000
Flow Monitoring Within collection System: Flow Measurement
Olympic Valley Public Service District
March, 2024

DATE	OVPSD Daily Flow MG	OVPSD 7 Day Avg Flow MGD	OVPSD Peak Flow MGD
3/1/2024	0.235	0.311	0.486
3/2/2024	0.128	0.255	0.421
3/3/2024	0.237	0.232	0.398
3/4/2024	0.237	0.231	0.509
3/5/2024	0.244	0.227	0.417
3/6/2024	0.264	0.226	0.657
3/7/2024	0.280	0.232	0.620
3/8/2024	0.325	0.245	0.764
3/9/2024	0.418	0.286	0.810
3/10/2024	0.353	0.303	0.787
3/11/2024	0.247	0.304	0.514
3/12/2024	0.237	0.303	0.421
3/13/2024	0.237	0.300	0.444
3/14/2024	0.245	0.295	0.421
3/15/2024	0.296	0.290	0.537
3/16/2024	0.392	0.287	0.787
3/17/2024	0.351	0.286	0.778
3/18/2024	0.273	0.290	0.491
3/19/2024	0.272	0.295	0.518
3/20/2024	0.300	0.304	0.685
3/21/2024	0.314	0.314	0.592
3/22/2024	0.404	0.329	0.745
3/23/2024	0.527	0.349	0.852
3/24/2024	0.479	0.367	0.778
3/25/2024	0.332	0.375	0.685
3/26/2024	0.330	0.384	0.768
3/27/2024	0.302	0.384	0.740
3/28/2024	0.299	0.382	0.565
3/29/2024	0.356	0.375	0.722
3/30/2024	0.396	0.356	0.778
3/31/2024	0.363	0.340	0.759
SUMMARY			
AVG	0.312	0.305	0.627
MAX	0.527	0.384	0.852
MIN	0.128	0.226	0.398

Tahoe-Truckee Sanitation Agency
Monitoring and Reporting Program No. 2002-0030
WDID Number 6A290011000
Flow Monitoring Within collection System: Flow Measurement
Truckee Sanitary District
March, 2024

DATE	TSD Calc Daily Flow MG	TSD Calc Daily Flow 7 Day Avg	TSD Peak Flow MGD
3/1/2024	1.638	1.792	2.045
3/2/2024	1.500	1.695	2.101
3/3/2024	1.553	1.632	2.000
3/4/2024	1.585	1.610	2.184
3/5/2024	1.607	1.609	2.072
3/6/2024	1.640	1.606	2.050
3/7/2024	1.700	1.603	2.149
3/8/2024	1.885	1.639	2.483
3/9/2024	2.138	1.730	2.808
3/10/2024	2.041	1.799	2.655
3/11/2024	1.738	1.821	2.296
3/12/2024	1.728	1.839	2.274
3/13/2024	1.706	1.848	2.296
3/14/2024	1.749	1.855	2.224
3/15/2024	1.873	1.853	2.307
3/16/2024	2.121	1.851	2.815
3/17/2024	2.075	1.856	2.834
3/18/2024	1.824	1.868	2.304
3/19/2024	1.830	1.883	2.512
3/20/2024	1.888	1.909	2.369
3/21/2024	1.916	1.932	2.333
3/22/2024	2.150	1.972	2.590
3/23/2024	2.456	2.020	3.108
3/24/2024	2.303	2.052	3.012
3/25/2024	2.014	2.080	2.705
3/26/2024	1.917	2.092	2.501
3/27/2024	1.906	2.095	2.424
3/28/2024	1.916	2.095	2.569
3/29/2024	2.003	2.074	2.568
3/30/2024	2.111	2.024	2.789
3/31/2024	2.010	1.982	2.648
SUMMARY			
AVG	1.888	1.862	2.452
MAX	2.456	2.095	3.108
MIN	1.500	1.603	2.000

Tahoe-Truckee Sanitation Agency
Monitoring and Reporting Program No. 2002-0030
WDID Number 6A290011000
Flow Monitoring Within collection System: Flow Monitoring
March, 2024

DATE	T-TSA Influent Daily Flow Combined MG	T-TSA Influent Daily Flow Main Line MG	T-TSA Influent Daily Flow Parallel Line MG	T-TSA Influent 7 Day Avg Flow MGD	T-TSA Influent Peak Flow MGD	T-TSA Effluent Daily Flow MG	T-TSA 2-Water Daily Flow MG	T-TSA Effluent Flow To Disposal Fields Calc MG	Flow To ERB MG	Flow From ERB MG	Flow To Emergency Storage MG	Flow From Emergency Storage MG
3/1/2024	3.356	3.357	0.000	3.635	4.128	4.052	1.021	3.031	0.029	0.029	0.000	0.000
3/2/2024	3.218	3.219	0.000	3.457	4.184	4.156	0.775	3.381	0.027	0.027	0.000	0.000
3/3/2024	3.271	3.276	0.000	3.344	4.083	3.825	0.653	3.172	0.025	0.025	0.000	0.000
3/4/2024	3.303	3.304	0.000	3.318	4.267	4.099	0.653	3.446	0.027	0.027	0.000	0.000
3/5/2024	3.237	3.237	0.000	3.309	4.031	3.867	0.654	3.213	0.048	0.048	0.000	0.000
3/6/2024	3.325	3.329	0.000	3.307	4.163	3.957	0.652	3.305	0.029	0.029	0.000	0.000
3/7/2024	3.459	3.461	0.000	3.310	4.295	4.139	0.661	3.478	0.031	0.031	0.000	0.000
3/8/2024	3.851	3.856	0.000	3.381	4.951	4.675	0.678	3.997	0.031	0.031	0.000	0.000
3/9/2024	4.304	4.274	0.000	3.536	5.708	4.859	0.650	4.209	0.036	0.036	0.000	0.000
3/10/2024	4.110	4.112	0.000	3.656	5.417	4.987	0.680	4.307	0.057	0.057	0.000	0.000
3/11/2024	3.558	3.560	0.000	3.692	4.580	5.065	0.666	4.399	0.144	0.144	0.000	0.000
3/12/2024	3.542	3.544	0.000	3.736	4.465	4.496	0.690	3.806	0.126	0.126	0.000	0.000
3/13/2024	3.515	3.517	0.000	3.763	4.521	4.667	0.746	3.921	0.062	0.062	0.000	0.000
3/14/2024	3.584	3.586	0.000	3.781	4.469	3.893	0.716	3.177	0.047	0.047	0.000	0.000
3/15/2024	3.871	3.873	0.000	3.783	4.806	4.494	0.646	3.848	0.053	0.053	0.000	0.000
3/16/2024	4.368	4.370	0.000	3.793	5.715	5.346	0.726	4.620	0.056	0.056	0.000	0.000
3/17/2024	4.240	4.242	0.000	3.811	5.580	4.820	0.637	4.183	0.042	0.042	0.000	0.000
3/18/2024	3.856	3.859	0.000	3.854	4.771	4.997	0.636	4.361	0.036	0.036	0.000	0.000
3/19/2024	3.916	3.918	0.000	3.907	5.104	4.630	0.618	4.012	0.055	0.055	0.000	0.000
3/20/2024	4.026	4.028	0.000	3.980	5.038	4.753	0.603	4.150	0.045	0.045	0.000	0.000
3/21/2024	4.101	4.103	0.000	4.054	4.927	4.900	0.603	4.297	0.025	0.025	0.000	0.000
3/22/2024	4.571	4.574	0.000	4.154	5.490	5.174	0.620	4.554	0.034	0.034	0.000	0.000
3/23/2024	5.204	5.207	0.000	4.273	6.549	6.146	0.627	5.519	0.047	0.047	0.000	0.000
3/24/2024	4.829	4.831	0.000	4.358	6.167	5.855	0.609	5.246	0.038	0.038	0.000	0.000
3/25/2024	4.288	4.290	0.000	4.419	5.420	5.375	0.600	4.775	0.189	0.189	0.000	0.000
3/26/2024	4.112	4.114	0.000	4.447	5.170	5.047	0.619	4.428	0.053	0.053	0.000	0.000
3/27/2024	4.042	4.044	0.000	4.450	4.969	5.021	0.692	4.329	0.031	0.031	0.000	0.000
3/28/2024	4.091	4.093	0.000	4.448	5.146	4.531	0.773	3.758	0.033	0.033	0.000	0.000
3/29/2024	4.269	4.271	0.000	4.405	5.295	4.956	0.840	4.116	0.026	0.026	0.000	0.000
3/30/2024	4.464	4.466	0.000	4.299	5.736	5.152	0.670	4.482	0.036	0.036	0.000	0.000
3/31/2024	4.293	4.295	0.000	4.223	5.417	4.721	0.616	4.105	0.056	0.056	0.000	0.000
SUMMARY												
AVG	3.941	3.942	0.000	3.867	4.986	4.731	0.678	4.052	0.051	0.051	0.000	0.000
MAX	5.204	5.207	0.000	4.450	6.549	6.146	1.021	5.519	0.189	0.189	0.000	0.000
MIN	3.218	3.219	0.000	3.307	4.031	3.825	0.600	3.031	0.025	0.025	0.000	0.000
LIMITS												
AVG												
MAX				9.600								
MIN												



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: G-1

FROM: Accounting Department

SUBJECT: Approve Accounts Paid and Payable for the Period from April 9th, 2024 – May 13th, 2024

RECOMMENDATION:

Approve accounts paid and payable from April 9th, 2024, through May 13th, 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: May 14, 2024

ITEM: G-2

FROM: Office of the General Manager

SUBJECT: Approve the Regular Meeting Minutes of April 9, 2024

RECOMMENDATION:

Approve Regular Meeting Minutes of April 9, 2024

DISCUSSION:

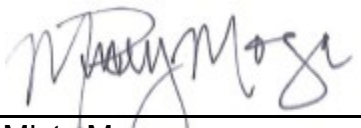
At the regular Board meeting and any special Board meetings, draft minutes from meeting(s) held during the previous month are presented to the Board of Directors for review and approval. Meeting minutes represent the official record of the District's actions. Minutes are considered to be a vital and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


FISCAL ANALYSIS: No Fiscal Impact

ATTACHMENTS: Draft Minutes from April 9, 2024

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, April 9, 2024, 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, April 9, 2024, at 2:00 p.m. at the North Tahoe Event Center. The Directors in attendance were Thompson, Hughes, Mourelatos (arrived at 2:11 p.m.), Daniels, and President Coolidge. District Staff in attendance included General Manager Johnson, Chief Financial Officer Van Cleave, Engineering and Operations Manager Pomroy, Human Resources Manager Harris, Utility Operations Manager Fischer, Recreation, Parks, & Facilities Manager Oberacker, 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.

EMPLOYEE ANNIVERSARY AWARDS:

Christopher Cannizzaro – Equipment Operator II – UOM Fischer, GM Johnson, and the Board members commended Mr. Cannizzaro for his longevity and dedication of 35 years of service to the District.

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 provided highlights from his report. Director Mourelatos encouraged TTSA to communicate the traffic impacts of the upcoming construction project on the sewer line in Highway 89.

Recreation & Parks Commission – Alternate Commissioner Jill Amen wasn't present to provide a verbal presentation; however, RFP Oberacker addressed questions from the board. Director Mourelatos spoke about the 'Don't Drop the Top' recycling program that turns waste into community benches.

Board Committee reports – Director Daniels noted that the Planning & Development Committee reviewed and recommended approval of the patch paving and Brockway Water Infrastructure Project. Director Thompson noted that the Personnel Committee recommended approval of the safety consultant contract and Utility Operations Compliance Inspector job description and reviewed executive agreements. In response to Director Daniels' inquiry, GM Johnson explained the wages for the inspector position. Director Mourelatos reported the Finance Committee discussed and agreed with the Rate Relief Program and accounts paid and payable.

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 February 13, 2024 – April 8, 2024
- Approve the Special Meeting Minutes of March 7, 2024 and March 26, 2024
- Award a Construction Contract and Authorize the General Manager to Execute an Agreement and Purchase Order with West Coast Paving, Inc. for the Replacement of Asphalt Concrete in Various Locations
- Award a Construction Contract and Authorize the General Manager to Execute the Agreement with Vinciguerra Construction, Inc. for the Brockway Fire Protection Water Infrastructure 2024 Project
- Approve the Utility Operations Compliance Inspector Job Description and Wage Range and Modifications to the Organizational Chart and Incentive Certification Program
- Authorize the General Manager to Execute a Professional Services Agreement for Safety Consulting and Training Services

GM Johnson handed out an updated organizational chart, reflecting that an Operations Maintenance Worker I/II position would be replaced by the Operations Compliance Inspector for Consent Item F.5.

MOTION: Director Daniels moved to approve the Consent Calendar with the amended Organization Chart for item F.5. Director Mourelatos seconded the motion, which carried unanimously in favor.

GENERAL BUSINESS

Appeal of Connection Fees and Service Charges for the Accessory Dwelling Unit at 299 West Agatam Avenue (Timed Item) – General Counsel Nelson introduced the item and provided a PowerPoint presentation. GM Johnson and Legal Counsel Nelson addressed the board members' questions. GM Johnson reported this property would be re-class from single-family to multi-residential for monthly service charges. Staff and Legal Counsel have interpreted this as a non-exempt ADU, which results in a connection fee based on the proportionate impacts on our system according to our Sewer Ordinance, which is written in accordance with the law. A new sewer lateral is not required but rather tied into the existing sewer lateral. Legal Counsel Nelson referenced the Sewer Ordinance and connection fees in the packet. He noted residential properties define how connection fees are charged with a base charge per living unit with a square footage component. An increase in the living area has an impact on sewer utilization, especially when a kitchen unit is added. Legal Counsel Nelson referenced the Sewer Ordinance, altered service requires the customer to pay additional connection fees. He added connection fees are not considered impact fees.

GM Johnson noted that if the appellant created an on-suite bedroom and then later considered adding a kitchen to the existing unit, he would not be required to pay the connection fee as that would make the ADU exempt under state law.

Board members shared their thoughts about the homeowner's attempt to increase workforce housing by going through the proper channels and how workforce housing is a strategic focus of the District. Director Daniels shared that she is aware that 40-50 ADUs already exist in the District, which probably didn't pay for the connection fees. She added that we must consider the code and whether we are trying to help or hinder the process. GM Johnson noted that our connection charges were reevaluated in 2018 and updated based on the feedback of the Mountain Housing Council. The update brought the District into compliance with scalable connection fees due to the proportional impact of the connection and also incentivized the building of ADUs or smaller homes.

Billy Janhunan, the appellant/homeowner, stated he built an ADU after TRPA's governing update, permitting deed-restricted ADUs and bonus units. He added that he interpreted the California law as this is an exempt ADU on existing space. Legal Counsel Nelson stated that NTPUD is interpreting state law correctly and is assessing a proportional connection fee for the intensification of the use rather than require a separate connection to the ADU and treat the ADU as a new residential use. GM Johnson added that if you have separate living quarters and separate uses, there could be blockage and backup, but we are allowing the appellant to leverage the existing infrastructure. Mr. Janhunan noted that his water base rate will double because he will go from single-family to multi-residential. He stated he appealed to avoid excess fees as he was trying to provide housing. He asked how this is different from the large lakefront house with two kitchens.

Director Daniels advised the District's Ordinance should be written to reflect what we are trying to achieve. GM Johnson stated the District is not for nor against Mr. Janhunan's project as we are agnostic about its use. At the moment, there are no District policy incentives to empower staff to endorse what TRPA or the County is doing. Staff's recommendation is to be aware of making exceptions to the Ordinance for individuals and instead update the Ordinance to allow the Board's desired policy priorities. There cannot be exceptions for ongoing service charges as Proposition 218 forbids the subsidization of one customer class to another customer class unless property tax revenues were utilized.

Director Hughes stated we are trying to stabilize the community, but what is the cost of making an exception. She added the average customer would pay for this as the cost doesn't go away. GM Johnson noted that if we grant this exception, we may see requests to grant the exception for a large lakefront home or STRs. Connection fees pay for capital projects, so staff would need to look at other revenue sources to address the shortfall.

Emily Setzer, Placer County principal planner, was present and stated she has been coordinating with MHC and working on incentivizing deed-restricted workforce housing.

During Director discussion, President Coolidge expressed the District's interest in contributing towards deed-restricted workforce housing but highlighted the need to create a policy to support this. Director Mourelatos emphasized the importance of being more proactive in supporting workforce housing, stating that there should be no connection fee for deed-restricted workforce housing. He also suggested a moratorium for those ADUs to incentivize

workforce housing, seeing this as an opportunity to think differently. President Coolidge acknowledged the bigger picture but noted that it may not be addressed immediately. Director Hughes brought up implications that cannot be ignored.

GM Johnson summarized the discussion; the Board would like to further discuss incentivizing deed-restricted ADUs, but not STRs or guest quarters on large estates. We could recognize the policy work by rejecting the appeal with the caveat that if the Board changes the policy, a future refund could be granted to the appellant. This would allow us to proceed today but benefit the appellant by a change in the policy in the future.

Director Daniels noted we would reject the appeal based on our current Ordinance, but in the meantime, we could update the Ordinance and defer payment until Certificate of Occupancy is issued. There is a lot of workforce housing coming online in the area. Staff noted fees had already been paid. Director Mourelatos asked what the District could legally do. He requested an analysis of service fees. GM Johnson spoke about possible changes in service fees, which could only happen prospectively with a new policy. It would be complex due to 218 implications. The connection fees are one-time charges, while service charges are recurring.

In response to Mr. Janhunan's inquiry about the difference between two people living in this house or adding this unit, GM Johnson explained how the cost of service customer class analysis behaves. It has to do with occupancy, multiple kitchens, and peaking factors for when water demand occurs. There is a great deal of analysis on why base rates are different and consumptive rates are different amounts based on the customer class.

MOTION: Director Thompson moved to deny the appeal associated with monthly service fees calculated for the proposed property for two dwellings. Director Daniels seconded the motion. The motion carried 4 to 1. Director Mourelatos opposed. Director Daniels requested future discussion of Ordinance changes.

MOTION: Director Thompson moved to deny the appeal on wastewater connection fees but to direct staff to reimburse the appellant for any paid connection fees if the District modifies the policy regarding connection fees within 18 months. Director Daniels seconded the motion. During a brief discussion, Director Thompson stated we are trying to make it more affordable to live here. We are losing our workforce, and we need to get it back. Director Daniels inquired if we could defer payment of the connection fees until the issuance of the Certificate of Occupancy. Staff noted that's not currently permitted under our Sewer Ordinance. The motion carried unanimously.

The Board provided direction to staff to analyze such a program and its implications.

The board took a brief recess.

Review, Discuss, and Possibly Approve Resolution 2024-08—Approving the Rate Relief Policy, Authorizing a Rate Relief Program, and Funding the Program for the Fiscal Year 2024-25 – CFO Van Cleave introduced the item and PowerPoint presentation.

CFO Van Cleave addressed questions about communication and courtesy reminders for the annual program expiration. She also discussed the eligibility of tenants with a secondary account or landlord pass-through. In response to Director Daniels' inquiry, GM Johnson noted that Liberty Utilities is a verifying agency only, and no money will flow through Liberty. Our rate relief program will be deployed into the community through the Sierra Community House and Liberty's CARE program as well as our own outreach efforts.

In response to Director Daniels' inquiry, CFO Van Cleave noted we will review this annually at the Finance Committee and set a budget based on our goals with the entire Board.

MOTION: Director Daniels moved to approve Resolution 2024-08, approving the rate relief policy, authorizing a rate relief program, and funding the program for FY 24/25. Director Hughes seconded the motion which carried unanimously in favor.

Review, Discuss, and Select One (1) Candidate from the List of Nominees for Regular Voting Special District Representative, and Select Up to Two (2) Candidates for Alternate Special District Representative on Local Agency Formation Commissioner (LAFCO) and Authorize the Board President to Cast the District's Ballot – GM Johnson introduced the item.

MOTION: Director Hughes moved to nominate Joshua Alpine for Regular Voting Representative, Judy Friedman for First Alternate Representative, and Joshua Alpine for Second Alternate Representative. Director Mourleatos seconded the motion. The Board briefly discussed the scenario if a current seating representative retires from their District, the alternate would fill the seat until permanently filled. The motion carried unanimously.

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

General Manager/CEO Report - GM Johnson provided a brief update on the legislative affairs efforts and their trip to Washington, DC. President Coolidge shared her thoughts about their visit. She added that our efforts are paying off, and we are seeing a difference. Director Hughes stated she was pleased to see the positive outcome and appreciated the efforts.

Public Information Officer Report – PIO Broglio provided highlights from his report, including an update on the California Tahoe Conservancy's (CTC) SB630 grant program. He noted CTC funding consideration of the Secline Beach project is being deferred to 2025 due to urgent funding needs for AIS projects related to the New Zealand mud snail findings.

Accounting Department Report for the month ending February 29, 2024 – CFO Van Cleave provided highlights from her report. In response to Director Thompson's inquiry, the CFO provided an update on the transition from BMO to a Wells Fargo Bank account.

Recreation, Park, and Facilities Department Report – RPF Manager Oberacker provided highlights from her report, which the Board complimented.

Planning and Engineering Department Report – EOM Pomroy provided highlights from his report. Director Daniels noted she appreciated the report reflecting the competitive bid spread.

Utility Operations Department Report – UOM Fischer highlighted items from his report. Director Mourelatos inquired about the 5-year average of water production. UOM Fischer explained that measures are being taken to address the water loss issue, such as installing new watermains. Additionally, the State's water restrictions have contributed to reduced water production.

Legal Report – Legal Counsel Nelson highlighted items from his report, including pending water conservation regulations.

BOARD COMMENTS – Director Mourelatos suggested making the Pancake Breakfast free for the community or allocating the proceeds to the Friends of the Park. Director Hughes shared that Kurt Englehart, Senator Cortez-Masto's staffer, has passed away; he was a supporter of the lake and region.

LONG RANGE CALENDAR – After a brief discussion and review of the long-range calendar, the Board decided to hold a Capital Improvement Program budget special meeting on May 8, at 1:30 p.m. They decided a full tour of projects is not necessary this year. Additionally, a special budget workshop will be scheduled for May 28, from noon to 2 p.m. at the Event Center.

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

The board went into a closed session at 5:54 p.m.

CLOSED SESSION:

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*

There was no reportable action taken during the closed session.

ADJOURNMENT – With no further business to come before the Board, the meeting was adjourned at 6:35 p.m.



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: May 14, 2024

ITEM: G-3

FROM: Engineering and Operations Manager

SUBJECT: Authorize the General Manager to Execute a Professional Services Agreement with DOWL, LLC for Engineering Design Services for the Satellite Sewer Pump Station Rehabilitation Design Project

RECOMMENDATION:

Authorize the General Manager to execute a Professional Services Agreement, in the amount of \$89,850, with DOWL LLC for Engineering Design Services for the Satellite Sewer Pump Station Rehabilitation Design Project.

DISCUSSION:

In 2024, the District has completed the replacement of five packaged satellite sewer stations manufactured by Smith and Loveless that have been in service since 1970. The District also has an additional nine medium-sized satellite stations that were manufactured by Smith and Loveless and installed in 1970 as well. The Fiscal Year 2023/24 Sewer Capital Plan includes funds to begin the design phase of the Model 16 Satellite Sewer Pump Station Rehabilitation Design Project. These sewer pump stations have a separate wet well for the incoming sewage and a dry well that contains the duplex pumping equipment. One of these satellite stations (N-1) has already been replaced. The remaining eight satellite sewer pumping stations have been in continuous operation for 54 years and are reaching the end of their service life.

In 2019, as part of the N-1 Sewer Station Improvements Project, District staff reached out and communicated with six engineering firms qualified to perform pump station design services. The District selected Farr West Engineering to complete that design. Subsequently, in 2021, Farr West Engineering successfully completed the rehabilitation design of the five Model 15 pump stations, and construction is nearly complete. In 2022, DOWL, LLC and Farr West Engineering merged, and the two companies assumed the DOWL name. In 2023 DOWL, LLC was retained by the District to investigate the District's eight Model 16 satellite sewer pumping stations and prepare a preliminary design report. This work is complete and the project is ready to proceed to design.

Staff solicited a proposal from DOWL, LLC for design services and is recommending engaging their engineering services on these projects.

The design services include 75% rehabilitation design of our eight Model 16 Smith and Loveless (S&L) duplex wet-pit/dry-pit sewage pump stations to include electrical, civil,

mechanical, and structural elements. The proposed scope of work follows this memorandum. Final design and bid document preparation will be prepared under a future task order.

FISCAL ANALYSIS:

This project is included in the Fiscal Year 2023/24 Capital Budget in the Sewer Fund as Project #2446, Satellite PS Rehabilitation Design.

There is sufficient budget available to complete the proposed Professional Services Agreement with DOWL, LLC for design.

STRATEGIC PLAN ALIGNMENT:

Goal 1: Provide safe, efficient, sustainable water and wastewater services focusing on industry best practices and continuous improvement – Objective 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 – Tactic 2: Improve sewer system reliability – Activity a: Complete improvements to the eight mid-size sewer pumping stations installed in the early 1970s.


ATTACHMENTS:


DOWL, LLC Scope of Work for design of the Satellite Sewer Pump Station Rehabilitation Design Project.

MOTION:

Approve Staff Recommendation

REVIEW TRACKING:

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

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

Reviewed By: 
Vanetta Van Cleave
Chief Financial Officer

**EXHIBIT A
SCOPE OF WORK**

**North Tahoe Public Utilities District
Model 16 Sewage Pump Station Rehabilitation Project Phase II**

INTRODUCTION

North Tahoe Public Utilities District (District) has requested DOWL LLC (DOWL) to submit an engineering scope of work and fee proposal for developing 75% design drawings for the rehabilitation of eight Model 16 Smith and Loveless Sewage Pump Stations. The pump stations are designated as C-1, C-2, D-1, D-3, D-4, D-6, D-7 and N-3. This effort will include a 75% Engineer's Opinion of Probable Cost for all eight stations.

The details of the Project are understood to include the following Project Parameters:

- Rehabilitation of eight Model 16 Smith and Loveless (S&L) duplex wet pit – dry pit sewage pump stations to include electrical, civil, mechanical, and structural elements.
- Replacement of all electrical conductors reusing existing conduits, when possible, new electrical meter, power panels, removal, and replacement of original S&L control panels with new equipment.
- Replace pumps, motors, check valves, suction gate valves, sump pump, and ventilation blowers.
- The District intends to Replace, Repair or Upgrade the following prior to this Project:
 - SCADA/RTU Panels, including radio, wire, and antenna.
 - Ventilation Pipes and Ducts.
 - Isolation Valves at connections to existing export main.
- Details of other repairs are contained in the preliminary design report.

The phase and task breakdown for the project is designated as follows:

- Task 1 – Project Management
- Task 2 – Design Drawings for Eight Stations
 - Task 2.1 33% Design
 - Task 2.2 75% Design
- Task 3 – Owner Directed Services

DESIGN SERVICES

Task 1 – Project Management

Objective

To plan, organize, direct, control, and communicate all relevant activities set forth in this Scope of Work within the approved budget and schedule.

Approach

DOWL will routinely review project progress and communicate project status on a regular basis. Communication will be through email and telephone, and with monthly project coordination meetings with District and DOWL staff. This task will include the following activities:

- Project administration includes scheduling maintenance, cost control, monthly invoicing, filing, resource allocation, subconsultant management, and routine communications.
- Team coordination, including conference calls and internal meetings.
- Monitoring changes to the scope, budget, or schedule and developing change management strategies with District.

Deliverables

The following deliverables will be submitted under this task:

- Monthly invoices.
- Project Management Plan

Assumptions

The following assumptions apply:

- Monthly reports will be provided with timely invoices.
- Project-related issues will be identified, communicated, and resolved.
- Overall Project duration is estimated at six (6) months for 75 % Design.

Task 2 – Rehabilitation Design

Objective

To gather information from the Condition Assessment and Preliminary Design Memo that will be utilized for equipment identification and design drawings.

Approach

The following approach applies:

- Conducting a project kick-off meeting with DOWL and District staff.
- Compiling and organizing data collected during Phase I

- Drafting site and improvement plans for each of the eight pump stations
- Prepare existing electrical single line diagrams and equipment selection.
- Prepare a 75% Engineer's Opinion of Probable Cost for all eight pump stations.

Deliverables

The following will be delivered under this task:

- 33% Design Drawings for all eight stations.
- 75% Design Drawings for all eight stations.
- Major Component Selection: Basis of Design
- 75% Engineer's Opinion of Probable Cost

Assumptions

The following assumptions apply:

- One (1) kickoff meeting and site visit included.
- District will provide easement limits and as built plans where required.
- District will provide available GIS mapping.
- Survey, Geotechnical, and odor control services are not included.
- Pump design criteria will be provided by the District.
- One pump station will have the cost estimate prepared by an external third-party cost estimator.
- Cost estimate will be a Class 2 estimate with an expected accuracy range of -15% to +20%

TASK 3 – OWNER DIRECTED SERVICES

Objective

This task is reserved for services not within the scope of the other tasks, but that the Owner would like included in the project. Nothing will be charged to this task without the authorization of the Owner.

IN WITNESS WHEREOF: Persons authorized to commit the resources of the Parties have executed this Agreement: and this agreement may be signed in any number of counterparts, each of which is an original, and all of which taken together constitute one single document:

Accepted for Client:

Accepted for DOWL:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Tax ID No or 92-0166301

SSN: _____

EXHIBIT B

SCHEDULE

Receive PSA from NTPUD	May 2024
Kick-off meeting on site	June 2024
Complete 33% Drawings	August 2024
Complete 75% Drawings/Cost Estimate	October 2024
Internal QA/QC Completed	November 2024
Deliver 75% Drawings to NTPUD	December 1, 2024

EXHIBIT C

BUDGET

Task 1	Project Management	\$5,929
Task 2	Rehabilitation Design	
	2.1 33% Design Drawings	\$39,377
	2.2 76% Design Drawings	\$40,544
Task 3	Owner Directed Services	\$4,000
TOTAL:		\$89,850

EXHIBIT D

ENGINEER'S RATE SCHEDULE



NEVADA FEE SCHEDULE

Personnel Billing Rates

Personnel are identified on our invoices by name and/or labor category.

Description	Rate	Description	Rate
Accounting Manager	\$180.00	Engineer IX	\$245.00
Accounting Technician	\$115.00	Engineer X	\$260.00
Administrative Assistant	\$90.00	Engineering Technician I	\$95.00
Administrative Manager	\$120.00	Engineering Technician II	\$110.00
Biologist I	\$125.00	Engineering Technician III	\$120.00
Biologist II	\$135.00	Engineering Technician IV	\$135.00
Biologist III	\$145.00	Engineering Technician V	\$150.00
Biologist IV	\$155.00	Engineering Technician VI	\$170.00
Biologist V	\$200.00	Environmental Specialist I	\$115.00
CAD Drafter I	\$100.00	Environmental Specialist II	\$130.00
CAD Drafter II	\$115.00	Environmental Specialist III	\$135.00
CAD Drafter III	\$125.00	Environmental Specialist IV	\$145.00
CAD Drafter IV	\$135.00	Environmental Specialist V	\$150.00
CAD Drafter V	\$145.00	Environmental Specialist VI	\$185.00
Senior CAD Drafter	\$165.00	Environmental Specialist VII	\$205.00
Civil and Transportation Designer	\$130.00	Environmental Specialist VIII	\$220.00
Senior Civil and Transportation Designer	\$165.00	Environmental Specialist IX	\$240.00
Contract Administrator I	\$155.00	Environmental Specialist X	\$260.00
Contract Administrator II	\$180.00	Field Project Representative I	\$125.00
Corporate Development Manager	\$225.00	Field Project Representative II	\$140.00
Cultural Resources Specialist I	\$115.00	Field Project Representative III	\$150.00
Cultural Resources Specialist II	\$135.00	Field Project Representative IV	\$165.00
Cultural Resources Specialist III	\$140.00	Geologist I	\$130.00
Cultural Resources Specialist IV	\$175.00	Geologist II	\$140.00
Cultural Resources Specialist V	\$190.00	Geologist III	\$150.00
Document Production Supervisor	\$145.00	Geologist IV	\$170.00
Engineer I	\$125.00	Geologist V	\$200.00
Engineer II	\$135.00	GIS Technician	\$100.00
Engineer III	\$150.00	GIS Specialist	\$120.00
Engineer IV	\$170.00	GIS Coordinator	\$170.00
Engineer V	\$190.00	GIS Manager	\$175.00
Engineer VI	\$200.00	Graphics Designer	\$125.00
Engineer VII	\$210.00	Senior Graphics Designer	\$160.00
Engineer VIII	\$220.00	Hydrogeologist I	\$135.00



Description	Rate	Description	Rate
Hydrogeologist II	\$160.00	Professional Land Surveyor V	\$155.00
Hydrogeologist III	\$190.00	Professional Land Surveyor VI	\$160.00
Senior Hydrogeologist	\$220.00	Professional Land Surveyor VII	\$170.00
Intern I	\$80.00	Professional Land Surveyor VIII	\$180.00
Intern II	\$100.00	Professional Land Surveyor IX	\$205.00
Laboratory Supervisor	\$100.00	Professional Land Surveyor X	\$215.00
Laboratory Manager	\$120.00	Professional Land Surveyor XI	\$240.00
Landscape Architect I	\$125.00	Project Assistant I	\$110.00
Landscape Architect II	\$140.00	Project Assistant II	\$125.00
Landscape Architect III	\$155.00	Project Administrator	\$130.00
Landscape Architect IV	\$170.00	Project Controller	\$160.00
Landscape Architect V	\$185.00	Senior Project Controller	\$180.00
Landscape Architect VI	\$195.00	Project Manager I	\$155.00
Landscape Architect VII	\$205.00	Project Manager II	\$170.00
Landscape Designer I	\$90.00	Project Manager III	\$185.00
Landscape Designer II	\$110.00	Project Manager IV	\$200.00
Marketing Assistant	\$100.00	Project Manager V	\$215.00
Marketing Coordinator	\$130.00	Project Manager VI	\$230.00
Marketing & Administrative Manager	\$220.00	Project Manager VII	\$245.00
Materials Technician	\$90.00	Proposal Manager	\$135.00
Materials Technician II	\$100.00	Senior Proposal Manager	\$205.00
Lead Materials Technician	\$110.00	Public Involvement Assistant	\$110.00
Senior Materials Technician	\$120.00	Public Involvement Planner	\$130.00
Materials Manager	\$125.00	Public Involvement Coordinator	\$150.00
Planner I	\$115.00	Public Involvement Program Manager	\$195.00
Planner II	\$140.00	Real Estate Services Manager	\$175.00
Planner III	\$155.00	Right of Way Assistant	\$110.00
Planner IV	\$170.00	Right of Way Agent I	\$120.00
Planner V	\$185.00	Right of Way Agent II	\$135.00
Planner VI	\$195.00	Right of Way Agent III	\$150.00
Planner VII	\$205.00	Right of Way Agent IV	\$165.00
Planner VIII	\$220.00	Right of Way Agent V	\$180.00
Planner IX	\$235.00	Right of Way Agent VI	\$210.00
Planner X	\$275.00	Risk Manager	\$195.00
Planning Technician	\$105.00	Senior Manager I	\$235.00
Professional Land Surveyor I	\$115.00	Senior Manager II	\$255.00
Professional Land Surveyor II	\$125.00	Senior Manager III	\$265.00
Professional Land Surveyor III	\$135.00	Senior Manager IV	\$300.00
Professional Land Surveyor IV	\$145.00	Senior Manager V	\$310.00



Description	Rate	Description	Rate
Senior Manager VI	\$330.00	Systems Administrator	\$150.00
Survey Technician I	\$85.00	Technical Coordinator	\$175.00
Survey Technician II	\$90.00	Utility Operator	\$140.00
Survey Technician III	\$95.00	Water Resource Specialist	\$190.00
Survey Technician IV	\$110.00	Water Rights Specialist I	\$145.00
Survey Technician V	\$115.00	Water Rights Specialist II	\$165.00
Survey Technician VI	\$125.00	Water Rights Specialist III	\$200.00
Survey Technician VII	\$140.00	Water Rights Technician I	\$100.00
Survey Technician VIII	\$155.00	Water Rights Technician II	\$110.00
Survey Technician IX	\$165.00	Water Rights Technician III	\$120.00
Survey Technician-Supervisor	\$150.00		

Survey Crews

One-Person Survey Crew	=	\$155.00 / hour
One-Person Survey Crew GPS/Robotics	=	\$175.00 / hour
Two-Person Survey Crew	=	\$220.00 / hour
Two-Person Survey Crew (PLS + LSIT)	=	\$255.00 / hour
Two-Person Survey Crew GPS/Robotics	=	\$230.00 / hour
Three-Person Survey Crew	=	\$305.00 / hour

Travel, Mileage, and Miscellaneous

Lodging	=	Cost per night
Airfare	=	Cost
Vehicle Usage – Passenger Cars	=	\$1.05/mile
Vehicle Usage – Trucks & SUV's	=	\$1.25/mile
Printing/Supplies/Phone/Fax/Postage	=	Note 3
In-House Usage Charges	=	Note 4

Per Diem

Unless otherwise specified contractually, per diem will be billed when travel is more than 50 miles from the office during a meal allowance period of three or more consecutive hours or involves an overnight stay. The three meal allowance periods are breakfast (midnight to 10 am), lunch (10 am – 3 pm) and dinner (3 pm to midnight).

	Breakfast	Lunch	Dinner	Incidentals	1 st and Last Day	DOD Per Diem Rate
Elko	\$13.00	\$15.00	\$26.00	\$5.00	\$44.25	\$59.00
Reno	\$16.00	\$17.00	\$31.00	\$5.00	\$51.75	\$69.00

For all other cities not listed above and meal breakdown, use the following link: <https://www.gsa.gov/travel/plan-book/per-diem-rates>

Notes

1. DOWL's Professional Services Fee Schedule is subject to adjustment each year or at the end of a contract period, whichever is appropriate. Should adjustments be anticipated or required, such adjustments will not affect existing contracts without prior agreement between Client and DOWL.
2. Straight-time rates are given. Multiply by 1.5 for overtime rates. Overtime rates will be applied at the rate prescribed by applicable state law.
3. Direct reimbursable expenses such as travel, freight, subcontractors, and request beyond those requests considered reasonable by the Project Manager for phone/fax/postage, office supplies, reproduction and photography, and laboratory analysis will be billed at cost plus the negotiated markup.
4. In-house equipment usage charges or specialized software/equipment that are not separately stated on the fee schedule will be negotiated at rates deemed fair and reasonable.
5. Late charges will be assessed on the unpaid balance of all accounts not paid within 30 days of the billing date, at a rate of 1.0 percent per month (12% per year).



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: G-4

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to Execute a Professional Services Agreement for the Secline Beach Enhancement – Planning and Design Project

RECOMMENDATION:

Authorize the General Manager to execute a Professional Services Agreement in the amount of \$300,000 with Design Workshop for the Secline Beach Enhancement – Planning and Design Project.

DISCUSSION:

On February 13, 2024, the North Tahoe Public Utility District (NTPUD) Board authorized the General Manager to execute a North Tahoe Community Alliance (NTCA) TBID Funds Grant agreement in the amount of \$240,000 for the Secline Beach Enhancement – Planning and Design Project. This grant, executed over a three year period, requires a \$60,000 match from the District.

The TBID grant will provide the funds necessary to initiate preliminary design and public outreach. This process and the documents produced will position NTPUD staff to complete future grant applications to fund the final design and construction.

Based on Design Workshop's extensive resume of municipal work within the Tahoe-Truckee area and the completion of several public planning and design studies within Eastern Placer County, the NTPUD Staff has identified their team as the most qualified firm to complete the project. District Staff met with Design Workshop on-site to discuss the scope of work.

The full scope of design services includes stakeholder engagement, public outreach, data collection, title research, alternative analysis, and preparation of schematic design drawings for the preferred improvement alternative. The proposed scope of work is attached to this memorandum.

FISCAL ANALYSIS:

NTPUD has received a TBID grant of \$240,000 to fund the planning and preliminary design of the Secline Beach Enhancement – Planning and Design Project. While the proposed contract exceeds the project budget, staff believes there are available funds coming from savings from other projects within the Fiscal Year 2023/24 Recreation and Parks Capital Budget to accommodate the contract value this fiscal year. Importantly, in accordance with the TBID grant, the proposed contract will be completed over a three year period and, if approved, this contract will inform future fiscal year capital budgets. Staff will continue to

monitor the current fiscal year Recreation and Parks Capital Budget and will agendize a formal budget augmentation at a future meeting, should doing so become necessary. Additionally, staff will continue to pursue grants and work with stakeholder agencies to help fund the District's \$60,000 match requirement for the project.

STRATEGIC PLAN ALIGNMENT:

Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective 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 – Tactic 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 – Activity 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.

ATTACHMENTS:

Design Workshop, Secline Beach Enhancement Planning and Design Project – Proposed Scope of Services and Fee Estimate

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 Van Cleave~~
Chief Financial Officer

The following narrative describes a comprehensive list of services required to bring together the landowners (North Tahoe Public Utility District (NTPUD), the California Tahoe Conservancy (CTC), and Placer County), stakeholders, and community partners to create a multi-agency project to prepare a vision and preliminary design of public recreation access, environmental improvements, and facility enhancements for the Secline Beach public parcels in Kings Beach, CA.

The primary study area consists of three public parcels (APN 090-073-001 (owned by NTPUD), APN 117-180-011 (owned by CTC), and APN 117-180-027 (owned by Placer County), the lakeward access to Lake Tahoe, Secline Street right-of-way, and the privately-owned parcel to the north (APN 017-180-012). Evaluation of opportunities associated with the privately-owned parcel will be considered in order to identify how planning strategies may change if the parcel were acquired. However, the alternatives for public recreation access will also plan for current ownership conditions where the parcel remains privately-owned.

The project will leverage work completed in prior planning and design studies. Shared-use path connectivity from the project area to Kings Beach State Recreation Area (KBSRA) will be discussed as it relates to noting connectivity and public access recommendations from the Area Plan, but defining a route for a shared-use path or advancing that planning effort will not be the primary purpose of the project.

Efficiently organizing the work will be essential to completing the project in a timely fashion. While the following narrative is organized in a linear manner, many of the sub-tasks may proceed in a parallel or concurrent fashion. The planning effort is organized into three consecutive phases anticipated to be completed on a yearly schedule.

The scope of work to be performed by the Design Workshop Team (Contractor) in connection with this agreement is as follows:

PHASE ONE: PROGRAM ANALYSIS, SITE TESTING, & COMMUNITY ENGAGEMENT WINDOW ONE

Task 1.1: Project Start-Up and Outreach Strategy

The general objective for this phase of the work is to develop a thorough understanding of the work that has been completed to date, become familiar with the site, and to develop a project management and stakeholder engagement plan that clearly articulates the project's critical success factors, goals, and objectives.

The Contractor will provide NTPUD with a list of supplemental information and/or documents that will be helpful to complete the work. It is anticipated that verification of land capability and coverage and development of a topographic and boundary survey will be completed by the Contractor as described in subsequent tasks. Technical studies, such as geotechnical, groundwater elevation, and hydrology reports are not anticipated to be needed during these phases of the project.

The Contractor will work with NTPUD and Core Team members to refine a community and stakeholder engagement plan.

- **Core Team:** Core project partners group including participants from North Tahoe Public Utility District, the California Tahoe Conservancy, and Placer County.
- **Stakeholders:** Key public agency and community representatives with an active interest or use of the project site or surrounding context, such as the Tahoe Regional Planning Agency (TRPA), California Department of Parks and Recreation (California State Parks), Kings Beach Economic Vitality Committee (KBEVC), Sierra Community House, and California Division of Boating and Waterways (CDBW).

The specific tasks to be completed are as follows:

1. Conduct a strategic kick-off meeting with the Core Team.
 - a. Review/develop project goals, design criteria and potential program ideas.
 - b. Identify project expectations and critical success factors.
 - c. Identify core challenges and potential solutions.
 - d. Discuss and review elements of previous planning efforts in order to identify if there are any project sideboards of ideas that should or should not be considered.
 - e. Discuss innovative public access approaches and potential performance measures.
 - f. Confirm roles and responsibilities.
 - g. Confirm project schedule.
2. Obtain understanding of any target site improvement budget.
3. Prepare a detailed project schedule/work plan.
4. Develop a draft Community Engagement Plan.

The following products will be prepared/delivered:

1. Meeting notes.
2. Project schedule/work plan.
3. Community Engagement Plan (draft and revised)

Task 1.2: Community Engagement Window One (Listen and Discover)

The general objective for the first year of community engagement is to understand the community vision, goals, and preferred types, sizes, and desired locations of site uses and facilities. We will provide a summary of the input collected during each round of engagement. We anticipate using a Spanish interpreter for in-person engagement and to translate notification materials for distribution by NTPUD, Placer County, and CTC. Engagement events may take the form of open houses and workshops or one of the below strategies to meet people where they are.

Potential engagement methods used throughout the project include the following:

Coffee Talks. In an informal setting, we will meet the community where they are at to identify areas of strengths, weaknesses, opportunities, and constraints and to lay the groundwork for understanding core community values. Contractor may provide an engagement toolkit including business cards with links to a survey, talking points or questionnaires, idea walls and other light touch engagement tactics.

Pop Up Events/Workshops. We propose utilizing the success of local events such as Boys & Girls Club events and Music on the Beach to obtain broad participation from the

community. A Spanish-speaking workshop, youth and family-focused workshop, and broad community-based workshop is anticipated.

Story Cards. Sometimes the best way to understand a community's priorities, desires or concerns is to ask them to tell their story. A postcard will be designed to collect short stories and phrases that describe what people care most about. These postcards, along with a planning process informational flier, could be given to NTPUD staff and stakeholders to be distributed and collected at community and organizational events. The story cards could also be included in an online survey format to be filled out electronically.

Online Survey/Coordinated with Self-Guided Tour. We will work with the Core Team to develop a questionnaire and online survey to capture what people love about Secline Beach and their hopes for the future. This survey will be designed so that certain questions can serve as benchmark and data analysis. Our scope anticipates Contractor will create the online survey and the Core Team will distribute their website and social media channels. The survey will be provided in English and Spanish.

Self-Guided Tours. As part of the first engagement window, we will coordinate the online survey with a self-guided tour. As part of the on-site survey we will identify and discuss ideas and concerns for uses related to the safety, access and connectivity, comfort, and types and location of uses.

It is anticipated that Core Team staff will help staff community events, with support by the DW team. NTPUD will secure meeting locations and promote advertisement of the events through their media channels. DW will provide digital copies of the graphics to support the meeting advertisement efforts.

The specific tasks to be completed are as follows:

1. Develop project look and feel for engagement messaging.
2. Develop templates for flyers, social media graphics and engagement notification materials.
3. Develop a project storymap which will serve as the project website.
4. Meet with project stakeholders in small groups or one-on-one settings to review goals and project opportunities and constraints
5. Conduct up to four (4) community engagement events (anticipated to be a mix of in-person and virtual (online/self-guided) events)
6. Attend up to three (3) 90-minute meetings with the Core Team.

The following products will be prepared/delivered:

1. Meeting materials
2. Engagement notification materials
3. Up to four (4) community engagement events (anticipated to be a mix of in-person and virtual (online/self-guided) events)
4. Meetings with up to four (4) small group or one-on-one stakeholder conversations (up to two (2) in person meetings and two (2) virtual meetings)
5. Summary memo of engagement efforts and key takeaways of input

Task 1.3: Topographic and ALTA Survey with TRPA Site Assessment

The Contractor shall perform field and office work for complete site mapping, including setting and surveying semi-permanent survey control points suitable for future

construction and boundary surveys. Mapping to include all parcels within the project site as noted above. AutoCAD files will be provided using Civil 3D 2022. The project mapping limits shall be 10 feet beyond the project boundary limits of the previously referenced APNs. Mapping will include surveying for the location of; culverts, storm drain and sewer manholes inverts, visible utilities, edges of pavement/concrete, structures, flowlines and edge of water elevation, and other features within the mapping limits affecting the design. Trees 6 inches in diameter and larger will be surveyed but not tagged.

The Contractor shall meet utility companies on site to discuss actual utility locations. The Contractor shall contact USA DIGG for marking of utilities in the field. Using the findings from work completed in this task, the Contractor shall identify critical utilities that may require future potholing to verify their location.

An ALTA survey will be prepared, including all recorded easements, and a summary of pertinent information will be included on the survey map.

The Topographic and ALTA Survey Map shall be prepared at 1" = 20' scale with a 1-foot contour interval in accordance with National Map Accuracy Standards for the project site. All surface features, utilities, easements, waterways, and trees (defined by species and diameter) will be located. The vertical datum for the survey shall match the previously prepared drawings and be on the Lake Tahoe Datum.

Site assessment verifications for land capability, land coverage, and backshore boundary delineation will be documented and verified with the Tahoe Regional Planning Agency (TRPA). Land capability classifications will be integrated into the survey base map.

The specific tasks to be completed are as follows:

1. Prepare Topographic and ALTA survey with high-resolution aerial
2. Land capability and coverage verification and backshore delineation

The following products will be prepared/delivered:

1. Topographic and ALTA Survey
2. TRPA Site Assessment: Land capability and coverage verification and backshore delineation

Task 1.4: Data Collection & Site Analysis

The general objective for this task is to develop a thorough understanding of the work that has been completed to date, become familiar with the site, and identify the opportunities and constraints for potential public access concepts. Base mapping and graphics developed during this task will be utilized as part of community engagement efforts.

The specific tasks to be completed are as follows:

1. Compile survey and planning information into a project base map. Base map to depict easements, land capability, verified and allowable coverage, and the backshore boundary line per previous plans.
 - a. Lidar and high-resolution aerial photography will be provided to

Contractor to use during initial project tasks until new survey is available. The base map will serve as the baseline for resource descriptions, planning, alternatives development and project application(s). Information will include but may not be limited to: project site boundaries, topography, limits of hard and soft coverage, aerial photo imagery, easements, trees, and existing site characteristics, names of important site features such as roads, important landmarks, adjacent public property owners and other information pertinent to the planning process.

2. Review existing documentation about the project area and develop a source reference document of previous planning documents and design concepts related to the project area.
 - a. Including but not limited to; Kings Beach Vision Plan, Kings Beach Western Approach, KBSRA Master Plan, etc.
3. Gather and review pertinent codes, which may impact the site development concepts.
4. Visit the site to become familiar with the site conditions such as slopes, views, and context surrounding the site.
5. Prepare a Site Analysis/Opportunities and Constraints plan, summarizing major influences upon design and connectivity to surrounding public lands. The plan will include imagery and written documentation.
6. Attend up to one (1) 90-minute meeting with the Core Team/ Stakeholders.

The following products will be prepared/delivered:

1. Summary memo of previous plans and relevant codes
2. Site Analysis/Opportunities and Constraints plan (draft and revised)

Task 1.4: Program Development & Site Testing

The general objective for this task is to test the visioning and programming goals identified by the community against site conditions and to initiate exploration of design and planning ideas. Diagrams illustrating public recreation uses and relationships will be provided. The layout and location of general uses, pedestrian, bicycle, and vehicular circulation patterns will be illustrated. The alternatives will consider the types and size of program uses identified by the community. The program summary and diagrams will serve as a launching point to Phase Two Alternatives exploration.

The specific tasks to be completed are as follows:

1. Summarize program uses and relationships and develop design principles to guide decision making, including accessibility considerations.
2. Test desired programming elements with site conditions.
3. Develop three (3) draft program and circulation diagram layouts.
4. Develop a summary report of potential site uses and their feasibility.
5. Attend up to three (3) 90-minute meetings with the Core Team.
6. Present summary program to NTPUD Board in coordination with NTPUD Staff.

The following products will be prepared/delivered:

1. Prepare three (3) program diagram layouts and summary document.

PHASE TWO: CONCEPTUAL ALTERNATIVES DEVELOPMENT

The general objective for this phase of work is to advance the site plan development of community-identified program goals and uses and develop preliminary and final conceptual alternatives for the project area. We will review the alternatives with the Core Team, stakeholders, and community for feedback and alignment to develop a preferred alternative, which may also be a combination of preferred elements of multiple concepts.

Task 2.1: Conceptual Design Alternatives

The general objective for this task is to advance the exploration of design and planning ideas. These alternatives will clearly illustrate particular elements of each alternative and a comparative analysis that addresses permitting requirements, opportunities/benefits, challenges/constraints, and preliminary opinion of probable costs. A summary of the recommendations for the three (3) concept plans will be developed. A preferred alternative will be identified following Community Engagement and presentation to the Board of Directors. These tasks will be completed prior to more detailed design and planning occurring as part of Phase Three Preliminary Design work.

The specific tasks to be completed are as follows:

1. Prepare three (3) conceptual design alternatives illustrating design solutions for the site including location of program elements, connectivity and interface with the adjacent properties.
2. Identify proposed project elements that could be developed with the use of acquisition and/or easements with private property owners and describe how the conceptual alternatives could be developed without the use of easements with private property owners.
3. Prepare image character boards and summary booklet to convey design intent of public access amenities. This will include a colored site plan, appropriate site sections, and representative imagery for each of the alternatives.
4. Prepare a comparative summary of each alternative, including each alternative's opportunities/benefits, challenges/constraints, high-level overview of potential environmental approvals and studies required, and preliminary opinion of probable costs.
5. Prepare exhibit showing recreation nodes of King Beach Town Center and existing and potential connectivity opportunities.
6. Meet with planning partners and permitting agencies to identify opportunities for the project to be incorporated into the Environmental Improvement Program and to discuss the approach for permitting, plan acceptance, and environmental approvals anticipated for the different alternatives.
7. Based on direction from the Core Team and feedback from stakeholders and the public, the Contractor shall prepare a summary of feedback on the alternatives and a summary and diagrammatic mark-up of elements to be included in a preferred conceptual plan to be presented to the NTPUD board.
8. Based on feedback from the Board, a draft preferred Conceptual Plan and summary document will be developed. Two perspective renderings and a colored site plan will be prepared for the preferred concept. This plan will be shared with the community in Phase Three to verify the preferred concept and identify areas of refinement as part of the Preliminary Design work.

9. Attend up to eight (8) 90-minute meetings with the Core Team.
10. Present summary concept alternatives and preferred alternative to NTPUD Board in coordination with NTPUD Staff.

The following products will be prepared/delivered:

1. Three (3) draft and final Conceptual Plan alternatives, including preliminary opinion of probable costs and comparative analysis of each alternative.
2. Presentation materials for community engagement, including imagery representing potential improvements and regional connections.
3. Draft Preferred Conceptual Plan, including refined costs and imagery.

Task 2.2 Community Engagement Window Two (Share Ideas)

The general objective for the second phase of community engagement is to share how the programming ideas and vision developed during the first phase of work relates to site conditions. We will use similar outreach strategies and event types described in Task 1.2 to present draft alternatives and gather feedback on stakeholder and community preferences for a preferred alternative.

We anticipate using a Spanish interpreter for in-person engagement and to translate notification materials for distribution by NTPUD, Placer County, and CTC.

The specific tasks to be completed are as follows:

1. Develop flyers, social media graphics and engagement notification materials.
2. Meet with project stakeholders in small groups or one-on-one settings to review draft conceptual alternatives.
3. Conduct up to six (6) community engagement events (anticipated to be a mix of in-person and virtual (online/self-guided) events).
4. Attend up to two (2) 90-minute meetings with the Core Team.

The following products will be prepared/delivered:

1. Meeting materials
2. Engagement notification materials
3. Up to six (6) community engagement events (anticipated to be a mix of in-person and virtual (online/self-guided) events)
4. Meetings with up to four (4) small group or one-on-one stakeholder conversations (up to two (2) in person meetings and two (2) virtual meetings)
5. Summary memo of engagement efforts and key takeaways of input

PHASE THREE: PRELIMINARY DESIGN

The general objective for this phase of the work is to confirm the overall design intent of the preferred conceptual alternative and to advance the design into a preliminary design package (Schematic Design).

Task 3.1 Draft (50%) Schematic Design

Based on the draft preferred conceptual alternative developed in Phase Two, the plan will be refined and developed into a draft/50% complete Schematic Design package.

The specific tasks to be completed are as follows:

1. Review the draft preferred concept plan with the Core Team, stakeholders, and community to gather input on revisions to incorporate into preliminary design drawings for the preferred concept.
2. Based on feedback, advance the design of the preferred concept design into a draft Schematic Plan that clearly illustrates the viable recreation solutions, the site development concept, key relationships, site circulation, and the relative disposition of the program on the site. Review compliance and alignment with code and stakeholder requirements.
3. Prepare additional modeling to revise the existing illustrations. Prepare a total of four (4) perspective images to illustrate key areas of the plan.
4. Revise the site plan with basic dimensioning to identify improvement locations, setbacks, easements, clearance from natural features, and improvement dimensions to ensure compliance with code and stakeholder requirements.
5. Develop a Conceptual Grading Design with basic slope and grade information on major improvements to ensure compliance with code, ADA access, and stakeholder requirements.
6. Develop a Conceptual Utility Design showing location of existing and proposed utilities. Identify potential required utility relocations. Identify utility needs (at a conceptual level) for water, sewer, and electrical as required by the proposed amenities.
7. Develop a Conceptual BMP Design showing the layout and location of major infiltration facilities (likely not required), layout of any other drainage, erosion control, or source control treatments. Contractor will endeavor to comingle BMP facilities with landscaping and other site amenities where possible.
8. Coordinate the BMP design with opportunities to incorporate the recently installed BMP improvements into the final design concept for the project.
9. Initiate Core Team discussions of project cooperation/management of project area and draft summary memo.
10. Prepare an order of magnitude opinion of probable cost.
11. Calculate land coverage of proposed design improvements.
12. Prepare a consistency review matrix with the Tahoe Basin Area Plan (Volumes I and II), Kings Beach Vision Plan, CTC requirements, and Placer County Parks and Trails Master Plan.
13. Prepare draft summary of potential permitting and environmental approval requirements and required studies.
14. Revise and summarize the summary report.
15. Attend up to four (4) 90-minute meetings with the Core Team.

The following products will be prepared/delivered:

1. 50% Schematic Design package (11x17 summary illustrative package and 24x36 design plans).
2. Opinion of probable costs.
3. Draft memo of potential cooperative management agreement.

Task 3.2 Final (100%) Schematic Design

Based on the feedback on the 50% Schematic Design and supporting documents, the plan will be refined and developed into a final/100% complete Schematic Design package.

The specific tasks to be completed are as follows:

1. Review comments and feedback on the 50% Schematic Design with the Core Team to confirm revisions and approach to address comments.
2. Based on feedback, make revisions to the 50% Schematic Design package (Site Plan, Conceptual Grading, Conceptual Utility Design, Conceptual BMP Design).
3. Update the regional recreation nodes and connectivity diagram.
4. Advance the design intent (look and feel) of public recreation access improvements including shared-use paths, beach access, non-motorized watercraft access, gathering areas, restrooms, visitor information sites, ingress and egress, and electric vehicle and bike charging locations (if appropriate).
5. Revise the order of magnitude opinion of probable cost.
6. Revise land coverage calculations.
7. Revise and finalize the summary of potential permitting and environmental approval requirements, required studies, and supporting plans. As part of the recommendations, it is anticipated that a concessionaire analysis/revenue generation and a maintenance plan will be recommended for completion.
8. Revise and finalize summary document.
9. Meet with Core Team to refine and document potential project cooperation/management approach.
6. Attend up to four (4) 90-minute meetings with the Core Team.
7. Present summary of engagement and final plan to NTPUD Board in coordination with NTPUD Staff.

The following products will be prepared/delivered:

1. 100% Schematic Design package (11x17 summary illustrative package and 24x36 design plans).
2. Opinion of probable costs.
3. Memo of potential cooperative management approach.

Task 3.3 Community Engagement Window Three (Confirm and Refine)

The general objective for the third phase of community engagement is to receive feedback on the draft preferred conceptual plan and the 50% level schematic design plans. We will use similar outreach strategies and event types described in Task 1.2 to present and gather feedback on the conceptual design and the schematic design.

We anticipate using a Spanish interpreter for in-person engagement and to translate notification materials for distribution by NTPUD, Placer County, and CTC.

The specific tasks to be completed are as follows:

1. Develop flyers, social media graphics and engagement notification materials.
2. Meet with project stakeholders in small groups or one-on-one settings to review draft conceptual alternatives
3. Conduct up to four (4) community engagement events (anticipated to be a mix of in-person and virtual (online/self-guided) events)

4. Attend up to two (2) 90-minute meetings with the Core Team.

The following products will be prepared/delivered:

1. Meeting materials
2. Engagement notification materials
3. Up to three (3) community engagement events (anticipated to be a mix of in-person and virtual (online/self-guided) events)
4. Meetings with up to four (4) small group or one-on-one stakeholder conversations (up to two (2) in person meetings and two (2) virtual meetings)
5. Summary memo of engagement efforts and key takeaways of input

FEES

The estimated fees are as follows:

PHASE ONE (Maximum Billing for Year One of Grant)		
Task 1.1	Project Start-up and Outreach Strategy	\$8,500
Task 1.2	Community Engagement Window One	\$30,500
Task 1.3	Topographic and ALTA Survey with TRPA Site Assessment	\$30,000
Task 1.4	Data Collection & Site Analysis	\$16,000
Task 1.5	Program Development & Site Testing	\$15,000
	Total Phase One Professional Fees	\$100,000
PHASE TWO (Maximum Billing for Year Two of Grant)		
Task 2.2	Conceptual Design Alternatives	\$55,500
Task 2.3	Community Engagement Window Two	\$40,500
	Total Phase Two Professional Fees	\$96,000
PHASE THREE (Maximum Billing for Year Three of Grant)		
Task 3.1	Draft 50% Schematic Design	\$49,000
Task 3.2	Final 100% Schematic Design	\$33,000
Task 3.3	Community Engagement Window Three	\$22,000
	Total Phase Three Professional Fees	\$104,000
	Total Professional Fees	\$300,000



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: G-5

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to Execute a Professional Services Agreement for the Corporation Yard Master Plan Project

RECOMMENDATION:

Authorize the General Manager to execute a Professional Services Agreement in the amount of \$89,185 with WY Architects for the Corporation Yard Master Plan Project (Project #2151).

DISCUSSION:

On June 13, 2023, the North Tahoe Public Utility District (NTPUD) Board adopted the Fiscal Year (FY) 2023/24 Operating and Capital Improvement Budget. Within the adopted FY 2023/24 Base Capital Budget is \$200,000 for a Corporation Yard Master Plan.

The District contacted several regional Architects about their experience in Municipal Corporation Yard Projects. Based on WY Architects' extensive resume of municipal work within the Tahoe-Truckee area and the completion of several master plan studies, the NTPUD Staff has identified their team as the most qualified firm to complete the project. District Staff met WY Architects on-site to walk the District's corporation yard and requested them to develop a scope of work.

NTPUD's existing corporation yard, built over a number of decades, was not planned for the current needs of staff, operations, services, and regulatory environment. As such, operational inefficiencies and potential safety hazards exist within the corporation yard. The goal of the Corporation Yard Master Plan (CYMP) is to strategically plan future facility improvements to be completed over several years.

The first phase of the CYMP will analyze current and future operations, staffing, and services to meet the District's responsibilities to the community it serves. Once the Initial Existing Conditions Assessment, Initial Needs Analysis, and Initial Conceptual Design are complete and approved, WY Architect will assemble a design team to develop the CYMP in more detail and complete the master plan. This second phase of work will be presented to the Board of Directors for consideration at a future meeting in a future fiscal year. The proposed scope of services is an attachment to the Board Report and includes the specific services anticipated for each phase of the Master Plan.

FISCAL ANALYSIS:

This project is included in the Fiscal Year 2023/24 Capital Budget for the Base Fund as Project # 2151 with an available budget of \$200,000. There is a sufficient budget to allow the completion of the proposed Professional Services Agreement with WY Architects.

STRATEGIC PLAN ALIGNMENT:

Goal 4: Sustain and strengthen organizational resources, expertise, and culture – Objective F: Ensure the District's support facilities are well maintained and adequate for all operations – Tactic 1: Develop a Base Facilities master plan for operations support services and future on-call residences.

ATTACHMENTS:

WY Architects, Corporation Yard Master Plan – Proposed Scope of Services and Fee Estimate

MOTION:

Approve Staff Recommendation

REVIEW TRACKING:

Submitted By:  Approved By: 
Joseph J. Pomroy, P.E. Bradley A. Johnson, P.E.
Engineering & Operations Manager General Manager/CEO

Reviewed By: 
~~Varitta Van Cleave~~
~~Chief Financial Officer~~

May 1, 2024

Mr. Brad Johnson, General Manager
North Tahoe Public Utility District
875 National Avenue
Tahoe Vista, CA 96148

RE: Corporation Yard Master Plan – Proposed Scope of Services and Fee Estimate

Dear Brad,

Thank you for contacting W|Y Architects regarding your Corporation Yard Master Plan for your existing facilities on National Avenue in Tahoe Vista, California. At your request we are pleased to submit this proposal for architectural services for this project.

INTRODUCTION

The goal of the Corporation Yard Master Plan (CYMP) is to strategically plan for facility improvements over the course of several years. The CYMP will analyze current and future operational, staffing, and services to meet the District's responsibilities to the community it serves. A design study will follow the initial facilities analysis to consider sequential development of new projects to meet the needs of the District. Our role will be to organize, facilitate, analyze, and document the process.

The District recognizes that the existing corporation yard, built over a number of decades, was not planned for the current needs of staff, operations, and services. The NTPUD has experienced increased obligations of water, sewer, and parks and recreation services. These obligations arise, in part, from additional regulatory requirements, increased service standards and safety, as well as the need to replace or repair aging infrastructure. Additional demands on personnel, operations, and facilities have resulted from regional influences including the regulatory environment, housing costs, and increased recreational programs.

The NTPUD seeks to assess their current facilities' ability to support current and future operations. The CYMP process will review and analyze the current facilities configuration and utilization. The CYMP process will evaluate the potential for new or remodeled space with the flexibility to meet future foreseeable needs. The proposed master plan process will consider:

- Equipment and storage space;
- Improving functionality of maintenance facilities and circulation through the site;
- Consolidating crew room/meeting space;
- Rearranging locations of staff within Departments;
- Improving site and technological infrastructure;
- Planning for new fleet needs, including Electric Vehicle Charging;
- Evaluating functional needs and opportunities at satellite locations;
- Potential partnership opportunities with Placer County;
- Appropriate planning for future growth of sewer, water, and parks and recreation services, administrative support, and general operational efficiencies.

PROJECT APPROACH

We propose the development of the Master Plan document will be a phased approach. Phase 1 will include an existing conditions assessment and documentation, an initial needs assessment, and an initial Conceptual Design. The project team assembled for Phase 1 includes W|Y Architects and IMEG for electrical engineering. Upon completion of Phase 1 we will assemble a consulting team as needed to conduct a detailed analysis of the initial findings. Phase 2 will prepare a Master Plan Document that summarizes the assessment, analysis, and conclusions identified through the two phases.

Phase 1 – Initial Existing Conditions, Initial Needs Assessment, Initial Conceptual Design:

W|Y will initiate the project, compile documentation of existing site and building plans, review and assess the general condition of the facilities, prepare background drawings of the site and existing improvements. We will coordinate tours of similar facilities in the region with NTPUD's project representatives and summarize pertinent findings. Through a series of meetings, we will develop an initial Needs Assessment of the current facilities and the projected needs in the future. We will prepare initial Conceptual Designs of proposed future improvements on the site. IMEG Engineers will perform an initial review of the electrical utility infrastructure and its ability to support future electrical needs, including electric vehicle charging stations.

Phase 2 – Assemble Consulting Team and Prepare Master Plan

Once the Initial Existing Conditions Assessment, Initial Needs Analysis and Initial Conceptual Design are complete and approved, we will use those documents to identify scope of services of consultants to develop the Master Plan in more detail. Services that may be considered at that time include Land Use/TRPA Planner, Civil Engineer, Structural Engineer, Cost Estimator. Other aspects of the project that may require specialized consultants include Fueling, Fleet Maintenance, Sustainability, Environmental Hazards, Accessibility, etc. Graphic plans and exhibits will be developed to summarize the existing conditions and findings of the needs assessment. Working with the consultants, we will prepare the Master Plan Document that summarizes the research, analysis, design, and recommendations identified in each phase.

PROJECT SPECIFIC SCOPE OF SERVICES BY PHASE

I. Existing Conditions Assessment

Phase 1

- Conduct a Kick-Off meeting with selected NTPUD staff for introductions, review of proposed Master Plan process and its components, and define project goals and priorities. Discuss scope and schedule for assessment efforts.
- Schedule tours of similar facilities in the region.
- Conduct data gathering and analysis:
 - Review and summarize available data by facility.
 - Perform site visits to evaluate property conditions; Interview key District staff to evaluate property deficiencies.
 - Prepare an architectural survey of the buildings to evaluate the size and type of buildings, use and occupancy, and identify general accessibility deficiencies.
 - Review and summarize current facilities utilized by each department.
 - Prepare Land Use summary including zoning and permitted uses.
 - Prepare baseline drawings from existing as-builts of existing buildings.
 - Prepare baseline site electrical plan showing locations of service locations and sizes.
 - Prepare baseline site plan of existing conditions from existing surveys and site plans.
 - Prepare draft Existing Conditions portion of the Master Plan

Phase 2

- Conduct specific data gathering and analysis with consultants.
 - Inventory specialized equipment and storage requirements.

- Evaluate site improvements, condition of paved surfaces, snow removal areas, vehicle circulation, fueling, parking, fire access, site access, and security.
- Survey existing buildings to evaluate structural capacities, both gravity and lateral loading, heating and cooling systems.
- Indicate known utility locations and sizes.
- Indicate known TRPA land capability zones.
- Prepare a summary of how buildings, storage areas, parking areas are being utilized.
- Prepare final Existing Conditions portion of the Master Plan.

II. Needs Assessment

Phase 1

- Conduct meetings with selected NTPUD staff to elicit input and collect information regarding current operations, priorities, deficiencies, and staffing goals. Identify current and future operational needs and forecast facility capacity.
- Interview heads of departments regarding their respective function and processes, number of current and projected future employees, type of work performed and workspace requirements.
- Develop building and site diagrams of departments, spatial needs, and adjacencies.
- Develop summaries of new duties, processes, and staffing associated with increased utilities responsibilities and regulations, and parks and recreation programs.
- Perform initial evaluation of electrical capacities required for future buildings and electric vehicle charging facilities.
- Present initial findings in a meeting with the District and prioritize projects.
- Develop a preliminary list of projects with timelines, budgets, and identified priorities.

Phase 2

- Review specialized equipment needs, fleet maintenance requirements, storage systems, site security goals.
- Evaluate existing utilities and infrastructure as related to proposed improvements, including electrical capacities required for new buildings and electric vehicle charging facilities.
- Prioritize projects and establish projected timelines.
- Civil site design including turning movements, parking, driveways, snow storage, and off-site improvements, hydrant and fire flow requirements, coverage calculations, surveys, wetlands mapping, etc.
- Prepare estimates and capital improvement budgets.
- Coordinate and schedule meetings with designated NTPUD staff to review findings of the initial needs assessment, review with consultants, and confirm the direction of the conceptual design process.
- Present updated findings in a workshop with the District and confirm and refine priorities and budgets.
- Summarize current and future staffing and operational needs as necessary to support current and expanded services to the community.

The culmination of the Needs Assessment will provide critical information to guide the direction of the CYMP. This information (notes, sketches, and surveys) shall be documented and included in CYMP.

III. Conceptual Design

Phase 1

- Prepare an initial Site Master Plan and Site Electrical Plan that graphically shows the existing conditions and projects identified in the initial Needs Assessment.
- Prepare building plans in sufficient detail to show size, number of stories, intended use, functional areas, site access points, type of construction, adjacencies, and relationship to other structures.

- Present initial Site Master Plan options to the District in a workshop.

Phase 2

- With input from selected consultants, evaluate and describe site design, including vehicular motions, parking requirements, snow removal and storage, fire access, fueling, electric vehicle charging, and security.
- Develop a plan to graphically show improvements to the existing facilities including proposed renovations, repairs, improvements, etc.
- Evaluate existing utilities and infrastructure as related to proposed improvements, including electrical capacities required for future buildings and electric vehicle charging facilities.
- Graphically indicate project phasing and budgetary estimates associated with each improvement.
- Present updated Site Master Plan to the District in a meeting.

IV. Corporation Yard Master Plan

Phase 2

- Prepare an overall CYMP that summarizes the existing conditions, needs assessment, conceptual designs and a summary of the process, findings, and recommendations that respond to the anticipated needs of the District. The CYMP document will incorporate conceptual site and building plans, diagrams, tables and charts, photographic images, and graphical illustrations to identify compilation of data, master plan components, and support the master plan text narrative.
- Cost estimates with escalation factors would be provided for each phased improvement.
- Finalize and include an executive summary, purpose and needs statement, evaluation of alternatives, preliminary cost estimates and schedules, and management direction, influences, and considerations.
- Conduct a presentation of the design process, selected options, phases, budgets, and conclusions in a Board Workshop.

V. PROJECT MANAGEMENT

Phase 1 + Phase 2

Ron Larkins is the designated Project Manager for the Project. Ron will be the prime contact for the NTPUD and shall be responsible for coordinating all aspects of the Project. Ron and the W|Y team will:

- Coordinate and attend all project meetings, stakeholder meetings, and relevant NTPUD Board Committee and Board meetings, and shall recommend an appropriate frequency and schedule of meetings, prepare all meeting agendas, presentations, and maintain meeting minutes.
- Be available to meet with NTPUD staff in person or by teleconference for ongoing project coordination.
- Upon completion of the Draft CYMP, conduct a workshop with members of NTPUD management staff, Board Committees and the Board, and based on input from the District, modifying the CYMP to take into consideration direction received during the workshop.

Estimated Fee Proposal

Services will be provided on a Time and Expense Basis. A budgetary estimate of fees can be broken down as follows. Compensation for services will not exceed total Phase 1 budget with written authorization. The durations shown are dependent on NTPUD staff availability. See attached spreadsheet for additional information:

Phase 1

Task	Estimated Fee	Estimated Duration
Initial Existing Conditions Assessment	\$ 37,382	2 months
Initial Needs Analysis	\$ 29,870	2 months
Initial Conceptual Design	\$ 21,933	2 months
	\$ 89,185	


Phase 2

Fee Estimates for Phase 2 will be developed based on the identified specialized consultants and scope of their services as agreed to based on the initial findings of the Phase 1. For total budgeting purposes, we anticipate Phase 1 fees to be about 40% of the project total.

Thank you for considering W | Y Architects for your Project. We look forward to the opportunity of assisting the North Tahoe Public Utility District in creating a successful project. If you have any questions about this proposal, don't hesitate to contact us. If the above is acceptable, please sign below.

Sincerely,

W | Y ARCHITECTS


Ronald A. Larkins, Architect
Principal C-24333

I hereby authorize W | Y Architects to proceed with the consulting services described above for the Corporation Yard Master Plan in accordance with the terms and conditions described herein and in the attached Fee Schedule and General Conditions.

Brad Johnson
General Manager
North Tahoe Public Utility District

Date

NTPUD Corporation Yard Master Plan - Phase 1 Services

1. Existing Conditions Assessment		Principal	Designer 3	Designer 1	Admin	Total	
		\$230	\$130	\$110	\$90		
Data Gathering	Kick Off Meeting, Agenda, Process, Goals and Priorities, Schedule	8		8		\$2,720	
	Prepare Notes and Exhibits	4		4		\$1,360	
	Tour Similar Facilities (2 half days)	8		8		\$2,720	
	Prepare Notes and Exhibits	2		6		\$1,120	
	Inventory Existing Documents	4		6		\$1,580	
	Site Visits and Interview by Department, Assume 3 meetings, agendas, notes	12		12		\$4,080	
	Prepare Base Drawings - Buildings and Site	6		32		\$4,900	
	Prepare Notes and Exhibits	6		6		\$2,040	
	Architectural Survey each building	6		6		\$2,040	
	Building Code and Conditions Summaries	6		3		\$1,710	
	Land Use Summary	6		2		\$1,600	
	Consultant Coordination	4				\$920	
	Misc Project Management 1hr/wk	12				\$2,760	
						\$0	
						\$0	
	Arch Total	84	0	93	0		\$29,550
	Consultants	Electrical - Assessment					
10%	Mark-up						\$712
Total	Existing Conditions Assessment						\$37,382

2. Needs Assessment		Principal	Designer 3	Designer 1	Admin	Total		
		\$230	\$130	\$110	\$90			
	Department Meetings (Mngt, Util, P&R) Assume 4 meetings	16		16		\$5,440		
	Meeting graphics	1		4		\$670		
	Meeting notes and summary	6		6		\$2,040		
	Workspace needs summary	3		3		\$1,020		
	Specialized equipment	3		6		\$1,350		
	Site Plan Development	4		8		\$1,800		
	Building Plans Development	6		12		\$2,700		
	Program summaries	6		6		\$2,040		
	Report Formatting/Document Design	1		4		\$670		
	Initial Findings Meeting	4		8		\$1,800		
	List of projects and Timelines	4		4		\$1,360		
	Misc Project Management 1 hr/wk	8				\$1,840		
	Arch Total	62	0	77	0		\$19,530	
	Consultants	Electrical Infrastructure Evaluation						\$9,400
	10%	Mark-up						\$940
Total	Needs Assessment						\$29,870	

3. Conceptual Master Plans		Principal	Designer 3	Designer 1	Admin	Total	
		\$230	\$130	\$110	\$90		
Develop Concept Plan	Prepare Site Plan Alternatives	6		12		\$2,700	
	Prepare Building Plan Alternatives	12		24		\$5,400	
	Project phasing study	4		4		\$1,360	
	Meeting to review findings, agenda, notes, exhibits (x1)	8		12		\$3,160	
	Board Workshop (x1)	4		8		\$1,800	
	Final notes and exhibits	3		3		\$1,020	
	Misc Project Management 1 hr/wk	8				\$1,840	
	Arch Total	45	0	63	0		\$17,280
Consultants	Electrical						\$4,230
10%	Mark-up						\$423
Total	Conceptual Plans						\$21,933

Total	Phase 1 Services						\$89,185
--------------	-------------------------	--	--	--	--	--	-----------------

Exclusions:	Topographic Surveys
	Environmental Studies
	Hazardous Materials Studies/Asbestos
	Geotechnical Report
	Fuels Consultant
	Application/Permit Fees



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: May 14, 2024

ITEM: G-6

FROM: Planning and Engineering Department

SUBJECT: Authorize the Board President to Execute Amendment #2 to the North Tahoe Public Utility District (NTPUD) / Tahoe City Public Utility District (TCPUD) Joint Sewer Facilities Memorandum of Understanding

RECOMMENDATION:

Authorize Board President to Execute Amendment #2 to the North Tahoe Public Utility District (NTPUD) / Tahoe City Public Utility District (TCPUD) Joint Sewer Facilities Memorandum of Understanding.

DISCUSSION:

On October 29, 2010, the NTPUD and TCPUD entered into a Joint Sewer Facilities (JSF) Memorandum of Understanding (MOU) to establish the commitments to cooperatively work together on a plan to design, construct, operate, maintain and rehabilitate portions of the joint sewer facilities that serves both Districts beginning in Dollar Hill and terminating at the Truckee River Interceptor.

A component of the JSF MOU is a Joint Technical Committee of the Board of Directors from each Agency that meets annually to review the final/actual cost of maintenance, operations, and administration of the joint sewer facilities for the prior calendar year and review proposed budgets for the upcoming budget year and future years as applicable. The language establishing this committee was amended once in 2013.

At the April 24, 2023, JSF Technical Committee meeting, it was discussed that the language requiring a meeting of the Technical Committee of Board members from each agency could be streamlined when matters under consideration for the committee are routine and customary.

Staff prepared JSF MOU Amendment language that was first considered by the JSF Technical Committee and is included as an attachment. The new language proposes that Staff of each agency would meet annually and review the prior calendar year activities and the proposed activities for the JSF. Staff would then bring the proposed budgets and activities to each Agency's respective Board Committee for review. If both Agency's committees accept the proposed budget, then they will recommend adoption as a component of each Agency's annual budget as necessary. Either Agency could also call for a joint meeting of each Agency's Board Committee for further consideration.

The JSF MOU amendment was recommended by the Joint Districts Technical Committee of the Board of Directors at its April 18, 2024 meeting and recommended for approval by each Agency's Board of Directors.

FISCAL ANALYSIS: None.

STRATEGIC PLAN ALIGNMENT:

Goal 1: Provide safe, efficient, sustainable water and wastewater services focusing on industry best practices and continuous improvement – Objective B: Optimize preventative maintenance of District utility systems – Tactic 1: Continue corrective maintenance to improve system reliability – Activity b: Inspect and repair wastewater system asset deficiencies.

Goal 3: Enhance District governance and partnerships – Objective E: Identify opportunities to minimize redundancies with neighboring special district and private water systems – Tactic 1: Analyze ties between NTPUD and TCPUD and assess the need to expand shared facilities and services with an eye towards consolidation.

ATTACHMENTS:

- Joint Sewer Facilities MOU Amendment #2
- Joint Sewer Facilities MOU with Amendment #1

MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By:  Approved By: 
Joseph J. Pomroy, P.E. Bradley A. Johnson, P.E.
Engineering & Operations Manager General Manager/CEO

**AMENDMENT #2 TO MEMORANDUM OF UNDERSTANDING
BETWEEN
THE NORTH TAHOE PUBLIC UTILITY DISTRICT,
AND
THE TAHOE CITY PUBLIC UTILITY DISTRICT OF CALIFORNIA
REGARDING JOINT SEWER FACILITIES**

This Amendment will memorialize and confirm the terms and conditions of this Amendment Number 2 (the “Amendment”) to that certain Memorandum of Understanding dated October 29, 2010 (the “MOU”) by and between the NORTH TAHOE PUBLIC UTILITY DISTRICT, a municipal corporation organized under the laws of the State of California (the “NTPUD”) and TAHOE CITY PUBLIC UTILITY DISTRICT, a municipal corporation organized under the laws of the State of California (the “TCPUD”). The NTPUD and the TCPUD are sometimes individually referred to as “Party” and collectively as “Parties”.

The NTPUD and TCPUD have entered into this MOU to memorialize certain agreements between the parties regarding their commitments to cooperatively work together on a plan to design, construct, operate, maintain, and rehabilitate portions of the Joint Sewer Facilities (“JSF”), that serves both Districts beginning in Dollar Hill and terminating at the connection point to the Tahoe Truckee Sanitation Agency (“TTSA”) Truckee River Interceptor located in Tahoe City, California in the County of Placer and to consider the issues involved in operating and managing the JSF. The NTPUD and the TCPUD desire to amend the MOU, as authorized pursuant to Article II, Section J of the MOU.

The Parties hereby agree to amend Article II, Section A of the MOU in its entirety to read as follows:

- A. *TCPUD and NTPUD Staff shall meet annually in March or April to review the final/actual cost of maintenance, operations, and administration of the joint sewer facilities for the prior calendar year and review proposed activities and budgets for the upcoming budget year and future years as applicable. TCPUD and NTPUD Staff will then bring the mutually agreed upon proposed activities and budget to each Agency’s respective Board Committee for review. If both Agency’s respective Board Committees accept the proposed budget, then they will recommend adoption as a component of each Agency’s annual budget, if necessary. Either Agency’s Board Committee can request that a joint meeting be held with each Agency’s Board Committee in attendance to review the proposed activities and budget for the upcoming year and provide direction as needed to Staff. The process specified here would then be followed until a proposed budget is accepted for approval.*

Except as amended by this Amendment, all other provisions of the MOU remain in full force and effect. From and after the date of this Amendment, whenever the term “MOU” appears in the MOU, it shall mean the MOU as amended by this Amendment.

The Parties irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment.

AGREED and ACCEPTED:

**NORTH TAHOE PUBLIC UTILITY
DISTRICT**, a California Special District

Sarah Coolidge, President of the Board

APPROVED AS TO FORM:

Joshua Nelson, District Legal Counsel

ATTEST:

Bradley A. Johnson, P.E.
General Manager/CEO Ex Officio Clerk

**TAHOE CITY PUBLIC UTILITY
DISTRICT**, a California Special District

Ellie Beals, President of the Board

APPROVED AS TO FORM:

Steven C. Gross, District Legal Counsel

ATTEST:

Sean Barclay
District General Manager

**Memorandum of Understanding
Between
The North Tahoe Public Utility District,
And
The Tahoe City Public Utility District of California
Regarding Joint Sewer Facilities**

Article I. Purpose and Recitals

- A. This Memorandum of Understanding ("MOU"), dated 10/29/2010, is entered into by and between the North Tahoe Public Utility District ("NTPUD") and the Tahoe City Public Utility District ("TCPUD"). The purpose of this MOU is to memorialize certain agreements between the parties regarding their commitments to cooperatively work together on a plan to design, construct, operate, maintain, and rehabilitate portions of the Joint Sewer Facilities ("JSF"), that serves both Districts beginning in Dollar Hill and terminating at the connection point to the Tahoe Truckee Sanitation Agency ("TTSA") Truckee River Interceptor located in Tahoe City, California in the County of Placer and to consider the issues involved in operating and managing the JSF.
- B. The Joint Sewer Facilities (JSF) are defined as (1) the North Shore Export (NSE) line (aka the Dollar Point Interceptor) which consists of pipe ranging from 15-inches in diameter to 30-inches in diameter and associated appurtenances that begins at the common boundary between the two Districts near the top of Dollar Hill and terminates just east of the CalTrans yard in Tahoe City, and (2) the Odor Control Station (OCS) located at Burton Creek Drive and State Route 28, a facility that collects vapors from the North Shore Export line at Burton Creek Drive and intended to eliminate nuisance odors prevalent in summer months due to the siphon entrance at that location.
- C. The two Districts originally entered into an agreement for the construction and maintenance of a jointly owned sewer facility on July 12, 1967 in order to provide a trunk sewer system to convey each Districts effluent to a publicly owned treatment works ("POTW").
- D. The basic design of the joint facilities was based on estimated capacity requirements as established by each District for the estimated first stage of approximately 20 years, development and those capacity requirements continue to be adequate as of the date of this MOU.
- E. Total costs for construction of joint facilities were shared by the two Districts based upon the proportionate capacity reserved in each section of the joint project.
- F. Continuing forward, the maintenance, operation, and administration costs of joint facilities shall be shared by the two Districts based on total annual flow, and the capital replacement and rehabilitation costs of the joint facilities shall be shared by the two Districts based on the number of service connections and estimated flow per equivalent dwelling unit ("EDU").

- G. The Districts, over the years, have discussed the need to modify and or clarify the Joint Sewer Facilities agreement. On March 24, 1992 each District's Board of Directors recommended that a MOU be developed by a Joint Technical Committee to clarify how the operation and maintenance of these facilities may be charged.

Article II. Agreement

Accordingly, in consideration of the facts set forth in the above Purpose and Recitals, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties to this Memorandum of Understanding, the parties AGREE as follows:

- A. A Joint Districts Technical committee of the Board of Directors shall meet at least annually in November to review the cost of maintenance, operations, and administration of the joint sewer facilities and review and recommend for approval any proposed budget for a Joint Board of Directors meeting that shall meet at least annually on or before January to discuss this matter and other matters of mutual need. Approval of any expenses and proposed budgets shall be by majority vote of each District's Board of Directors. Each District will host the Annual meeting in alternating years with NTPUD hosting in even years, and TCPUD hosting in odd years.
- B. Maintenance, operations, and administration costs of the joint facilities shall be shared by the two Districts on the basis of total annual flow emanating from the two Districts using flow meters maintained by TTSA and reported to the Districts monthly. The total annual flow of the North Tahoe Public Utility District being taken as that measured at the common boundary between the two Districts at the Dollar Hill Metering Facility, and that from the Tahoe City Public Utility District being taken as the total annual flow as measured at the Rampart flow meter located on State Highway 89 west of Tahoe City minus the total annual flow measured at the West Shore flow meter located at 555 W. River Rd, Tahoe City, CA minus the total annual flow measured at the Dollar Hill Metering Facility located at the common boundary between the two Districts.
- C. Capital replacement and rehabilitation costs for the joint facilities shall be determined based on the relative portion of active connections/equivalent dwelling units (EDUs) contributing to the joint facilities from each District. Every five years, beginning in 2011, each District shall provide a report on the number of EDU's to the Joint Technical Committee for review including any changes to the five year total total.
- D. TCPUD shall perform a five (5) year closed circuit television inspection and assessment report regarding the joint sewer facilities condition starting on or before July 1, 2011. Costs for the inspection and assessment report shall be shared costs and shall be included in the annual maintenance, operations, and administration costs every five years.
- E. The two Districts will confer at least annually to discuss and recommend a proposed Capital Rehabilitation Plan (CRRP) for joint sewer facilities as necessary. Recommendations will be provided to the Joint Technical Committee at their Annual meeting in November.
- F. TCPUD upon approval of the Districts' Boards, as set forth in Article II, Section A above, shall submit an annual invoice based on actual costs incurred to NTPUD for payment within

30 days of receipt of invoice for the previous year's maintenance, operations, and administration costs of the joint facilities.

- G. Any notices or invoices required or permitted to be given pursuant to this MOU shall be in writing and shall be delivered (a) in person, (b) by mail or overnight delivery, or (c) by facsimile, and such notices shall be addressed as follows:

North Tahoe Public Utility District:

North Tahoe Public Utility District
Office of the General Manager/CEO
PO Box 139
Tahoe Vista, CA 96148
Attn: Curtis Aaron
Tel: (530) 546-4212
Fax: (530) 546-2652

Tahoe City Public Utility District:

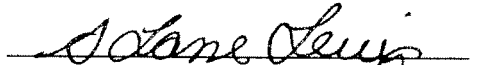
Tahoe City Public Utility District
General Manager
PO Box 5249
Tahoe City, CA 96145
Attn: Cindy Gustafson
Ph: (530) 583-3796
Fax: (530) 583-1475

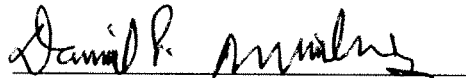
Or such other address as a party may from time to time specify in writing to the other parties. Any notice shall be deemed given when actually delivered if such delivery is in person or by facsimile, and the next business day if such delivery is by overnight courier.

- H. This MOU shall be governed by the applicable laws of California. Should any provision of this MOU be found void or unenforceable, it shall be severable from the rest of the MOU and the remaining terms shall be enforced as if the unenforceable term had not existed.
- I. Except as specifically provided in this MOU, nothing in this MOU shall be construed as giving NTPUD, or the TCPUD the right or ability to bind the other and nothing in this MOU shall be construed to create any joint liability with regard to, or as a result of, the activities undertaken by any of the Parties, their employees, officers and/or agents, to implement this MOU. All employees, officers and/or agents of a party shall remain employees, officers and/or agents of that party and shall be subject to the laws, procedures, rules and policies governing that party's employees, officers and/or agents.
- J. This MOU may be amended or supplemented only by a written amendment or supplement signed by the NTPUD and TCPUD Joint Board of Directors approval.
- K. The following are attachments to this MOU:


Attachment 1	Capital Rehabilitation Plan
Attachment 2	Opinion of Probable Rehabilitation Cost
Attachment 3	Maintenance and Plan
Attachment 4	5-Year Projection of Maintenance and Operation Costs
Attachment 5	Flow Breakdown (2009)
Attachment 6	Joint Sewer Facilities Map

NORTH TAHOE PUBLIC UTILITY DISTRICT, a California Special District



S. Lane Lewis, President of the Board
North Tahoe Public Utility District


Dan Wilkins, President of the Board
Tahoe City Public Utility District

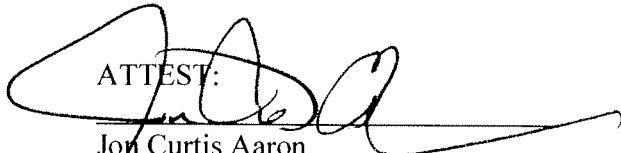
APPROVED AS TO FORM:


Neil A. Eskind, District Legal Counsel

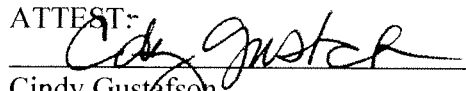
APPROVED AS TO FORM:


Michael V. Sexton, District Legal Counsel

ATTEST:


Jon Curtis Aaron
General Manager/CEO Ex Officio Clerk

ATTEST:


Cindy Gustafson
District General Manager

Attachment 1

Capital Rehabilitation Plan for the Joint Sewer Facilities Agreement Between North Tahoe Public Utility District and Tahoe City Public Utility District

- A. The Capital Rehabilitation Plan (Plan) for the Joint Sewer Facilities (JSF) Agreement includes capital planning for the replacement, rehabilitation and/or repair of the North Shore Export (NSE) gravity pipeline (aka the Dollar Point Interceptor) which consists of pipe ranging from 15-inches in diameter to 30-inches in diameter and associated appurtenances that begins at the common boundary between the North Tahoe Public Utility District and Tahoe City Public Utility District near the top of Dollar Hill and terminates just east of the CalTrans yard in Tahoe City and the Odor Control Station (OCS) located at Burton Creek Drive and State Route 28. Attachment 6 – Joint Sewer Facilities Map
- B. The Plan assumes that closed circuit television (CCTV) inspections and routine visual inspections are performed at a frequency no less than that described in the Maintenance and Operations Plan for the JSF facility. Attachment 3 – Maintenance and Operations Plan.
- C. The Plan provides that replacement, rehabilitation and/or any necessary repairs will occur at locations along the pipeline identified for rehabilitation and/or repair during the routine inspections in a timely fashion so as to minimize further deterioration of the pipeline and its appurtenances and that the rehabilitation and/or repairs may utilize materials, components, methods, and techniques similar to those employed during the original construction of the improvements.
- D. The Plan estimates that fifty percent (50%) of the pipeline may require replacement, rehabilitation and/or repair over a period of 30 years from the date of the Plans adoption.
- E. The planning-level costs for the replacement, rehabilitation and/or repairs are based on the attached Opinion of Probable Rehabilitation Cost for the pipeline replacement only and do not include costs for replacement, rehabilitation and/or repair of the Odor Control Station or the siphon's inlet or outlet appurtenances. No cost assumptions are included for replacement costs or rehabilitation work at the Odor Control Station and siphon's inlet and outlet. Attachment 2 – Opinion of Probable Rehabilitation Cost.

Attachment 2 - OPINION OF PROBABLE REHABILITATION COST

Project: Joint Sewer Facilities
 Building Area: Dollar Hill to CalTrans Yard
 Prepared By: PAS
 Date Prepared: 24-Jun-10
 Project No. _____

North Tahoe Public Utility District and Tahoe City Public Utility District

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @
 Construction
 Change Order
 % Complete
 Current at ENR
 Escalated to ENR
 Months to Midpoint of Construct _____

Spec. No.	Item No.	Description	Qty	Units	Materials \$/Unit	Materials Total	Installation \$/Unit	Installation Total	Sub-contractor \$/Unit	Sub-contractor Total	Total	Notes
	DIVISION 2											
	1	Saw Cutting	35,000	LF			2.25	78,750			78,750	assume full length of construction
	2	Biminous P/mt Demo	9,725	SY			13.75	133,719			133,719	assume full length of construction, 5' wide
	3	RCP or RCP Pipe Demo	17,500	LF			14.50	253,750			253,750	does not include waste or asbestos handling/disposal
	4	Trenching	24,300	CY			5.50	133,650			133,650	assume 7.5' average depth, includes trench box installation
	5	Type A Manhole	42	EA	1,530.00	64,260	1,220.00	51,240			115,500	assume < 10' deep
	6	Pressure Manhole	3	EA	2,130.00	6,390	1,875.00	5,625			12,015	assume < 10' deep
	7	Siphon Entrance	1	EA	1,750.00	1,750	1,500.00	1,500			3,250	not included
	8	Siphon Exit	1	EA	1,750.00	1,750	1,750.00	1,750			3,500	not included
	9	18-inch RCP Class V	52	LF	16.25	845	13.00	676			1,521	assume 7' deep average
	10	18-inch RCP Class V	2,127	LF	22.00	46,794	14.00	29,778			76,572	assume 7' deep average
	11	21-inch RCP Class V	6,848	LF	28.00	191,744	14.75	101,008			292,752	assume 7' deep average
	12	24-inch RCP Class V	1,706	LF	35.00	59,710	16.00	27,296			87,006	assume 7' deep average
	13	30-inch RCP Class V	2,584	LF	51.00	131,784	18.50	47,804			179,588	assume 7' deep average
	14	18-inch Plastic Lined RCP Class V	3,748	LF	35.50	133,054	15.75	59,031			192,085	assume 7' deep average
	15	21-inch Plastic Lined RCP Class V	435	LF	50.75	22,076	18.25	7,939			30,015	assume 7' deep average
	16	Trench Backfill	21,875	CY	17.50	382,813	6.50	142,188			525,000	imported bedding (including trucking), place and compact
	17	Aggregate Base	1,620	CY	16.30	26,406	0.70	1,134			27,540	6' thick, includes trucking
	18	Asphalt Paving	9,725	SY	18.00	175,050	2.75	26,744			201,794	3' thick, includes trucking
		Subtotals				124,425.75		110,956.75			234,806.50	
		Division 1 Costs	@	10%		12,442.58		11,035.08			23,480.65	
		Subtotals				136,868.33		121,991.83			258,860.15	
		Taxes - Materials Costs	@	8.75%		11,977.98		11,977.98			23,955.96	
		Subtotals				148,846.30		133,969.83			282,816.13	
		Taxes - Labor Costs	@	5.00%		14,884.63		14,884.63			29,769.26	
		Subtotals				163,730.93		148,854.46			312,585.39	
		Contractor Markup for Sub	@	12%		19,647.71		17,862.53			37,510.24	
		Subtotals				183,378.64		166,717.00			350,095.64	
		Contractor OH&P	@	15%		27,506.79		25,007.55			52,514.34	
		Subtotals				210,885.43		191,724.55			402,610.00	
		Estimate Contingency	@	20%		42,177.09		38,344.91			80,522.00	
		Subtotals				253,062.52		230,069.46			503,132.00	
		Escalate to Midpoint of Construct	@	2%		5,061.25		4,601.39			10,062.64	
		Estimated Bid Cost				258,123.77		234,670.85			492,794.62	
		Total Estimate				263,185.02		239,272.24			502,457.26	

Estimate Accuracy
 +50%
 -30%

Estimated Range of Probable Cost
 +50% Total Est \$3,813,330
 -30% Total Est \$2,669,331

Attachment 3

Maintenance Plan for the Joint Sewer Facilities Agreement Between North Tahoe Public Utility District and Tahoe City Public Utility District

- A. The Maintenance Plan (Plan) for the Joint Sewer Facilities (JSF) Agreement describes the plan for routine preventative maintenance of the North Shore Export (NSE) gravity pipeline (aka the Dollar Point Interceptor) which consists of pipe ranging from 15-inches in diameter to 30-inches in diameter and associated appurtenances that begins at the common boundary between the North Tahoe Public Utility District and Tahoe City Public Utility District near the top of Dollar Hill and terminates just east of the CalTrans yard in Tahoe City and the Odor Control Station (OCS) located at Burton Creek Drive and State Route 28. Attachment 6 – Joint Sewer Facilities Map
- B. The Plan describes the facility and appurtenances that are in current use and documents routine preventative maintenance activities performed on the facility including at what frequency activities are to occur. Costs for existing and future maintenance and operation are described in Attachment 4, 5-Year Projection of Maintenance and Operation Costs.
- C. The facilities requiring routine preventative maintenance are more specifically described below:

NSE Gravity Pipeline: The NSE gravity pipeline originates at the top of Dollar Hill, approximately 200 feet east of the intersection of State Route 28 (SR28) and Dollar Drive and is located along the north shoulder of the State Route 28 (SR28). The termination of the NSE gravity pipeline is located along the south edge of State Route 89 (SR89) approximately 250 feet west of the intersection of SR89 and Fairway Drive. An inverted siphon structure which begins just east of Burton Creek Drive and terminates just west of Rocky Ridge Road was installed to allow for the gravity conveyance of sewage across the Burton Creek stream zone. The principle materials of construction for the pipeline are reinforced concrete pipe (RCP) and asbestos cement pipe (ACP) with some portions, including the siphon reach, being plastic lined.

NSE Manholes and Special Structures: There are 47 individual manholes and special structures associated with the NSE gravity pipeline. Typical manholes are 48-inches and 60-inches in diameter with 24-inch frame and cover access lids. Special structures include the inverted siphon entrance and exit, several pressure manholes, and a siphon drain structure.

Odor Control Station (OCS): The OCS collects vapors from the NSE gravity pipeline at Burton Creek Drive and was designed to eliminate nuisance odors prevalent in summer months caused by turbulence at the siphon entrance. The OCS utilizes a negative pressure blower to draw vapors from the siphon entrance structure and convey those vapors through a carbon based media and scrub, by adsorption, the nuisance odor causing constituents from the vapor stream. The scrubbed vapor stream is then released to the atmosphere immediately behind the above-ground structure. The OCS is typically operated between June and October when warmer temperatures are prevalent and nuisance odors are most noticeable.

- D. Routine preventative maintenance activities shall be performed on the NSE gravity pipeline and its associated appurtenances and on the OCS as specifically described below:

Pipeline and Siphon Inspection: In accordance with the Tahoe City Public Utility District's Sewer System Management Plan, the NSE gravity pipeline, excluding the siphon portion, shall be inspected by Closed Circuit Television (CCTV) every five years. More frequent inspections may be required along some sections. The NSE gravity pipeline was last inspected by CCTV in 2007. The Burton Creek Siphon was not inspected in 2007 because it requires a complete shutdown of the entire NSE gravity pipeline to accomplish this work. Portions of the siphon were inspected in 2000 when the siphon was relocated to accommodate CalTrans improvements to SR28. At that time the interior of the siphon appeared to be in excellent condition. CCTV inspection of the siphon structure shall be performed every ten years.

Pipeline Hydro-Cleaning: Hydro-Cleaning of the NSE gravity pipeline and manholes shall be performed every 5 years based on the results of the CCTV inspections. CCTV inspections performed in 2007 on the NSE gravity pipeline suggest that the pipeline is generally effective in maintaining adequate self-scour velocities to avoid solids deposition along most segments. However, during the 2007 inspection, solids deposition was noted along some reaches having minimal slope. It is recommended that the necessity for hydro-cleaning be determined during routine CCTV inspections.

Manhole Inspections: In accordance with the Tahoe City Public Utility District's Sewer System Management Plan, all NSEF manholes shall be visually inspected during the routine CCTV inspections every five years. More frequent inspections may occur on specific manholes as necessary. The NSE gravity pipeline manholes were last inspected in 2007 during the CCTV project and are scheduled for re-inspection in 2013. Although corrective maintenance is, for the most part unpredictable, manhole frame and cover replacement and/or resetting in addition to associated asphalt repairs occur on a regular basis due to the high traffic volumes and damage caused by snow removal equipment along SR89 and SR28. For purposes of budgeting, three complete frame and cover replacements and three associated repaving projects are budgeted for annually.

Odor Control Station: Preventative maintenance activities at the odor control station shall occur annually at start up of the facility each June. All hoses, clamps and fittings shall be visually inspected. The blower motor, belt and fan assembly shall be inspected and lubricated as necessary. Based on historical precedence, the odor control media shall be changed out every two years. The odor control media is a carbon based media known as Midas® OCM and is produced by Siemens Water Technologies. TCPUD personnel shall perform brief weekly inspections on the OCS and make audible and visual inspection as to operation and condition.

Attachment 4

Joint Sewer Facilities

5-Year Projection of Maintenance and Operation Costs

	Budget 2010	Budget 2011	Budget 2012	Budget 2013	Budget 2014
Expenses:					
Salaries & Wages -- FT (1)	3,737	3,458	6,060	3,832	4,061
Salaries & Wages -- OT	-	-	-	-	-
Salaries & Wages -- PT	-	-	-	-	-
Employee Benefits	2,457	2,275	4,040	2,554	2,707
Advertising & Printing	-	-	-	-	-
Conservation	-	-	-	-	-
Consulting Fees	-	-	-	-	-
Dues, Subs & Publications	-	-	-	-	-
Rental Expense	-	-	-	-	-
Small Equipment	-	-	-	-	-
Repair & Maintenance Parts (2)	1,200	1,200	1,200	1,200	1,200
Equip. Maint/Contracts (3)	200	200	10,200	200	200
Repair -- Facilities (4)	1,000	1,000	1,000	1,000	1,000
Supplies (5)	3,500	100	3,500	100	3,500
Insurance	154	160	165	170	175
Meetings, Training & Travel	-	-	-	-	-
Mileage Reimbursement	-	-	-	-	-
Fees and Permits (6)	650	-	650	-	650
Purchased Services	-	-	-	-	-
Snow Removal	-	-	-	-	-
Telemetry	-	-	-	-	-
Telephone	-	-	-	-	-
Utilities	600	630	662	695	729
Vehicle Expense	90	90	90	90	90
TV Van & Vactor Expense	340	340	340	340	340
Water Quality Analysis	-	-	-	-	-
Postage	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Direct Expenses	13,928	9,453	27,907	10,181	14,652

- (1) 2012 Salaries & Wages include additional costs for Project Management for CCTV Inspection, CCTV Data Review, and Traffic Control for CCTV Inspection
- (2) Repair Parts include manhole frames, covers, risers, and grade rings for 3 manhole repairs annually
- (3) Includes CCTV contract work in 2012, and annual backflow testing and fire extinguisher servicing.
- (4) Includes paving contractor work for manhole repairs
- (5) Includes odor control media purchase in 2010, 2012, and 2014 and miscellaneous lubricants for blower service annually.
- (6) Waste disposal fee for spent odor control media.

**Attachment 5
Joint Sewer Facilities
Flow Breakdown (2009)**

	2009 January	February	March	April	May	June	July	August	September	October	November	December	Annual Total
TCPUD Total Calculated Flow	20,681	18,937	24,757	21,438	24,646	21,288	30,139	27,747	19,497	15,931	12,837	18,278	256,176
Rampart Measured Flow	45.09	41,208	50,764	43,382	47,486	44,542	60,514	56,521	41,778	35,743	30,479	41,91	539,417
West Shore Measured Flow	11,342	10,181	13,36	13,063	16,022	13,472	18,279	16,393	11,121	8,465	6,922	10,49	149,11
NTPUD Dollar Hill Measured Flow	24.41	22,271	26,007	21,944	22,84	23,253	30,375	28,774	22,281	19,813	17,642	23,632	283,242
TCPUD North Shore Calculated Flow	9,338	8,756	11,397	8,375	8,624	7,817	11,86	11,354	8,376	7,465	5,915	7,788	107,065
Total NSEF Flow	33,748	31,027	37,404	30,319	31,464	31,07	42,235	40,128	30,657	27,278	23,557	31,42	390,307
Percent NSEF Flow NTPUD	72%	72%	70%	72%	73%	75%	72%	72%	73%	73%	75%	75%	73%
Percent NSEF Flow TCPUD	28%	28%	30%	28%	27%	25%	28%	28%	27%	27%	25%	25%	27%

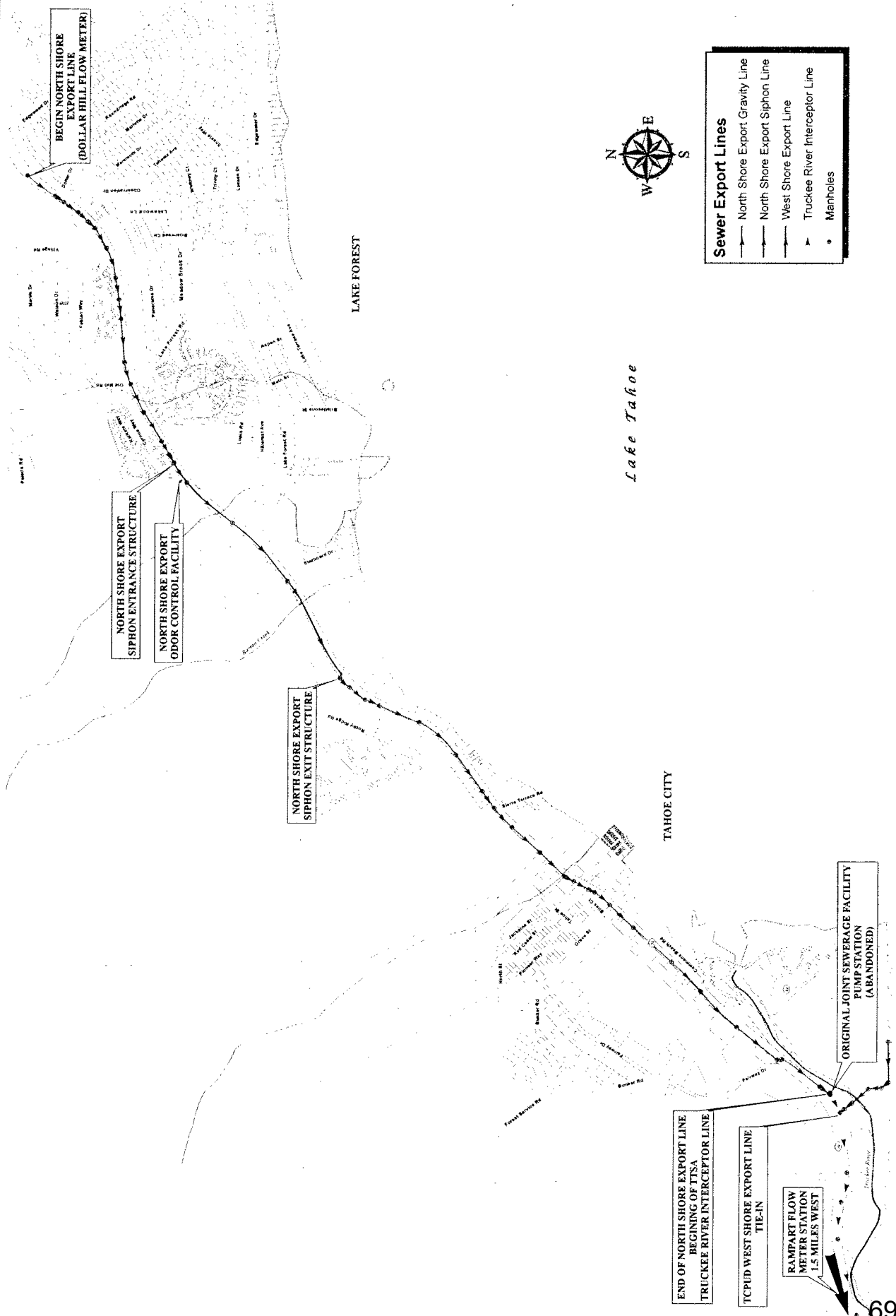
NTPUD Dollar Hill Flow = NTPUD Dollar Hill Flow

TCPUD North Shore Flow = Rampart Flow - TCPUD West Shore Flow - NTPUD Dollar Hill Flow

TCPUD Total Calculated Flow = NTPUD Dollar Hill Flow



JOINT SEWERAGE FACILITY EXHIBIT



**AMENDMENT #1 TO MEMORANDUM OF UNDERSTANDING
BETWEEN
THE NORTH TAHOE PUBLIC UTILITY DISTRICT,
AND
THE TAHOE CITY PUBLIC UTILITY DISTRICT OF CALIFORNIA
REGARDING JOINT SEWER FACILITIES**

This Amendment will memorialize and confirm the terms and conditions of this Amendment Number 1 (the "Amendment") to that certain Memorandum of Understanding dated October 29, 2010 (the "MOU") by and between the NORTH TAHOE PUBLIC UTILITY DISTRICT, a municipal corporation organized under the laws of the State of California (the "NTPUD") and TAHOE CITY PUBLIC UTILITY DISTRICT, a municipal corporation organized under the laws of the State of California (the "TCPUD"). The NTPUD and the TCPUD are sometimes individually referred to as "Party" and collectively as "Parties".

The NTPUD and TCPUD have entered into this MOU to memorialize certain agreements between the parties regarding their commitments to cooperatively work together on a plan to design, construct, operate, maintain, and rehabilitate portions of the Joint Sewer Facilities ("JSF"), that serve both Districts beginning in Dollar Hill and terminating at the connection point to the Tahoe Truckee Sanitation Agency ("TTSA") Truckee River Interceptor located in Tahoe City, California in the County of Placer and to consider the issues involved in operating and managing the JSF. The NTPUD and the TCPUD desire to amend the MOU, as authorized pursuant to Article II, Section J of the MOU, to 1) Amend the frequency and month for meetings of the Joint Districts Technical committee of the Board of Directors and Joint Board of Directors meeting, and 2) Amend contact information for notices and invoices.

The Parties hereby agree to amend Article II, Section A of the MOU in its entirety to read as follows:

- A. A Joint Districts Technical committee of the Board of Directors shall meet annually in January or February to review the final/actual cost of maintenance, operations, and administration of the joint sewer facilities for the prior calendar year and review proposed budgets for the upcoming budget year and future years as applicable. Expenses may be recommended for approval by the Joint Districts Technical committee, with formal Board approval occurring by each individual Board. When annual JSF expenses exceed \$50,000 or exceed budget by 25% or more, the Joint Technical Committee may recommend formal Board approval at a Joint Board of Directors meeting. A Joint Board of Directors meeting may be held as necessary at the recommendation of the Joint Districts Technical committee. Each District will host the Annual Joint Districts Technical committee meeting in alternating years with NTPUD hosting in even years, and TCPUD hosting in odd years.*

The Parties also hereby agree to amend Article II, Section G of the MOU in its entirety to read as follows:

- G. Any notices or invoices required or permitted to be given pursuant to this MOU shall be in writing and shall be delivered (a) in person, (b) by mail or overnight delivery,*

or (c) by facsimile, and such notices shall be addressed as follows:

North Tahoe Public Utility District:

North Tahoe Public Utility District
PO Box 139
Tahoe Vista, CA 96148
Attn: General Manager
Tel: (530) 546-4212
Fax: (530) 546-2652

Tahoe City Public Utility District:

Tahoe City Public Utility District
PO Box 5249
Tahoe City, CA 96145
Attn: General Manager
Tel: (530) 583-3796
Fax: (530) 583-1475


Or such other address as a party may from time to time specify in writing to the other parties. Any notice shall be deemed given when actually delivered if such delivery is in person or by facsimile, and the next business day if such delivery is by overnight courier

Except as amended by this Amendment, all other provisions of the MOU remain in full force and effect. From and after the date of this Amendment, whenever the term "MOU" appears in the MOU, it shall mean the MOU as amended by this Amendment.


The Parties irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment.

AGREED and ACCEPTED:

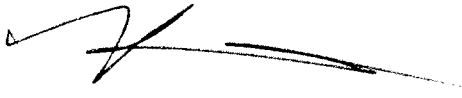
NORTH TAHOE PUBLIC UTILITY DISTRICT, a California Special District


S. Lane Lewis, President of the Board


TAHOE CITY PUBLIC UTILITY DISTRICT, a California Special District


Lou Reinkens, President of the Board

APPROVED AS TO FORM:


Neil A. Eskind, District Legal Counsel

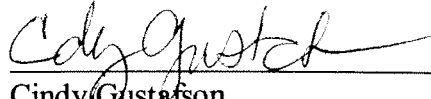
APPROVED AS TO FORM:


Steven C. Gross, District Legal Counsel

ATTEST:


Paul A. Schultz, P.E.
General Manager/CEO Ex Officio Clerk

ATTEST:


Cindy Gustafson
District General Manager



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: May 14, 2024

ITEM: G-7

FROM: Office of the General Manager

SUBJECT: Adopt Resolution 2024-09 Declaring an Election be Held in the North Tahoe Public Utility District Jurisdiction, Requesting the Placer County Board of Supervisors to Consolidate this Election with any other Election Conducted on Said Date, and Requesting Election Services by the County Clerk

RECOMMENDATION:

Adopt Resolution 2024-09 declaring an election to be held in the North Tahoe Public Utility District jurisdiction and requesting election services from Placer County.

DISCUSSION:

Placer County requires the NTPUD to adopt a resolution officially requesting election services for November 2024.

Attached is Resolution 2024-09, requesting that Placer County conduct the election. This election shall fill the vacancy for three incumbents whose terms will be expiring on the first Friday in December.

FISCAL ANALYSIS:


The cost of a typical election is within the proposed budget for Fiscal Year 2024-2025. Should the incumbents run unopposed, the County only charges a base fee based on how many registered voters there are within our District's jurisdiction.

MOTION: Approve Staff Recommendation.


ATTACHMENT: Resolution 2024-09

REVIEW TRACKING:

Submitted By:


Misty Moga
Administrative Liaison

Approved By:


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

RESOLUTION NO. 2024-09
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NORTH TAHOE PUBLIC UTILITY DISTRICT
DECLARING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS
ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE; AND
REQUESTING ELECTION SERVICES BY THE COUNTY CLERK

WHEREAS, the Board of Directors of the North Tahoe Public Utility District orders an election to be held in its jurisdiction on November 5, 2024; at which election, the issues to be presented to the voters shall be:

- **NOMINATION OF CANDIDATES FOR THE GOVERNING BODY**

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

1. Said election shall be to fill vacancies for the following Board Members whose terms will expire on the first Friday of December 6, 2024:

<u>Incumbent's Name</u>	<u>Regular/Short Term</u>
Sarah Coolidge	Regular Term
Danielle Hughes	Regular Term
Phil Thompson	Regular Term

2. The Directors for North Tahoe Public Utility District are elected **at large**. There are no divisions in the District; all voters within the District vote for all candidates.
3. The length of the Candidate Statement shall not exceed **200** words.
4. The cost of the Candidate Statement shall be paid by the **Candidate**.
5. The North Tahoe Public Utility District **does not** request any measure(s) be decided at this election.
6. North Tahoe Public Utility District has determined the following election particulars:
 - In the case of a tie vote, the election shall be determined **by lot**.
 - The County Clerk is **requested** to provide election services, with all applicable costs to be paid for by the District.
7. The District hereby certifies that there have been **no District boundary changes** since our last election, but the District understands that the Placer County Public Works Mapping Division will verify our District boundary lines prior to the election.

BE IT RESOLVED that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;

2. Authorize and direct the County Clerk, at the District's expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT this 14th day of May 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: May 14, 2024

ITEM: G-8

FROM: Recreation, Parks, and Facilities Manager

SUBJECT: Adopt Resolution 2024-10 – Proclaiming July is "Parks Make Life Better!" Month

RECOMMENDATION:

Adopt Resolution 2024-10 – proclaiming July is “Parks Make Life Better!” month.

DISCUSSION:

For many years, the California Parks and Recreation Society (CPRS) has sought to bring attention to the importance of parks & recreation and the benefits that parks and recreation programming bring to the people we serve. According to the CPRS website, the goal of the Parks Make Life Better branding campaign is to raise awareness of the benefits of parks and recreation throughout California and to raise the status of parks and recreation as an essential community service.

During *Parks Make Life Better Month* it is typical for agencies to adopt a Board Resolution that proclaims July as *Parks Make Life Better* month and enhance awareness with media campaigns and special events.

Last summer staff moved from targeting the bulk of activities and special events that had been traditionally scheduled for July to spreading it out throughout the summer and now the entire year. Events such as Ice Cream in the Park continued, and new special events such as Beach Clean-Up, Live at the Launch, and 5K Fun Runs are scheduled for the 2024 summer. The North Tahoe PUD is now, more than ever, embracing the potential for parks and recreation to improve the quality of life for their residents and visitors alike. This resolution gives an opportunity to formalize the District’s commitment to prioritizing parks and recreation.


STRATEGIC PLAN ALIGNMENT:


Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective A: Expand public access for recreation opportunities and promote the District as an exceptional provider of year-round programming, special events and recreation services; and – Objective D: Utilize the North Tahoe Regional Park as a community asset for passive and active recreation.

MOTION: Approve Staff Recommendation.

ATTACHMENTS: Resolution 2024-10

REVIEW TRACKING:

Submitted By: 
Amanda Oberacker
Recreation, Park & Facilities Manager

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

RESOLUTION 2024-10
A RESOLUTION OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
PROCLAIMING THAT JULY IS “PARKS MAKE LIFE BETTER!” MONTH

Whereas, on May 9, 2023, the NTPUD Board of Directors adopted Resolution 2023-04 supporting the annual “*Parks Make Life Better!*” campaign, and

Whereas, Parks and Recreation is an integral part of communities throughout this country, including North Lake Tahoe; and

Whereas, Parks and Recreation *promotes physical, emotional and mental health and wellness* through organized and self-directed fitness, play, and activity;

Whereas, Parks and Recreation *fosters social cohesiveness* in communities by celebrating diversity, providing spaces to come together peacefully, modeling compassion, promoting social equity, connecting social networks, and ensuring all people have access to its benefits; and

Whereas, Parks and Recreation *supports human development* and endless learning opportunities that foster social, intellectual, physical and emotional growth in people of all ages and abilities; and

Whereas, Parks and Recreation *strengthens community identity* by providing facilities and services that reflect and celebrate community character, heritage, culture, history, aesthetics and landscape; and

Whereas, Parks and Recreation is *essential and adaptable* infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

Whereas, the residents and visitors of North Lake Tahoe benefit from the wide range of amenities that are maintained or owned by the North Tahoe Public Utility District, including the parks, beaches, and indoor spaces; and

Whereas, North Tahoe Public Utility District will be celebrating “*Parks Make Life Better!*” month through planned recreation activities and special events that kickoff in June and continue throughout the summer; and

Whereas, the Board of Directors of the NTPUD urges all its residents to recognize that Parks and Recreation enriches the lives of its residents and visitors as well as adding value to the community’s homes and neighborhoods.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the North Tahoe Public Utility District proclaims that July is *Parks Make Life Better!* Month.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT THIS 14th DAY OF MAY 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: May 14, 2024

ITEM: H-1

FROM: Recreation, Parks and Facilities Manager

SUBJECT: Review, Discuss, and Possibly Adopt Resolution 2024-11 – Setting Various Rental Rates at the North Tahoe Event Center

RECOMMENDATION:

Review, discuss, and adopt Resolution 2024-11 – Setting Various Rental Rates at the North Tahoe Event Center.

DISCUSSION:

The last time that the North Tahoe Event Center (NTEC) completed a comprehensive study of rental rates was in June 2020, in the middle of the COVID pandemic. Since 2020, there have been significant building improvements, and these improvements have created a more welcoming Center that attracts more event opportunities. Additionally, under the leadership of Event Center Manager Cathy Becker, staff have learned rental trends and market tolerance for private, corporate, and community events. It is with this understanding that updated rental rates are being presented for Commission recommendation.

In the proposed fee schedule, staff have created a fee matrix that is based on several different factors. These factors include:

- Type of rental
 - Private/Event
 - Meeting
- Location of the rental
 - Lakeview
 - Timberline
 - Evergreen
- Season
 - High season, May-October
 - Low season, November-April
- Day of the week
 - Monday-Thursday
 - Friday and Sunday
 - Saturday
- Type of renter
 - Private/Non-Resident and Corporate
 - Private Resident/Non-Profit/Government

Taking all these factors into consideration, a base rate was set on the highest fees – a full day rental for the Non-Resident & Commercial renter, on Saturday in the high season. Additional rates were then discounted off the base rate using an established formula. This new structure allows for both flexibility and stability – creating appropriate rates for several types of scenarios, giving substantial discounts when appropriate and charging more when feasible.

This proposed revised pricing schedule is consistent with the Board's direction from the NTEC strategic review presentation in both 2023 and 2024. Moving forward, management still has the ability to negotiate the price of any rental when in the best interest of the District.

To complement the rack rental rates, NTEC also offers ancillary, add-on packages for customers to consider. These packages address catering, A/V needs, rentable items, prior-day rehearsal options, and multi-day discounts. The Event Center Manager uses these add-ons to both generate additional revenue and to create value for the renters when they are considering where to have their event. The add-on list is an ever-evolving document that is subject to individual booking needs and is listed here as a reference, not as an addition to the Resolution for room rental rates.

On April 25, 2024, the NTPUD Recreation and Parks Commission and Committee jointly reviewed these rates and recommended that the Board of Directors adopt the new fee schedule with one change that has been incorporated. The change was to combine the discounted rates of Resident with the discounted rates of Non-Profit and Gov't fees. Time is now provided for Directors to discuss the fees and adopt the resolution.

FISCAL ANALYSIS:

The proposed rental rates will bring in about \$2,000 more per rental during the peak rental periods. It is estimated these rates will generate a significant increase in rental revenue.


STRATEGIC PLAN ALIGNMENT:


Goal 1: Provide high-quality community-driven recreation opportunities and event facilities – Objective C: Capitalize on the North Tahoe Event Center (NTEC) as our community's lakefront asset for year-round events and programming – Tactic 3: Continue to expand on NTEC's potential to be a revenue-generating facility for private events.

ATTACHMENTS:

- Resolution 2024-11
- Resolution 2024-11 Exhibit A: 2024 North Tahoe Event Center Rates
- North Tahoe Event Center 2024 Rental Rates Presentation

REVIEW TRACKING:

Submitted By: 
Amanda Oberacker
Recreation, Park & Facilities Manager

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

RESOLUTION 2024-11
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT AMENDING RATES, FEES, AND CHARGES FOR THE NORTH TAHOE EVENT CENTER

WHEREAS, on January 20, 2009, the Board of Directors of the North Tahoe Public Utility District (Board) adopted Ordinance No. 375 which amended its rates, fees, charges and policies related to the North Tahoe Event Center; and

WHEREAS, on January 20, 2009, in Exhibit "A" Section 12.75.105 Modification of Attachments 1 and 2 Rates, Fees and Charges by Resolution of Ordinance No. 375, that future rate changes, fees, and charges set forth within Ordinance No. 375 shall be set by Resolution at such times as determined by the Board of Directors; and

WHEREAS, on June 9, 2020, the Board of Directors, in Resolution 2020-10, approved the current rates for NTEC and

WHEREAS, on April 25, 2024, the Recreation and Park Commission reviewed the draft North Tahoe Event Center Rental Rates schedule and recommended forwarding it on to the Board for its approval, and

WHEREAS, the General Manager/CEO has determined that the rate, fees, and changes hereby proposed in the attached Exhibit are reasonable and necessary for continued operation of the North Tahoe Event Center; and

WHEREAS, the Board of Directors of the North Tahoe Public Utility District has determined that the proposed rates, fees, and charges attached hereto as Exhibit A, are reasonable and appropriate to conform to those in effect at other similar facilities within the North Lake Tahoe region and will not adversely affect the public.

WHEREAS, the Board of Directors of the North Tahoe Public Utility District have given the Event Center Manager the authority to negotiate lower rates when in the best interest of the District.

WHEREAS, ancillary rental additions and their rates are not included in Exhibit A and shall be established by the Event Center Manager and the General Manager/CEO.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the North Tahoe Public Utility District directs that the rates, fees, and charges attached hereto as Exhibit A, and incorporated herein, shall become effective upon adoption.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT THIS 14th DAY OF MAY 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**

Exhibit A – 2024 North Tahoe Event Center Rates

LAKEVIEW SUITE EVENT

PRIVATE NON RESIDENT/CORPORATE

Max Capacity: 150	High Season May-October	Low Season May-October
Mon-Thurs		
Hourly	\$ 900	\$ 770
Daily	\$ 5,400	\$ 4,570
Friday & Sunday		
Hourly	\$ 1,180	\$ 830
Daily	\$ 7,060	\$ 4,980
Saturday & Holidays		
Hourly	\$ 1,390	\$ 970
Daily	\$ 8,300	\$ 5,810

PRIVATE RESIDENT/NON-PROFIT/GOV'T

Max Capacity: 150	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 720	\$ 610
Daily	\$ 4,320	\$ 3,660
Friday & Sunday		
Hourly	\$ 950	\$ 670
Daily	\$ 5,650	\$ 3,990
Saturday & Holidays		
Hourly	\$ 1,110	\$ 780
Daily	\$ 6,640	\$ 4,650

Hourly rentals are minimum of 3-hours

Sat & Holiday hourly rentals not sold until 3 months out

TIMBERLINE EVENT

PRIVATE NON RESIDENT/CORPORATE

Max Capacity: 300	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 450	\$ 390
Daily	\$ 2,700	\$ 2,290
Friday & Sunday		
Hourly	\$ 590	\$ 420
Daily	\$ 3,530	\$ 2,490
Saturday & Holidays		
Hourly	\$ 700	\$ 490
Daily	\$ 4,150	\$ 2,910

HALF ROOM

Max Capacity: 150	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 270	\$ 230
Daily	\$ 1,620	\$ 1,370
Friday & Sunday		
Hourly	\$ 360	\$ 250
Daily	\$ 2,120	\$ 1,500
Saturday & Holidays		
Hourly	\$ 420	\$ 300
Daily	\$ 2,490	\$ 1,750

PRIVATE RESIDENT/ NON-PROFIT/GOV'T

Max Capacity: 300	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 360	\$ 310
Daily	\$ 2,158	\$ 1,830
Friday & Sunday		
Hourly	\$ 470	\$ 340
Daily	\$ 2,822	\$ 2,000
Saturday & Holidays		
Hourly	\$ 553	\$ 390
Daily	\$ 3,320	\$ 2,330

HALF ROOM

Max Capacity: 150	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 216	\$ 190
Daily	\$ 1,295	\$ 1,100
Friday & Sunday		
Hourly	\$ 282	\$ 200
Daily	\$ 1,693	\$ 1,200
Saturday & Holidays		
Hourly	\$ 332	\$ 240
Daily	\$ 1,992	\$ 1,400

3 hour minimum for hourly rental

Saturday and holiday hourly not sold until 3 months out

ENTIRE BUILDING EVENT

PRIVATE NON RESIDENT/CORPORATE

	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 1,090	\$ 920
Daily	\$ 6,500	\$ 5,500
Friday & Sunday		
Hourly	\$ 1,420	\$ 1,000
Daily	\$ 8,500	\$ 6,000
Saturday & Holidays		
Hourly	\$ 1,670	\$ 1,170
Daily	\$ 10,000	\$ 7,000

PRIVATE RESIDENT/ NON-PROFIT/GOV'T

	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 870	\$ 740
Daily	\$ 5,200	\$ 4,400
Friday & Sunday		
Hourly	\$ 1,140	\$ 800
Daily	\$ 6,800	\$ 4,800
Saturday & Holidays		
Hourly	\$ 1,340	\$ 940
Daily	\$ 8,000	\$ 5,600

Hourly rentals are minimum of 3-hours

Sat & Holiday hourly rentals not sold until 3 months out

LAKEVIEW MEETING

PRIVATE NON RESIDENT/CORPORATE - FULL ROOM

Max Capacity: 150	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 350	\$ 300
Daily	\$ 2,080	\$ 1,760
Friday & Sunday		
Hourly	\$ 460	\$ 320
Daily	\$ 2,720	\$ 1,920
Saturday & Holidays		
Hourly	\$ 540	\$ 380
Daily	\$ 3,200	\$ 2,240

NON-PROFIT/GOV'T - FULL ROOM

Max Capacity: 150	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 280	\$ 240
Daily	\$ 1,670	\$ 1,410
Friday & Sunday		
Hourly	\$ 370	\$ 300
Daily	\$ 2,180	\$ 1,750
Saturday & Holidays		
Hourly	\$ 430	\$ 350
Daily	\$ 2,560	\$ 2,050

Hourly rentals are minimum of 3-hours

Sat & Holiday meetings (hourly or daily) not sold until 3 months out

TIMBERLINE MEETINGS

PRIVATE NON RESIDENT/CORPORATE

Max Capacity: 300	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 350	\$ 300
Daily	\$ 2,080	\$ 1,760
Friday & Sunday		
Hourly	\$ 460	\$ 320
Daily	\$ 2,720	\$ 1,920
Saturday & Holidays		
Hourly	\$ 540	\$ 380
Daily	\$ 3,200	\$ 2,240

PRIVATE RESIDENT/ NON-PROFIT/GOV'T

Max Capacity: 300	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 280	\$ 240
Daily	\$ 1,670	\$ 1,410
Friday & Sunday		
Hourly	\$ 370	\$ 260
Daily	\$ 2,180	\$ 1,540
Saturday & Holidays		
Hourly	\$ 430	\$ 300
Daily	\$ 2,560	\$ 1,800

HALF ROOM

Max Capacity: 150	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 210	\$ 180
Daily	\$ 1,250	\$ 1,060
Friday & Sunday		
Hourly	\$ 280	\$ 200
Daily	\$ 1,640	\$ 1,160
Saturday & Holidays		
Hourly	\$ 320	\$ 230
Daily	\$ 1,920	\$ 1,350

HALF ROOM

Max Capacity: 150	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 170	\$ 150
Daily	\$ 1,000	\$ 850
Friday & Sunday		
Hourly	\$ 220	\$ 160
Daily	\$ 1,310	\$ 930
Saturday & Holidays		
Hourly	\$ 260	\$ 180
Daily	\$ 1,540	\$ 1,080

Hourly rentals are minimum of 3-hours

Sat & Holiday meetings (hourly or daily) not sold until 3 months out

EVERGREEN MEETINGS

PRIVATE NON RESIDENT/CORPORATE - FULL ROOM

Max Capacity: 75	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 140	\$ 120
Daily	\$ 840	\$ 710
Friday & Sunday		
Hourly	\$ 190	\$ 130
Daily	\$ 1,090	\$ 770
Saturday & Holidays		
Hourly	\$ 220	\$ 150
Daily	\$ 1,280	\$ 900

HALF ROOM

Max Capacity: 40	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 90	\$ 80
Daily	\$ 500	\$ 430
Friday & Sunday		
Hourly	\$ 110	\$ 80
Daily	\$ 660	\$ 470
Saturday & Holidays		
Hourly	\$ 130	\$ 90
Daily	\$ 770	\$ 540

NON-PROFIT/GOV'T - FULL ROOM

Max Capacity: 75	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 120	\$ 100
Daily	\$ 670	\$ 570
Friday & Sunday		
Hourly	\$ 190	\$ 110
Daily	\$ 880	\$ 620
Saturday & Holidays		
Hourly	\$ 220	\$ 120
Daily	\$ 1,030	\$ 720

HALF ROOM

Max Capacity: 40	High Season May-October	Low Season November-April
Mon-Thurs		
Hourly	\$ 70	\$ 60
Daily	\$ 400	\$ 340
Friday & Sunday		
Hourly	\$ 90	\$ 70
Daily	\$ 530	\$ 370
Saturday & Holidays		
Hourly	\$ 110	\$ 90
Daily	\$ 620	\$ 500

Hourly rentals are minimum of 3-hours

Sat & Holiday meetings (hourly or daily) not sold until 3 months out

North Tahoe Event Center 2024 Rental Rates

April 2024



History



- The last comprehensive review of NTEC rates was in June of 2020.
- Since then, significant improvements to the building and service have been established, effectively raising the value of the Event Center.
- The new, proposed rates take a comprehensive look at the services and rentals available and use comparable market assessments to establish new rates.

Fee Matrix

The fees were established based on a variety of factors, including:

Type of renter –

Private/Non-Resident and Corporate;
Private Resident/ Non-Profit/Government

Time of year –

High season, May-October
Low season, November-April

Day of the week –

Monday-Thursday;
Friday and Sunday;
Saturday

Type of event –

Private event or meeting

Location of the rental –

Lakeview, Timberline, Evergreen or entire building

NTEC Rental Rate Formulas

A **BASE RATE** was established:

BASE RATE = Non-Resident, Saturday, High Season, full day rental

	Non Res/Commercial	Resident/Gov't & N/P
Saturday - High season	Base	20% off NR Rate
Saturday - Low season	30% off base	20% off NR Rate
Fri & Sun High season	15% off base	20% off NR Rate
Fri & Sun Low season	40% off base	20% off NR Rate
Mon-Thurs Hi Season	35% off base	20% off NR Rate
Mon-Thur Low Season	45% off base	20% off NR Rate

ADDITIONAL CONSIDERATIONS:

Hourly rental rate is the daily rate/6

A half room rental cost 60% of a full room (Evergreen & Timberline)

Evergreen Meeting room is 40% less than Timberline

Timberline Private is 50% of Lakeview Private

Events vs. Meetings

Rounding up to nearest \$10

Rental Rates – Lakeview Suite 2020 & 2024

Max Capacity: 150	High Season May-October	Current High	High Season May-October	Current Low
Mon-Thurs				
Hourly	\$ 900	680	\$ 770	580
Daily	\$ 5,400	3,400	\$ 4,570	2,900
Friday & Sunday				
Hourly	\$ 1,180	1,000	\$ 830	680
Daily	\$ 7,060	5,000	\$ 4,980	3,400
Saturday & Holidays				
Hourly	\$ 1,390	1,260	\$ 970	880
Daily	\$ 8,300	6,300	\$ 5,810	4,400

- Hourly rentals are a minimum of 3-hours
- Saturday & holiday hourly not sold until 3-months out
- Celebrations of Life & Quinceañeras can bring in ready-to-serve food. Bartender is required
- Over 25 people, caterer mandatory

Rental Rates – Lakeview Suite 2020 & 2024

Max Capacity: 150	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 720	575	\$ 610	500
Daily	\$ 4,320	2,870	\$ 3,660	2,465
Friday & Sunday				
Hourly	\$ 950	850	\$ 670	580
Daily	\$ 5,650	4,250	\$ 3,990	2,890
Saturday & Holidays				
Hourly	\$ 1,110	1,075	\$ 780	750
Daily	\$ 6,640	5,355	\$ 4,650	3,740

- Hourly rentals are a minimum of 3-hours
- Saturday & holiday hourly not sold until 3-months out
- Celebrations of Life & Quinceañeras can bring in ready-to-serve food. Bartender is required
- Over 25 people, caterer mandatory

Rental Rates – Timberline 2020 & 2024



FULL ROOM

Max Capacity: 300	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 450	620	\$ 390	620
Daily	\$ 2,700	3100	\$ 2,290	2400
Friday & Sunday				
Hourly	\$ 590	900	\$ 420	680
Daily	\$ 3,530	4500	\$ 2,490	3400
Saturday & Holidays				
Hourly	\$ 700	1140	\$ 490	880
Daily	\$ 4,150	5700	\$ 2,910	4400

HALF ROOM

Max Capacity: 150	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 270	310	\$ 230	240
Daily	\$ 1,620	1550	\$ 1,370	1200
Friday & Sunday				
Hourly	\$ 360	450	\$ 250	340
Daily	\$ 2,120	2250	\$ 1,500	1700
Saturday & Holidays				
Hourly	\$ 420	570	\$ 300	440
Daily	\$ 2,490	2850	\$ 1,750	2200

- 3-hr minimum for hourly rental
- Timberline private is 50% of Lakeview Private
- Half room is 60% of full room

Rental Rates – Timberline 2020 & 2024



FULL ROOM

Max Capacity: 300		High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs					
Hourly	\$	360	620	\$ 310	400
Daily	\$	2,158	3100	\$ 1,830	2080
Friday & Sunday					
Hourly	\$	470	770	\$ 340	675
Daily	\$	2,822	3825	\$ 2,000	2890
Saturday & Holidays					
Hourly	\$	553	970	\$ 390	750
Daily	\$	3,320	4845	\$ 2,330	3740

HALF ROOM

Max Capacity: 150		High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs					
Hourly	\$	216	310	\$ 190	200
Daily	\$	1,295	1550	\$ 1,100	1040
Friday & Sunday					
Hourly	\$	282	380	\$ 200	290
Daily	\$	1,693	1900	\$ 1,200	1450
Saturday & Holidays					
Hourly	\$	332	340	\$ 240	275
Daily	\$	1,992	3425	\$ 1,400	1870

- 3-hr minimum for hourly rental
- Timberline private is 50% of Lakeview Private
- Half room is 60% of full room

Rental Rates – Entire Building 2020 & 2024



	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 1,090	1,200	\$ 920	900
Daily	\$ 6,500	6,000	\$ 5,500	4,500
Friday & Sunday				
Hourly	\$ 1,420	1,400	\$ 1,000	1,200
Daily	\$ 8,500	7,000	\$ 6,000	6,000
Saturday & Holidays				
Hourly	\$ 1,670	1,740	\$ 1,170	1,400
Daily	\$ 10,000	8,700	\$ 7,000	7,000

- Hourly rentals are a minimum of 3-hours
- Saturday & holiday hourly not sold until 3-months out

Rental Rates – Entire Building 2020 & 2024



		High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs					
	Hourly	\$ 870	1,020	\$ 740	770
	Daily	\$ 5,200	5,100	\$ 4,400	3,825
Friday & Sunday					
	Hourly	\$ 1,140	1,190	\$ 800	1,020
	Daily	\$ 6,800	5,950	\$ 4,800	5,100
Saturday & Holidays					
	Hourly	\$ 1,340	1,480	\$ 1,170	1,190
	Daily	\$ 8,000	7,400	\$ 7,000	5,950

- Hourly rentals are a minimum of 3-hours
- Saturday & holiday hourly not sold until 3-months out

Rental Rates – Lakeview Suite 2020 & 2024

Max Capacity: 150	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 350	680	\$ 300	580
Daily	\$ 2,080	3,400	\$ 1,760	2,900
Friday & Sunday				
Hourly	\$ 460	1,000	\$ 320	680
Daily	\$ 2,720	5,000	\$ 1,920	3,400
Saturday & Holidays				
Hourly	\$ 540	1,620	\$ 380	880
Daily	\$ 3,200	6,300	\$ 2,240	1,440

- Hourly rentals are a minimum of 3-hours
- Saturday & holiday not sold until 3-months out
- Fee was established based on desired M-Th rental rate
- Lakeview & Timberline meetings same price
- Evergreen meetings are 40% less than Lakeview meetings

Rental Rates – Lakeview Suite 2020 & 2024



Max Capacity: 150		High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs					
Hourly	\$	280	580	\$ 240	360
Daily	\$	1,670	2,890	\$ 1,410	1,785
Friday & Sunday					
Hourly	\$	370	850	\$ 300	580
Daily	\$	2,180	4,250	\$ 1,750	2,890
Saturday & Holidays					
Hourly	\$	430	1,070	\$ 350	750
Daily	\$	2,560	5,355	\$ 2,050	3,740

- Hourly rentals are a minimum of 3-hours
- Saturday & holiday not sold until 3-months out
- Fee was established based on desired M-Th rental rate
- Lakeview & Timberline meetings same price

Rental Rates – Timberline 2020 & 2024



FULL ROOM

Max Capacity: 300	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 350	620	\$ 300	500
Daily	\$ 2,080	3,100	\$ 1,760	2,500
Friday & Sunday				
Hourly	\$ 460	900	\$ 320	720
Daily	\$ 2,720	4,500	\$ 1,920	3,600
Saturday & Holidays				
Hourly	\$ 540	1,140	\$ 380	880
Daily	\$ 3,200	5,700	\$ 2,240	4,400

HALF ROOM

Max Capacity: 150	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 210	310	\$ 180	250
Daily	\$ 1,250	1,550	\$ 1,060	1,250
Friday & Sunday				
Hourly	\$ 280	450	\$ 200	360
Daily	\$ 1,640	2,250	\$ 1,160	1,800
Saturday & Holidays				
Hourly	\$ 320	270	\$ 230	440
Daily	\$ 1,920	2,850	\$ 1,350	2,200

Rental Rates – Timberline 2020 & 2024



FULL ROOM

Max Capacity: 300	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 280	500	\$ 240	425
Daily	\$ 1,670	2,635	\$ 1,410	2,125
Friday & Sunday				
Hourly	\$ 370	770	\$ 260	600
Daily	\$ 2,180	3,825	\$ 1,540	3,060
Saturday & Holidays				
Hourly	\$ 430	970	\$ 300	750
Daily	\$ 2,560	4,845	\$ 1,800	3,740

HALF ROOM

Max Capacity: 150	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 170	260	\$ 150	210
Daily	\$ 1,000	1,300	\$ 850	1,050
Friday & Sunday				
Hourly	\$ 220	380	\$ 160	300
Daily	\$ 1,310	1,900	\$ 930	1,530
Saturday & Holidays				
Hourly	\$ 260	480	\$ 180	N/A
Daily	\$ 1,540	2,400	\$ 1,080	1,870

Rental Rates – Evergreen 2020 & 2024



FULL ROOM

Max Capacity: 75	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 140	200	\$ 120	100
Daily	\$ 840	900	\$ 710	500
Friday & Sunday				
Hourly	\$ 190	240	\$ 130	130
Daily	\$ 1,090	1,200	\$ 770	640
Saturday & Holidays				
Hourly	\$ 220	300	\$ 150	160
Daily	\$ 1,280	1,500	\$ 900	800

HALF ROOM

Max Capacity: 40	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 90	90	\$ 80	50
Daily	\$ 500	450	\$ 430	250
Friday & Sunday				
Hourly	\$ 110	120	\$ 80	64
Daily	\$ 660	600	\$ 470	320
Saturday & Holidays				
Hourly	\$ 130	150	\$ 90	80
Daily	\$ 770	750	\$ 540	400

Rental Rates – Evergreen 2020 & 2024



FULL ROOM

Max Capacity: 75	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 120	170	100	85
Daily	\$ 670	842	570	425
Friday & Sunday				
Hourly	\$ 190	200	110	110
Daily	\$ 880	1,020	620	544
Saturday & Holidays				
Hourly	\$ 220	255	120	140
Daily	\$ 1,030	1,275	720	680

HALF ROOM

Max Capacity: 40	High Season May-October	Current High	Low Season November-April	Current Low
Mon-Thurs				
Hourly	\$ 70	84	60	43
Daily	\$ 400	420	340	215
Friday & Sunday				
Hourly	\$ 90	102	70	55
Daily	\$ 530	510	370	272
Saturday & Holidays				
Hourly	\$ 110	128	90	68
Daily	\$ 620	640	500	340

Additional Revenue Opportunities



Private Event Rental Add-On's

Personal Photos on Lobby TV
Outdoor Seating Sets (2)
Outdoor Firebox (2)
Outdoor Dance Floor
Popcorn Machine
Cocktail Tree Tables (2)
Cornhole Game
Projector & Screen (no av tech)
Wood Arch 48"x89"
Fairy Light Arch
Love Letters 6'x15'
Beach Ceremony Benches (6)
Terrace Umbrellas 9' (6)
Pinecone Chair/Table Decor
Large Easels (2)
High Back Sweetheart Chairs (2)
Table Numbers
Floating Candles in Cylinders (36)
Taper Glass Vase w/ Candles (36)
Glass Votives w/ Candles (48)
Black Chair Covers (100)
Linens 85" Square (Black or White)
Cloth Napkins (Black or White)
Large Dressing Room

Meeting Rental Add-On's

A/V

Projector (2)
Wireless Mic (4)
Conference Phone
Podiums (3)
Stage 6'x8' (6)
Portable Screen (2)
Portable Monitor (2)
Mixing Boards (2)
Wired Mic & speakers (13)
Easel (10)
Pipe & Drape
Linens 85" Square (Black or White)
Wall Mounted Monitor
2 Wired Mic & 2 speakers (13)

Food & Beverage

Coffee Service (AM)
Coffee Service (Day)
Ice Tea & Lemonade
Soda (2 sm cans pp)
Bagel/Cream Cheese
Pastries (AM)
Snacks (Mid Day)
Sandwiches with cookies & chips

Comparable(ish) Rates

Valhalla – Saturday \$11,000

Tannenbaum – Saturday \$7,000-\$9,000

Chateau – Saturday \$8,900

Aspen Grove – Saturday \$5,000

Round Hill – Saturday \$9,000 + \$5,700 F&B minimum

Granlibakken – Saturday + \$12,000 F&B minimum

Ballroom \$6,000, dance floor \$1,700, outdoor ceremony site \$2,500

Hellman-Ehrman Mansion – Saturday \$6,200

NTEC Rental Rates



Questions and Comments?



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: H-2

FROM: Recreation, Parks, and Facilities Manager

SUBJECT: Winter 2023/24 North Tahoe Regional Park Peak Parking Fee Review

RECOMMENDATION:

Review, discuss, and provide feedback on the Winter 2023/24 North Tahoe Regional Park peak parking fee report.

DISCUSSION:

During the December 2023 Board of Directors and subsequent Commission meetings, staff proposed, and Commissioners and Directors approved the introduction of a peak parking fee trial for the 2023/24 winter season.

The fee was introduced to capitalize on winter tourism in the Regional Park. As explained in December, tourists spend full days at the Park, with carloads of families tailgating, sledding, and exploring the groomed paths. Trash increases as the public takes advantage of the low \$5 fee relative to other winter recreation opportunities in the region. North Tahoe Regional Park becomes a beacon of sledding opportunities with three different sled hills, reaching all ages and abilities. When there is snow on the ground and sun in the sky, the parking lot quickly fills – especially during weekends and throughout holidays.

The model this winter charged vehicles \$20 to park in the Regional Park during peak days – weekends from December through March and holidays during that time (weather dependent). The parking fee remained at \$5 during non-peak days. To enforce the peak fee, the Recreation Department staffed the Regional Park kiosk with a seasonal employee on weekends and holidays. This peak parking roll-out also coincided with the first-ever mailing of the Resident Benefit Parking Passes for NTRP and TVRA. The Resident Benefit Parking Pass is a sticker that, when placed on the window of the vehicle, gives the resident access to the parks without paying the parking fee.

As explained in the attached report, the weather cooperated to make the pilot year for peak parking a huge success. The District collected over \$60K in parking fees between December and March, approximately \$40K higher than the average winter revenue collection for parking. Additional data was collected on the number of people in vehicles and daily iron ranger revenue all winter.

This item was presented to the Commissioners at the April 25, 2024 meeting. Commissioners and Director Committee members gave feedback on increasing the safety and speeding up transaction time and traffic flow for next year's operations. Both of these items are touched upon in the attached report. Also, based on feedback from the April 25 meeting, staff has updated the report to cover additional statistics on passengers per vehicle, comparisons of winter vs. summer use, and comparisons of kiosk vs. iron ranger revenue.

Staff will use the attached data and the feedback from the Commissioners and Board to further solidify the parking management plan for years to come within the Park. Time is allocated now for Directors to review and provide feedback on the peak parking program and report.

STRATEGIC PLAN ALIGNMENT:

Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective A: Expand public access for recreation opportunities and promote the District as an exceptional provider of year-round recreation opportunities – Tactic 1: Expand offerings to highlight the District's recreation and park assets and drive participation – Activity d: Implement a fee matrix that balances fees for programming with free events and addresses market value with affordability in combination with Community Facilities District participation.

Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective D: Utilize the North Tahoe Regional Park (NTRP) as a community asset for passive and active recreation – Tactic 4: Assess paid parking improvements to enhance revenue capture and data collection from our non-CFD users.

ATTACHMENTS:

- 2023/24 North Tahoe Regional Park Parking Fees Report

REVIEW TRACKING:

Submitted By:  Approved By: 
Amanda Oberacker Bradley A. Johnson, P.E.
Recreation, Parks and Facilities Manager General Manager/CEO



2023/2024 Regional Park Peak Parking Report

The North Tahoe Regional Park Kiosk was staffed on weekends and holidays throughout the 2023/2024 winter to monitor and control park use, collect peak parking fees, receive feedback from the public and track park use. Significant improvements made during the fall, including technology upgrades and hardwired power to the kiosk, made this possible. On days that the kiosk was not staffed, iron ranger revenue was collected to make a day-by-day comparison.

Dates of Operation:

December 23, 2023-March 17, 2024

Kiosk attendant: weekends and holidays, 9am-3pm

Iron ranger: daily collection through above time period

Winter Operation

Month over Month & Total Revenue Comparison (from Open-Gov):

	December	January	February	March	Total
2021/22	\$3,321	\$8,649	\$6,957	\$2,363	\$21,290
2022/23	\$3,525	\$4,556	\$7,819	\$2,000	\$17,900
2023/24	\$3,844	\$20,594	\$31,557	\$9,618	\$65,613

Approximate Staffing Cost

23 days

~6.5 hours per day

\$26 loaded wage average

Approximate total staffing cost: **\$3,887**

Iron Ranger Daily Sales:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Total	\$2,400	\$1,020	\$1,386	\$816	\$1,535	\$3,382	\$2,054
Average	\$198	\$77	\$115	\$59	\$129	\$260	\$205

Total 2023/24 Winter Iron Ranger Sales: **\$12,591**

Peak Parking Daily Sales Totals (from CivicREC):

Day	Date	# of Peak Parking	Vehicle Passenger Count	Total	Iron Ranger Sales
Saturday	12/23/2023	60	5	\$ 1,200	
Friday	12/29/2023	33	2.82	\$ 660	
Saturday	12/30/2023	28	3.11	\$ 560	
Saturday	1/6/2024	60	4.4	\$ 1,200	
Sunday	1/7/2024	46	4.24	\$ 920	
Saturday	1/13/2024	128	4.4	\$ 2,560	
Sunday	1/14/2024	180	4.4	\$ 3,600	
Monday	1/15/2024	114	4.2	\$ 2,280	
Saturday	1/20/2024	126	4.9	\$ 2,520	
Sunday	1/21/2024	49	4.5	\$ 980	
Saturday	1/27/2024	112	4.1	\$ 2,240	
Sunday	1/28/2024	61	4.3	\$ 1,220	
Saturday	2/3/2024	95	4.1	\$ 1,900	
Sunday	2/4/2024	4	3.25	\$ 80	
Saturday	2/10/2024	159	3.7	\$ 3,180	
Sunday	2/11/2024	81	3.9	\$ 1,620	
Saturday	2/17/2024	206	4.5	\$ 4,120	
Sunday	2/18/2024	294	4.5	\$ 5,880	
Monday	2/19/2024	105	4.5	\$ 2,100	
Saturday	2/24/2024	255	5.9	\$ 5,100	
Sunday	2/25/2024	96	4.6	\$ 1,920	
Saturday	3/2/2024	0	0	\$ -	\$ -
Sunday	3/3/2024	0	0	\$ -	\$ -
Saturday	3/9/2024	0	n/a	\$ -	\$1,147
Sunday	3/10/2024	96	4.3	\$ 1,920	
Saturday	3/16/2024	150	5.2	\$ 3,000	
Sunday	3/17/2024	88	4.42	\$ 1,760	
Saturday	3/23/2024	0	n/a	\$ -	\$301
Sunday	3/24/2024	0	n/a	\$ -	\$245
Saturday	3/30/2024	0	n/a	\$ -	\$443
Sunday	3/31/2024	0	n/a	\$ -	\$175
		2,626	4.3	\$52,520	\$2,311 *

*Note that iron ranger sales are not accounted for here, except when collected in lieu of a staffed kiosk during peak days.

Percentage of Sales

Cash Sales: 69%

Credit Sales: 31%

Notes & Comments:

- Overall, the peak parking pilot program was a tremendous success. North Tahoe Regional Park is “on the map” with Google searches. Park visitors in the winter continue to grow when the weather cooperates.
- The weather this winter was extremely favorable for winter visitation.
- The \$20 fee for peak use was well received by visitors.
- The average number of visitors per car during the times the kiosk was staffed was 4 per vehicle.
- Entryway bottlenecks and traffic back up during busy hours. Busiest hours are from 10am-1pm. A second staff is recommended during these busy hours to help the traffic flow.
- Parking spaces at Mellow Meadow add to bottleneck issue. Infrastructure changes with paving and lining at the entrance are scheduled before winter 2025 and should help to address the congestion.
- Education and public awareness around parking pass holders should be increased to address the desire from pass holders to skip the line and go around the payment lane, creating additional traffic issues.



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: H-3

FROM: Office of the General Counsel

SUBJECT: Review, Discuss, and Possibly Approve Employment Agreements for General Manager/CEO and Chief Financial Officer

RECOMMENDATION:

The Board considers taking action regarding updated employment agreements for the General Manager/CEO and Chief Financial Officer.

DISCUSSION:

This is a placeholder item to potentially approve updated employment agreements for the General Manager/CEO and the Chief Financial Officer pending direction provided in closed session. If the Board wishes to move forward with approving one or both agreements, copies will be distributed at the Board meeting.

FISCAL ANALYSIS:

The financial impact will depend on the action taken by the Board as it relates to the employment agreements.


STRATEGIC PLAN ALIGNMENT:

Goal 4: Sustain and strengthen organizational resources, expertise, and culture –
Objective A: Ensure the District can recruit and retain a qualified and skilled workforce –
Tactic 1: Maintain competitive wages and benefits.

MOTION:

Approval of the employment agreements shall be made by Board action.

REVIEW TRACKING:

Submitted By: 
Joshua Nelson/BB&K
District Counsel



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: I-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) 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. This month, the USFS announced a \$2.1M allocation for Fiscal Year 2024, and based on the developed project priority list, NTPUD anticipates receiving \$733,000 to support our Brockway Fire Protection Water Infrastructure Project scheduled for this summer.

Attention is also focused on Fiscal Year 2025 budget appropriations requests for the program.

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 (USACE) 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. The partnership is now focused on supporting Congressmen Kiley and Amodei's request as it navigates the bill writing process and Committee review and mark-up.

- b) Congressman Kiley hosted the annual Western Congressional Caucus (WCC) Field Tour in South Lake Tahoe on April 25 – 26, 2024, and the partnership

supported the organization of the event and co-hosted one of the evening receptions. The WCC Field Tour, hosted annually by a member of the caucus in their home district, is an education and policy discussion opportunity for Caucus members and their staff focused on western issues. Congressman Kiley's South Lake Tahoe visit focused heavily on wildfire resiliency and the Caldor Fire in particular. The partnership helped lead the Caldor Fire field tour and highlighted the impact water infrastructure had in the defense of Christmas Valley.

- c) At the state level, the partnership is working with Senator Alvarado-Gil on [SB 1088 \(Alvarado-Gil\)](#), which creates a new water infrastructure for fire suppression program that would then be funded by the anticipated climate resiliency bond. The Bill has unanimously cleared the Senate's Governmental Organization, Natural Resources and Water, and Appropriations Committees. It is presently on the suspense file awaiting consideration by the full Senate. The partnership is working on clarifying language amendments to the Bill at the request of the Association of California Water Agencies (ACWA) and, in doing so, anticipates receiving ACWA's formal support for the Bill. The Bill is also being considered by the California Special Districts Association for formal support.
- 2) The District received notice that our \$1,029,055 grant request to the California State Parks Habitat Conservation Program for our North Tahoe Trail Access Improvement Project was approved. This grant will support the construction of the trail extension and stairway replacement to enhance access in the North Tahoe Regional Park to the Pam Emmerich Memorial Pinedrop Trail. The General Manager is reviewing the grant contract language with District Counsel and anticipates signing the agreement this month in accordance with District Resolution 2023-05.
- 3) The District and TCPUD received notice from the California Tahoe Conservancy (CTC) that our \$80,000 grant request to fund a greenhouse gas inventory of both districts' operations was approved. TCPUD will act as the lead agency for the grant and both districts are currently working on establishing a project cooperation agreement as well as selecting a consultant to deliver the work.
- 4) The North Tahoe Community Alliance (NTCA) has announced the structure of the new 13-member advisory committee to consider and guide the allocation of Transient Occupancy Tax (TOT) grant funds. This new TOT Advisory Committee consolidates and replaces the previous 13-member TOT Committee and the 13-member CAP Committee. Under the new format, the two Special District CAP Committee seats will be replaced by a single Special District seat and a Special District staff advisory seat. A current CAP Committee Special District member, TCPUD Director Dan Wilkins, has been selected to continue his term on the new committee and the NTPUD General Manager has been selected for the staff advisory seat. Appointments to the new committee will be considered by the NTCA

Board of Directors at their May 2024 meeting. The new NTCA TOT Advisory Committee structure is outlined in more detail in the attachment to this report.


- 5) The North Tahoe Business Association (NTBA) held its regularly scheduled April Board meeting on April 17, 2024. The following items were topics of discussion:
 - a) Approval of the March Meeting Minutes
 - b) Board Member recruitment and volunteer discussion
 - c) Kings Beach development projects discussion
 - d) July 3rd Event discussion
 - e) Kings Beach Commercial Core beautification discussion
 - f) Updates from the Executive Director
 - g) Review of NTBA Financials

- 6) The Boys and Girls Club of North Lake Tahoe (BGCNLT) held its regularly scheduled Board meeting on April 24, 2024. The following items were topics of discussion:
 - a) Approval of the March Meeting Minutes
 - b) Updates from the Board President
 - c) Updates from the CEO
 - d) Updates from the Finance Committee - review of Club financials
 - e) Board review and acknowledgment of the annual independent audit
 - f) Board review and approval of Maintenance Fund Policy updates
 - g) Board Working Session for Wine on the Water 2024 Fundraising Goals and Strategy

The next regularly scheduled BGCNLT Board meeting is May 22, 2024.

- 7) The District is recruiting for one open position:
 - Utility Operations Maintenance Worker I/II

Submitted By:


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



***New* TOT Advisory Committee**

Convened by the North Tahoe Community Alliance (NTCA), the TOT Advisory Committee recommends projects/programs to the NTCA board and Placer County Board of Supervisors, that support North Lake Tahoe’s community priorities regarding economic health, community vitality, and environmental stewardship, to be funded by Transient Occupancy Tax generated by overnight visitors. The committee is comprised of 13 seats with three advisory seats. The NTCA is looking to create a diverse committee, representative of the North Lake Tahoe community, and dedicated to supporting the community’s interests and needs.

TOT Advisory Committee Seats

1. Representing transportation/housing advocacy/expertise
2. Representing transportation/housing advocacy/expertise
3. Representing transportation/housing advocacy/expertise
4. Representing Special Districts (North Tahoe Public Utility District, Tahoe City Public Utility District, Northstar Community Services District, and Olympic Valley Public Service District would collaboratively nominate a representative)
5. Representing North Tahoe Chamber, North Tahoe Business Association (NTBA), Tahoe City Downtown Association (TCDA) (Chamber/TCDA/NTBA collaboratively nominate a representative)
6. District 5 Supervisor nominated representation (Placer County District 5 Supervisor nominated representative)
7. At-large *
8. At-large *
9. At-large *
10. At-large *
11. At-large *
12. At-large*
13. At-large*

Advisory Seats:

1. Placer County – Staff designee nominated by CEO office
2. Tahoe Regional Planning Agency (TRPA) – Staff designee nominated by TRPA Executive Director
3. Special Districts – Staff designee nominated by all four special districts in North Lake Tahoe

***Please note the following representation categories. (At-large seat must fit one or more of these categories).**

- Geographic representation of residence or business ownership – (Kings Beach, Tahoe City/Westshore, Olympic Valley, Northstar, Donner Summit)
- Resident representation – Residents of the NLT TOT district
- Underserved/DEI representation – Representing underserved community needs, focusing on increasing diversity, access, inclusivity, and equity
- Small business representation – Employers of the NLT TOT region who have less than 100 employees
- Large Business Representation – Employers of NLT TOT region who have 100 or more employees
- Stewardship/environmental representation – Focuses on developing and/or implementing destination stewardship principles in the region
- Previous TOT/CAP experience representation – Current members of TOT or CAP committee
- Cultural, Art, and nonprofit representation – Representing arts and culture in our area, and/or other nonprofit representation
- TOT Contributor – Representative from a lodging business that generates TOT funds
- TBID Contributor – Representative from a business that generates TBID funds
- Land use expertise in local/regional ecosystem
- Transportation expertise/advocate
- Housing expertise/ advocate
- Recreation provider representation
- Ski area representation



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: May 14, 2024

ITEM: I-2

FROM: Justin Broglio, Public Information Officer

SUBJECT: Public Information and Community Outreach Report

DISCUSSION:

Public Information and Community Outreach:

- For the month of April our communications and outreach focused on – 1) Roll out of the Rate Relief Program; 2) The seasonal shift in Recreation and Park programming and operations; and 3) Spring Recreation programming updates.
- Staff successfully started the roll-out and official announcement of the District’s new Rate Relief Program.
 - Initial launch included a digital (PDF) bill insert for online customers, and website update and social media posts
 - Additional items in May and June will include outreach with Sierra Community House, Liberty Utilities, and a direct mail drop postcard to the three local post offices.
- Staff continues to work on Customer Outreach and resident notification letters for those that will be impacted by the planned 2024 Summer Construction Season.
 - Additional items for May and June will include website updates to the “Projects” section and updates to the District’s digital project StoryMap webpage.
- Staff has completed design and print production of the District’s 2024 Summer Activity Guide and associated marketing materials, in collaboration with the Recreation Department staff.
 - See the attachment to the Recreation, Parks, and Facilities Department Report (Item I-4).
- Staff completed website updates to the Recreation & Parks sections – including new Tennis & Pickleball Facility rates, leagues, rules, etc.
- Staff continues to update and track engagement with our “Customer Service Experience” survey.

- Staff continues to add content and update the District's new website as needed.

Grants:

- Staff is continuing to monitor and review grant opportunities as appropriate.

North Tahoe Event Center Marketing:

- Staff continues to coordinate with our local videographer on the new promotional reel video to highlight the NTEC as a premier wedding venue.
- Staff is preparing a marketing and promotional onboarding summary for the new NTEC Manager.

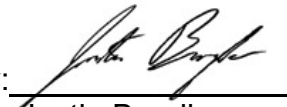
Governmental Affairs:

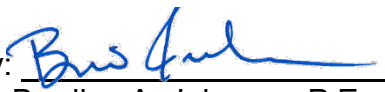
- Staff attended and testified in support of Senate Bill 1088 on behalf of the Tahoe Water for Fire Suppression Partnership at the CA Senate Committee on Government & Organization on April 9th.
- Staff attended the Sierra Nevada Alliance Lobbying Outreach Day in Sacramento on April 17th.
 - The day included visits with several Senator and Assembly staff offices and presentations from California Natural Resources Department staff.

Community and Regional Partner Connections:

- Participated in bi-weekly Tahoe-Truckee PIO team meetings and North Lake Tahoe-Truckee Stakeholder meetings.
 - April meetings focused on the continued updates from the Action Teams for the new Destination Stewardship framework – including PR items, storytelling approaches, and
- Attended the NTCA's Monthly First Tuesday Breakfast Club.
 - Staff provided updates on the Rate Relief Program and our Summer Recreation Programs and Events.

Review Tracking:

Submitted By: 
Justin Broglio
Public Information Officer

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

Email Newsletter Metrics –

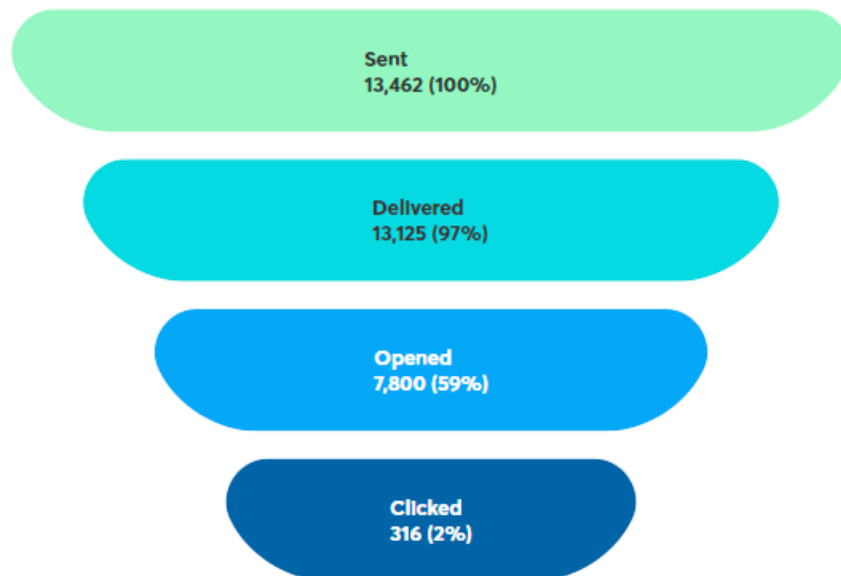
April metrics for the District’s Recreation Newsletter and Board Meeting Notices –

District email newsletters continue to draw an Open Rate of 60% and above for all emails coming from both the Recreation & Parks team and the District meeting notices.

District Email List – Recreation & Admin

- North Tahoe Recreation – Weekly Updates
- NTPUD Board and Commission Meeting Notices

Email marketing funnel ⓘ



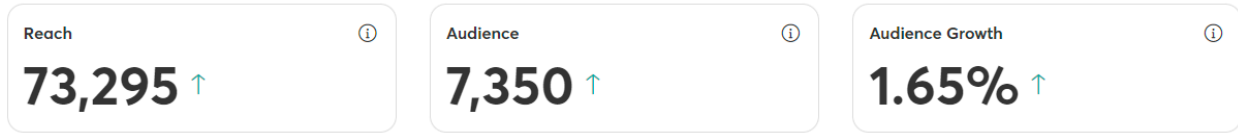
Opens by device ⓘ



Social Media Metrics –

January – April metrics for the District’s Social Media outlets -

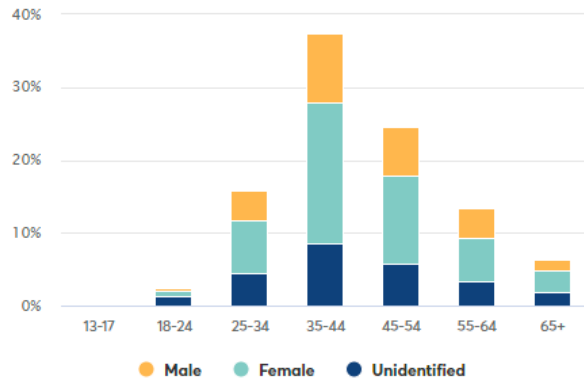
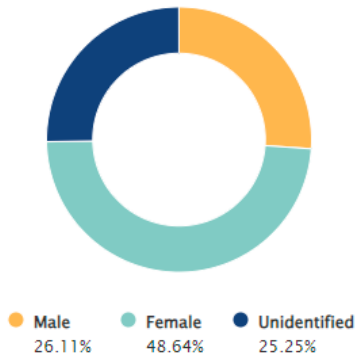
Overall – (all handles @northtahoerecreation, @northtahoepud)



Demographics Gender & Age

[Download](#)

A breakdown of your followers by some of their key demographics.



Social Media Content –

Reach ⓘ

11,837

Higher than typical

Impressions ⓘ

11,837

Higher than typical

Interactions ⓘ


71

Higher than typical

Link clicks ⓘ

14

Higher than typical






North Tahoe Recreation & Parks
April 29 at 3:52 PM · 🌐

It's official - the Tennis and Pickleball Courts in the North Tahoe Regional Park are open for the season! The nets and new shade sails are up, the snow is melted, and we're ready to play!

Come on up to the Regional Park to kick off the season this week. Court reservations are available online and will start on Wednesday, May 1st.

Stay tuned for information coming soon about our new summer Tennis and Pickleball Leagues, Pickleball Mini Camps, and get signed up for the first-ever "Pickle in the Pines" Tournament happening May 25th! <https://ntpud.org/register>



  Radiant Blue Events and 53 others

5 comments 8 shares



northtahoerecreation ...

northtahoerecreation 2w
 The North Tahoe Beach volleyball nets are up! ✨ We were just as excited as you to see the sun this week and warm our toes in the sand at our beautiful North Shore beaches. Stay tuned for details coming soon in our 2024 Summer Activity Guide about the ALL-NEW 4v4 Co-ed Beach Volleyball League! 🏐

#bumpsetspike
 #beachvolleyball
 #northtahoerecreation
 #tahoevolleyball
 #volleyballleague

[View insights](#) [Boost post](#)

👍🗨️📌
 🌟🌟🌟 14 likes
 April 20

[Add a comment...](#) 😊

MAY MELT DOWN

**DISC GOLF TOURNAMENT
 NORTH TAHOE REGIONAL PARK
 SUNDAY, MAY 19TH**

[REGISTER NOW](#)

DISC GOLF SCENE

recreation
 NORTH TAHOE PUBLIC UTILITY DISTRICT

BEAR BELLY
 BREWING
 COMPANY

TAHOE
 MOUNTAIN
 SPORTS

PEP'S PLACE
 A BEER, CANDY FACTORY

www.ntpucl.org

northtahoerecreation ...

northtahoerecreation 3w
 It's almost Disc Golf Season! Help us kick it off at the Annual May Melt Down Disc Golf Tournament in the North Tahoe Regional Park on Sunday, May 19th!

Come out for a great day on the improved Tahoe Vista Course!

Divisions for all ability levels. PDGA Sanctioned C-Tier Even

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

[View insights](#) [Boost post](#)

👍🗨️📌
 🌟🌟🌟 10 likes
 April 11

[Add a comment...](#) 😊

Overview

Reach ⓘ

707

Higher than typical

Impressions ⓘ

729

Interactions ⓘ

1

Link clicks ⓘ

3



North Tahoe Public Utility District
Published by Constant Contact · April 24 at 6:05 PM · 🌐

We are excited to share that beginning in July 2024, the NTPUD will offer a new Rate Relief Program to assist with monthly water and wastewater bills. The program will be available to income-qualified residents on both residential wastewater accounts and single family residential or multifamily residential water accounts.

Applicants must live as a fulltime resident in the District, be responsible for paying the NTPUD utility bill, and be enrolled in the Liberty Utilities CARE Program.

Applications are now available online and in-person at our Tahoe Vista office (875 National Avenue).

Learn more and today at - <https://ntpud.org/my-account/utility-rate-relief-program/>

Water & Wastewater RATE RELIEF

Available July 1, 2024 to
income-qualified residents.

Program Qualifications:

- ✓ Live as a fulltime resident in the District.
- ✓ Be responsible for paying the NTPUD utility bill.
- ✓ Be enrolled in the Liberty Utilities CARE Program.

\$30/month - Water & Wastewater
\$15/month - Wastewater Only

📞 Questions? Call (530) 546-4212

🌐 Apply online at - www.ntpud.org



See insights and ads Boost post

1 share

👍 Like 💬 Comment ➦ Share



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: May 14, 2024

ITEM: I-3a

FROM: Finance Department

SUBJECT: Monthly Financial Reports through March 31, 2024

DISCUSSION:

The following financial reports provide the revenue and expense status of the North Tahoe Public Utility District as of the month ending March 31, 2024. This report represents 9/12 or 75% of the fiscal year.

- **All Funds:** At the end of March, the District's Revenues exceeded Expenses by \$3,187,027. This represents Net Income of \$1,414,893 over Budget. Operating Revenues are below budget by (\$207,925). The District as a whole, is (\$966,443) or (7.5%) under Budget for expenses at month end, primarily due to Outside Services/Contractual below budget by (\$102,064) and Other Operating Expenses being under budget by (\$375,115). The timing of Employee Benefits and Depreciation also contribute to the current variance, we are seeing a catchup in Employee Benefits on a monthly basis starting in January and for Depreciation we will begin to see a catchup as project closures are approved by the Board. Non-Operating Revenues are higher than Budget by \$717,991 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 \$7,704,781 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 March, the Wastewater Revenues exceeded Expenses by \$504,745. Operating Revenues YTD are at Budget. Operating Expenses are (\$477,108) or (15.2%) under Budget at month end, largely due to Other Operating Expenses and Depreciation. Combined this results in a YTD performance of \$495,258 better than Budget.

The Wastewater Fund has expended \$1,141,152 and encumbered an additional \$138,269 for CIP through March 31, 2024. 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 March, the Water Revenues exceeded Expenses by \$2,046,961. Operating Revenues YTD are under budget by (\$280,686) partially due to lower than anticipated consumption in addition to lower utilization than anticipated. Operating Expenses YTD are under budget by (\$228,634) or (7.3%). Non-Operating Revenues are higher than Budget by \$464,127 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 \$412,078 better than Budget.

The Water Fund has expended \$2,649,978 and encumbered an additional \$97,273 for CIP through March 31, 2024.

- **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 March, the Recreation & Parks Revenues exceeded Expenses by \$2,612,119 largely due to Property Tax allocation. Recreation and Parks Operating Revenues are above Budget YTD by \$76,570. Total Expenses YTD are (\$72,803) or (3.2%) below Budget. Non-Operating Revenue exceeded Budget by \$154,161 primarily due to the timing of Grant Revenue.

The Recreation and Parks have expended \$2,334,685 and encumbered an additional \$217,421 for CIP Parks Projects through March 31, 2024. See Capital Outlay page.

- **North Tahoe Event Center (NTEC):** NTEC has a Net Loss of (\$249,613) YTD compared to Budget Net Loss of (\$292,197). The Net Loss outcome is \$42,584 positive to budget.
- **Fleet:** Operating Expenses YTD are (\$59,716) under budget, due to Other Operating Expenses being lower than budget.

Fleet has expended \$549,826 for CIP and encumbered \$368,670 through March 31, 2024. See Capital Outlay page.

- **General & Administrative and Base:** Operating Expenses YTD are (\$128,180) or (3.5%) below Budget, due to Employee Benefits and Other Operating Expenses.

Administration has expended \$144,981 for CIP and encumbered \$62,526 through March 31, 2024. See Capital Outlay page.

- **Capital Outlay:** The District has expended \$6,820,622 on Capital and encumbered an additional \$884,158 for a total of \$7,704,781 through March 31, 2024.


ATTACHMENTS: Financial Reports for March 31, 2024

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 March 31, 2024**

Income Statement	Month-To-Date				Year-To-Date				FY 2023
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 768,020	\$ 803,192	\$ (35,172)	-4.4%	\$ 7,730,020	\$ 7,970,087	\$ (240,067)	-3.0%	\$ 7,457,544
Internal Revenue	22,095	12,624	9,471	75.0%	149,708	117,566	32,142	27.3%	149,766
Total Operating Revenue	\$ 790,115	\$ 815,816	\$ (25,701)	-3.2%	\$ 7,879,728	\$ 8,087,653	\$ (207,925)	-2.6%	\$ 7,607,310
Salaries and Wages	\$ (477,098)	\$ (443,498)	\$ (33,600)	-7.6%	\$ (4,202,117)	\$ (4,283,822)	\$ 81,705	1.9%	\$ (3,957,893)
Employee Benefits	(214,545)	(235,752)	21,207	9.0%	(1,969,378)	(2,174,448)	205,070	9.4%	(1,806,229)
Outside Services/Contractual	(87,862)	(86,098)	(1,764)	-2.0%	(1,088,994)	(1,191,058)	102,064	8.6%	(859,382)
Utilities	(89,654)	(52,901)	(36,753)	-69.5%	(592,140)	(489,976)	(102,164)	-20.9%	(409,770)
Other Operating Expenses	(123,764)	(128,478)	4,714	3.7%	(1,138,880)	(1,513,995)	375,115	24.8%	(1,232,995)
Insurance	(31,375)	(31,072)	(303)	-1.0%	(281,050)	(279,651)	(1,399)	-0.5%	(207,839)
Internal Expense	(22,095)	(12,624)	(9,471)	-75.0%	(149,708)	(117,566)	(32,142)	-27.3%	(147,738)
Debt Service	(3,239)	(2,796)	(443)	-15.8%	(29,151)	(30,479)	1,328	4.4%	(40,862)
Depreciation	(273,830)	(338,123)	64,293	19.0%	(2,397,481)	(2,734,347)	336,866	12.3%	(2,431,591)
Total Operating Expense	\$ (1,323,462)	\$ (1,331,342)	\$ 7,880	0.6%	\$ (11,848,899)	\$ (12,815,342)	\$ 966,443	7.5%	\$ (11,094,299)
Operating Income(Loss)	\$ (533,347)	\$ (515,526)	\$ (17,821)	-3.5%	\$ (3,969,171)	\$ (4,727,689)	\$ 758,518	16.0%	\$ (3,486,989)
Non-Operations									
Property Tax Revenue	\$ 525,000	\$ 525,000	\$ -	0.0%	\$ 4,725,000	\$ 4,725,000	\$ -	0.0%	\$ 4,398,750
Community Facilities District (CFD 94-1)	56,964	58,575	(1,611)	-2.8%	512,675	527,175	(14,500)	-2.8%	502,405
Grant Revenue	9,908	-	9,908	100.0%	1,504,725	869,198	635,527	73.1%	688,070
Interest	5,684	3,750	1,934	51.6%	108,999	33,750	75,249	223.0%	72,456
Other Non-Op Revenue	8,182	6,667	1,515	22.7%	441,415	419,700	21,715	5.2%	111,623
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	(8,903)	(8,333)	(570)	-6.8%	(136,616)	(75,000)	(61,616)	-82.2%	(82,866)
Income(Loss)	\$ 63,488	\$ 70,133	\$ (6,645)	-9.5%	\$ 3,187,027	\$ 1,772,134	\$ 1,414,893	79.8%	\$ 2,203,449
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 63,488	\$ 70,133	\$ (6,645)	-9.5%	\$ 3,187,027	\$ 1,772,134	\$ 1,414,893	79.8%	\$ 2,203,449
Operating Income	\$ (533,347)	\$ (515,526)	\$ (17,821)	-3.5%	\$ (3,969,171)	\$ (4,727,689)	\$ 758,518	16.0%	\$ (3,486,989)
Net Income(Loss)	\$ 63,488	\$ 70,133	\$ (6,645)	-9.5%	\$ 3,187,027	\$ 1,772,134	\$ 1,414,893	79.8%	\$ 2,203,449
Earnings Before Interest, Depreciation & Amortization	\$ 340,557	\$ 411,052	\$ (70,495)	-17.1%	\$ 5,613,659	\$ 4,536,960	\$ 1,076,699	23.7%	\$ 4,675,902
Operating Ratio	168%	163%	4%	2.6%	150%	158%	-8%	-5.1%	146%
Operating Ratio - plus Tax & CFD	96%	95%	1%	1.4%	90%	96%	-6%	-6.0%	89%
Debt Service Coverage Ratio	19.60	25.08	-548%	3057%	109.33	58.14	5119%	696%	53.92



Actual Results For the Month Ended March 31, 2024

Income Statement	Wastewater	Water	Recreation & Parks	Fleet & Equipment	General & Administrative	Total
Operations						
Operating Revenue	\$ 372,797	\$ 341,064	\$ 50,705	\$ -	\$ 3,453	\$ 768,020
Internal Revenue	3,680	4,227	14,188	-	-	22,095
Total Operating Revenue	\$ 376,477	\$ 345,292	\$ 64,893	\$ -	\$ 3,453	\$ 790,115
Salaries and Wages	\$ (90,182)	\$ (81,119)	\$ (99,481)	\$ (11,637)	\$ (194,679)	\$ (477,098)
Employee Benefits	(45,221)	(40,507)	(48,693)	(6,220)	(73,904)	(214,545)
Outside Services/Contractual	(12,501)	(9,047)	(26,494)	(1,134)	(38,685)	(87,862)
Utilities	(34,381)	(28,173)	(10,765)	(960)	(15,375)	(89,654)
Other Operating Expenses	(15,129)	(36,863)	(16,290)	(28,659)	(26,822)	(123,764)
Internal Expense	(5,143)	(1,287)	(4,683)	(140)	(10,842)	(22,095)
Debt Service	-	(3,239)	-	-	-	(3,239)
Insurance	(6,220)	(6,220)	(6,220)	(5,685)	(7,031)	(31,375)
Depreciation	(100,223)	(95,743)	(62,170)	(13,020)	(2,674)	(273,830)
Total Operating Expense	(309,000)	(302,198)	(274,797)	(67,455)	(370,013)	(1,323,462)
Operating Contribution	\$ 67,477	\$ 43,094	\$ (209,904)	\$ (67,455)	\$ (366,560)	\$ (533,347)
Allocation of Fleet	\$ (25,828)	\$ (24,290)	\$ (9,154)	\$ 59,273	\$ -	\$ -
Operating Income(Loss)	\$ 41,649	\$ 18,804	\$ (219,058)	\$ (8,182)	\$ (366,560)	\$ (533,347)
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	-	-	9,908	-	-	9,908
Interest	-	-	-	-	5,684	5,684
Other Non-Op Revenue	-	6,247	-	-	1,936	8,182
Capital Contribution	-	-	-	-	-	-
Other Non-Op Expenses	-	-	(570)	-	(8,333)	(8,903)
Income(Loss)	\$ 41,649	\$ 166,718	\$ 68,077	\$ 27,234	\$ (240,190)	\$ 63,488
Additional Funding Sources						
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-
Balance	\$ 41,649	\$ 166,718	\$ 68,077	\$ 27,234	\$ (240,190)	\$ 63,488
Earnings Before Interest, Depreciation & Amortization	\$ 141,872	\$ 265,700	\$ 130,247	\$ 40,254	\$ (237,515)	\$ 340,557
Operating Ratio	82%	88%	423%		10715%	Median
Operating Ratio - plus Tax & CFD	82%	62%	80%	190%	283%	54%



YTD For the Period Ended March 31, 2024

Income Statement	Wastewater	Water	Recreation & Parks	Fleet & Equipment	General & Administrative	Total
Operations						
Operating Revenue	\$ 3,342,070	\$ 3,339,413	\$ 1,022,015	\$ -	\$ 26,522	\$ 7,730,020
Internal Revenue	33,116	45,545	71,047	-	-	149,708
Total Operating Revenue	\$ 3,375,186	\$ 3,384,958	\$ 1,093,062	\$ -	\$ 26,522	\$ 7,879,728
Salaries and Wages	\$ (814,726)	\$ (774,888)	\$ (765,485)	\$ (100,728)	\$ (1,746,289)	\$ (4,202,117)
Employee Benefits	(423,339)	(397,377)	(389,260)	(55,861)	(703,541)	(1,969,378)
Outside Services/Contractual	(167,775)	(164,155)	(207,572)	(7,390)	(542,103)	(1,088,994)
Utilities	(154,196)	(242,710)	(89,548)	(7,044)	(98,642)	(592,140)
Other Operating Expenses	(136,404)	(380,810)	(157,659)	(128,152)	(335,856)	(1,138,880)
Internal Expense	(12,943)	(14,017)	(49,044)	(1,253)	(72,450)	(149,708)
Debt Service	-	(29,151)	-	-	-	(29,151)
Insurance	(55,956)	(55,956)	(56,286)	(49,622)	(63,231)	(281,050)
Depreciation	(890,827)	(859,454)	(519,812)	(104,405)	(22,984)	(2,397,481)
Total Operating Expense	(2,656,165)	(2,918,518)	(2,234,665)	(454,455)	(3,585,096)	(11,848,899)
Operating Contribution	\$ 719,021	\$ 466,439	\$ (1,141,603)	\$ (454,455)	\$ (3,558,574)	\$ (3,969,170)
Allocation of Fleet	\$ (232,456)	\$ (218,609)	\$ (82,390)	\$ 533,455	\$ -	\$ -
Operating Income(Loss)	\$ 486,565	\$ 247,830	\$ (1,223,993)	\$ 79,000	\$ (3,558,574)	\$ (3,969,170)
Non-Operations						
Property Tax Revenue	\$ -	\$ 1,275,000	\$ 1,987,500	\$ 318,750	\$ 1,143,750	\$ 4,725,000
Community Facilities District (CFD 94-1)	-	-	512,675	-	-	512,675
Grant Revenue	-	466,866	1,037,859	-	-	1,504,725
Interest	-	-	-	-	108,999	108,999
Other Non-Op Revenue	18,180	57,261	359,700	-	6,274	441,415
Capital Contribution	-	-	-	-	-	-
Other Non-Op Expenses	1	3	(61,621)	1	(75,000)	(136,616)
Income(Loss)	\$ 504,747	\$ 2,046,960	\$ 2,612,121	\$ 397,751	\$ (2,374,551)	\$ 3,187,027
Additional Funding Sources						
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-
Balance	\$ 504,747	\$ 2,046,960	\$ 2,612,121	\$ 397,751	\$ (2,374,551)	\$ 3,187,027
Earnings Before Interest, Depreciation & Amortization	\$ 1,395,574	\$ 2,935,564	\$ 3,131,933	\$ 502,156	\$ (2,351,567)	\$ 5,613,659
Operating Ratio	79%	86%	204%			Median
Operating Ratio - plus Tax & CFD	79%	63%	62%			54%



Wastewater Operations
Statement of Revenues and Expenses
For the Period Ended March 31, 2024

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 372,797	\$ 371,345	\$ 1,452	0.4%	\$ 3,342,070	\$ 3,342,104	\$ (34)	0.0%	\$ 3,117,951
Internal Revenue	3,680	3,679	1	0.0%	33,116	33,113	3	0.0%	30,638
Total Operating Revenue	\$ 376,477	\$ 375,024	\$ 1,453	0.4%	\$ 3,375,186	\$ 3,375,217	\$ (31)	0.0%	\$ 3,148,589
Salaries and Wages	\$ (90,182)	\$ (95,781)	\$ 5,599	5.8%	\$ (814,726)	\$ (909,255)	\$ 94,529	10.4%	\$ (836,641)
Employee Benefits	(45,221)	(48,577)	3,356	6.9%	(423,339)	(461,427)	38,088	8.3%	(418,430)
Outside Services/Contractual	(12,501)	(17,182)	4,681	27.2%	(167,775)	(215,060)	47,285	22.0%	(114,718)
Utilities	(34,381)	(13,662)	(20,719)	-151.7%	(154,196)	(110,323)	(43,873)	-39.8%	(103,326)
Other Operating Expenses	(15,129)	(35,150)	20,021	57.0%	(136,404)	(323,470)	187,066	57.8%	(282,740)
Insurance	(6,220)	(6,341)	121	1.9%	(55,956)	(57,067)	1,111	1.9%	(38,661)
Internal Expense	(5,143)	(976)	(4,167)	-426.9%	(12,943)	(9,783)	(3,160)	-32.3%	(22,105)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(100,223)	(122,055)	21,832	17.9%	(890,827)	(1,046,889)	156,062	14.9%	(996,650)
Total Operating Expense	\$ (309,000)	\$ (339,724)	\$ 30,724	9.0%	\$ (2,656,166)	\$ (3,133,274)	\$ 477,108	15.2%	\$ (2,813,271)
Operating Contribution	\$ 67,477	\$ 35,300	\$ 32,177	91.2%	\$ 719,020	\$ 241,943	\$ 477,077	197.2%	\$ 335,318
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	(25,828)	(25,828)	-	0.0%	(232,456)	(232,456)	-	0.0%	(229,311)
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ 41,649	\$ 9,472	\$ 32,177	339.7%	\$ 486,564	\$ 9,487	\$ 477,077	5028.7%	\$ 106,007
Non-Operations									
Property Tax Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ 412,500
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%	18,180	-	18,180	100.0%	27,745
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	-	-	-	0.0%	1	-	1	100.0%	(4,000)
Income(Loss)	\$ 41,649	\$ 9,472	\$ 32,177	339.7%	\$ 504,745	\$ 9,487	\$ 495,258	5220.4%	\$ 542,252
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 41,649	\$ 9,472	\$ 32,177	339.7%	\$ 504,745	\$ 9,487	\$ 495,258	5220.4%	\$ 542,252
Earnings Before Interest, Depreciation & Amortization	\$ 141,872	\$ 131,527	\$ 10,345	7.9%	\$ 1,395,572	\$ 1,056,376	\$ 339,196	32.1%	\$ 1,538,902
Operating Ratio	82%	91%	-9%	-9.4%	79%	93%	-14%	-15.2%	89%
Operating Ratio - plus Tax & CFD	82%	91%	-9%	-9.4%	79%	93%	-14%	-15.2%	79%



**Statement of Revenues and Expenses
For the Period Ended March 31, 2024**

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 341,064	\$ 390,771	\$ (49,707)	-12.7%	\$ 3,339,413	\$ 3,627,439	\$ (288,026)	-7.9%	\$ 3,321,532
Internal Revenue	4,227	4,245	(18)	-0.4%	45,545	38,205	7,340	19.2%	46,706
Total Operating Revenue	\$ 345,291	\$ 395,016	\$ (49,725)	-12.6%	\$ 3,384,958	\$ 3,665,644	\$ (280,686)	-7.7%	\$ 3,368,238
Salaries and Wages	\$ (81,119)	\$ (91,396)	\$ 10,277	11.2%	\$ (774,888)	\$ (867,594)	\$ 92,706	10.7%	\$ (773,541)
Employee Benefits	(40,507)	(44,903)	4,396	9.8%	(397,377)	(426,526)	29,149	6.8%	(383,697)
Outside Services/Contractual	(9,047)	(10,310)	1,263	12.3%	(164,155)	(197,619)	33,464	16.9%	(94,826)
Utilities	(28,173)	(20,533)	(7,640)	-37.2%	(242,710)	(203,035)	(39,675)	-19.5%	(170,360)
Other Operating Expenses	(36,863)	(42,590)	5,727	13.4%	(380,810)	(404,750)	23,940	5.9%	(335,526)
Insurance	(6,220)	(6,341)	121	1.9%	(55,956)	(57,067)	1,111	1.9%	(38,661)
Internal Expense	(1,287)	(1,122)	(165)	-14.7%	(14,017)	(11,095)	(2,922)	-26.3%	(22,968)
Debt Service	(3,239)	(2,796)	(443)	-15.8%	(29,151)	(30,479)	1,328	4.4%	(40,862)
Depreciation	(95,743)	(116,575)	20,832	17.9%	(859,454)	(948,987)	89,533	9.4%	(848,111)
Total Operating Expense	\$ (302,198)	\$ (336,566)	\$ 34,368	10.2%	\$ (2,918,518)	\$ (3,147,152)	\$ 228,634	7.3%	\$ (2,708,552)
Operating Contribution	\$ 43,093	\$ 58,450	\$ (15,357)	-26.3%	\$ 466,440	\$ 518,492	\$ (52,052)	-10.0%	\$ 659,686
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	(24,290)	(24,290)	-	0.0%	(218,609)	(218,609)	-	0.0%	(215,554)
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ 18,803	\$ 34,160	\$ (15,357)	-45.0%	\$ 247,831	\$ 299,883	\$ (52,052)	-17.4%	\$ 444,132
Non-Operations									
Property Tax Revenue	\$ 141,667	\$ 141,667	\$ -	0.0%	\$ 1,275,000	\$ 1,275,000	\$ -	0.0%	\$ 3,112,500
Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
Grant Revenue	-	-	-	0.0%	466,866	-	466,866	100.0%	607,551
Interest	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Revenue	6,247	6,667	(420)	-6.3%	57,261	60,000	(2,739)	-4.6%	60,145
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	-	-	-	0.0%	3	-	3	100.0%	-
Income(Loss)	\$ 166,717	\$ 182,494	\$ (15,777)	-8.6%	\$ 2,046,961	\$ 1,634,883	\$ 412,078	25.2%	\$ 4,224,328
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 166,717	\$ 182,494	\$ (15,777)	-8.6%	\$ 2,046,961	\$ 1,634,883	\$ 412,078	25.2%	\$ 4,224,328
Earnings Before Interest, Depreciation & Amortization	\$ 265,699	\$ 301,865	\$ (36,166)	-12.0%	\$ 2,935,566	\$ 2,614,349	\$ 321,217	12.3%	\$ 5,113,301
Operating Ratio	88%	85%	2%	2.7%	86%	86%	0%	0.4%	80%
Operating Ratio - plus Tax & CFD	62%	63%	-1%	-1.0%	63%	64%	-1%	-1.7%	42%



**Recreation & Parks Operations
Statement of Revenues and Expenses
For the Period Ended March 31, 2024**

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 50,705	\$ 37,709	\$ 12,996	34.5%	\$ 1,022,015	\$ 970,244	\$ 51,771	5.3%	\$ 925,200
Internal Revenue	14,188	4,700	9,488	201.9%	71,047	46,248	24,799	53.6%	70,394
Total Operating Revenue	\$ 64,893	\$ 42,409	\$ 22,484	53.0%	\$ 1,093,062	\$ 1,016,492	\$ 76,570	7.5%	\$ 995,594
Salaries and Wages	\$ (99,481)	\$ (76,310)	\$ (23,171)	-30.4%	\$ (765,485)	\$ (782,360)	\$ 16,875	2.2%	\$ (597,773)
Employee Benefits	(48,693)	(42,691)	(6,002)	-14.1%	(389,260)	(409,955)	20,695	5.0%	(299,815)
Outside Services/Contractual	(26,494)	(25,113)	(1,381)	-5.5%	(207,572)	(194,319)	(13,253)	-6.8%	(183,610)
Utilities	(10,765)	(5,988)	(4,777)	-79.8%	(89,548)	(69,066)	(20,482)	-29.7%	(60,200)
Other Operating Expenses	(16,290)	(16,066)	(224)	-1.4%	(157,659)	(194,845)	37,186	19.1%	(163,562)
Insurance	(6,220)	(6,341)	121	1.9%	(56,286)	(57,067)	781	1.4%	(38,826)
Internal Expense	(4,683)	(4,608)	(75)	-1.6%	(49,044)	(41,476)	(7,568)	-18.2%	(48,918)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(62,170)	(73,641)	11,471	15.6%	(519,812)	(558,381)	38,569	6.9%	(447,011)
Total Operating Expense	\$ (274,796)	\$ (250,758)	\$ (24,038)	-9.6%	\$ (2,234,666)	\$ (2,307,469)	\$ 72,803	3.2%	\$ (1,839,715)
Operating Contribution	\$ (209,903)	\$ (208,349)	\$ (1,554)	-0.7%	\$ (1,141,604)	\$ (1,290,977)	\$ 149,373	11.6%	\$ (844,121)
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	(9,154)	(9,154)	-	0.0%	(82,390)	(82,390)	-	0.0%	(81,132)
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ (219,057)	\$ (217,503)	\$ (1,554)	-0.7%	\$ (1,223,994)	\$ (1,373,367)	\$ 149,373	10.9%	\$ (925,253)
Non-Operations									
Property Tax Revenue	\$ 220,833	\$ 220,833	\$ -	0.0%	\$ 1,987,500	\$ 1,987,500	\$ -	0.0%	\$ 1,162,500
Community Facilities District (CFD 94-1)	56,964	58,575	(1,611)	-2.8%	512,675	527,175	(14,500)	-2.8%	502,405
Grant Revenue	9,908	-	9,908	100.0%	1,037,859	869,198	168,661	19.4%	80,520
Interest	-	-	-	0.0%	-	-	-	0.0%	18
Other Non-Op Revenue	-	-	-	0.0%	359,700	359,700	-	0.0%	17,500
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	(570)	-	(570)	-100.0%	(61,621)	-	(61,621)	-100.0%	(5,366)
Income(Loss)	\$ 68,078	\$ 61,905	\$ 6,173	10.0%	\$ 2,612,119	\$ 2,370,206	\$ 241,913	10.2%	\$ 832,324
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 68,078	\$ 61,905	\$ 6,173	10.0%	\$ 2,612,119	\$ 2,370,206	\$ 241,913	10.2%	\$ 832,324
Earnings Before Interest, Depreciation & Amortization	\$ 130,248	\$ 135,546	\$ (5,298)	-3.9%	\$ 3,131,931	\$ 2,928,587	\$ 203,344	6.9%	\$ 1,279,335
Operating Ratio	423%	591%	-168%	-28.4%	204%	227%	-23%	-9.9%	185%
Operating Ratio - plus Tax & CFD	80%	78%	2%	2.9%	62%	65%	-3%	-4.8%	69%



Division
Department

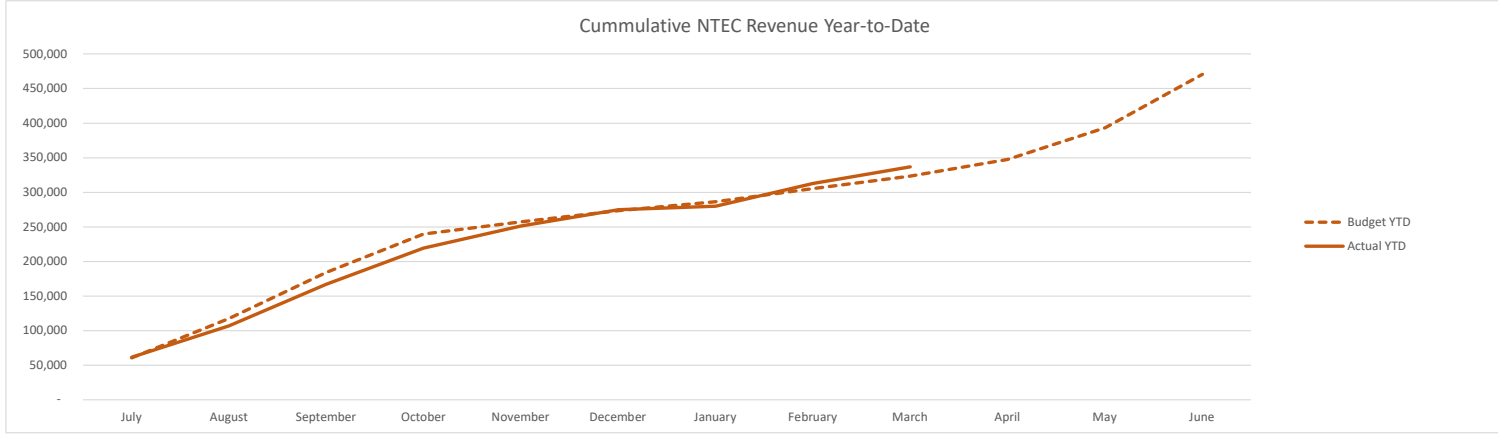
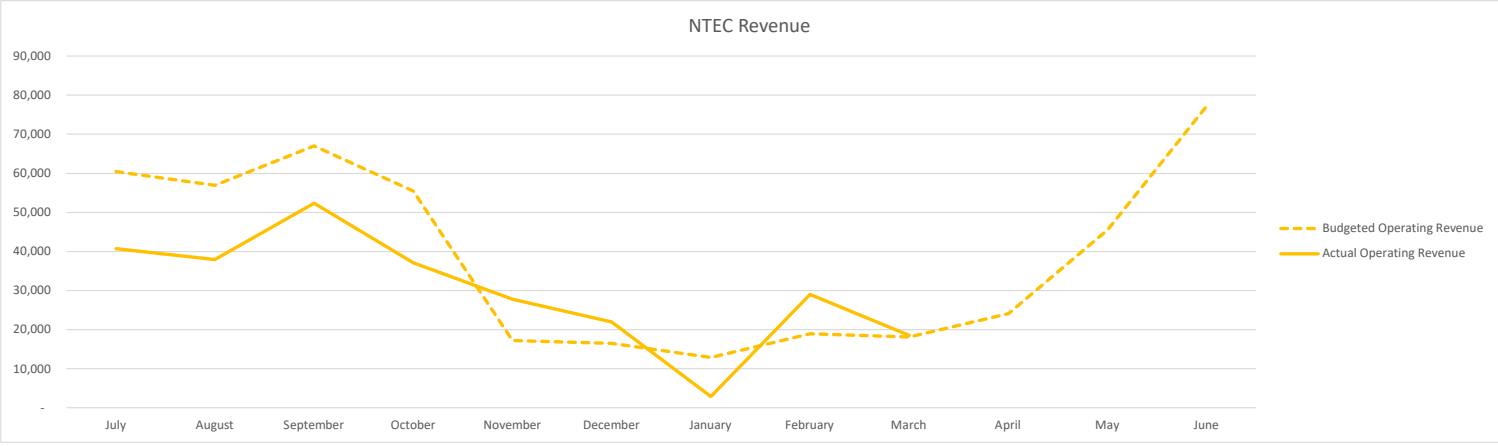
51-5100
Recreation & Parks
Event Center Operations

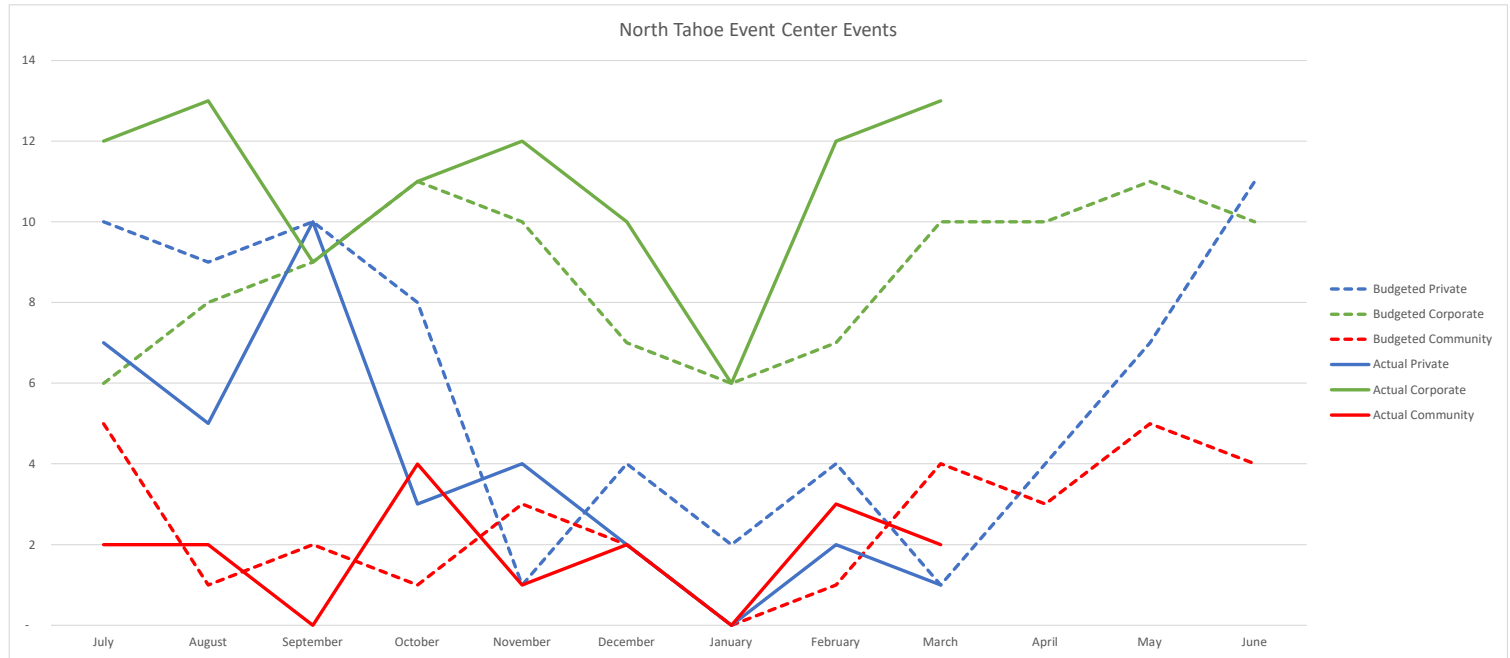
Statement of Revenues and Expenses
For the Period Ended March 31, 2024

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 9,946	\$ 13,396	\$ (3,450)	-25.8%	\$ 266,862	\$ 277,277	\$ (10,415)	-3.8%	\$ 328,336
Internal Revenue	14,188	4,700	9,488	201.9%	71,047	46,248	24,799	53.6%	47,894
Total Operating Revenue	\$ 24,134	\$ 18,096	\$ 6,038	33.4%	\$ 337,909	\$ 323,525	\$ 14,384	4.4%	\$ 376,230
Salaries and Wages	\$ (43,914)	\$ (29,819)	\$ (14,095)	-47.3%	\$ (285,111)	\$ (291,599)	\$ 6,488	2.2%	\$ (223,180)
Employee Benefits	(20,596)	(14,405)	(6,191)	-43.0%	(145,377)	(137,480)	(7,897)	-5.7%	(112,425)
Outside Services/Contractual	(4,885)	(4,942)	57	1.2%	(27,469)	(30,674)	3,205	10.4%	(17,295)
Utilities	(6,762)	(3,780)	(2,982)	-78.9%	(50,572)	(36,298)	(14,274)	-39.3%	(35,218)
Other Operating Expenses	(7,600)	(8,565)	965	11.3%	(68,879)	(104,166)	35,287	33.9%	(91,201)
Insurance	-	-	-	0.0%	-	-	-	0.0%	-
Internal Expense	(1,720)	(1,723)	3	0.2%	(15,664)	(15,505)	(159)	-1.0%	(14,698)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	-	-	-	0.0%	-	-	-	0.0%	-
Total Operating Expense	\$ (85,477)	\$ (63,234)	\$ (22,243)	-35.2%	\$ (593,072)	\$ (615,722)	\$ 22,650	3.7%	\$ (494,017)
Operating Contribution	\$ (61,343)	\$ (45,138)	\$ (16,205)	-35.9%	\$ (255,163)	\$ (292,197)	\$ 37,034	12.7%	\$ (117,787)
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)	\$ (61,343)	\$ (45,138)	\$ (16,205)	-35.9%	\$ (255,163)	\$ (292,197)	\$ 37,034	12.7%	\$ (117,787)
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	-	-	-	0.0%	-	-	-	0.0%	-
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	-	-	-	0.0%	5,550	-	5,550	100.0%	-
Income(Loss)	\$ (61,343)	\$ (45,138)	\$ (16,205)	-35.9%	\$ (249,613)	\$ (292,197)	\$ 42,584	14.6%	\$ (117,787)
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ (61,343)	\$ (45,138)	\$ (16,205)	-35.9%	\$ (249,613)	\$ (292,197)	\$ 42,584	14.6%	\$ (117,787)

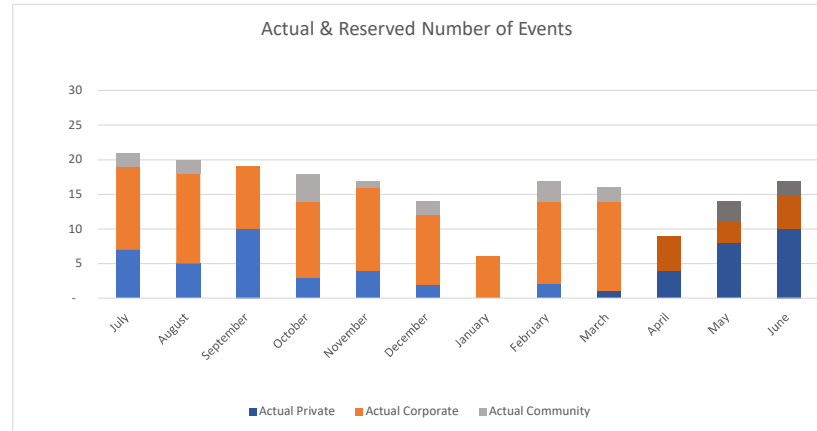
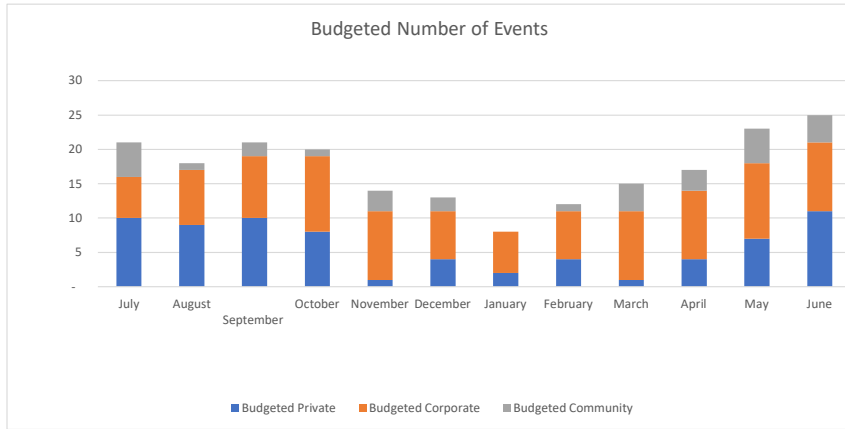
North Tahoe Event Center
FY 2023-24

	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	5,038	-	12,010	6,500	-	-	-	154,216
Corporate	7,277	11,932	6,639	12,685	4,668	6,850	2,875	12,123	6,435	-	-	-	71,483
Community	-	3,825	-	8,135	10,100	10,100	-	4,900	5,580	-	-	-	42,640
Actual Total Room Rent	40,732	37,978	52,317	37,120	27,783	21,988	2,875	29,033	18,515	-	-	-	268,339
Program Revenue	-	196	-	-	-	-	-	560	284	-	-	-	1,040
Ancillary Revenue	20,554	7,374	7,893	15,111	4,259	1,797	1,908	3,325	5,335	-	-	-	67,555
Actual Operating Revenue	61,286	45,548	60,209	52,231	32,041	23,785	4,783	32,917	24,134	-	-	-	336,934
Variance to Budget	816	(11,410)	(6,761)	(3,196)	14,781	7,266	(8,079)	13,954	6,038	(24,090)	(45,566)	(77,190)	(133,437)
# 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	2	-	2	1	-	-	-	34
Actual Corporate	12	13	9	11	12	10	6	12	13	-	-	-	98
Actual Community	2	2	-	4	1	2	-	3	2	-	-	-	16
	21	20	19	18	17	14	6	17	16	-	-	-	148





* Program & Recreation events reporting to be forthcoming





**Fleet & Equipment Support
Statement of Revenues and Expenses
For the Period Ended March 31, 2024**

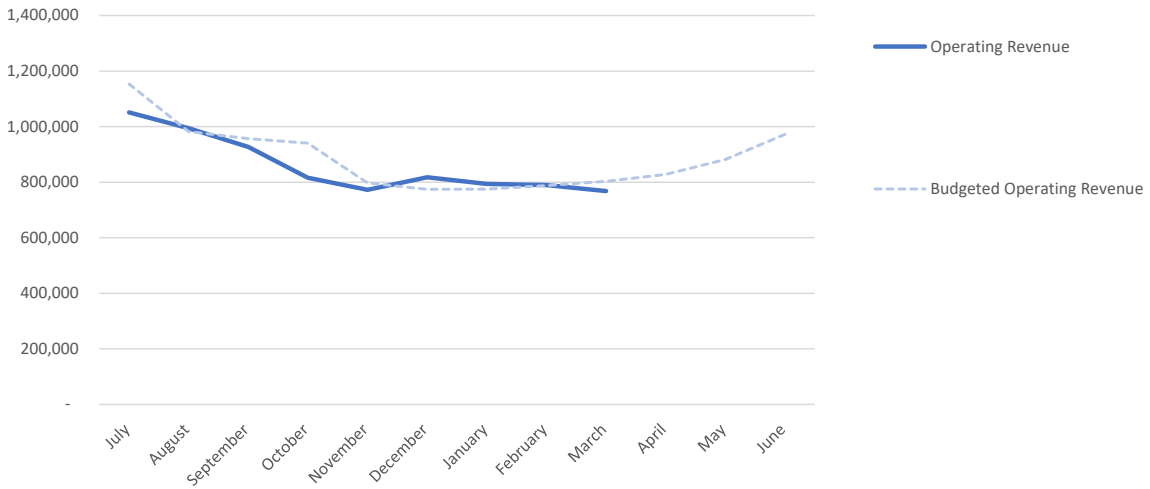
Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Internal Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Total Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Salaries and Wages	\$ (11,637)	\$ (8,653)	\$ (2,984)	-34.5%	\$ (100,728)	\$ (82,199)	\$ (18,529)	-22.5%	\$ (113,521)
Employee Benefits	(6,220)	(4,868)	(1,352)	-27.8%	(55,861)	(46,243)	(9,618)	-20.8%	(60,230)
Outside Services/Contractual	(1,134)	(275)	(859)	-312.4%	(7,390)	(8,635)	1,245	14.4%	(8,392)
Utilities	(960)	(587)	(373)	-63.5%	(7,044)	(4,093)	(2,951)	-72.1%	(4,672)
Other Operating Expenses	(28,659)	(11,707)	(16,952)	-144.8%	(128,152)	(174,762)	46,610	26.7%	(127,103)
Insurance	(5,685)	(4,942)	(743)	-15.0%	(49,622)	(44,480)	(5,142)	-11.6%	(45,751)
Internal Expense	(140)	(137)	(3)	-2.2%	(1,253)	(1,233)	(20)	-1.6%	(1,211)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(13,020)	(22,226)	9,206	41.4%	(104,405)	(152,526)	48,121	31.5%	(120,757)
Total Operating Expense	\$ (67,455)	\$ (53,395)	\$ (14,060)	-26.3%	\$ (454,455)	\$ (514,171)	\$ 59,716	11.6%	\$ (481,637)
Operating Contribution	\$ (67,455)	\$ (53,395)	\$ (14,060)	-26.3%	\$ (454,455)	\$ (514,171)	\$ 59,716	11.6%	\$ (481,637)
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	59,273	59,273	-	0.0%	533,455	533,455	-	0.0%	525,998
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ (8,182)	\$ 5,878	\$ (14,060)	-239.2%	\$ 79,000	\$ 19,284	\$ 59,716	309.7%	\$ 44,361
Non-Operations									
Property Tax Revenue	\$ 35,417	\$ 35,417	\$ -	0.0%	\$ 318,750	\$ 318,750	\$ -	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	-	-	-	0.0%	1	-	1	100.0%	-
Income(Loss)	\$ 27,235	\$ 41,295	\$ (14,060)	-34.0%	\$ 397,751	\$ 338,034	\$ 59,717	17.7%	\$ 44,361
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 27,235	\$ 41,295	\$ (14,060)	-34.0%	\$ 397,751	\$ 338,034	\$ 59,717	17.7%	\$ 44,361
Earnings Before Interest, Depreciation & Amortization	\$ 40,255	\$ 63,521	\$ (23,266)	-36.6%	\$ 502,156	\$ 490,560	\$ 11,596	2.4%	\$ 165,118



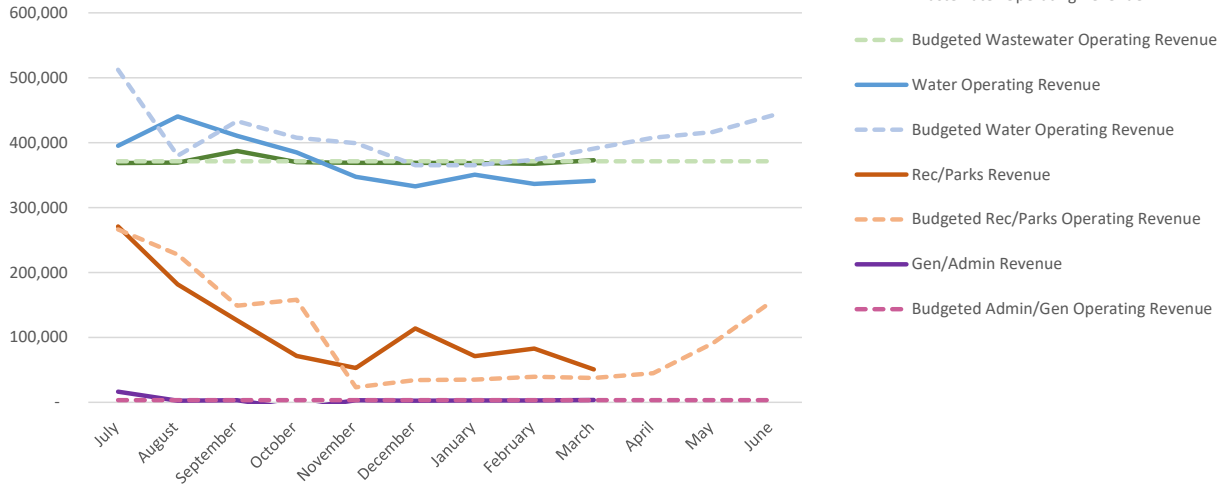
**General & Administrative Support
Statement of Revenues and Expenses
For the Period Ended March 31, 2024**

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 3,453	\$ 3,367	\$ 86	2.6%	\$ 26,522	\$ 30,299	\$ (3,777)	-12.5%	\$ 94,889
Internal Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Total Operating Revenue	\$ 3,453	\$ 3,367	\$ 86	2.6%	\$ 26,522	\$ 30,299	\$ (3,777)	-12.5%	\$ 94,889
Salaries and Wages	\$ (194,679)	\$ (171,358)	\$ (23,321)	-13.6%	\$ (1,746,289)	\$ (1,642,413)	\$ (103,876)	-6.3%	\$ (1,636,416)
Employee Benefits	(73,904)	(94,714)	20,810	22.0%	(703,541)	(830,297)	126,756	15.3%	(644,056)
Outside Services/Contractual	(38,685)	(33,218)	(5,467)	-16.5%	(542,103)	(575,425)	33,322	5.8%	(457,836)
Utilities	(15,375)	(12,131)	(3,244)	-26.7%	(98,642)	(103,459)	4,817	4.7%	(71,213)
Other Operating Expenses	(26,822)	(22,965)	(3,857)	-16.8%	(335,856)	(416,168)	80,312	19.3%	(324,064)
Insurance	(7,031)	(7,108)	77	1.1%	(63,231)	(63,971)	740	1.2%	(45,940)
Internal Expense	(10,842)	(5,781)	(5,061)	-87.5%	(72,450)	(53,979)	(18,471)	-34.2%	(52,536)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(2,674)	(3,626)	952	26.3%	(22,984)	(27,564)	4,580	16.6%	(19,062)
Total Operating Expense	\$ (370,012)	\$ (350,901)	\$ (19,111)	-5.4%	\$ (3,585,096)	\$ (3,713,276)	\$ 128,180	3.5%	\$ (3,251,123)
Operating Contribution	\$ (366,559)	\$ (347,534)	\$ (19,025)	-5.5%	\$ (3,558,574)	\$ (3,682,977)	\$ 124,403	3.4%	\$ (3,156,234)
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)	\$ (366,559)	\$ (347,534)	\$ (19,025)	-5.5%	\$ (3,558,574)	\$ (3,682,977)	\$ 124,403	3.4%	\$ (3,156,234)
Non-Operations									
Property Tax Revenue	\$ 127,083	\$ 127,083	\$ -	0.0%	\$ 1,143,750	\$ 1,143,750	\$ -	0.0%	\$ (288,750)
Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Interest	5,684	3,750	1,934	51.6%	108,999	33,750	75,249	223.0%	72,438
Other Non-Op Revenue	1,936	-	1,936	100.0%	6,274	-	6,274	100.0%	6,233
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	(8,333)	(8,333)	-	0.0%	(75,000)	(75,000)	-	0.0%	(73,500)
Income(Loss)	\$ (240,189)	\$ (225,034)	\$ (15,155)	-6.7%	\$ (2,374,551)	\$ (2,580,477)	\$ 205,926	8.0%	\$ (3,439,813)
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ (240,189)	\$ (225,034)	\$ (15,155)	-6.7%	\$ (2,374,551)	\$ (2,580,477)	\$ 205,926	8.0%	\$ (3,439,813)
Earnings Before Interest, Depreciation & Amortization	\$ (237,515)	\$ (221,408)	\$ (16,107)	-7.3%	\$ (2,351,567)	\$ (2,552,913)	\$ 201,346	7.9%	\$ (3,420,751)

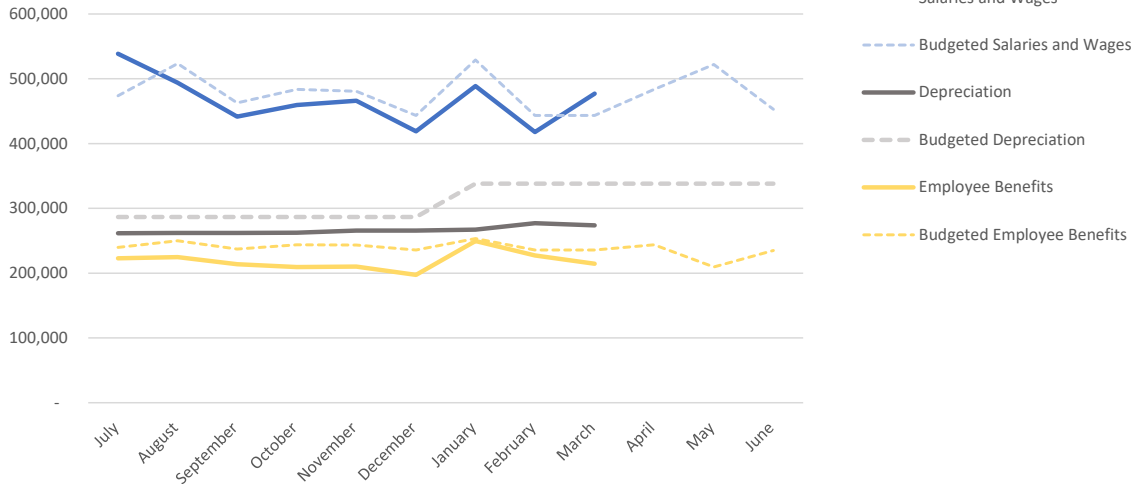
Operating Revenues Year to Date

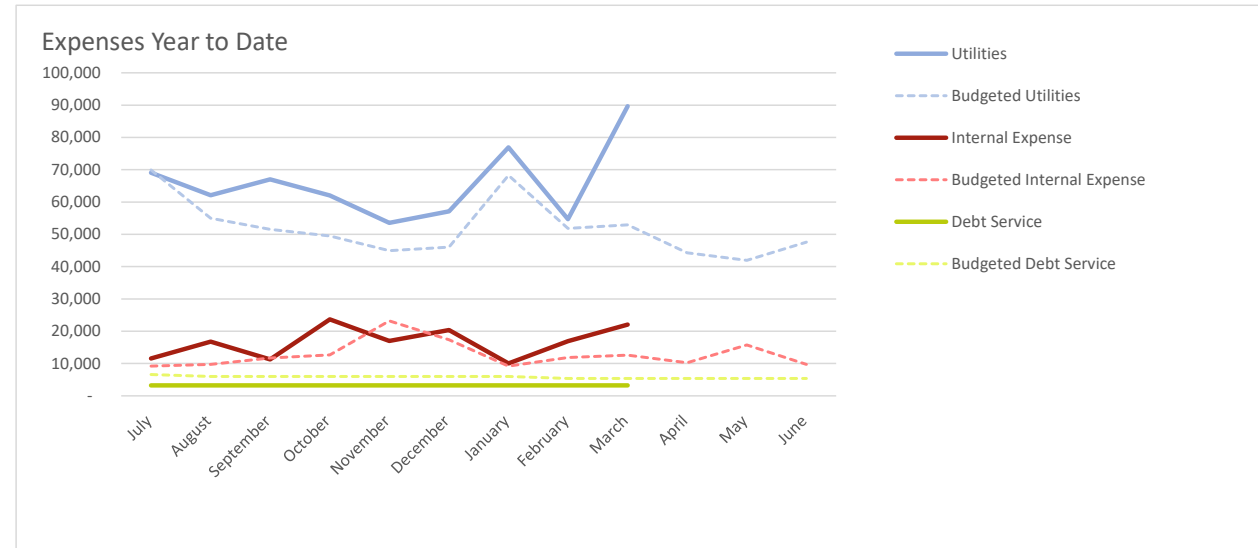
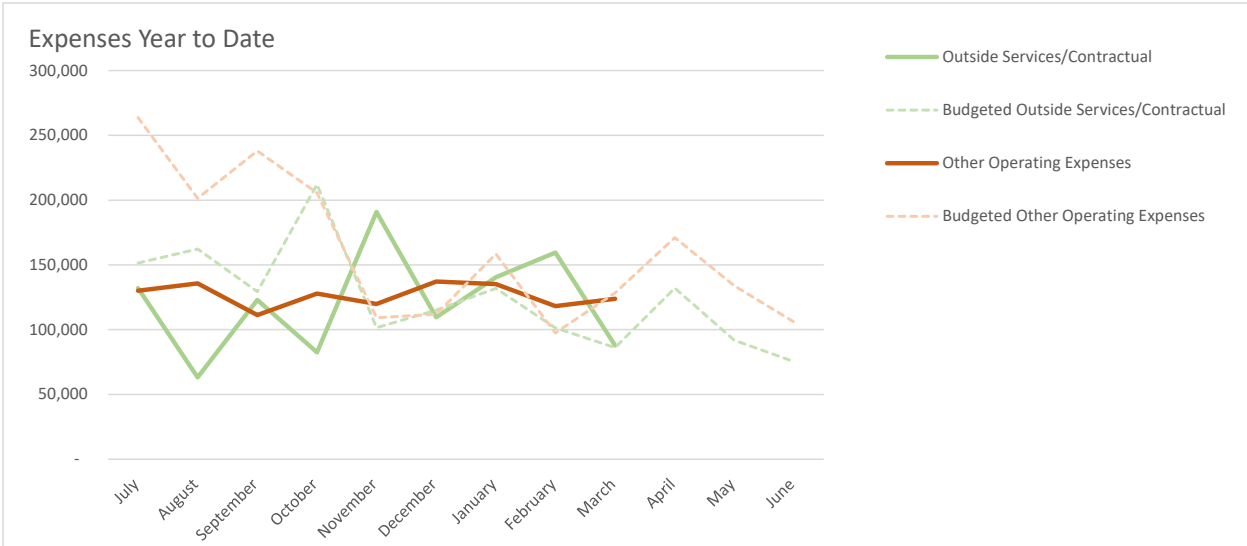


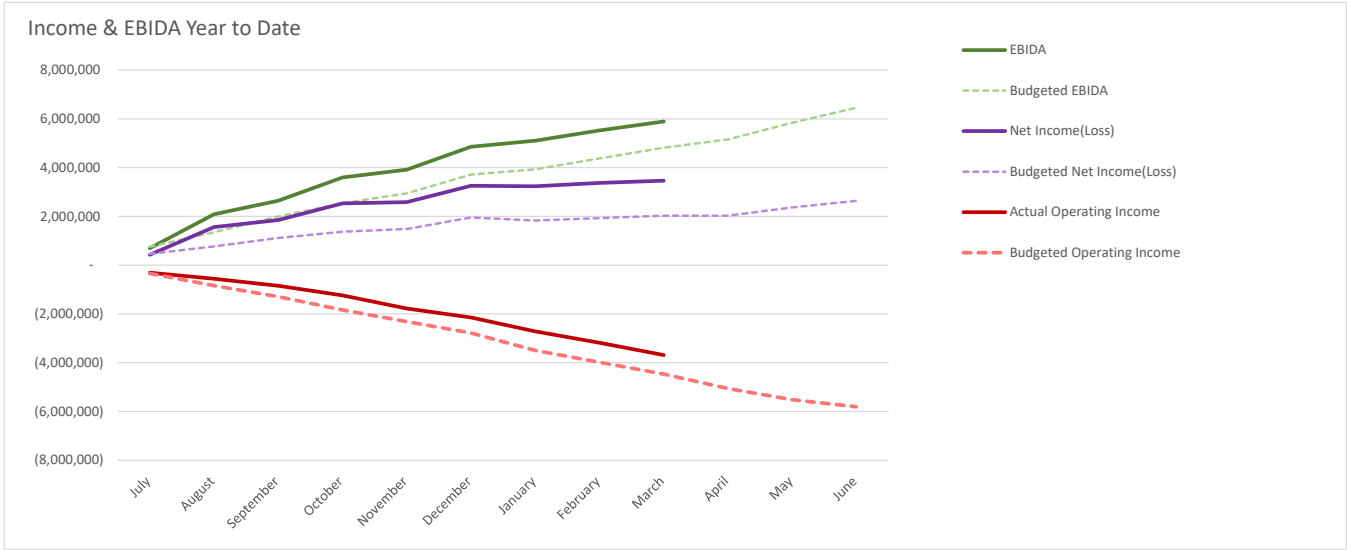
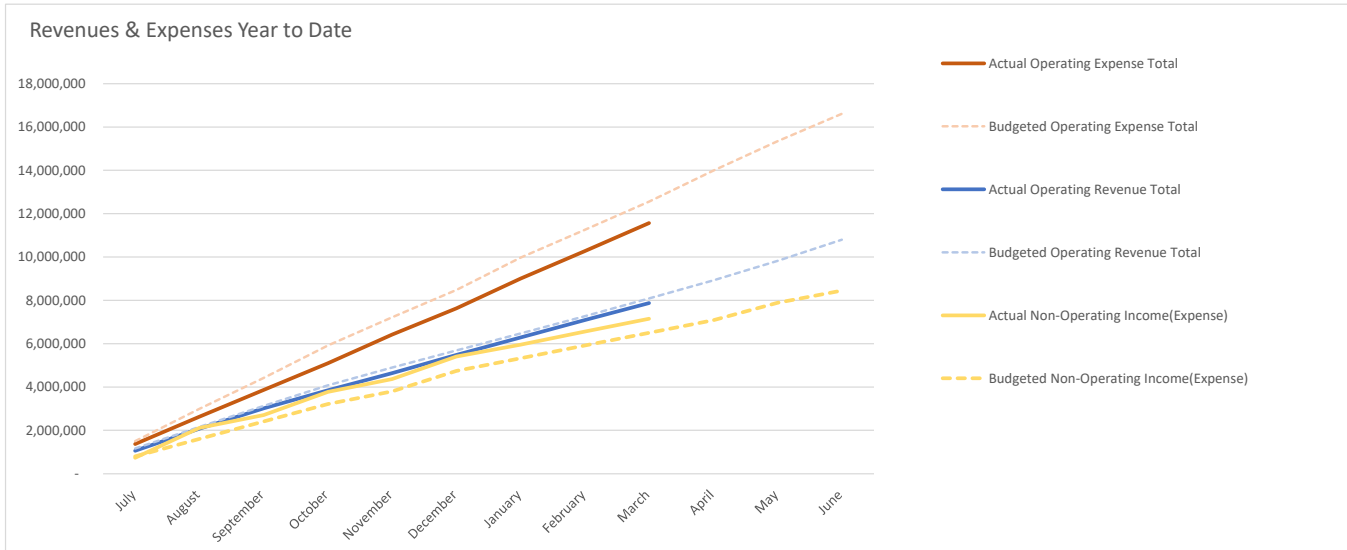
Enterprise Operating Revenues Year to Date



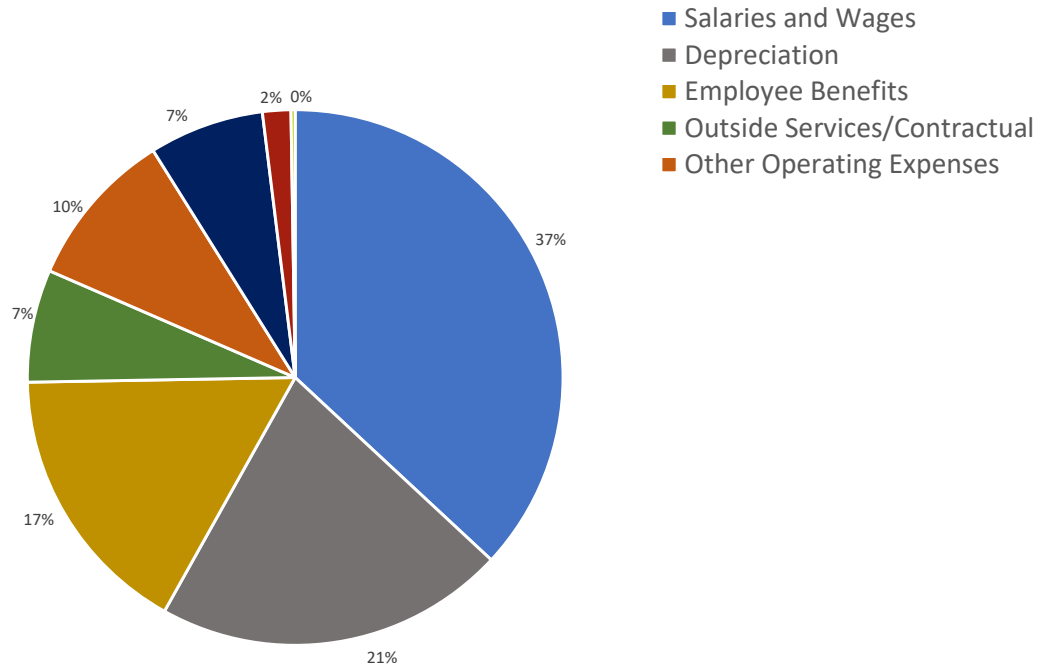
Expenses Year to Date



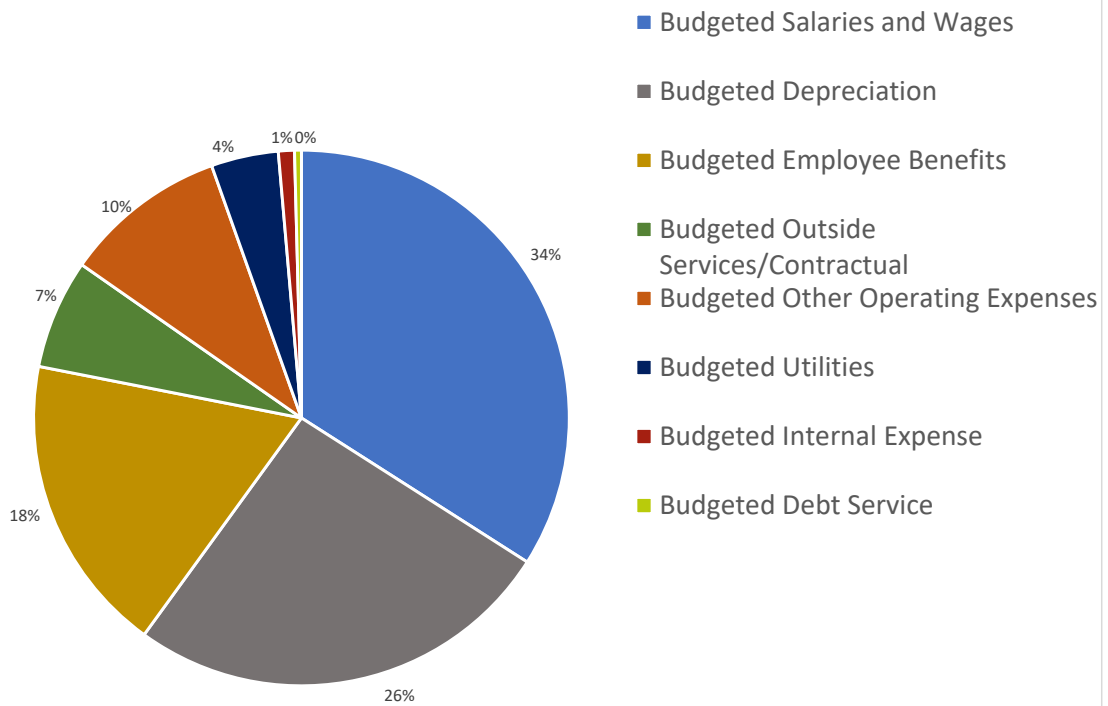




Actual March



Budgeted March



Capital Outlay

Projects In Process

For the Period Ended March 31, 2024

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	Grant Funding
						Actual	Encumbered	(Over) Under Budget				
Administration & Base												
2401-0000	Base Administration Building Improvements	\$ 25,000	\$ -	\$ -	25,000	\$ 10,879	\$ -	\$ 14,121				
2402-0000	Operations Office Reconfiguration	50,000	-	-	50,000	37,690	44	12,267				
2151-0000	Master Plan: Corporation Yard Layout	200,000	-	-	200,000	2,142	-	197,858				
2403-0000	Administration Building Roof Improvements **	40,000	-	-	40,000	5,304	32,220	2,476				
2405-0000	Base Facility Detention Pond Fencing	25,000	-	-	25,000	6,168	29,194	(10,362)				
2406-0000	Pavement Maintenance Plan - Engineering	60,000	-	-	60,000	29,104	-	30,896	30,896	C		
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	263	-	29,737				
2415-0000	Server and Network Equipment Replacement	50,000	-	-	50,000	16,255	1,069	32,676				
Total Administration Purchases		\$ 510,000	\$ -	\$ -	\$ 510,000	\$ 144,981	\$ 62,526	\$ 302,492	\$ 23,720		\$ -	
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	196,606	-	3,394	3,394	C		
2423-0000	Mid-Size Loader	325,000	-	-	325,000	304,501	-	20,499	20,499	C		
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	\$ 549,826	\$ 368,670	\$ 112,504	\$ 31,174		\$ -	
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	\$ 929,542	\$ 134,564	\$ (44,941)				
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	14,648	C		
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	2,958	-	147,042				
2446-0000	Satellite PS Rehabilitation Design	200,000	-	-	200,000	82,304	3,705	113,992				
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	12,041	-	52,959				
2449-0000	SCADA Infrastructure Improvements	120,000	-	-	120,000	-	-	120,000				
2451-0000	CCTV Push Camera	20,000	-	-	20,000	21,226	-	(1,226)	(1,226)	C		
2452-0000	Sewage Pump Station Improvements	25,000	-	-	25,000	20,990	-	4,010				
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	\$ 1,141,152	\$ 138,269	\$ 699,745	\$ 16,683		\$ -	

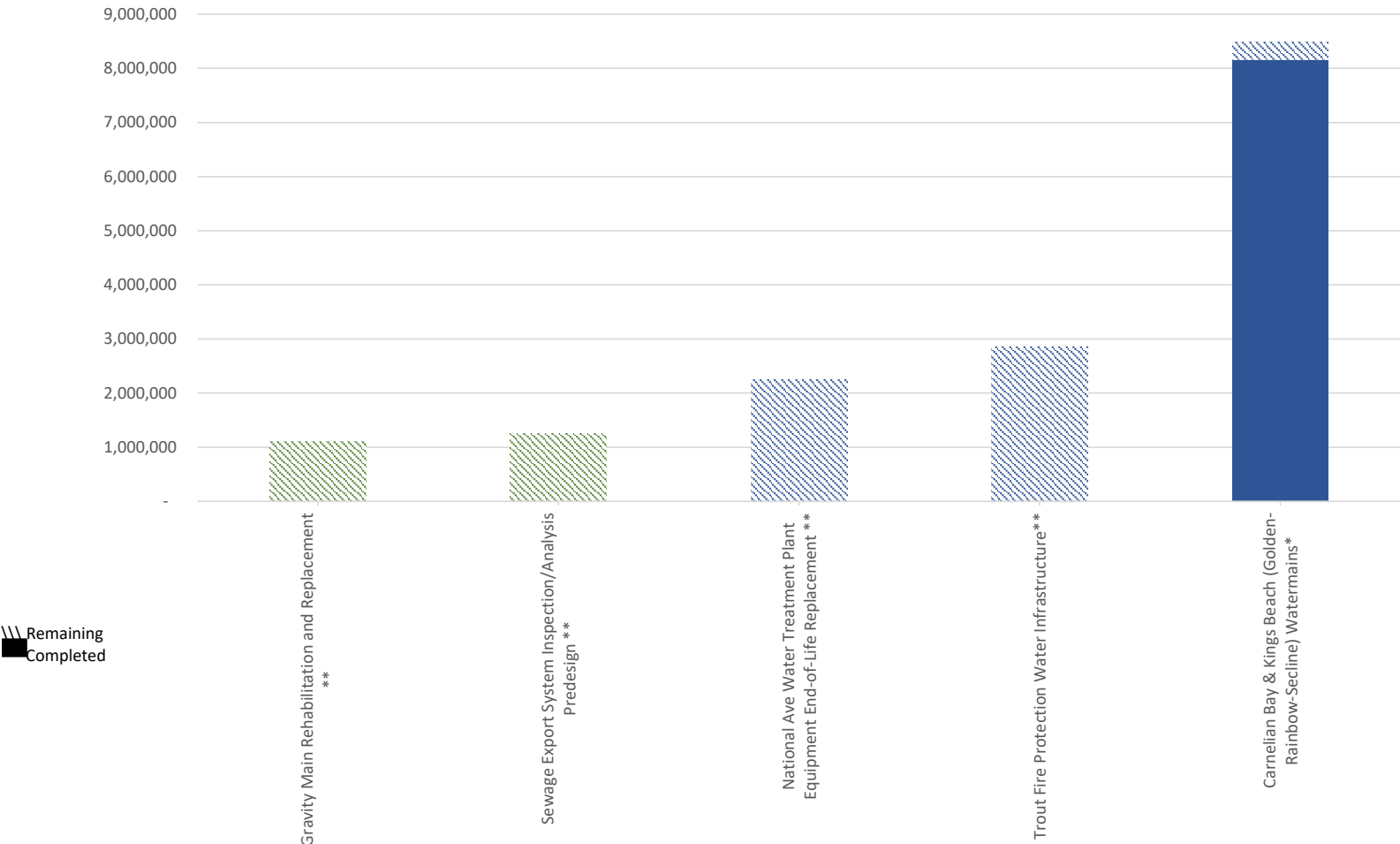
Capital Outlay

Projects In Process

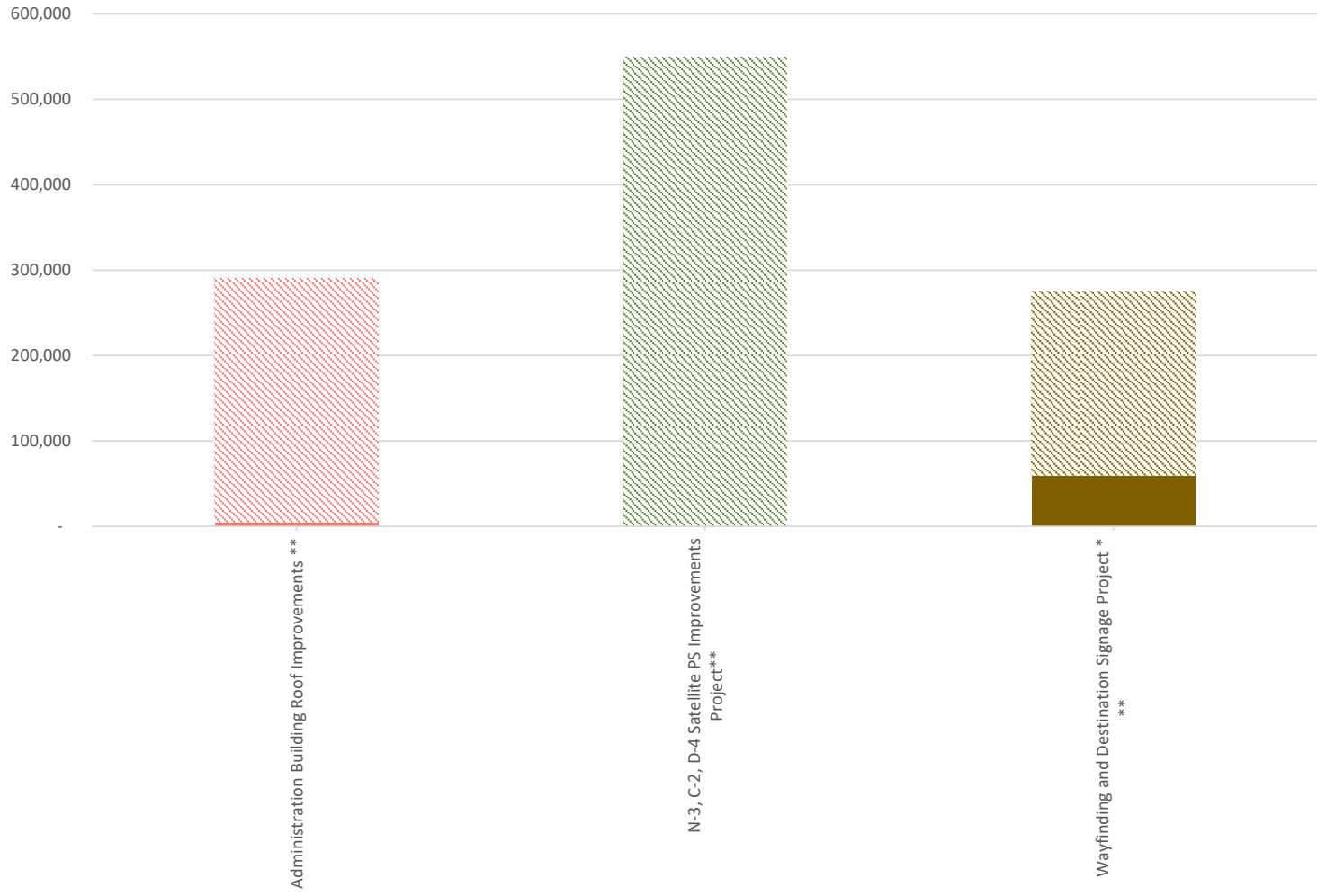
For the Period Ended March 31, 2024

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	Grant Funding	
						Actual	Encumbered	(Over) Under Budget					
Water													
2260-0000	Cybersecurity Assessment and Implementation Phase I*	\$ -	\$ 137,380	\$ -	\$ 137,380	\$ 125,280	\$ 9,428	\$ 2,672					
2361-0000	Brockway Vista at North Lake at Speed Boat Watermain*	-	12,059	-	12,059	56,894	-	(44,835)		G			
2362-0000	National Ave Water Treatment Plant Programmable Logical Carnelian Bay & Kings Beach (Golden-Rainbow-Secline)	-	30,860	-	30,860	22,285	8,575	-					
2264-0000	Watermains*	2,466,000	1,341	-	2,467,341	2,133,181	-	334,160					
2460-0000	Dollar Cove SR28 Watermain Crossing	250,000	-	-	250,000	1,450	-	248,550					
2464-0000	National Ave Water Treatment Plant Equipment End-of-Life Replacement **	150,000	-	-	150,000	2,074	-	147,926					
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	16,171	55,270	(1,441)					
2471-0000	Water Facility Improvements	70,000	-	-	70,000	84,856	-	(14,856)					
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	-	(16,438)	(16,438)	C			
2462-0000	Smart Metering Infrastructure Improvements	20,000	-	-	20,000	2,183	-	17,817					
2472-0000	Carnelian Woods Booster Station 2 Pump	-	-	-	-	2,647	24,000	(26,647)					
2473-0000	Leak Detection Equipment	-	-	-	-	40,569	-	(40,569)	(40,569)	C			
Total Water Purchases		\$ 3,226,000	\$ 181,640	\$ -	\$ 3,407,640	\$ 2,649,978	\$ 97,273	\$ 660,389	\$ (52,096)			\$ -	
Recreation and Parks													
2481-0000	Joint Needs Analysis - NTPUD/TCPUD Phase III	\$ 100,000	\$ -	-	\$ 100,000	\$ 40,419	\$ 3,178	\$ 56,403		#	\$ 50,000	50%	
1623-0000	Wayfinding Sign	-	11,941	-	11,941	(62,048)	-	73,989	73,989	C	G	13,169	110%
2040-PLC	Wayfinding and Destination Signage Project * **	50,000	19,894	-	69,894	4,083	22,806	43,006		G	G	69,894	100%
2280-WEBC	TVRA Marian Trail Webcam Completion	-	-	-	-	23,130	-	(23,130)	(23,130)	C			
2284-0000	NTEC Architectural Planning Study *	78,185	(38,624)	-	39,561	15,962	-	23,599					
2392-0000	Regional Park Tennis/Pickleball Court Reconstruction*	2,792,715	(791,815)	-	2,000,900	1,800,685	16,500	183,715		G	G	750,000	37%
2486-0000	Pickleball Plaza Improvements	-	-	-	-	12,960	4,478	(17,438)					
2192-0000	NTEC Emergency Generator*	275,000	11,176	-	286,176	41,119	57	245,000		G	G	188,406	66%
2490-0000	NTEC - Furnishings, Fixtures and Building Improvements	75,000	-	-	75,000	25,247	20,502	29,252					
2482-0000	Park Facility Improvements	60,000	-	-	60,000	41,870	-	18,130					
2281-0000/1PLC	Regional Park Pam Emmerich Pine Drop Trailhead Project*	430,000	(47,566)	-	382,434	362,587	-	19,847	19,847	C	G	241,901	63%
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	5,236	149,900	(125,136)					
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	\$ 2,334,685	\$ 217,421	\$ 563,800	\$ 77,270			\$ 1,313,370	
*	Project carry-over from Prior Year												
**	Multi-year encumbrance - on 5 year CIP												
#	Non-grant cost reimbursement												
Administration & Base													
		\$ 510,000	\$ -	\$ -	\$ 510,000	\$ 144,981	\$ 62,526	\$ 302,492	\$ 23,720		\$ -		
Fleet													
		1,005,000	26,000	-	1,031,000	549,826	368,670	112,504	31,174		-		
Wastewater													
		1,030,000	949,165	-	1,979,165	1,141,152	138,269	699,745	16,683		-		
Water													
		3,226,000	181,640	-	3,407,640	2,649,978	97,273	660,389	(52,096)		-		
Recreation and Parks													
		3,950,900	(834,994)	-	3,115,906	2,334,685	217,421	563,800	77,270		1,313,370		
Total Capital Expenditures		\$ 9,721,900	\$ 321,811	\$ -	\$ 10,043,711	\$ 6,820,622	\$ 884,158	\$ 2,338,930	\$ 96,750			\$ 1,313,370	

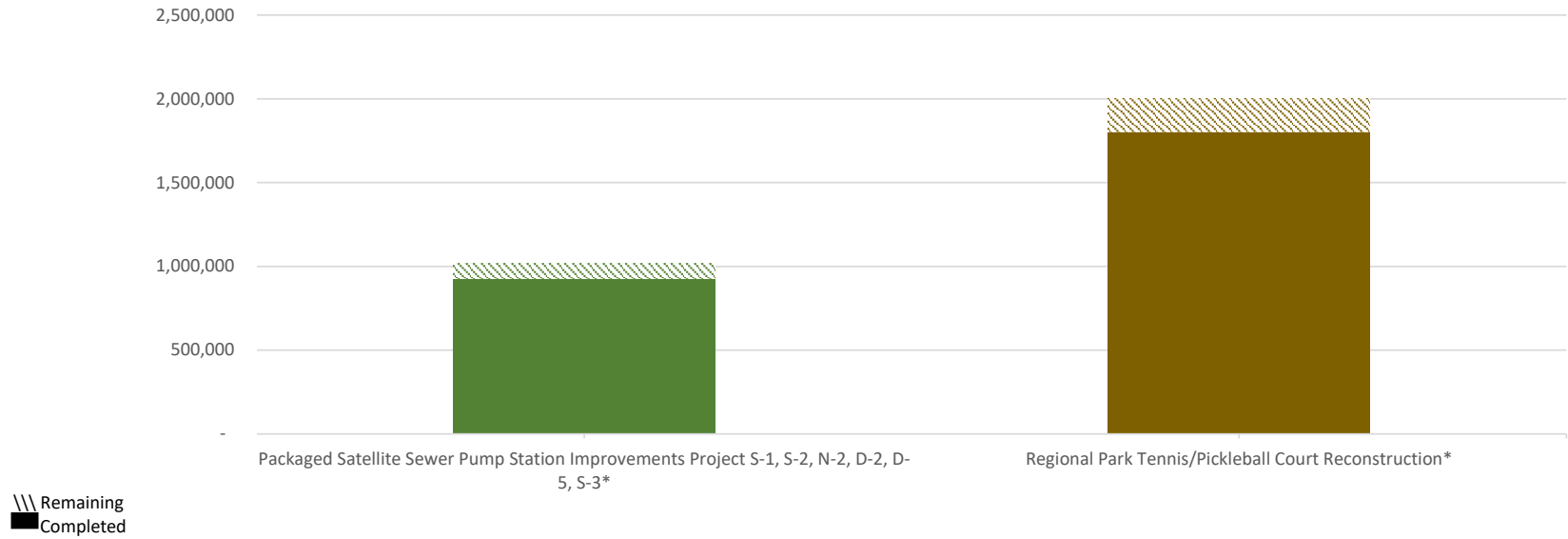
Multi-Year Capital Projects \$1M and Above



Multi-Year Capital Projects under \$1M

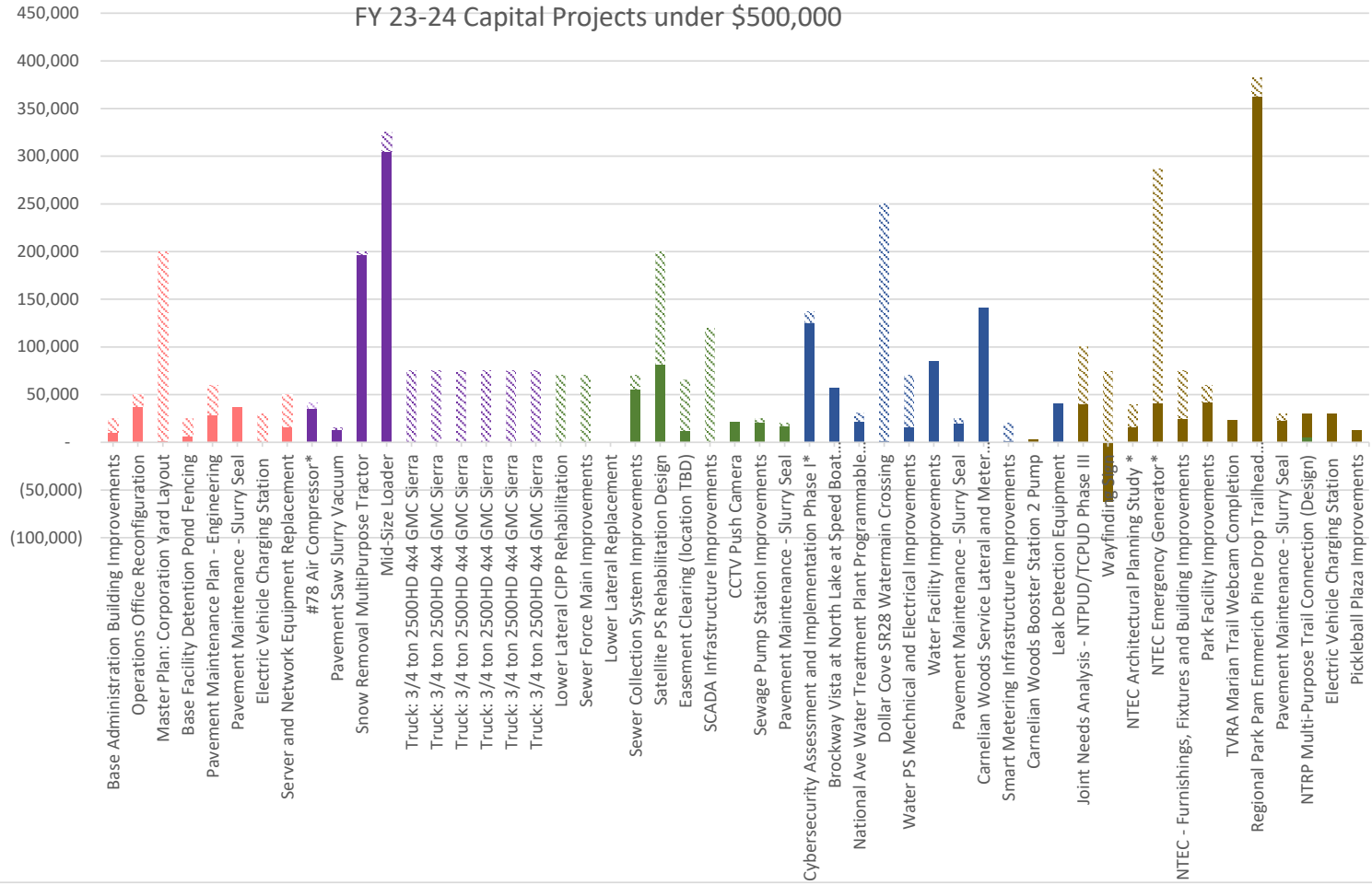


FY 23-24 Capital Projects \$500,000 and Above



** Multi-year encumbrance

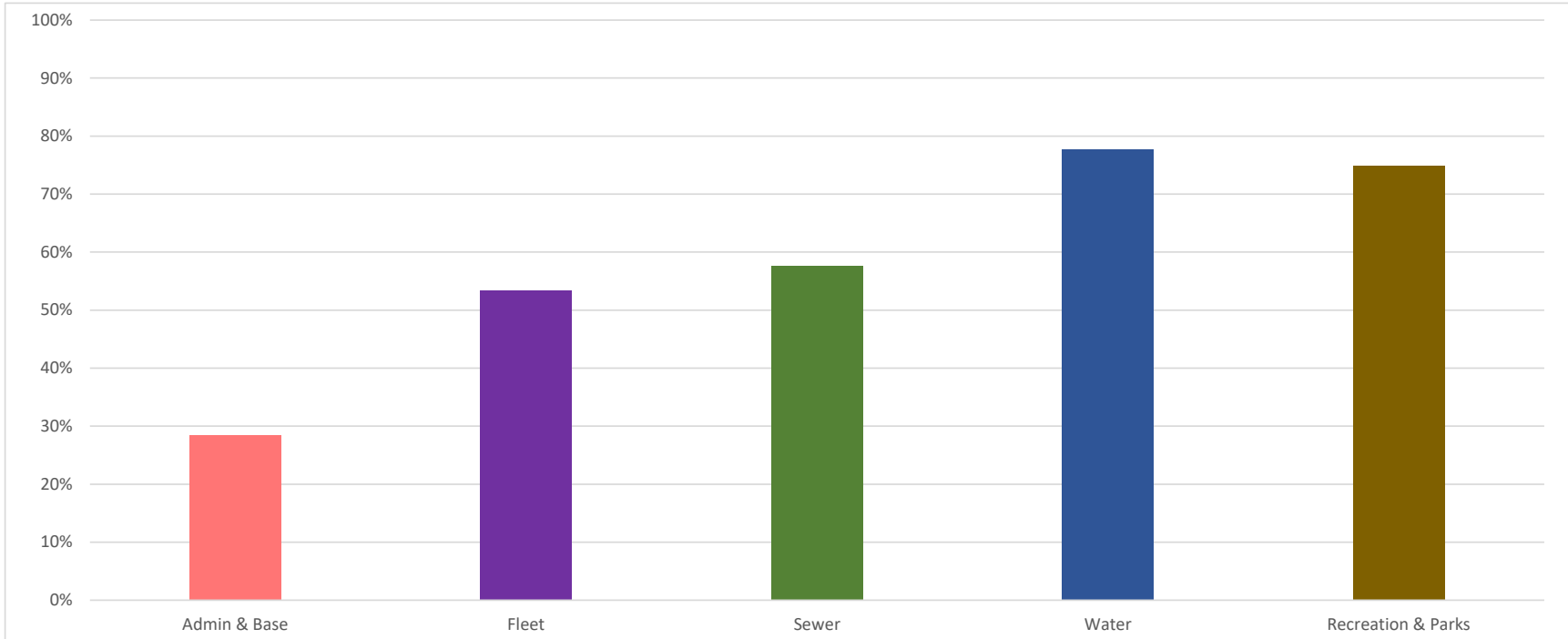
FY 23-24 Capital Projects under \$500,000



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 March 31, 2024

	Current Month	Prior Month	FYE 2023
ASSETS			
Current Assets			
Cash & Cash Equivalents	\$ 7,746,266	\$ 8,116,737	\$ 12,513,294
Investments	2,055,751	2,055,751	902,842
Due (To)/From Other Fund	-	-	-
Accounts Receivable	1,781,871	1,098,838	1,304,459
Inventory	168,443	168,443	168,443
Deposits and Prepaid Expenses	42,099	87,986	613,617
Total Current Assets	\$ 11,794,430	\$ 11,527,755	\$ 15,502,654
Restricted Assets			
Cash & Cash Equivalents	\$ 420,019	\$ 420,019	\$ 420,019
Accounts Receivable	228,485	541,778	1,914,317
Deposits and Prepaid Expenses	-	-	-
Total Restricted Assets	\$ 648,504	\$ 961,796	\$ 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	\$ 12,072,912	\$ 12,044,497	\$ 9,475,865
Land	7,123,368	7,123,368	7,123,368
Property Rights	15,237	15,237	15,237
Buildings and Improvements	31,279,792	31,279,792	27,864,845
Vehicles and Equipment	8,708,416	8,708,416	8,164,962
Furniture and Office Equipment	1,886,358	1,886,358	1,886,358
Water System	39,350,020	39,309,451	39,147,924
Sewer System	41,113,070	41,057,718	41,036,492
Subtotal - Property, Plant & Equipment	141,549,173	141,424,837	134,715,052
Accumulated Depreciation	(71,055,853)	(70,782,024)	(68,658,372)
Net Property, Plant & Equipment	\$ 70,493,320	\$ 70,642,813	\$ 66,056,680
DEFERRED OUTFLOWS OF RESOURCES	\$ 2,131,413	\$ 2,131,413	\$ 1,510,207
TOTAL ASSETS & DEFERRED OUTFLOWS	\$ 85,461,373	\$ 85,657,483	\$ 85,797,582

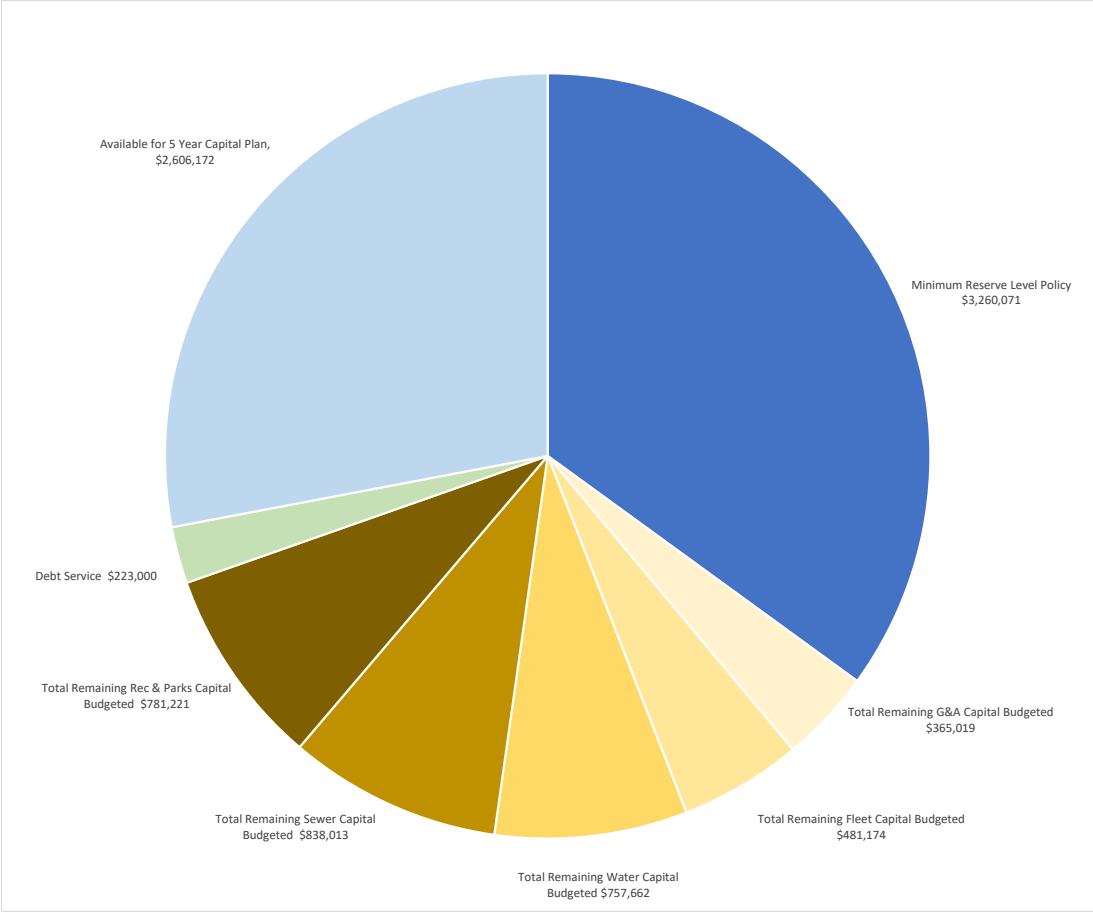


Consolidated Balance Sheet
For the Period Ended March 31, 2024

	Current Month	Prior Month	FYE 2023
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 99,607	\$ 518,820	\$ 3,176,340
Deferred Revenue	286,927	208,265	560,895
Compensated Absences Payable	813,822	777,603	712,749
Accrued Liabilities	881,264	836,531	754,397
Current Portion of Long-Term Debt	400,477	400,477	400,477
	<u>2,482,098</u>	<u>2,741,697</u>	<u>5,604,857</u>
Current Liabilities (Payable from Restricted Assets)			
Deferred Grant Revenue	\$ -	\$ -	\$ -
Accounts Payable	-	-	-
Total Current Liabilities	\$ 2,482,098	\$ 2,741,697	\$ 5,604,857
Non-Current Liabilities			
Long-Term Debt, Net of Current Portion	\$ 660,015	\$ 660,015	\$ 1,060,492
Net Pension Liability	324,699	324,699	324,699
Total Long Term Liabilities	\$ 984,714	\$ 984,714	\$ 1,385,191
DEFERRED INFLOWS OF RESOURCES	\$ 102,597	\$ 102,597	\$ 102,597
NET POSITION			
Net Investment in Capital Assets (Net of Debt)	\$ 69,432,828	\$ 69,582,321	\$ 64,595,711
Debt Services	445,936	445,936	445,936
Net Restricted Assets	648,504	961,796.43	2,334,336.12
Unrestricted	8,177,668	7,714,883	5,871,349
Current Year Income / (Loss)	3,187,027	3,123,539	5,457,605
Balance	\$ 81,891,964	\$ 81,828,476	\$ 78,704,937
TOTAL LIABILITIES, DEFERRED INFLOWS & FUND BALANCE	\$ 85,461,373	\$ 85,657,483	\$ 85,797,582
Ratios			
Days in Cash (Cash/Operating Expenses less Depreciation)	Median 296	NTPUD 229	FYE 2023
Days of Working Capital (Reserves/Operating Expenses less Depreciation)	92	287	
Debt Ratio (Total Liabilities/Total Assets)	36%	4%	8%
Return on Assets (Net Income/Total Assets)	2.5%	6.5%	6.5%
Debt Service Coverage Ratio	1.3		
Reserves			
Unrestricted Reserves	\$ 9,312,332	\$ 8,786,059	\$ 9,897,796
Minimum Reserve Level Policy	(3,260,071)	(3,057,239)	(3,057,239)
Available for Investment	\$ 6,052,261	\$ 5,728,819	\$ 6,840,557
Additional FY 2024 EBIDA	1,537,034		
Total Available	\$ 7,589,295		
Total Remaining FY 2024 Capital Budgeted	(3,319,839)		
Debt Service	\$ (223,000)		
Unbudgeted	\$ 4,046,457		

North Tahoe Public Utility District
As Of 3/31/2024

Total Reserve Funds of \$9,312,332 of which \$3,260,071 is Restricted as Minimum Reserve



Changes in Reserves from Prior Month	
Minimum Reserve	\$ -
Debt Service	-
Future Capital	650,610
Capital	(124,336)
Total	\$ 526,274

Total Remaining Capital Budgeted is in reference to current year budget

NTPUD (consolidated)
Statement of Cash Flows
For the Period Ended March 31, 2024
(In Thousands)

	<u>Current Month</u>	<u>Year-to Date</u>
Operating Activities		
Net Income (Loss)	\$63,488	\$3,187,027
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	273,830	2,397,481
Net changes in operating assets and liabilities:		
(Increase)/Decrease Account Receivables	(683,033)	(477,413)
(Increase)/Decrease Inventories	-	-
(Increase)/Decrease Deposits & Prepaid expenses	45,887	571,518
(Increase)/Decrease Deferred Outflows	-	(621,206)
(Decrease)/Increase Payables & Accrued Liabilities	(259,599)	(3,122,770)
(Decrease)/Increase Deferred Grant Revenue	-	-
(Decrease)/Increase in Deferred Inflows	-	-
Net Cash Provided (Used) by operating activities	(559,427)	1,934,637
Investing Activities		
Change in Restricted Assets	313,292	1,685,832
Net Purchases of property, plant and equipment	(124,336)	(6,834,121)
Net Cash Provided (Used) by investing activities	188,956	(5,148,289)
Financing Activities		
Change in Capital Loan	-	(400,466)
Change in Net Pension Liability	-	-
Net Cash Provided (Used) by financing activities	-	(400,466)
Net increase/(decrease) in cash and cash equivalents	(370,471)	(3,614,118)
Cash and Equivalents at beginning of period	10,172,489	13,416,136
Cash and Equivalents at end of period	\$9,802,018	\$9,802,017



Division Balance Sheet
For the Period Ended March 31, 2024

	Wastewater	Water	Recreation & Parks	Fleet & Equipment	Base	General & Administrative	General & Administrative and Base	Total
ASSETS								
Current Assets								
Cash & Cash Equivalents	\$ -	\$ 445,936	\$ 10,409	\$ -	\$ -	\$ 7,289,921	\$ 7,289,921	\$ 7,746,266
Investments	-	-	-	-	-	2,055,751	2,055,751	2,055,751
Due (To)/From Other Fund	2,441,109	2,212,587	1,712,799	478,473	433,626	(7,278,595)	(6,844,968)	-
Accounts Receivable	61,926	112,490	329,502	-	-	1,277,954	1,277,954	1,781,871
Inventory	168,443	-	-	-	-	-	-	168,443
Deposits and Prepaid Expenses	-	-	17,542	-	-	24,556	24,556	42,099
Total Current Assets	\$ 2,671,477	\$ 2,771,013	\$ 2,070,253	\$ 478,473	\$ 433,626	\$ 3,369,588	\$ 3,803,214	\$ 11,794,430
Restricted Assets								
Cash & Cash Equivalents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,019	\$ 420,019	\$ 420,019
Accounts Receivable	-	(3,341)	225,826	-	-	6,000	6,000	228,485
Deposits and Prepaid Expenses	-	-	-	-	-	-	-	-
Total Restricted Assets	\$ -	\$ (3,341)	\$ 225,826	\$ -	\$ -	\$ 426,019	\$ 426,019	\$ 648,504
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	\$ 1,947,952	\$ 9,401,105	\$ 633,989	\$ 6,373	\$ -	\$ 83,493	\$ 83,493	\$ 12,072,912
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	-	22,786,220	-	-	254,547	254,547	31,279,792
Vehicles and Equipment	5,806,355	285,750	817,577	1,798,733	-	-	-	8,708,416
Furniture and Office Equipment	925,994	35,919	843,687	-	-	80,758	80,758	1,886,358
Water System	-	39,350,020	-	-	-	-	-	39,350,020
Sewer System	41,113,070	-	-	-	-	-	-	41,113,070
Subtotal - Property, Plant & Equipment	58,125,943	49,852,853	31,346,474	1,805,106	-	418,797	418,797	141,549,173
Accumulated Depreciation	(34,523,134)	(22,129,764)	(13,590,529)	(741,619)	-	(70,808)	(70,808)	(71,055,853)
Net Property, Plant & Equipment	\$ 23,602,809	\$ 27,723,089	\$ 17,755,945	\$ 1,063,487	\$ -	\$ 347,989	\$ 347,989	\$ 70,493,320
DEFERRED OUTFLOWS OF RESOURCES	\$ 60,750	\$ 337,412	\$ 238,372	\$ 8,384	\$ -	\$ 1,486,494	\$ 1,486,494	\$ 2,131,413
TOTAL ASSETS & DEFERRED OUTFLOWS	\$ 26,335,037	\$ 30,828,174	\$ 20,290,397	\$ 1,550,344	\$ 433,626	\$ 6,023,795	\$ 6,457,422	\$ 85,461,373



Division Balance Sheet
For the Period Ended March 31, 2024

	Wastewater	Water	Recreation & Parks	Fleet & Equipment	Base	General & Administrative	General & Administrative and Base	Total
LIABILITIES								
Current Liabilities								
Accounts Payable	\$ 81,092	\$ 29,821	\$ 31,833	\$ 6,724	\$ -	\$ (49,861)	\$ (49,861)	\$ 99,607
Deferred Revenue	-	-	286,927	-	-	-	-	286,927
Compensated Absences Payable	-	-	-	-	-	813,822	813,822	813,822
Accrued Liabilities	-	4,265	5,703	-	-	871,296	871,296	881,264
Current Portion of Long-Term Debt	-	400,477	-	-	-	-	-	400,477
	81,092	434,562	324,463	6,724	0	1,635,257	1,635,257	2,482,098
Current Liabilities (Payable from Restricted Assets)								
Deferred Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	-	-	-	-	-	-	-	-
Total Current Liabilities	\$ 81,092	\$ 434,562	\$ 324,463	\$ 6,724	\$ -	\$ 1,635,257	\$ 1,635,257	\$ 2,482,098
Non-Current Liabilities								
Long-Term Debt, Net of Current Portion	\$ -	\$ 449,039	\$ -	\$ -	\$ -	\$ 210,976	\$ 210,976	\$ 660,015
Net Pension Liability	(54,574)	53,716	49,076	(11,143)	-	287,624	287,624	324,699
Total Long Term Liabilities	\$ (54,574)	\$ 502,755	\$ 49,076	\$ (11,143)	\$ -	\$ 498,600	\$ 498,600	\$ 984,714
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)	\$ 23,602,809	\$ 26,873,573	\$ 17,755,945	\$ 1,063,487	\$ -	\$ 137,013	\$ 137,013	\$ 69,432,828
Debt Services	-	445,936	-	-	-	-	-	445,936
Net Restricted Assets	-	(3,341)	225,826	-	-	426,019	426,019	648,504
Unrestricted	2,176,844	491,291	(696,164)	87,554	433,626	5,684,517	6,118,143	8,177,668
Current Year Income / (Loss)	504,747	2,046,960	2,612,121	397,751	-	(2,374,551)	(2,374,551)	3,187,027
Balance	\$ 26,284,401	\$ 29,854,419	\$ 19,897,728	\$ 1,548,792	\$ 433,626	\$ 3,872,998	\$ 4,306,624	\$ 81,891,964
TOTAL LIABILITIES, DEFERRED INFLOWS & FUND BALANCE	\$ 26,335,037	\$ 30,828,174	\$ 20,290,397	\$ 1,550,344	\$ 433,626	\$ 6,023,795	\$ 6,457,422	\$ 85,461,373



Division Balance Sheet
For the Period Ended March 31, 2024

	Wastewater	Water	Recreation & Parks	Fleet & Equipment	Base	General & Administrative	General & Administrative and Base	Total
Reserves								
Unrestricted Reserves	\$ 2,590,386	\$ 2,336,451	\$ 1,745,790	\$ 471,749	\$ 433,626	\$ 1,734,331	\$ 2,167,957	\$ 9,312,332
Minimum Reserve Level Policy	(757,651)	(777,515)	(595,282)	54,050			(1,183,673)	(3,260,071)
Available for Investment	\$ 1,832,735	\$ 1,558,935	\$ 1,150,508	\$ 525,799	\$ 433,626	\$ 1,734,331	\$ 984,284	\$ 6,052,261
Additional FY 2024 EBIDA	371,217	995,454	993,862	153,642	-	(977,141)	(977,141)	1,537,034
Total Available	\$ 2,203,951	\$ 2,554,389	\$ 2,144,370	\$ 679,442	\$ 433,626	\$ 757,189	\$ 7,142	\$ 7,589,295
Total Remaining FY 2024 Capital Budgeted	(854,696)	(705,566)	(858,491)	(512,347)			(388,738)	(3,319,839)
Debt Service		(223,000)						\$ (223,000)
Unbudgeted	\$ 1,349,255	\$ 1,625,823	\$ 1,285,879	\$ 167,095	\$ 433,626	\$ 757,189	\$ (381,596)	\$ 4,046,457



Trended by Month
Statement of Revenues and Expenses
For the Period Ended March 31, 2024

Income Statement	Actual July	Actual August	Actual September	Actual October	Actual November	Actual December	Actual January	Actual February	Actual March	Budget April	Budget May	Budget June	Expected Total	Budgeted Total	Variance
Operations															
Operating Revenue	\$ 1,051,086	\$ 994,186	\$ 926,969	\$ 816,145	\$ 772,472	\$ 818,008	\$ 793,412	\$ 789,721	\$ 768,020	\$ 827,477	\$ 881,853	\$ 972,426	\$ 10,411,775	\$ 10,651,843	\$ (240,068)
Internal Revenue	11,547	16,797	11,284	23,675	16,983	20,389	10,042	16,896	22,095	10,257	15,757	9,707	185,429	153,288	32,141
Total Operating Revenue	\$ 1,062,633	\$ 1,010,983	\$ 938,253	\$ 839,820	\$ 789,455	\$ 838,397	\$ 803,454	\$ 806,617	\$ 790,115	\$ 837,734	\$ 897,610	\$ 982,133	\$ 10,597,204	\$ 10,805,131	\$ (207,927)
Salaries and Wages	\$ (538,627)	\$ (493,838)	\$ (441,717)	\$ (459,497)	\$ (465,939)	\$ (418,944)	\$ (488,647)	\$ (417,810)	\$ (477,098)	\$ (483,836)	\$ (522,110)	\$ (453,082)	\$ (5,661,145)	\$ (5,742,850)	\$ 81,705
Employee Benefits	(222,909)	(224,614)	(213,697)	(209,255)	(210,150)	(197,321)	(249,567)	(227,319)	(214,545)	(243,644)	(209,530)	(235,006)	(2,657,557)	(2,862,628)	205,071
Outside Services/Contractual	(132,152)	(63,194)	(122,875)	(82,519)	(190,849)	(109,629)	(140,431)	(159,484)	(87,862)	(132,046)	(91,904)	(75,332)	(1,388,277)	(1,490,340)	102,063
Utilities	(69,083)	(62,117)	(67,039)	(62,005)	(53,551)	(57,086)	(76,913)	(54,693)	(89,654)	(44,283)	(41,949)	(47,584)	(725,957)	(623,792)	(102,165)
Other Operating Expenses	(129,990)	(135,744)	(111,269)	(127,843)	(119,821)	(137,140)	(135,125)	(118,186)	(123,764)	(171,038)	(133,920)	(105,961)	(1,549,801)	(1,924,914)	375,113
Insurance	(31,112)	(31,277)	(31,277)	(31,561)	(31,112)	(31,112)	(31,112)	(31,112)	(31,375)	(35,023)	(35,023)	(35,023)	(386,119)	(384,721)	(1,398)
Internal Expense	(11,547)	(16,797)	(11,284)	(23,675)	(16,983)	(20,389)	(10,042)	(16,896)	(22,095)	(10,257)	(15,757)	(9,707)	(185,429)	(153,288)	(32,141)
Debt Service	(3,239)	(3,239)	(3,239)	(3,239)	(3,239)	(3,239)	(3,239)	(3,239)	(3,239)	(2,796)	(2,796)	(2,796)	(37,539)	(38,868)	1,329
Depreciation	(261,588)	(261,932)	(262,044)	(262,392)	(265,727)	(265,727)	(267,141)	(277,101)	(273,830)	(338,123)	(338,123)	(338,123)	(3,411,851)	(3,748,716)	336,865
Total Operating Expense	\$ (1,400,247)	\$ (1,292,752)	\$ (1,264,441)	\$ (1,261,986)	\$ (1,357,371)	\$ (1,240,587)	\$ (1,402,217)	\$ (1,305,840)	\$ (1,323,462)	\$ (1,461,046)	\$ (1,391,112)	\$ (1,302,614)	\$ (16,003,675)	\$ (16,970,117)	\$ 966,442
Operating Income(Loss)	\$ (337,614)	\$ (281,769)	\$ (326,188)	\$ (422,166)	\$ (567,916)	\$ (402,190)	\$ (598,763)	\$ (499,223)	\$ (533,347)	\$ (623,312)	\$ (493,502)	\$ (320,481)	\$ (5,406,471)	\$ (6,164,986)	\$ 758,515
Non-Operations															
Property Tax Revenue	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 6,300,000	\$ 6,300,000	\$ -
Community Facilities District (CFD 94-1)	56,964	56,964	56,964	56,964	56,964	56,964	56,964	56,964	56,964	58,575	58,575	58,575	688,401	702,900	(14,499)
Grant Revenue	156,100	793,230	-	447,307	-	98,180	-	-	9,908	-	217,300	217,300	1,939,325	1,303,797	635,528
Interest	-	7,569	3,512	46,766	4,566	4,020	31,054	5,827	5,684	3,750	3,750	3,750	120,248	45,000	75,248
Other Non-Op Revenue	6,124	6,124	8,768	6,632	6,499	367,732	6,247	25,107	8,182	6,667	6,667	6,667	461,416	439,700	21,716
Capital Contribution	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Non-Op Expenses	(8,903)	(8,903)	(8,903)	(8,903)	(3,344)	(8,903)	(70,951)	(8,903)	(8,903)	(8,333)	(8,333)	(248,333)	(401,615)	(340,000)	(61,615)
Income(Loss)	\$ 397,671	\$ 1,098,215	\$ 259,153	\$ 651,600	\$ 21,769	\$ 640,803	\$ (50,449)	\$ 104,772	\$ 63,488	\$ (37,653)	\$ 309,457	\$ 242,478	\$ 3,701,304	\$ 2,286,411	\$ 1,414,893
Additional Funding Sources															
Allocation of Non-Operating Revenue	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Balance	\$ 397,671	\$ 1,098,215	\$ 259,153	\$ 651,600	\$ 21,769	\$ 640,803	\$ (50,449)	\$ 104,772	\$ 63,488	\$ (37,653)	\$ 309,457	\$ 242,478	\$ 3,701,304	\$ 2,286,411	\$ 1,414,893
Operating Income	\$ (337,614)	\$ (281,769)	\$ (326,188)	\$ (422,166)	\$ (567,916)	\$ (402,190)	\$ (598,763)	\$ (499,223)	\$ (533,347)	\$ (623,312)	\$ (493,502)	\$ (320,481)	\$ (5,406,471)	\$ (6,164,986)	\$ 758,515
Net Income(Loss)	\$ 397,671	\$ 1,098,215	\$ 259,153	\$ 651,600	\$ 21,769	\$ 640,803	\$ (50,449)	\$ 104,772	\$ 63,488	\$ (37,653)	\$ 309,457	\$ 242,478	\$ 3,701,304	\$ 2,286,411	\$ 1,414,893
Earnings Before Interest, Depreciation & Amortization	\$ 662,498	\$ 1,363,386	\$ 524,436	\$ 917,231	\$ 290,735	\$ 909,769	\$ 219,931	\$ 385,112	\$ 340,557	\$ 303,266	\$ 650,376	\$ 583,397	\$ 7,150,694	\$ 6,073,995	\$ 1,076,699
Operating Ratio	132%	128%	135%	150%	172%	148%	175%	162%	168%	174%	155%	133%	151%	157%	465%
Operating Ratio - plus Tax & CFD	85%	81%	83%	89%	99%	87%	101%	94%	96%	103%	94%	83%	91%	95%	435%
Debt Service Coverage Ratio	122.78	339.06	80.01	201.17	6.72	197.84	(15.58)	32.35	19.60	(13.47)	110.68	86.72	98.60	58.83	(1,064.63)



North Tahoe Public Utility District Key Performance	6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	6/30/2023	7/31/2023	8/31/2023	9/30/2023	10/31/2023	11/30/2023	12/31/2023	1/31/2024	2/29/2024	3/31/2024	Recommended Goal
Liquidity Ratios																
Days of Cash on Hand	224.98	346.94	355.03	384.30	354.08	301.61	213.07	184.70	158.31	136.26	156.85	138.87	207.76	188.16	179.78	>90 days
Capital Asset Condition Ratio	19.50	20.29	20.79	21.16	21.17	21.07	21.96	22.03	22.10	22.17	22.19	22.24	22.27	22.22	22.23	> 22.5 years
Working Capital Ratios																
Debt Collection Ratio in Days	40.79	48.48	11.09	14.69	15.37	12.04	14.35	14.10	14.54	17.41	20.32	22.31	13.35	12.02	17.93	< 60 days
Accounts Payable Turnover Ratio in Days	29.09	25.62	13.01	13.99	24.38	24.52	42.11	25.50	24.43	23.86	24.83	26.15	24.44	24.04	23.33	< 90 days
W/O Construction	7.20	3.74	2.97	4.55	5.26	8.89	10.62	3.09	3.07	3.03	3.19	3.53	2.42	2.37	2.36	
Profitability Ratios																
Salary & Benefits Ratio	0.94	0.94	0.89	0.74	0.71	0.78	0.72	0.72	0.72	0.74	0.76	0.76	0.78	0.79	0.80	< 0.5
Net Profit Margin	0.05	0.09	0.09	0.22	0.19	0.18	0.22	0.36	0.31	0.32	0.27	0.28	0.25	0.23	0.21	> 0.1
Leverage Ratios																
Debt to Equity Ratio	0.05	0.04	0.04	0.03	0.02	0.02	0.02	0.01	0.01	0.02	0.02	0.02	0.02	0.01	0.01	< 0.5
Debt Service Coverage Ratio	8.01	9.26	9.57	14.70	13.89	14.54	17.83	27.25	22.87	23.32	20.22	20.93	18.79	17.73	16.78	> 2

Liquidity Ratios

Also known as Solvency Ratios, it focuses on a company's current assets and liabilities to assess if it can pay the short-term debts. Debt, although sometimes necessary, indicates a drain on future resources. These factors can inhibit an organization's ability to continue to serve its mission.

Short-term	Days of Cash on Hand	Cash/Daily Avg Operating Expense	Is there enough cash to cover typical operating expenses?
Long-term	Capital Asset Condition Ratio	Accumulated Depreciation/Depreciation	What is the average remaining life of assets?

Working Capital Ratios

Like the Liquidity ratios, it also analyses if the company can pay off the current debts or liabilities using the current assets. This ratio is crucial for the creditors to establish the liquidity of a company, and how quickly a company converts its assets to bring in cash for resolving the debts.

Efficiency	Debt Collection Ratio in Days	Receivables x Months or days in a year / Net Credit Sales for the year	How many days revenue are in receivables?
Efficiency	Accounts Payable Turnover Ratio or Payable	Days in Period/Net Credit Purchases / Average Accounts	How many days purchases are in payables?

Profitability Ratios

These ratios analyze another key aspect of a company and that is how it uses its assets and how effectively it generates the profit from the assets and equities. This also then gives the analyst information on the effectiveness of the use of the company's operations.

Efficiency	Salary & Benefits Ratio	Salary & Benefit Expenses/Operating Revenue	How much labor related expense goes into earning \$1 of operating revenue?
Efficiency	Net Profit Margin	Net Income/Net Revenues	How much of each \$1 total revenue goes to net position "net equity"?

Leverage Ratios

A leverage ratio is any one of several financial measurements that assesses the ability of a company to meet its financial obligations. A leverage ratio may also be used to measure a company's mix of operating expenses to get an idea of how changes in output will affect operating income.

Long-term	Debt to Equity Ratio	Total Debt / Total Equity	How much equity would need to be spent to meet debt obligations?
Long-term	Debt Service Coverage Ratio	EBIDA/Debt Payments	How much can the organization invest in capital after debt service? Or, how much debt can the organization support?



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: I-3b

FROM: Finance Department

SUBJECT: Treasurer's Report – as of March 31, 2024

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 \$10,378,210 as of March 31, 2024. Of the total, \$1,416,806 of the District's portfolio was restricted. The total of Cash and Investments decreased \$377,663 during March.

The portfolio meets the guidelines of the Investment policy.

ATTACHMENTS: Treasurer's Report as of March 31, 2024.

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>	
BMO				
03/31/24	025-381186	\$3,944,193	General Checking	
	243-000486	57,563	Payroll	
	243-000874	30,906	Utility Billing Deposit Account	
	243-001708	3,328	Event Center Deposit Account	
	243-004157	1,133	Parks Dept. Sweep Account	
		<u>4,037,123</u>	Total Bank of the BMO	
Wells Fargo				
02/09/09	4942017997	750,000	General Checking	
	4942018011	-	Payroll	
	4942018003	-	Utility Billing Deposit Account	
	4942018029	-	Event Center Deposit Account	
		<u>750,000</u>	Total Bank of the Wells Fargo	
Local Agency Investment Fund				
03/31/24	85-31-003	1,389,771	General Investment Account	
UBS Financial Services Inc.				
03/31/24	OG 00829 70	20,749	Cash & Cash Alternatives Balance	
	"	430,815	Money Market Instruments	
	"	2,064,642	Certificates of Deposit	
	"	22,127	Mutual Funds	
	"	231,588	U.S. Government Securities	
	"	14,591	Accrued Interest	
		<u>2,784,510</u>	Total UBS Financial Services Inc.	
Total Unrestricted Cash and Investments:		\$8,961,404		

Restricted				
<i>Statement Date</i>	<i>Institution/Account Number</i>	<i>Market Value</i>	<i>Description</i>	
BMO				
03/31/24	243-058559	\$3,384	FSA	
	243-058567	514,099	HRA	
Wells Fargo				
03/31/24	4942018037	-	FSA	
	4942018045	-	HRA	
Bank of the West				
03/31/24	041-441346	445,936	NTBC - BofA Install.Payment Fund	
CalPERS 115 Trust				
03/31/24		443,190	CalPERS Prefunding of Pension Expense	
Bank of the West				
03/31/24	000-459874	10,197	TRPA C.D.'s	
Total Restricted Cash and Investments:		\$1,416,806		

Total Cash and Investments:				
Total Cash and Investments:		\$10,378,210		



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: May 14, 2024

ITEM: I-4

FROM: Recreation, Parks, and Facilities Manager

SUBJECT: Recreation, Parks, and Facilities Department Report

Parks

- Nice weather for the majority of April led to early melting of fields and high field use throughout. Staff coordinates and manages dozens of field requests weekly, facilitating access and recreation for local youth. There were 3 different days in April where between 4-6 High School games were being played on our fields in a single afternoon.



- Continued staff focus on the Community Garden this spring was in the creation of garden boxes. These custom boxes function great and are an excellent addition to the garden.



- The new Pickleball and Tennis courts were opened on April 26th, earlier than expected. The shade sails are up on the pickleball courts, and the storage shed is under construction. The public took no time to get wind of the opening and fill the courts.



- The snowstorm on May 4 brought an unexpected (and unwelcome!) surprise. Staff scrambled to shut off water, cover valves and remove snow from shade sails all while getting Field 4 plowed and ready for a 2pm game on Sunday afternoon.
- Fast drivers in the Park continue to be a safety concern for park goers. Staff continues to try and find solutions to mitigate the speeding and increase safety for users including the development of the trail extension from Pam Emmerich Memorial Pinedrop Trailhead to the lower restrooms and consideration of adding additional

speed bumps. Staff is also coordinating with Placer County Sherriff and California Highway Patrol.

Recreation

- The 2024 Summer Activity Guide is attached to this report. This guide clearly demonstrates the growth of the Recreation department in just 2 short years, with increased programming, contractor classes, facility rentals and sport leagues forming for the first time.
- Preparation for the opening of Tahoe Vista Recreation Area Boat Ramp has begun. Updated signage has been ordered, staff are being hired, AIS training is underway and the kiosk has been placed (the kiosk is owned by TCPUD and is being used under a MOU).
- Kayak & PB Storage opened on April 1 and is now full. Staff is managing the tight space and individual requests for specific needs associated with their rental. Due to the tight space, there are a few spaces that cannot be used.

North Tahoe Event Center

- The Sierra Community House Family Dance took place on April 24th. Community House requested and NTPUD agreed to waive the cost of this rental because of the strategic plan focus to on the organization's partnership. Because of the decreased financial burden for the Community House, admission was donation-based, increasing access and attendance.
- The updated rental fees will be implemented after May 14 Board meeting.
- Event Center Manager Cathy Becker retires at the end of this month and is being replaced by Christina McDougal. Christina comes to the center with extensive wedding experience, an incredible knack for sales, and comprehensive facility management. NTPUD is sad to see Cathy go but extremely pleased to have found a quality replacement for her in Christina.

Administration

- More tenants continue to receive the Resident Benefit Parking Passes. In April, NTPUD received approval to distribute parking passes to the tenants at the mobile home park on National Avenue!
- Staff, volunteers and California State Parks have been coordinating the details for Community Beach CleanUps, planned for Monday mornings throughout the summer.
- NTPUD was an official sponsor for California Trails & Greenways conference located at the Everline Resort in late April, providing the "swag bags" for the 400 conference attendees.

- Recruitment and hiring of summer staff is going well. A new Park Host has been selected and will start in mid-May. Recreation and Park seasonals have been coming in also. The Department is almost completely staffed for the summer.

REVIEW TRACKING:

Submitted By: 

Amanda Oberacker
Recreation, Park & Facilities Manager

Approved By: 

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

SUMMER 2024

recreation

NORTH TAHOE PUBLIC UTILITY DISTRICT

ACTIVITY GUIDE



NTPUD RESIDENT BENEFITS

RESIDENTS RECEIVE THE FOLLOWING BENEFITS

- 1 **Two (2) Resident Parking Passes** that allow free vehicle access to the North Tahoe Regional Park and Tahoe Vista Recreation Area. Stickers were mailed to parcel owners in January 2024. Residents that did not receive their stickers can pick them up at the NTPUD Administrative Office (875 National Ave., Tahoe Vista).
- 2 **20-50% discount** on NTPUD recreation programs.
- 3 **50% discount** on Regional Park and Tahoe Vista Recreation Area picnic and large group rental spaces.
- 4 **20% discount** for North Tahoe Event Center rentals.
- 5 Tahoe Vista Recreation Area Boat Launch Season Pass discounts and Daily Launch savings.



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

SUMMER SEASONAL POSITIONS

WORK IN BEAUTIFUL NORTH LAKE TAHOE



- Park Workers
\$20-\$25/hr
- Recreation Specialists
\$18-\$22/hr
- Utility Workers
\$23-\$27/hr

APPLY TODAY AT [NTPUD.ORG/JOBS](http://ntpud.org/jobs)

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

    @northtahoePUD @northtahoerecreation



COMMUNITY ENRICHMENT GARDEN CLUB



@North Tahoe Regional Park



JOIN THE GARDEN CLUB!

Become engaged in horticultural pursuits at the North Tahoe Regional Park from mid-April to mid-October. Membership includes mentorship from **NTPUD Recreation Master Gardener, Heather Kenison-Adams**, discounted garden classes (see below), access to the garden harvest, and unlimited garden access.

- **Membership valid: April 10 – October 25**

Members can join Heather for her dedicated “Guidance in the Garden” hours to make the most of their membership and gain confidence with their skills.

- **Saturdays, 12–3pm**
- **Sundays, 10am–1pm**
- **Wednesdays, 3–7pm**

FEES	MEMBERSHIP
Resident	\$50
Non-Resident	\$75

MEET THE MASTER GARDENER

We’re proud to introduce our new **Master Gardener, Heather Kenison-Adams**. Heather holds a degree in Soil Science from the University of New Hampshire and has two decades of gardening experience in our mountain climate. In 2019, she pursued her Master Gardener Certification from UC Davis. Her passion is sharing her knowledge and creating community through engagement with nature.

GARDENING CLASSES + WORKSHOPS

@North Tahoe Regional Park, Community Garden

Dig deep into the world of gardening through these fun and educational classes.

- **Organic Gardening 101**
Wednesday, May 15, 6–7pm
- **Container Plant Creation**
Wednesday, June 12, 6–7pm
- **How to Grow Herbs in Tahoe**
Wednesday, July 10, 6–7pm
- **Seed Saving Workshop**
Wednesday, August 14, 6–7pm
- **Fall Bulb Planting 101**
Wednesday, September 11, 6–7pm

FEES*	PER CLASS
Member	\$15
Resident	\$30
Non-Resident	\$45

*Includes materials and parking fee



COMMUNITY ENRICHMENT YEAR-ROUND PROGRAMS



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



GOLDEN HOUR 55+ SOCIALS

@North Tahoe Event Center

Meet and reconnect with local, active, aging adults. Each week activities will be focused around health and fitness, art, cooking, and local guest speakers. Monthly activity schedules are posted the last Friday of each month. Visit our online catalog for detailed information.

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



CATALOG



MARTIAL ARTS

@North Tahoe Event Center



World Tang Soo Do certified instructors Luis and Lulu Segoviano teach participants how Martial Arts supports health, self-defense, respect, discipline, and fitness. **Free 1-week trial.*

- Tuesdays and Thursdays (ongoing)
- 5–6pm Beginner, 6–7pm Intermediate/Advanced

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



JAZZERCISE

@North Tahoe Event Center



Jazzercise is a high intensity, fun fitness program for all ages that combines cardio, strength, stretching, and music. **Free 2-week trial.*

- Mondays – Saturdays, 8:45–9:45am
- Instructor: Ginny Smith

FEES*	MONTHLY
Drop-In	\$15
Per Month	\$55

COMMUNITY ENRICHMENT SUMMER PROGRAMS



WALK + LEARN SERIES

@ Various locations throughout the District

Join NTPUD's expert engineers and technicians for informative walks and fascinating behind-the-scenes tours.

- **WALK #1: Wastewater Pump Station Tour — TVRA**
Friday, June 14, 10am–12pm (1.5 mile round trip)
- **WALK #2: Well and NTRP Water Tank Tour — Pinedrop Trail**
Friday, July 12, 10am–12pm (1 mile round trip)
- **WALK #3: Well and Tank Tour — Carnelian Woods**
Friday, August 16, 10am–12pm (1.5 mile round trip)



ICE CREAM IN THE PARK

@ North Tahoe Regional Park Playground

Every Thursday in July (except July 4th) NTPUD staff will scoop up a variety of different flavors. Music and fun yard games including cornhole, giant Connect 4, ladder golf, and more will be set up for all to enjoy. Cool off and chill out with ice cream, family, friends, and community!

- **July 11, July 18 and July 25**
- **Thursdays, 3–5pm**
- **FREE to attend!**



NEW!

COMMUNITY BEACH CLEANUPS

@ North Tahoe Event Center, Lakeside Patio

Come out to the North Tahoe Event Center and meet up with fellow community members for a chance to socialize, exercise, and take care of our local beaches every Monday throughout the summer. Gear up with cleaning supplies (provided), and “comb the beach” for trash and treasures from our busy summer weekends. Coffee and breakfast snacks provided.

- **Mondays, June 3 – August 26, 8:30–10am**

SPORTS + FITNESS

PICKLEBALL LEAGUES

@ North Tahoe Regional Park, Pickleball Courts



Find a teammate and compete in the North Tahoe Pickleball League. Teams will be divided into groups based on ability levels. Levels may be merged based on the number of teams. *No matches 4th of July week.*

DIVISION	DAYS	DATES
Women's Doubles	Tuesdays	6/4-8/6
Men's Doubles	Wednesdays	6/5-8/7
Mixed Doubles	Thursdays	6/6-8/8

- Match start times: 6, 7 and 8pm

FEES*	PER TEAM
Resident	\$90
Non-Resident	\$120

*Includes NTRP parking fee



“NEXT FOUR UP” DROP-IN PLAY

@ North Tahoe Regional Park, Pickleball Courts



During the days and times below 3 to 6 courts will be available for players to place their paddles in the paddle rack system for the “Next Four Up” playing format. Participants should have knowledge of pickleball rules, scoring, and foundational skills. Have fun, socialize, and get some sunshine! No registration required. *Balls and paddles not provided.*

- June 8 – August 24
 - Saturdays, 9am-12pm
 - Sundays, 9am-12pm
 - Fridays, 5-8pm
- FREE to play! Parking fee required.

PICKLEBALL MINI-CAMPS

+ 1 HOUR LESSONS

Professional instructors **Justin Rose** and **Brian Capitani** take your game to the next level as you are led through drills, guided instruction, and game play.

- **SESSION #1:** July 8 and 9, 9am-12pm (Beg./Inter.)
- **SESSION #2:** July 11 and 12, 9am-12pm (Inter./Adv.)

FEES	MINI-CAMP	LESSON
Resident	\$150	\$65
Non-Resident	\$200	\$90

Looking for world class instruction at our incredible new courts? Sign up for 1 hour small group and private lessons with Justin Rose and Brian Capitani.

- July 8-12, 1-4pm

SPORTS + FITNESS



REGISTER HERE

TENNIS + PICKLEBALL COURT RESERVATIONS

- Courts are available on a “first-come, first-served” basis at no charge, unless reserved.
- Tennis Courts #2, and #3 are available for reservation through our Civic Rec online catalog.
- Pickleball Courts #4, #5, #6 are available for reservation through our Civic Rec online catalog.
- Players can reserve one 2-hour block between 7am and 7pm.
- Reservations must be made 24 hours in advance.
- Players are required to present proof of their 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

TENNIS ADULT LEAGUES

@ North Tahoe Regional Park



DIVISION	DAYS	DATES
Men's Singles	Thursdays	6/13-8/22
Women's Singles	Thursdays	6/13-8/22
Men's Doubles	Tuesdays	6/11-8/20
Women's Doubles	Wednesdays	6/12-8/21
Mixed Doubles	Saturdays	6/15-8/24

Players in ALL divisions will be divided into groups based on player ability levels (self-ratings) and age. No matches 4th of July week.

- Weekday match start times: 5-8pm
- Saturday match start times: 8-11am

FEES	PER PLAYER
Resident	\$45
Non-Resident	\$60

RESERVE THE BALL MACHINE

with YOUR TENNIS COURT

@ North Tahoe Regional Park



Get your reps in with the Spinshot Pro Tennis Ball Machine. The machine features: horizontal oscillation, ball speeds of 18-68mph, adjustable top spin, back spin or flat shots, adjustable feed speed from 2 to 10 seconds between balls, height trajectory, and 120 ball capacity.

- Balls included with rental fee
- Deposit required
- To reserve, email parks@ntpud.org

FEES	DAY RATE
Resident	\$15
Non-Resident	\$20

SPORTS + FITNESS

NEW!

Adult Coed 4v4 Beach Volleyball League



@North Tahoe Beach Courts, Kings Beach (across from Safeway)

Hit the sand and compete in weekly matches this summer. Rosters may consist of up to 8 players. Each team must have two men and two women on court during play.



REGISTER YOUR TEAM HERE

FEES	TEAM
League Registration	\$250

- Tuesdays, June 11 – August 20 (no games July 2)
- Registration deadline: June 8
- Game times: 5:30 and 6:30pm



Voted #1 Tahoe Activity on
tripadvisor®

Elevate your
excitement
level by
about
40 feet

Navigate between +/- 40 foot high platforms using bridges, zip lines, and more! (You're *always* clipped in to a safety line!) No experience or special equipment necessary. Hours of unforgettable outdoor activity.

Reservations HIGHLY recommended
(and required in the Summer!)

call 530-807-1004 or visit



TahoeTreetop.com

INSPIRING HIGH SIERRA ADVENTURES SINCE 2003

Celebrating 20 Years

TAHOE ADVENTURE COMPANY

WE'RE CELEBRATING 20 ALL YEAR LONG!

WIN 20 OF OUR AMAZING EXPERIENCES

Kayak/SUP Tours & Rentals	Family Adventures	Team Building
Guided Hiking	Backpacking	Multisport Tours
Group Outings	Mountain Bike Tours	Exclusive Thunderbird Lodge Kayak Tours

GRAB YOUR ADVENTURE PARTNER + BOOK YOUR OUTING TODAY

@tahoadventureco

TAHOEADVENTURECOMPANY.COM

YOUTH SUMMER PROGRAMS



NEW!

Learn to Sail on Lake Tahoe



@Tahoe Vista beaches

On crystal blue Lake Tahoe, youth will sail on a fleet of RS Zest sailboats — durable, fast and fun sail boats designed for all ages. Programs are offered to **NTPUD youth residents only**, and run in partnership with Tahoe Summer Camps, a premiere camp provider in California.

FRIDAY SAILING SESSIONS

SESSION #1

- July 12, July 19, July 26; 10am–2pm
- Ages: 8–10 year olds
- Fee: \$200/**residents only**

SESSION #2

- August 2, August 9, August 16; 10am–2pm
- Ages: 11–13 year olds
- Fee: \$200/**residents only**

FOUR-DAY SAILING CAMP

- August 19–22
- Ages: 11–13 year olds
- Fee: \$325/**residents only**

NTPUD Partners in Youth Summer Camps



BOYS & GIRLS CLUB
OF NORTH LAKE TAHOE

SUMMER CAMPS



BGCNLT.ORG

BROADWAY BOOTCAMP

@North Tahoe Event Center

Immerse yourself in the fundamentals of musical theatre. Instructors will use theatrical games and activities for children to boost their self-confidence, no matter their level of stage experience. Throughout the week, kids will learn how to scene, dance, and act to scenes and songs from popular Broadway shows! Participants will show off all that they've learned with a performance at the end of the week.

- August 12–16, 9am–12pm (Kindergarten), 1–4pm (1st and 2nd graders)
- Age Groups: Kindergarten – 2nd graders

FEES	1-WEEK BOOTCAMP
Resident	\$212
Non-Resident	\$265

TAHOE VISTA RECREATION AREA

7010 North Lake Blvd., Tahoe Vista, CA 96148



THURSDAY SUNSET YOGA

@Tahoe Vista Recreation Area

Find inner peace and connection amidst the natural beauty of Lake Tahoe. Immerse yourself in a rejuvenating yoga practice and let the vibrancy of the setting sun warm your heart and nourish your soul. All levels welcome. Classes will take place on the TRVA plaza. Please bring your own yoga mat or towel.

- **Thursdays, June 6 – August 29**
- **6:30–7:30pm**
- No class on 4th of July
- Instructor: Marybeth Donahue

FEES	DROP-IN
Resident	\$15
Non-Resident	\$20



SUNDAY SUP YOGA



@Tahoe Vista Recreation Area

SUP (stand-up paddleboard) Yoga, combines yoga poses with the art of balance and focus on the unsteady medium of a board. This class incorporates restorative and strength based movements on spectacular Lake Tahoe! This practice may require different modifications than on a mat because the board is moving with the current of the water. Yogis are challenged to make small adjustments in body position and weight distribution to counterbalance the movements of the board. Board provided for first 6 participants (or BYO Board).

- **Sundays, June 2 – September 1**
- **8–9am**

FEES	DROP-IN
Resident	\$30
Non-Resident	\$40



A DAY OF HEALING ARTS — LIVE DJ YOGA



@Tahoe Vista Recreation Area

Not your everyday yoga class. Join the community in uniting together to breath, move, and play for a sunset practice right on the edge of Lake Tahoe’s sparkling waters. Part of Tahoe Flow Arts “A Day of Healing Arts” event, this yoga class is accessible for all levels of students and will be set to music played by a LIVE DJ! To learn more, visit tahoe-flow.com

- **Saturday, June 15**
- **5–7pm**

FEES	
Resident	Free!
Non-Resident	Free!



Kayak + SUP Storage

- Tahoe Vista Recreation Area offers seasonal kayak and paddleboard storage available from May 1 – October 31 for easy lake access. Spaces for the 2024 season are sold out.
- Mark your calendars. 2025 season spots will become available on Tuesday, April 1, 2025 for residents, and Tuesday, April 8, 2025 for non-residents.

STORAGE	SEASON
Resident	\$125/Space
Non-Resident	\$250/Space

TAHOE VISTA RECREATION AREA

7010 North Lake Blvd., Tahoe Vista, CA 96148



Boating + Tahoe Vista Launch

DAILY USE FEES	RESIDENT*	NON-RESIDENT
Launch/Retrieval (includes parking)	\$17*	\$17
Environmental and Facility Impact Fee (applies to launch or retrieval)	Included with NTPUD Resident Benefit Program	\$43
Season Pass (unlimited launches)	\$170*	\$600
Parking Only (no launch)	Included with NTPUD Resident Benefit Program	\$10

Boat Launch Operating Hours

- May 24 – September 29
 - 7am–7pm
- Operations will be dependent on weather, staffing, and demand.
- View ntpud.org for current operating hours.

Aquatic Invasive Species Inspections

- All Boats must have a Tahoe Seal and 2024 sticker prior to launch.
- No seal, no deal. Clean, drain, and dry. Spill where you fill!

For a list of inspection locations + hours, please visit TAHOEBOATINSPECTIONS.COM

*Residency Verification

- Season passes can be purchased online, at launch, or at District Office. Passes must be picked up in-person at District's main office in Tahoe Vista, Monday – Friday, 8am–5pm.
- Verification of NTPUD residency is required to receive the resident rate. Please bring a photo ID to verify residency.

BECOME A TAHOE KEEPER

PROTECT LAKE TAHOE

Hand launched watercraft with electric motors like hydrofoils, require an inspection prior to launch. All non-motorized watercraft, such as kayaks and paddleboards, can be inspected for free at any Watercraft Inspection Station, but an inspection is not required to launch. We encourage all paddlers to become Tahoe Keepers and arrive clean, drained and dry.



Beach + Lake Access

- The Tahoe Vista Recreation Area offers a 600-foot sandy beach with a designated swimming area. Non-motorized watercraft can be launched from the beach or nearby boat ramp.
- Visit tahoepublicbeaches.com for more info on North Tahoe Beaches.

GROUP + PICNIC AREAS

- **PICNIC AREA #1** (1 table) — \$30/resident, \$60/non-resident
- **PICNIC AREA #3** (3 tables) — \$90/resident, \$180/non-resident
- **PICNIC AREA #5** (5 tables) — \$150/resident, \$300/non-resident
- For Scenic Overlook & TVRA Plaza reservations (up to 150 people) please contact parks@ntpud.org.



NORTH TAHOE REGIONAL PARK

6600 Donner Rd., Tahoe Vista, CA 96148

Athletic Fields



The North Tahoe Regional Park includes five fields that are available for baseball, softball, soccer, lacrosse, and other field sports. All fields are available for rent. To book or get more info, please email parks@ntpud.org or call (530) 546-4212.



Group + Picnic Areas

RATES	RESIDENT	NON-RESIDENT	COMMERCIAL
Ramada Group Picnic Area (10 tables, shelter, amenities)	\$600*	\$900*	\$1200*
Playground Picnic Area (5 tables)	\$100	\$200	\$300
Picnic Area West (5 tables)	\$100	\$200	\$300

*Rates vary based on group size

VIEW + DOWNLOAD OUR NEW PARK MAP



NORTH TAHOE REGIONAL PARK

6600 Donner Rd., Tahoe Vista, CA 96148



Tahoe Unleashed Dog Park

- Safely exercise, train, and socialize with your furry companion.
- The park is segmented into three areas: the small dog enclosure, the large dog enclosure, and “The Outback” — a one-acre natural space for all dogs. The park also has agility obstacles available in each area.



Disc Golf Course

- Located in the upper area of the park, the 18-hole North Tahoe Disc Golf Course is free to the public.
- Featuring new tee box signage, an updated course map, and rubber tee boxes, and basket flags.
- Dog friendly. Keep dog on leash.



Playground

- The playground features structures for children ages 4+
- Climbing bars, slides, spring rider play equipment
- Separate adult fitness area
- ADA accessible

NORTH TAHOE EVENT CENTER

8313 North Lake Blvd., Kings Beach, CA 96143 | (530) 546-7249



Your Community Lakefront Venue



Photo courtesy Sky Emerson

Book your fall or holiday event this summer to secure your date.
Visit NorthTahoeEvents.com today!

NORTH TAHOE SUMMER EVENTS



May Meltdown Disc Golf Tournament SUNDAY, MAY 19

All ability levels are welcome at this PDGA Sanctioned event.

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



Pickle in the Pines SATURDAY, MAY 25

Have fun and compete in the first ever pickleball tournament held at the North Tahoe Regional Park.

- **Ages:** 15+
- **When:** 8am–6pm, *times depend on division*
- **Fee:** \$100/team for each event



Community Clean-Up Day SATURDAY, JUNE 1

Help pick up trash in Kings Beach, Tahoe Vista, Carnelian Bay, and Crystal Bay.

- **Where:** Sierra Community House, 265 Bear St., Kings Beach
- **When:** 9am–1pm
- **More info:** northtahoebusiness.org



Wine on the Water SATURDAY, JUNE 8

Support the Boys & Girls Club of North Lake Tahoe.

- **Where:** North Tahoe Event Center, 8318 North Lake Blvd., Kings Beach
- **When:** 1–4pm
- **Tickets:** eventbrite.com



Kings Beach Friends of the Library Book Sale JULY 5, 6 and 7

Large selection of books for sale at great prices. Bring your own bag!

- **Where:** North Tahoe Event Center, 8318 North Lake Blvd., Kings Beach
- **When:** 10am–4pm



June 14
Marty O'Reilly

June 21
Mescalito

June 28
Blü Egyptian

July 5
Lumanation

July 12
Broken Compass Bluegrass

July 19
GrooveSession

July 26
Boot Juice

August 2
Matt Axton & Badmoon

August 16
Sneaky Creatures

August 23
Wolf Jett

August 30
Bicicletas Por La Paz

FREE CONCERT FRIDAYS | 6-8:30PM



[Facebook](https://www.facebook.com/musiconthebeachkb) | [Instagram](https://www.instagram.com/musiconthebeachkb) | [@musiconthebeachkb](https://www.facebook.com/musiconthebeachkb) | NorthTahoeBusiness.org

NORTH TAHOE PUBLIC UTILITY DISTRICT SUMMER EVENTS



5Ks for a Cause

Participate in a **FREE 5K** and support the community. Walkers, runners, and racers of all ages are welcome.

- **Where:** North Tahoe Regional Park, Field #1
- **When:** 5:30pm start times
- **Registration:** **FREE!**
- *Donations appreciated*

THE CAUSE	DATES	RUNS
	Friday, June 28	FRIENDS OF THE PARK 5K Run to support the North Tahoe Regional Park
	Friday, July 29	THE GREAT FUTURES 5K Get on the trail and support local youth programs. Stroller and kid friendly course.
	Friday, August 16	THE LAKER DASH 5K Support North Tahoe High School Athletics. <i>Go Lakers!</i>



Chalk Art in the Park

SATURDAY, SEPTEMBER 7

Reserve a spot to make your masterpiece and Chalk up the Park! Participants will create artwork out of chalk and pastels in an assigned space in the park. Pieces will be judged by local celebrities for: Most Artistic, Most Colorful, Best Kids Entry, Most Creative, and Park Goes Favorite. **FREE** tacos and refreshments from 11am-2pm.

- **Where:** North Tahoe Regional Park, Playground Blacktop
- **When:** 9am-3pm, *judging begins at 2:30pm*
- **Fee:** \$20/square

Live at the LAUNCH

TAHOE VISTA
Monday Nights in August

RECREATION AREA
6 to 8:30pm



Live **Music.**
Local **Artists.**

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: May 14, 2024 **ITEM:** I-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

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 has installed three electrical panels and the final panel (S-3) for pump stations S-1 and S-2 is scheduled to be installed in mid-May.



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	\$855,712.30	\$69,187.49
Estimated Construction Status as of 4/30: 97% complete				

Brockway Fire Protection Water Infrastructure 2024 Project: This project includes 1,937’ of new water main in Highway 28 between Park Ave and the Nevada State Line, 431’ of new water main in the undeveloped Placer County Pier Street right of way, a 50’ crossing of Highway 28 in the Lake Forest area near Lardin Ave., 21 replacement residential water services, and 4 new fire hydrants.

Status: NTPUD Engineering Staff prepared construction drawings for the watermain improvement project. The Board of Directors awarded a construction contract to Vinciguerra Construction at the April 9, 2024 meeting. Construction will begin after Labor Day and be completed by October 15, 2024.

Vinciguerra 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)
\$2,134,850.00	\$0	\$2,134,850.00	\$0	\$2,134,850.00
Estimated Construction Status as of 4/30: 0% 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 on 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
Chain-link Fence and Gate Replacements	Florence Fence, Inc.	\$41,684	January 10, 2024
A 2023-24 capital improvement project to improve safety and security at various NTPUD sites. Specifically, this project will add a missing fence panel between the Annex Building and the fueling bay, add a fence panel with a gate between the NTEC and the adjacent condominiums, and replace the existing failing fence around the detention pond in front of the Administration building.			

COMPLETED PROJECTS			
Zone 1 Booster Pump Replace/Rehab	Nevada Seal & Pump, LLC	\$57,860	January 4, 2024
A 2023-24 capital improvement project to remove and replace the two (2) existing Zone 1 water Booster Pumps. The existing pumps were original to the construction of Zone 1 Tank and have reached the end of their service life. Two new pumps have been installed. This project is complete			
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.			
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 was to furnish and install the shade sails. The sails will be fabricated over the winter and installed in early spring 2024. 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 "alligatoring" 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 District's 8 potable water tanks. The inspection and cleaning of the District potable water chlorine contract chamber located at the water treatment facility was postponed due to access issues. The complete inspection was provided to the District that includes video and photos. The project is complete.			
Tahoe Vista Recreation Area Web Camera	Intermountain Electric, Inc.	\$17,815	August 11, 2023

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
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 replaced 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
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.			

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 bid results were higher than anticipated and District staff is discussing potential funding options with CalOES and Placer County. The project and staff recommendation is anticipated for Board of Directors consideration at their June 11th meeting. The majority of construction is scheduled for summer/fall 2024 with some long lead items following in 2025.

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 has prepared 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 has begun construction drawings for the watermain replacement in Trout Avenue.

Master Plan: Corporation Yard Layout (Project #2151): A Capital Improvement Project to develop a Corporation Yard Master Plan.

Status: NTPUD has solicited a proposal from WY Architects for the Master Plan: Corporation Yard Layout Project. The scope of work and fee proposal will be presented to the Board of Directors at their May 14th meeting.

Secline Property Improvement Project: A Capital Improvement Project identified in the 5-year capital plan to develop a vision and preliminary design of public recreation access, environmental improvements, and facility enhancements for the Secline Beach public parcels in Kings Beach, CA.

Status: NTPUD has received a grant from North Tahoe Community Alliance (NTCA) TBID Funds Grant agreement in the amount of \$240,000 for the Secline Beach Enhancement – Planning and Design Project. NTPUD has solicited a proposal from Design Workshop to complete this project. The scope of work and fee proposal will be presented to the Board of Directors at their May 14th meeting. NTPUD will continue to pursue grants to fund portions of this project.

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: NTPUD’s Board of Directors accepted a grant from Placer County and authorized the final design contract at the February 13, 2024, Board Meeting. NTPUD Staff met with Lumos to kick-off the project design. The topographic survey of the project area has begun. Additionally, the District received notice that our \$1,029,055 grant request to the California State Parks Habitat Conservation Program to partially fund construction was approved.



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

OPERATIONAL ACTIVITIES

Psomas, the District’s water modeler, has completed the draft water models of the Agate and Fulton Water Companies and staff is reviewing the report. Staff have discussed with North Lake Fire to conduct hydrant flow testing in each water system to assist in validating the model output. Psomas will prepare the list of hydrants for testing and North Lake Fire will perform the field work. Staff has updated the California TRUCRs database with all District licensed vehicles and the two new delivered vehicles as the baseline for compliance with the Advanced Clean Fleet Rule.

In January 2022, the Lahontan Regional Water Quality Control Board issued a permit allowing the first ever use of herbicides in Lake Tahoe’s waters to be used in the Tahoe Keys. The Sierra Club and CSPA filed suit in El Dorado County Superior Court in June 2022, asking the Court to rule against the dangerous precedent set by the Board’s permit. The judge agreed with the Sierra Club and CSPA and vacated the permit to use herbicides in the Tahoe Keys. The court ruling released April 25, 2024 confirms that the Lahontan Board “abused its discretion in granting the exemption,” and ordered the Board to “vacate and set aside its approval of the project and any and all approvals” during project implementation. The message is that non-chemical methods must be

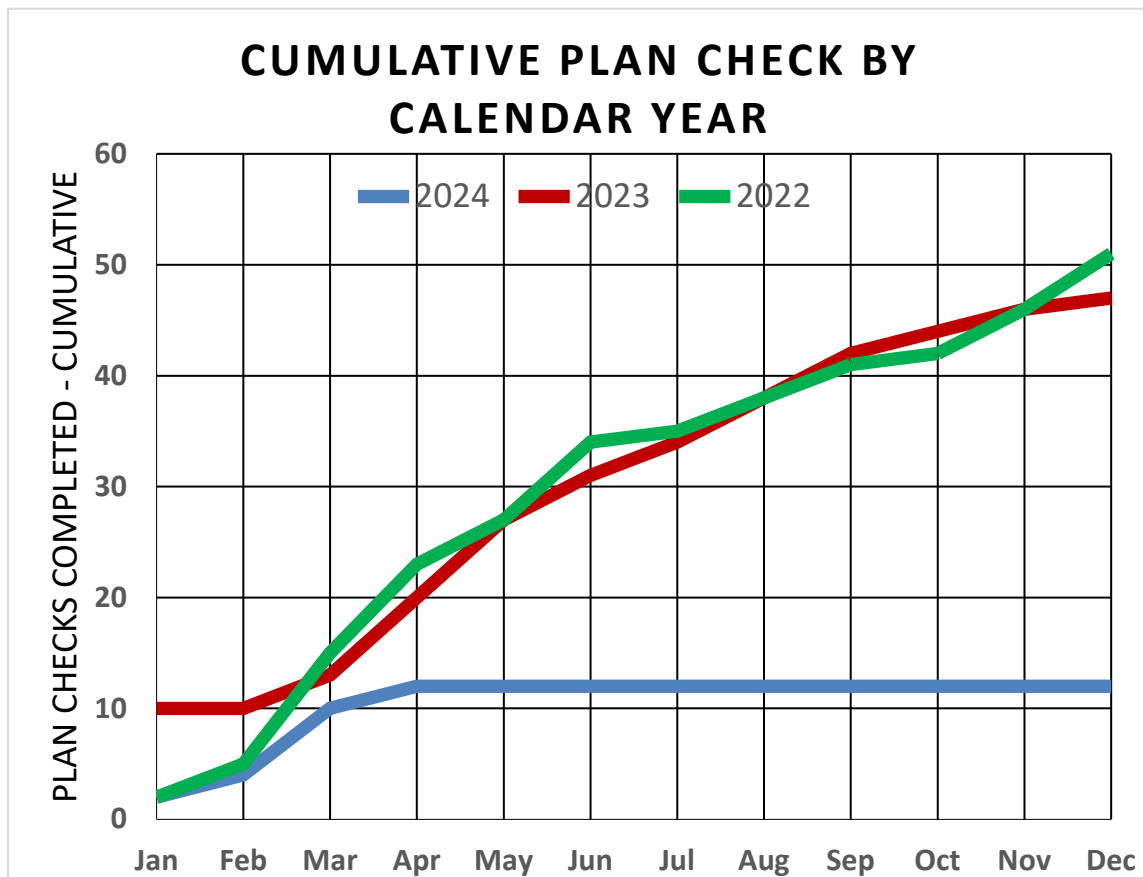
tested very thoroughly and proven ineffective before any herbicide treatments can be approved. This has long been the position of the Tahoe Water Suppliers Association which North Tahoe PUD is a member.

FUNDING OPPORTUNITIES

Bureau of Reclamation 2024 WaterSMART Grant (#R24AS00052): Staff has submitted 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. Grant evaluation will be conducted through the summer of 2024.

OUTSIDE AGENCY/PRIVATE DEVELOPMENT

Plan Reviews





Service Lateral Relocations

- See below tracking table of private service lateral status on Steelhead, Golden, and Rainbow. Outreach, through numerous methods, remains active.

PROJECT (WITH SIDE OF STREET)	DEADLINE TO CONNECT	TOTAL AFFECTED PARCELS	TOTAL CONNECTED
Steelhead (South Side)	9/1/2025	33	1
Golden (North and South Sides)	9/1/2025	84	12
Rainbow (North Side)	9/1/2025	49	4
Project Total	9/1/2025	166	17
Rainbow (South Side)	TBD	35	0

REVIEW TRACKING:

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

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



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024 **ITEM:** I-6
FROM: Operations Department
SUBJECT: Operations Department Status Report
DISCUSSION: Department Highlights for the month of April 2024

Maintenance Division

Locating water leaks was the focus for the entire team in April. Two separate night shifts were attended by four employees to find unaccounted for water on the east side of Hwy 267, throughout the Commonwealth Drive area. We repaired leaks accounting for about half of the lost water in that area with a plan to do daytime shutdowns and pipe correlation in the coming weeks. Holiday lines and bi-annual root cutting of services are complete. We replaced the top end on 13 hydrants in the Kingswood area and replaced one hydrant in Chinquapin. We witnessed 12 sewer lateral pressure tests (8 for escrow), shut off five water services (4 for repairs), and repaired one sewer lateral on Golden Ave. An afterhours call reporting sewer back up on Kings Way required a full crew, for eight hours, to repair a lateral that had been bored through when communications cables were installed last summer. This is the second such repair, due to a bored through lateral, that we have done in the past six months in that service area.

Technician Division

Daily, weekly, and monthly PMs were completed. All four Flygt pumps have been rebuilt and reinstalled at the Secline Main sewer station. A second booster pump has been replaced at Zone 1 water tank. We will rebuild one of the pumps that was removed from Zone 1 and add it to our stock of backup pumps and motors. All Technicians attended six hours of Arc Flash electrical safety training for recertification in April.

Fleet Division

In April, 27 work orders were completed in Fleet, including scheduled preventative maintenance on 12 fleet vehicles. All four Boys and Girls Club vans were serviced, and the snow tires were changed out. Two of six new fleet trucks, that were ordered in July, have been delivered. The turbocharger on the engine of the large VacCon was replaced. This was a major repair, and not a simple task, highlighting the fact that our vacuum trucks are reaching the end of their useful lives. Kudos to Johnny for getting this job done.


Departmentwide in April


Christopher Cannizzaro celebrated his 35th anniversary with the District on April 4. Chris was hired in 1989 and currently works as an Equipment Operator II. Chris is a steady, dependable employee. Joey Kincaid celebrated two years with the District and works as an Equipment Operator I; recently hired Maintenance Worker I, Leo King, earned his Distribution 2 certification; we hired Jeff Plourde to fill one vacant Maintenance Worker I position, Jeff started April 15. Congratulations all.

REVIEW TRACKING:

Submitted By: CColburn
Catherine Colburn
Operations Coordinator

Reviewed By: 
Kenneth P. Fischer
Operations Manager

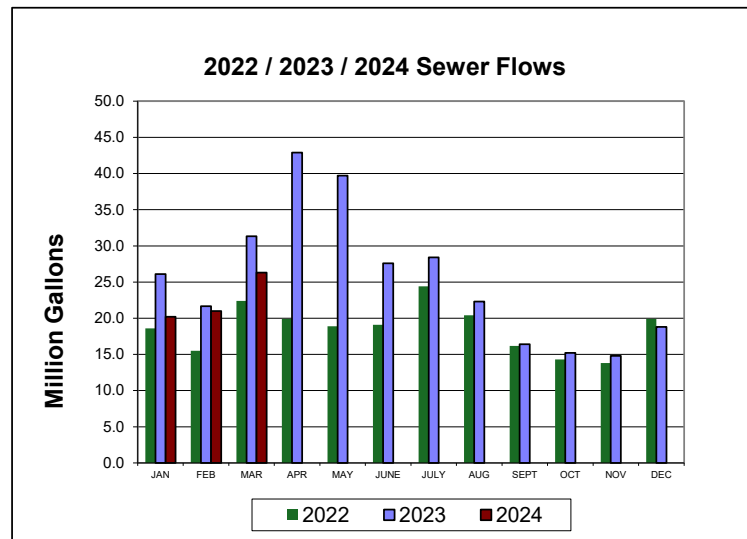
Approved By: 
Joseph J. Pomroy, P.E.
Engineering and Operations Manager

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

Sewer

Monthly

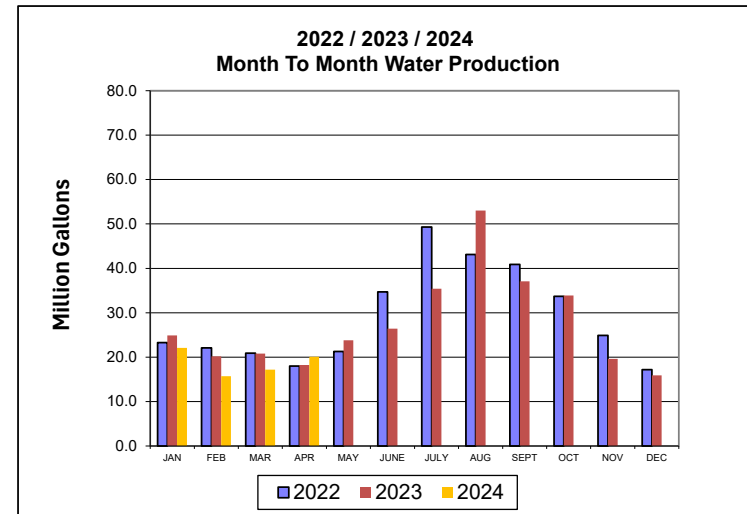
	2022	2023	2024
JAN	18.6	26.1	20.2
FEB	15.5	21.6	21.0
MAR	22.4	31.3	26.3
APR	19.9	42.9	
MAY	18.9	39.7	
JUNE	19.1	27.6	
JULY	24.4	28.4	
AUG	20.4	22.3	
SEPT	16.2	16.4	
OCT	14.3	15.2	
NOV	13.8	14.8	
DEC	19.9	18.8	
Average	18.6	25.4	22.5
Total	223.4	305.2	67.5



Water

Monthly

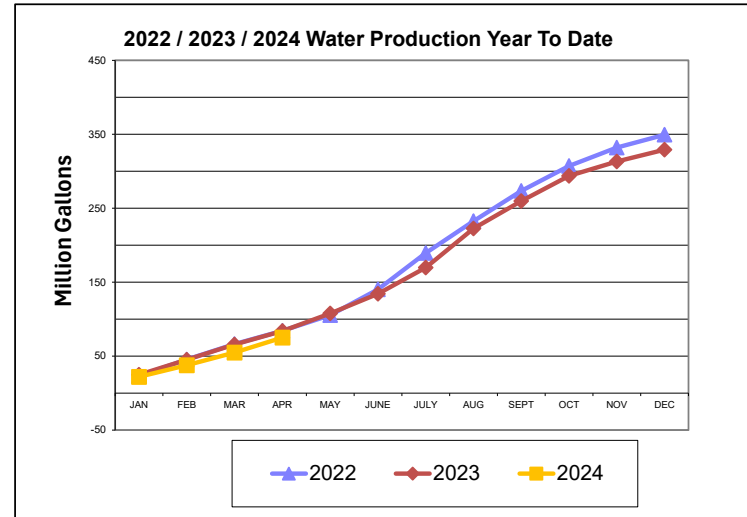
	2022	2023	2024
JAN	23.3	24.9	22.1
FEB	22.1	20.2	15.7
MAR	20.9	20.8	17.2
APR	18.0	18.2	20.1
MAY	21.3	23.8	
JUNE	34.7	26.4	
JULY	49.3	35.4	
AUG	43.1	53.0	
SEPT	40.9	37.1	
OCT	33.7	33.9	
NOV	24.9	19.6	
DEC	17.2	15.9	



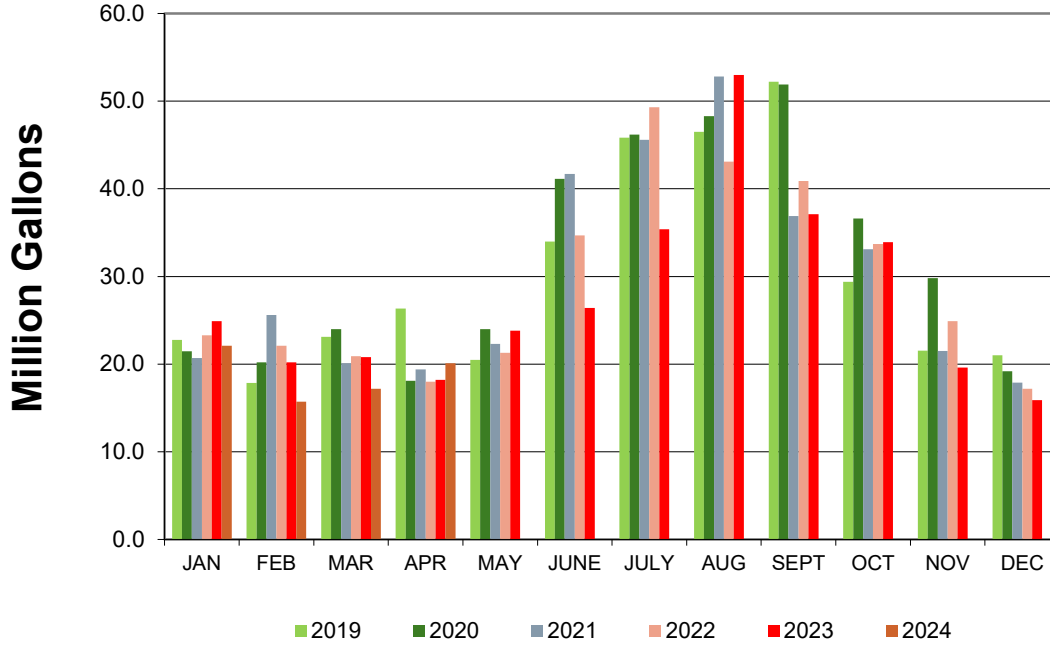
Water

Cumulative

	2022	2023	2024
JAN	23.3	24.9	22.1
FEB	45.4	45.1	37.8
MAR	66.3	65.9	55.0
APR	84.3	84.1	75.1
MAY	105.6	107.9	
JUNE	140.3	134.3	
JULY	189.6	169.7	
AUG	232.7	222.7	
SEPT	273.6	259.8	
OCT	307.3	293.7	
NOV	332.2	313.3	
DEC	349.4	329.2	



Total Water Production 2019 - 2024



District Water Production

YEAR	2019	2020	2021	2022	2023	2024	2019-24 5-yr Avg	2024 vs 5 yr Avg
JAN	22.8	21.5	20.7	23.3	24.9	22.1	22.5	98%
FEB	17.8	20.2	25.6	22.1	20.2	15.7	20.3	77%
MAR	23.1	24.0	20.1	20.9	20.8	17.2	21.0	82%
APR	26.4	18.1	19.4	18.0	18.2	20.1	20.0	100%
MAY	20.5	24.0	22.3	21.3	23.8		22.4	0%
JUNE	34.0	41.2	41.7	34.7	26.4		35.6	0%
JULY	45.8	46.2	45.6	49.3	35.4		44.5	0%
AUG	46.5	48.3	52.8	43.1	53.0		48.7	0%
SEPT	52.2	51.9	36.9	40.9	37.1		43.8	0%
OCT	29.4	36.6	33.1	33.7	33.9		33.3	0%
NOV	21.6	29.8	21.5	24.9	19.6		23.5	0%
DEC	21.0	19.2	17.9	17.2	15.9		18.2	0%
Total	361	381	358	349	329	75	356	21%

MONTH: April 2024

Compiled By:

Michael Harper

Water Production:	Gallage	Pump run	COMMENTS
National Ave. Treatment Plant	16,946,000		
Park Well	1,060,199	20.7 hrs	853.6 AVG GPM
Carnelian Well	989,374	91.3 hrs	180.6 AVG GPM
Dollar Inter-Tie	1,120,000		
Total Production	20,115,573		



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: May 14, 2024

ITEM: I-7

FROM: Office of the General Counsel

SUBJECT: Legal Report

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

1. SCOTUS Rules Public Official's Social Media Page is "Public Forum"

On March 15, 2024, the United States Supreme Court issued an opinion in *Lindke v. Freed* clarifying when a government official's social media page becomes a public forum and the Constitutional ramifications of when an official deletes a post or blocks someone from their page. The Court created a new test and found that if a government official posts about job-related topics on social media, the post(s) or site are attributable to their agency only if the official (1) had actual authority to speak on the agency's behalf, and (2) the official purported to exercise that authority when he/she/they "spoke" on social media. In essence, this test is highly fact-specific because it implicates the elected official's actual authority and their intention to speak on the agency's behalf.

The test outlined in *Lindke v. Freed* is narrower than the Ninth Circuit's previous test, which held that if a public official's social media page looked "official," it could be considered a public forum subject to First Amendment constraints. In a public forum, a public official or employee may not block comments or individuals without potentially violating the speaker's First Amendment rights. (See *Garnier v. O'Connor-Ratcliff* (9th Cir. 2022) 41 F.4th 1158, 1170.) The *Lindke* Court scaled that back, setting forth the above-mentioned two-prong test.

Now under *Lindke*, to determine whether a post or posts are "public" (and thus bringing into question whether commenters can be blocked or comments deleted), a court would analyze that official or employee's "portfolio" of duties to determine whether the agency authorized the individual to speak on that particular topic. This authorization can come from an ordinance, statute, regulation, custom, or usage. Further, the official or employee must use that authority and speak in their official capacity for the post to be attributed to the agency because merely discussing a matter of public concern is no longer enough to transform a personal post into a public post, or a personal account into a public forum. Thus, a public official who "merely repeats or shares otherwise available information—for example, by linking to the parking announcement on the [district's] webpage" is likely not exercising the power of their office.

Despite the narrowed test set forth in Lindke, the Supreme Court expressly stated that a best practice is for public officials and employees to separate their personal posts into a personal account. Those accounts should clearly designate the site as personal, which can be done by including a label or disclaimer, such as “this is the personal page of [name]” or “the views expressed are strictly my own.” The official or employee should then refrain from conducting official business from that personal account.

Notably, while the Lindke decision clarifies the First Amendment’s reach for an official’s private social media, the Supreme Court did not address other issues related to social media and the California Public Records Act (“CPRA”) or the Brown Act. Any communication involving public business, even via a personal account, could be subject to disclosure under the CPRA. Further, AB 992 prohibits Directors from directly responding to or commenting on other Directors’ social media posts if they relate to public business.

2. EPA Final Federal PFAS Regulations

On April 10, 2024, the U.S. Environmental Protection Agency (EPA) issued the final new national primary drinking water regulations for per- and polyfluoralkyl substances (PFAS). The regulations impose Maximum Contaminant Levels and monitoring requirements for the nation’s water systems for five individual PFAS chemicals under the Safe Drinking Water Act.

The final rule sets the following Maximum Contaminant Levels:

Chemical	Maximum Contaminant Level Goal (MCLG)	Maximum Contaminant Level (MCL)
PFOA	0	4.0 ppt
PFOS	0	4.0 ppt
PFNA	10 ppt	10 ppt
PFHxS	10 ppt	10 ppt
HFPO-DA (GenX chemicals)	10 ppt	10 ppt
Mixture of two or more: PFNA, PFHxS, HFPO-DA, and PFBS	Hazard Index of 1	Hazard Index of 1
Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety and are non-enforceable public health goals.		

As the above EPA table explains, the final rule also sets a Maximum Contaminant Level that uses a Hazard Index approach for any combination of PFHxS, GenX Chemicals, PFNA, and PFBS. Under the Hazard Index approach, a combination of two or more of those PFAS chemicals can exceed the Maximum Contaminant Level based on the fractions of detected amounts compared to 10 ppt for PFHxS, GenX Chemicals, and PFNA, and compared to 2000 ppt for PFBS. Although EPA has used a Hazard Index approach under other statutes, its use is new under the Safe Drinking Water Act.


The final rule also provides flexibility in the monitoring requirements. All surface water systems and groundwater systems serving more than 10,000 people are initially


required to conduct quarterly sampling within a 12-month period. Smaller groundwater systems, on the other hand, will only need to monitor twice within a 12-month period. Systems that previously sampled under Unregulated Contaminant Monitoring Rule 5 (UCMR-5) or a comparable state requirement may use those lab results to satisfy the initial monitoring requirements.

Additionally, the final rule requires community water systems to report detections of PFOA, PFOS, PFHxS, GenX Chemicals, and PFNA (and mixtures containing two or more of PFHxS, GenX Chemicals, PFNA, and PFBS) beginning with their 2027 annual Consumer Confidence Reports. Once the Maximum Contaminant Levels take effect in 2029, water systems will be required to provide notification of violations as soon as practicable but no later than 30 days after the system learns of the violation, and then repeat the notification every three months until the violation is remedied.

Finally, the new regulations provide a clear timeline for compliance. Water systems are required to comply with PFAS monitoring and reporting requirements within 3 years of its publication in the Federal Register (by 2027), and to comply with the Maximum Contaminant Levels within 5 years of publication (by 2029).

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**

May 2024 Dates of Interest				
Summer Activity Guide release and program registration opens	5/10/2024			
May Meltdown Disc Golf Tournament	5/19/2024	9 A.M.	NTRP	
TVRA Boat Ramp opens	5/24/2024	7 A.M.	TVRA	
Special Board meeting - Capital Budget/CIP Tour	5/8/2024			
Special Board Meeting - Fiscal Year 2024/25 Budget Workshop	5/28/2024			
ACWA Spring Conference	5/7/2024			
Pickle in the Pines Pickleball Tournament	5/25/2024	9 A.M-5 P.M.	NTRP	
Pam Emmerich Pinedrop Memorial Trailhead Ribbon Cutting	5/31/2024			
June 2024 Dates of Interest				
	Date			
NTBA Community Cleanup Day (District is a Sponsor)	6/1/2024			
Non-Resident KAYAK & SUP Storage Registration Opens				
B&G Club: Wine on the Water	6/8/2024	1-4 P.M.	NTEC	
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting	6/27/2024			
Music on the Beach (every Friday at KBSRA, 6 - 8:30 p.m.) Begins	6/14/2024			
5K For a Cause	6/28/2024	5:30 P.M.	NTRP	
Walk & Learn Tour - National Ave. Water Treatment Plant	6/14/2024	10 A.M.		
Pickleball, Tennis & Volleyball Leagues Start	varied in June			
American Water Works Association (AWWA) Association ACE Conference	6/10-6/13			
CSDA General Manager's Conference	6/23-6/25			
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				
Approve Wholesale Water Agreement with TCPUD (tentative)				
Approve Professional Services Contract for National Avenue Water Treatment Plan Assessment				
Approve Professional Services Contract for Export System Assessment				
Award Construction Contract for the NTEC Generator (tentative)				
GM Evaluation (Closed session)				
July 2024 Dates of Interest				
	Date			
<i>Parks Make Life Better!</i> Month				
FREE Ice Cream in the Park - Thursdays	7/11, 7/18, 7/25	3-5 P.M.		
Walk & Learn Tour - NTRP Well & Tank	7/12/2024	10 A.M.		
Free Yoga at the Park w/ Tahoe Flow				
5K Run for a Cause - Great Futures and BGCNLT	7/29/2024	5:30 P.M.		
Music on the Beach (every Friday at KBSRA)				

**Board of Directors
Long Range Calendar**

July 9, 2024 Regular Board of Directors Meeting		Committee	D&P Committee	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)				
Facility Naming Policy Update Adoption				
August 2024 Dates of Interest	Date			
Music on the Beach (Every Friday at KBSRA through September 2)	ongoing	6 p.m.	KBSRA	
Live at the Launch - live music at TVRA	8/5, 8/12, 8/19, 8/26	6-8:30 P.M.	TVRA	
Walk & Learn Tour: Carnelian Woods	8/16/2024	10 A.M.		
CSDA Annual Conference and Exhibitor Showcase				
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting		6 P.M.	NTEC	
5K For a Cause - North Tahoe Lakers		5:30 P.M.	NTRP	
August 13, 2024 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
GM Evaluation (Closed session)				
Public Employee Compensation - GM				
September 2024 Dates of Interest	Date			
Chalk Art In The Park	9/7/2024	1 - 3P.M.		
North Tahoe Regional Advisory Council				
Community Clean-Up Day				
CSDA Annual Conference	9/9-9/12			
September 10, 2024 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
Biennial Filing - Amend Conflict of Interest Code September 2024				
October 2024 Dates of Interest				
The "Bags of Fall" Cornhole Tournament (at the Tahoe Backyard)				
NTCA First Tuesday Breakfast Club				
End of Construction Season Grading				
Placer County Board of Supervisors - Meeting in Tahoe				
Winter Warmth & Wellness				
Kings Beach Parents Night Out				
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting				
Boys and Girls Club of North Lake Tahoe Harvest Festival & Monster Trunk or Treat (5 - 8 PM)				
National Recreation & Parks Association Conference	10/8-10/10			
Clerk/Board Secretary Conference	10/21-10/23			

**Board of Directors
Long Range Calendar**

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)					
GM Eval (May-June); CFO Eval (Oct-Jan)					