



NORTH TAHOE PUBLIC UTILITY DISTRICT Board of Directors Regular Meeting Agenda

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

Tuesday, September 9, 2025, 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 September 9, 2025 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. REPORTS TO THE BOARD OF DIRECTORS:** *Reports are informational only, and no action will be taken.*
 - 1. [Tahoe-Truckee Sanitation Agency \(T-TSA\) Report \(Pages 4-5\)](#)
 - 2. [Recreation & Parks Commission Report \(Pages 6-11\)](#)
 - 3. Board Committee Reports
- E. 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 August 12, 2025 – September 8, 2025 \(Page 12\)](#)
 - 2. [Approve the Regular Meeting Minutes of August 12, 2025 \(Pages 13-18\)](#)

3. Authorize the General Manager to File a Notice of Completion for the 2025 Community Gathering Space Improvement Project (*Pages 19-20*)
4. Authorize the General Manager to Execute a Purchase Order for the Procurement of a Vac-Con V312HE/1300 Twin Engine Combination Sewer Cleaner Truck and Authorize Sale of the District's Existing Vac-Con V311E/1300 Combination Sewer Cleaner Truck (*Pages 21-27*)
5. Authorize the General Manager to Execute a Professional Services Agreement for the Annex Vactor Bay Addition Project (*Pages 28-35*)
6. Authorize the General Manager to Execute a Professional Services Agreement for Phase 2 of the Corporation Yard Master Plan Project (*Pages 36-47*)
7. Authorize the General Manager to Execute a Professional Services Agreement for the National Avenue Water Treatment Plant Improvements Project (*Pages 48-71*)
8. Authorize the General Manager to Execute a Concessionaire Services Agreement with Tahoe Adventure Company, including Two Renewal Terms (*Pages 72-93*)
9. Declare Items/Vehicles as Surplus and Authorize Sale, Donation, or Disposal as Appropriate (*Pages 94-96*)

F. GENERAL BUSINESS

1. Review, Discuss, and Possibly Appoint Incumbent Recreation and Parks Commissioners to New Three-Year Terms (*Pages 97-101*)
2. California Fair Political Practices Commission Ethics Training (AB 1234) by General Counsel, Joshua Nelson, Best Best & Krieger LLP (*Pages 102*)

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

1. General Manager/CEO Report (*Pages 103-105*)
2. Public Information and Community Outreach Report (*Pages 106-121*)
3. Accounting Department Report for the month ending July 31, 2025 (*Pages 122-159*)
 - a. Monthly Financial Report
 - b. Treasurer's Report
4. Recreation, Parks, and Facilities Department Report (*Pages 160-163*)
5. Planning and Engineering Department Report (*Pages 164-174*)
6. Utility Operations Department Report (*Pages 175-178*)
7. Legal Report (*Pages 179-180*)

H. BOARD COMMENTS

I. LONG RANGE CALENDAR (*Pages 181-183*)

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

K. CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION** –*Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 2 cases*

2. **CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION –**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case

L. ADJOURNMENT



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: D-1

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

SUBJECT: T-TSA Regular Board of Directors Meeting Summary of August 20th



1) The August 20th, 2025 – This Regular Meeting was held in person.

- Board Meeting Agendas & Videos are now easily accessible from our Website and CivicClerk platform:
 - Front Page of <https://www.ttsa.ca.gov/> Click on the gavel Icon for "[BOARD AGENDAS & MINUTES](#)"
 - Sign up and subscribe for Agenda Notifications on the top right corner of the page to "[SIGN IN](#)"
- Board Meeting Videos are still available on YouTube (click link): [T-TSA on YouTube](#)

2) Public Comment: (provided during Public Comment or Agenda items): None

3) Status Report:

a) Operations Report:

- All plant waste discharge requirements were met, and the plant performed well in June.

b) Laboratory Report:

- Teichert Barium Soil Sampling.
- Continuing CDPH Covid Sampling for the Department of Health.
- Pretreatment Quarterly Sampling in August.

c) Public Outreach:

- Staff visited the Napa Sanitary District Wastewater Treatment facility.

d) Capital Projects Report:

- Digestion Improvements Project: Brown and Caldwell (BC) is working toward a 60% Design on schedule. A Construction Management Request for Proposals (RFP) has been issued. Critical path equipment negotiations and purchase agreements are forthcoming.
- Truckee River Interceptor Rehabilitation Project (Alpine Meadows to Olympic Valley): A "Notice to Proceed" was issued. Construction work is anticipated from September 2nd, 2025, to October 20th, 2025. A pre-construction meeting is scheduled for August 28, 2025.
- Nutrient Removal Improvements Project (NRIP): The Agency received two proposals for Final Design services. Both engineering consultants' presentations and interviews are complete. The staff recommendation to the Board of Directors is on track for the September Board meeting.

- Digital Scanning of Sewer Lines Project: The project submittals have been approved. T-TSA hosted an on-site pre-inspection meeting. Inspection work will continue until October 31st, 2025.

e) **Other Items Report:**

- **The Board Approved:**

- The Consent Agenda: General Fund Warrants for July 2025, Special Meeting Minutes for July 9, 2025, and Regular Meeting Minutes for July 16th, 2025.
- The General Manager Employment Agreement and Appointment of Jason Hays as the General Manager.
- Financial Results for the Month Ending July 30, 2025.
- Fiscal Year (Y25) Year-End Financial Results.
- Receive and File the FY26 Budget Book.
- Finance Committee Governance Document.
- Ballot Submission/Vote for Scott Wilson to Placer County LAFCO Appointment of Vacant Alternate Seat.

- **Additional Items:**


- Department Reports & General Manager Report: Informational Updates Only.
- Next Regular Meeting is Wednesday, September 17th, 2025.

LINKS:


[June 18, 2025 Board Meeting Minutes](#)

[July 16, 2025 Agenda and Packet](#)

REVIEW TRACKING:

Submitted By: 

Scott Wilson
T-TSA Representative

Approved By: 

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



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

ITEM: D-2

FROM: Recreation and Parks Commission

SUBJECT: Recreation and Parks Commission Report from August 28, 2025 Recreation and Parks Joint Commission & Committee Meeting

Rec Connect:

Recreation, Parks, & Facilities Manager Conk reminded the Commission and Committee members of the worldwide importance of soccer, emphasizing how accessible a sport it is – requiring so little to play (a ball and a flat surface to play on). She led us in a brief dribbling and passing drill.

Upcoming and Recent Events:

Commissioners continue to be impressed by the numbers of diverse activities that have been taking place over the summer and that we see on the long-range calendar, also noticing several new ones, such as Tye Dye and Donuts (scheduled for two upcoming Saturdays, 9/13 and 10/4), which was created to fill the spot opened by the cancellation of chalk art due to the ongoing pavement work at the regional park. Many other events from past years have been continued, as well as the reintroduction of one former activity, Christmas tree cutting day (11/29). In addition to providing some community members with trees, the (guided) cutting will serve to thin potentially overgrown areas of our forest, reducing fire risk.

Recreation, Parks, and Facilities Manager's Updates:

Parks:

Staff have kept busy over the summer, as expected, maintaining irrigation, facilitating various sports tournaments, clearing out green waste, and generally keeping our parks and facilities clean despite heavy use. For example, seasonal staff cleaned Moondunes Beach of more than 200 pounds of garbage on July 4. Additionally, the Community Garden expansion project, which included all aspects from design to construction, including irrigation, was done by staff rather than contracted out. Commissioners reported seeing and being impressed by this attractive addition, already filled with thriving plants.

Recreation:

In July, North Tahoe Regional Park (NTRP) was again the site, every Thursday afternoon, where Commissioners, Directors, and staff could be seen scooping ice cream into cones for hundreds of happy community members. Golden Hour continued through the summer offering a variety of activities, such as painting, a garden field trip, and a cornhole tournament. The Tahoe Vista Recreation Area (TVRA) boat ramp has been busy but running smoothly due to refinement of traffic flow and attentive staff. Revenue surpassed the 2024 total on August 1 this year. The increase in business is thought to have been due to the exceptionally good weather throughout this summer along with a brief closure of the IVGID boat ramp in early July after the fireworks barge sank offshore there. In addition to the expansion efforts at the community garden, a July workshop taught participants about mushroom cultivation.

North Tahoe Event Center (NTEC):

NTEC Manager, Christina McDougal, took advantage of the relatively slower months of July and August (the reasons for which were discussed and speculation offered, but not easily understood) by holding several industry-focused events. In late July, she hosted a Style Shoot, which attracted 17 vendors who donated their services and time to create a simulated wedding for recording on an Instagram video:

<https://www.instagram.com/reel/DM8O13AR5ax/?igsh=NiZiM2M3MzIxNA%3D%3D>. In

August, NTEC partnered with the local Tahoe Wedding Industry Group (TWIG), a regional and national association, to host the Industry Beach Day. With help from some vendors who again donated their services, this event showcased NTEC with its recent aesthetic updates for wedding industry professionals and destination management groups. A recording of Industry Beach Day was also posted on Instagram:

<https://www.instagram.com/reel/DNUZXmTx5d0/?igsh=NTc4MTlwNjQ2YQ%3D%3D>

(The posted comments are pretty positive, too, including, “Best vendor meeting ever!”)

Administration:

- Recreation and Parks staff, for the second year, enjoyed a team-building event, “Field Day/Operations Rodeo”, with Utility Operations staff, held at the NTRP.
- Staff and Commissioners have been receiving a few expressions of people’s desire for a skate park. Pending funding availability, construction of a skate park had already been identified as a goal for the current 5-year capital improvement plan.
- Over the last six months or so, the Parks department has experienced a drop in the hours contributed through community service, the source of which has been the Placer County Probation Department. We do not know yet why this decline has occurred.
- The Fall Activity Guide was released on August 28. This is a good place to see what new activities have been added to the events calendars: Cricket in the Park (starting Sep 3), Santa + Selfies (Dec 13 – adds a second opportunity for photos with Santa because demand for photos with Santa during the tree-lighting ceremony has exceeded capacity), Tie-Dye + Doughnuts (Sep 13, Oct 4 – taking the place of chalk art which is canceled due to disruption during Pam Emmerich Memorial Pinedrop Trail Extension Project work), Patriot Planting &

Remembrance Day (Sep 11 – flag ceremony and bulb-planting), and Christmas Tree Cutting Day (Nov 29 - \$20 for permit).

- TCPUD is moving its popular Friday Night Lights youth flag football program to NTRP this fall – a win-win. NTPUD offers the field space and NTPUD residents now have a discount available to them should our youth wish to participate (began late August and runs through October).

Public Information & Community Outreach Updates:

General:

The recreation-, parks-, and facilities-related activities of Government & Community Affairs Manager, Justin Broglio, included promotion of the Summer 2025 recreation events and activities and will include promotion of the just-released Fall 2025 edition. Specific events promoted included the Rise & Stride run series, garden workshops, Ice Cream in the Park, and Park Fit. An ongoing but significant effort is the Secline Beach Enhancement Project, currently in the Planning and Design phase. The most recent community workshop was held at Secline Beach on Aug 5.

Grants:

Staff will submit an application to the North Tahoe Community Alliance for its annual grant cycle (allocating accumulated Transient Occupancy Tax and Tahoe Tourism Business Improvement District, “TOT-TBID”, funds), requesting \$65,000, which would be applied to help finish the public art portion of the Community Art & Gathering Space project in the NTRP.

Community/Regional Partners:

Regional public information officer team meeting topics included summer traffic/construction issues and Golden Mussel/aquatic invasive species updates.

Planning & Engineering Updates:

Capital Improvement Recreation, Parks, & Facilities Projects:

The NTEC emergency generator project is progressing, with delays due to challenges with electronic component availability, but some concrete work has been done in anticipation of receipt of the automatic transfer switch later this month. The Community Art & Gathering Space adjacent to the pickleball and tennis courts in the NTRP is nearly (~95%) complete as of the end of July. Award of a TOT-TBID grant could support its completion. The NTRP Trail Extension work is progressing, having started in early July. Completion is expected in October. This will be a very helpful improvement of multiple aspects of NTRP, including facilitating safer movement of cars, pedestrians, and cyclists through the main paved area of the park and enhancing the viewing areas and access to the lower fields.

Design/Bid Recreation, Parks, & Facilities Projects:

NTEC bathroom remodel: staff anticipates advertising for bids this fall, with construction during January/February 2026

Other projects in the design/bid phase are the NTRP/TVRA parking management project and Secline Beach improvement project.

Manager Chorey shared a brief power point presentation which listed several additional projects currently listed in the 5-year plan but that lack construction funding as of now: access improvement to NTRP Field 5, Skate Park and basketball court, bocce courts, TVRA bathroom renovation, TVRA east end improvements, and pavement replacement/maintenance in NTRP. Commissioners and Committee members mentioned that discussions about funding will likely be needed before new projects can be launched.

Financial Reports:

Commissioners were provided the recreation and parks, NTEC, and capital outlay reports and had no questions. General Manager, Brad Johnson, presented these on behalf of Chief Financial Officer, Patrick Grimes. We were pleased to hear the fiscal year end conclusion that net income exceeded budget by about \$350,000. The main explanations for the higher than expected income were higher parking revenue during peak winter days and higher than budgeted grant funding received. This higher revenue more than offset the somewhat lower than expected revenue from NTEC rentals.

Recreation & Parks Commissioners' Expiring Terms & Intent to Serve:

The terms of Commissioners Sean O'Brien and Ed Rudloff expire at the end of 2025. Commissioner O'Brien expressed interest in continuing to serve while Commissioner Rudloff plans to end his service. Alternate Commissioners Sarah Lagano and Kirk Misiewicz both began their terms less than a year ago, but they are completing former commissioners' terms that also expire at the end of 2025.

Commissioner Lagano was absent from this August 28 meeting, but had previously indicated to staff her intent to continue serving. Commissioner Misiewicz, who was present, expressed interest in serving, either by filling the Commissioner opening or by being reappointed as an Alternate Commissioner.

After some discussion, the commission decided to recommend to the board to reappoint Commissioner O'Brien, to appoint Commissioner Misiewicz to the open full-commissioner position, and to reappoint Alternate Commissioner Lagano, each to a new three-year term. This would leave one alternate commissioner position open for recruitment.

Other:

Parking Technology Roadmap:

This roadmap offers steps to address the apparent need to modernize NTPUD's public paid parking fee collection system. Specific goals include improving the ease of paying, increasing visitors' expectations of the need for payment, minimizing administration burdens on staff, and increasing net parking revenue (even without changing parking rates). Additional benefits could be an increased ability to collect accurate data on the use of NTPUD's pay-parking lots (time of day, week, season, duration, local vs. visitor), the ability to implement complex dynamic rate structure, and possibly the implementation of partnering with Placer County to achieve enforcement.

Dixon Resources last presented to the Commission and the Board in February 2025. As an outcome of that meeting, Dixon was tasked with projecting, based on current parking data (to the extent available), what would result from implementing parking

technology in various ways. Commission and Committee members received an updated presentation from Dixon with their findings, along with some basic recommendations, at our August 28 meeting. For details, please refer to p. 63 of the August 28 Recreation & Parks meeting (p. 21 of Dixon's report). The Board will receive this report and presentation at their October 2025 meeting, however, here are some main points:

- Once a system is installed, NTPUD will have great flexibility in tweaking its features whenever desired. Starting simple and growing the system as experience informs future needs seems like the best option.
- Modeling indicates that implementing a basic system would likely result in increased net revenue – this is based on the assumption that having this system will raise compliance even without an enforcement component
- Dixon organized the system design/implementation options into four tiers, where each subsequent tier would add to the one(s) prior to it.
 - Tier 1: install 5 pay stations, implement a parking validation system, several means for paying (mobile app, text-to-pay), and signage (est. ~\$86K start-up, \$11K/year ongoing)
 - Tier 2: implement web hosting, back-office management tool, permit management system (replace passes with license plate-based system) (est. additional \$8K start-up, \$13.5K/year ongoing)
 - Tier 3: add license-plate reader system / compliance, citation/warning management system (est. additional \$82K start-up, \$26K/year ongoing)
 - Tier 4: data analysis/reporting (est. additional \$10K start-up, \$18K/year ongoing)
- Layered onto the tiers is the opportunity for NTPUD to set any pricing structure we wish. At present, parking costs \$5/vehicle except on busy snow-season days (winter weekends, holidays) when it rises to \$20/vehicle. It would be possible to charge higher or lower parking fees based on historical demand (e.g., by season, day of week, time of day, or a hybrid of these).

In addition to learning about the many parking system options, Commissioners also discussed with General Manager Johnson how the current policies of charging mitigation fees to certain park visitors in lieu of parking fees might (or might not) change with the implementation of a new parking system. (Mitigation fees apply to Tahoe Treetop Adventure customers, for example.) For now, no changes seem necessary.

In the end, the Commission recommended that staff assume that we will first adopt Tiers 1 and 2, work with Dixon on further cost/revenue modeling, accounting for the different variables, and return to the Commission with some recommendations.

Tahoe Adventure Company Contract for TVRA:

Learning of the nearly 20-year track record of partnering with NTPUD as a concessionaire (kayak and paddle board rental, tours) at TVRA and knowing that although other bidders have made competing proposals for the concession in past years but that Tahoe Adventure Company always had the best proposals, the Commissioners

agreed with Manager Conk's request that we recommend for the board to authorize General Manager Johnson to execute a services agreement with Tahoe Adventure Company and that it include two renewal terms.

Public Comment:

None.

REVIEW TRACKING:

Submitted By:



Nancy Williams
Recreation & Parks Commissioner

Approved By:



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



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: E-1

FROM: Accounting Department

SUBJECT: Approve Accounts Paid and Payable for the Period from August 12, 2025
– September 8, 2025

RECOMMENDATION:

Approve accounts paid and payable from August 12, 2025 – September 8, 2025.

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 2025-2026 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: 
Patrick Grimes
Chief Financial Officer

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



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

ITEM: E-2

FROM: Office of the General Manager

SUBJECT: Approve the Regular Meeting Minutes of August 12, 2025

RECOMMENDATION:

Approve the Regular Meeting Minutes of August 12, 2025.

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.

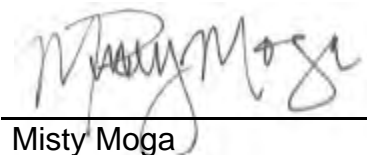
FISCAL ANALYSIS: No Fiscal Impact

ATTACHMENTS: Draft Minutes from August 12, 2025

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 Board of Directors Regular Meeting North Tahoe Event Center, 8318 N Lake Blvd. Kings Beach, CA

Tuesday, August 12, 2025, 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, August 12, 2025, at 2:01 p.m. at the North Tahoe Event Center. Directors Thompson, Coolidge, Mourelatos, Director Hughes, and President Daniels were present. District Staff in attendance included General Manager Johnson, Chief Financial Officer Grimes, Government & Community Affairs Manager Broglio, Utility Operations Manager Fischer, Engineering and Operational Manager Pomroy, Recreation, Parks, and Facilities Manager Conk, Human Resources Manager Harris, and Administrative Liaison/Board Secretary Moga. Legal Counsel Nelson was also present. The Pledge of Allegiance was recited.

OPEN SESSION

PUBLIC COMMENT AND QUESTIONS (2:00 P.M.) –

Carolyn Pretzer provided a public comment regarding the library book sale. She expressed gratitude for the NTEC and Recreation Staff.

There were no further requests for public comment. The Board went into closed session at 2:06 p.m.

CLOSED SESSION

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – *Pursuant to Section 54957. Title: General Manager/CEO*
- **CONFERENCE WITH LABOR NEGOTIATORS** – *Pursuant to Section 54957.6. Agency Designated Representative: Sue Daniels, President. Unrepresented Employee: General Manager/CEO*

The board resumed Open Session at 3:54 p.m.

EMPLOYEE ANNIVERSARY AWARD (Timed Item 4:00 p.m.) – The Board and Staff commended Christopher Carrillo, CCTV Crew Chief, for his 20 Years of Service with 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 – Scott Wilson was not in attendance. In response to Director Coolidge, GM Johnson addressed her question about the OPEB retirement fund.

Recreation & Parks Commission Report – Commissioner Rudloff was not in attendance. There were no questions or comments.

Board Committee Reports – Director Mourelatos and Thompson reported that the Development and Planning Committee has recommended approval of several items, including the expanded park project to pave the lower parking lot, as well as the Speckled Watermain and PRV project. President Daniels noted that the Finance Committee also recommended approval of the financial items and mentioned that the committee discussed reconciliation and the acceleration of projects across different years. Director Hughes spoke about the Legislative Affairs Ad Hoc Committee, which focused on grants. She informed attendees that there is a Liberty Utilities rate case workshop scheduled for August 20 via Zoom. GM Johnson discussed a letter of recommendation for Rich Adams, the Acting Sierra District Superintendent for California State Parks, highlighting that a letter from the partnering agency supports his permanent appointment. Director Hughes pointed out that Mr. Adams has participated in the KB District meetings as a partner. Director Coolidge expressed support for bringing the letter back for discussion in September.

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 July 8, 2025 – August 11, 2025
- Approve the Regular Meeting Minutes of July 8, 2025
- Award a Construction Contract, Authorize the General Manager to Execute the Agreement with Green Bear Construction, Inc., for the Speckled Avenue Water Service Line Replacement and Pressure Reducing Valve Project and Find that the Agreement is Exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines § 15301 (Existing Facilities)
- Adopt Resolution 2025-17 – Amending District Policy No. FIN004 – Contracting, Procurement, and Purchasing Policy

In response to Director Thompson’s inquiry, GM Johnson spoke about the importance of sole-sourcing specific equipment for our operations. Director Coolidge requested that amendments be recorded at the end of the policies.

MOTION: Director Mourelatos moved to approve the Consent Calendar. Director Hughes seconded the motion, which carried unanimously in favor.

GENERAL BUSINESS

- **Review, Discuss, and Possibly Select One (1) Candidate from the List of Nominees for Alternate Special District Representative on Local Agency Formation Commission (LAFCO) and Authorize the Board President to Cast the District’s** – GM Johnson introduced the item.

MOTION: Director Hughes moved to select Candidate Scott Wilson for Alternate Special District Representative on LAFCO and authorize the Board President to Cast the District's Ballot. Director Coolidge seconded the motion, which carried unanimously in favor.

- **Authorize an Increase in the Construction Contingency Executable by the General Manager for the North Tahoe Regional Park Trail Extension Project** – GM Johnson introduced the item.

MOTION: Director Thompson moved to authorize an Increase in the Construction Contingency Executable by the General Manager for the North Tahoe Regional Park Trail Extension Project. Director Mourelatos recused himself due to real property conflict. Director Coolidge seconded the motion, which carried unanimously in favor. Daniels complimented the project.

- **Secline Beach Enhancement Project Update** – General Manager Johnson presented a PowerPoint slideshow regarding the Secline Beach project. During the discussion, Board members and staff shared various suggestions to enhance the area. These suggestions included the addition of a bike barn, a mobility mat for high-water years, improvements to walkability, the installation of boulders to prevent vehicle access, and the addition of picnic benches and restrooms. Additional ideas brought forth included the installation of informational and interpretive signs about keeping the lake clean, as well as an art installation by the Washoe Tribe. The Board also considered allowing dogs at certain times of the year and suggested providing handicap parking spaces and a designated loading zone. President Daniels provided a historical overview of the site.
- **Public Employee Compensation – Title: General Manager/CEO Consider Action and Salary Adjustment based on General Manager/CEO Performance Review** - Director Daniels thanked GM Johnson for his hard work over the years.

MOTION: President Daniels moved to approve a 9% salary increase, effective beginning in the next pay period. Director Coolidge seconded the motion, which carried unanimously in favor.

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

General Manager/CEO Report – GM Johnson highlighted several points from his report, including seeking additional funding sources for water infrastructure aimed at improving wildfire resiliency. In response to Director Coolidge's question about the City of South Lake's letter, Counsel Nelson clarified that customers have the option to opt out of Community Choice Aggregation (CCA). GM Johnson added that staff have expressed interest in learning more about this topic and will provide additional information in the future. Director Hughes further explained how a CCA functions. Director Coolidge then requested a presentation on the matter once additional information is obtained.

Public Information and Community Outreach Report – GCA Manager Broglio highlighted key points from his report, including the Lake Tahoe summit and trail dedication. He added he is currently preparing fall and end-of-construction season messaging.

Accounting Department Report for the month ending June 30, 2025 – CFO Grimes presented the financials and highlighted the grant and property tax revenue. CFO Grimes also highlighted the monthly volume of customer service calls.

Recreation, Parks, and Facilities Department Report – RPF Manager Conk shared key highlights from her report. She praised the engineering team for collaborating with Parks to minimize the impacts on the park during the Trail Extension Project. The Board also commended activities like the Live At The Launch concert series.

Planning and Engineering Department Report – EOM Pomroy shared key updates from his report, including watermain progress. In response to Director Coolidge’s inquiry, GM Johnson explained that the District will be returning grant funds because we were unable to install a monument sign in accordance with county codes and instead installed a back-lit sign on the building at a lower cost. It won’t have the public messaging component we hoped for. EOM Pomroy addressed questions about service line connection deadlines.

Utility Operations Department Report – UOM Fischer presented key points in his report, including a visual of a damaged pipe to illustrate the recent water leak in a backyard main. He expressed appreciation for the Board’s approval of new water mains in the grid, which will allow for the relocation of service lines to the front yard using 8-inch mains.

Legal Report – Legal Counsel Nelson provided updates in his report regarding court cases that are establishing a new standard for the Cost-of-Service analysis.

BOARD COMMENTS – Director Coolidge mentioned that she attended a leadership conference and plans to bring back information to share. President Daniels noted that she had heard positive feedback about the happenings in the parks.

LONG RANGE CALENDAR – NTEC Industry Beach Day will be held on August 13, and the board is invited.

PUBLIC COMMENT – There were no requests for public comments.

The Board went to a closed session at 6:12 p.m. President Daniels noted there would be reportable action.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – *Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case*

MOTION: The Board voted unanimously to deny the application for a late claim submitted by Lauren and Vicki Helwig.

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



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

ITEM: E-3

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to File a Notice of Completion for the 2025 Community Gathering Space Improvement Project

RECOMMENDATION:

Authorize the General Manager to file a Notice of Completion for the 2025 Community Gathering Space Improvement Project (Project #2486).

DISCUSSION:

At the May 2, 2025 meeting, the Board of Directors awarded a contract in the amount of \$350,625 to Ruppert, Inc. for the 2025 Community Gathering Space Improvement Project. The project was completed on August 22, 2025. The following table is a summary of the Construction Phase Project finances.

Construction Project Budget:	
2025 Community Gathering Space Improvement Project (less design phase costs)	\$ 508,000
Construction Project Expenses:	
Awarded Contract	\$ 350,625
Contract Change Orders	\$ 49,998
NTPUD Staff Time (Construction Phase)	\$ 12,500
Professional Services during Construction	\$ 2,500
Estimated Total Construction Expenses	\$ 415,623
Estimated Construction Budget Summary	\$ 92,377

The Construction phase expenses for this project came in under budget by \$92,377. A total of \$49,998 contingency was expended to provide an 8-ft path adjacent to the courts and further enhance the Community Gathering Spaces.

FISCAL ANALYSIS:

The Fiscal Year 2024/25 and FY 2025/26 project budget totaled \$550,000. Design phase costs were \$42,000, and the total construction project expenses were \$415,623. The project overall is \$92,377 under budget. The project is complete and will be closed with the final retention release and payment of any remaining consultant invoices.

The District received a \$250,000 grant for this project. The budgetary impact to the District of the proposed project is summarized in the table below:

Item	Amount
Construction Phase Costs	\$ 415,623
Placer County NTCA Grant	(\$ 250,000)
Total District Expense for Construction	\$ 165,623

STRATEGIC PLAN ALIGNMENT:


Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective D: Utilize the North Tahoe Regional Park as a community asset for passive and active recreation – Tactic 1: Increase accessibility of the Park.


Objective E: Use the Active Recreation Needs Assessment to establish community priorities and set a roadmap for the future of District recreation facilities – Tactic 1: Engage the public and stakeholders to set priorities and direction for active recreation facility improvements and additions – Tactic 3: Find funding for the development of active recreation amenities.

Objective F: Uphold maintenance and capital investment of existing facilities to ensure their vitality for generations to come – Tactic 3: Prioritize capital project planning and delivery of Park and Facility enhancements and new infrastructure.

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: 
Patrick Grimes
Chief Financial Officer



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025 **ITEM:** E-4
FROM: Utility Operations Department
SUBJECT: Authorize the General Manager to Execute a Purchase Order for the Procurement of a Vac-Con V312HE/1300 Twin Engine Combination Sewer Cleaner Truck and Authorize Sale of the District's Existing Vac-Con V311E/1300 Combination Sewer Cleaner Truck

RECOMMENDATION:

1. Authorize the General Manager to execute a Purchase Order, in the amount of \$750,357, with Municipal Maintenance Equipment for the procurement of a Vac-Con V312HE/1300 Twin Engine Combination Sewer Cleaner Truck.
2. Declare the District's 2016 Vac-Con V311E/1300 Combination Sewer Cleaner Truck as surplus and authorize it for sale.

DISCUSSION:

The District owns two Vac-Con Combination Sewer Cleaner Trucks, a 5-yard unit and an 11-yard unit, that were purchased in 2016. These two Vac-Cons are the most important and most used equipment in our inventory for the operation, repairs, and maintenance of the water and wastewater facilities. The primary functions of the Vac-Cons include hydro-flushing of wastewater mains to remove roots, grease, and debris to reduce the risk of sanitary sewer overflows, vacuum excavation to expose water and wastewater mains to conduct repairs and replacement, cleaning of stormwater culverts at Parks facilities, and exploratory digging to locate and identify buried assets.

The 11-yard Vac-Con is scheduled for replacement in 2026, and the 5-yard Vac-Con is scheduled for replacement in 2027. Both Vac-Cons have reached the end of their service life and breakdowns and repairs have been increasing in frequency and cost. This equipment is essential to operating the water and wastewater utility in compliance with Federal and State Regulations and 100% uptime is the expectation.

Over the past 12 months, the Operations Department has worked and evaluated Combination Sewer Cleaner Trucks from three manufacturers. Each truck was brought on-site for a full evaluation and demonstration of its operation, features, attachments and performance. Staff operated and drove the equipment and reviewed all options, such as chassis, engine performance, storage volumes, operating pressure, etc.

Staff then solicited proposals from all three manufacturers and selected the equipment that best meets the needs of the Operations Department with consideration for price. Price was not the only determinate for selection. The best overall proposal was from Municipal Maintenance Equipment (MME) for the Vac-Con V312HE/1300 Twin Engine Combination Sewer Cleaner Truck.

The District's Capital Improvement Budget includes the purchase of the proposed 11-yard Combination Sewer Cleaner Truck. District Staff have requested a quote from Municipal Maintenance Equipment (MME) for the Vac-Con Truck. The quote from Municipal Maintenance Equipment is through Sourcewell member pricing and is attached to this report.

Vendor	Item	Price
Municipal Maintenance Equipment (Sourcewell Contract 101221-VAC*)	New Vac-Con V312HE/1300 Twin Engine Combination Sewer Cleaner Truck	\$750,357

*This quote utilizes Sourcewell pricing. Sourcewell, authorized under the Minnesota State Statute, is a Minnesota-based municipal contracting agency that provides nationally leveraged, competitively solicited, and cooperatively shared procurement contracts to its member agencies.

FISCAL ANALYSIS:

The purchase is included in the Fiscal Year (FY) 2025/26 and FY 2026/27 Capital Budget for the Fleet Fund as 11-Yard Vac-Con, Project # 2620 with a total available budget of \$885,000 spread over two years. Fiscal Year 2025/26 is budgeted at \$85,000 and FY 2026/27 is budgeted at \$800,000. The \$85,000 in FY 2025/26 was included in the Capital Plan if a deposit was required for purchase. A deposit is not required by MME and these funds will not be expended as part of the purchase of the Vac-Con. The Vac-Con is scheduled for delivery after July 1, 2026, and there is sufficient budget in FY 2026/27 for the purchase.

Staff is requesting that the Board declare the District's existing Vac-Con be declared as surplus and authorize it for sale. The District intends to sell the Vac-Con to MME who has expressed a strong interest in buying the Vac-Con. The negotiated price and sale will occur at the time of the delivery of the new Vac-Con in July 2026. The preliminary estimate we have received is \$85,000 at time of trade-in, and this would be deducted from the purchase of the new Vac-Con. This same process was utilized in 2016 when we traded in our Vactor truck and purchase a Vac-Con.

STRATEGIC PLAN ALIGNMENT:

Goal 4: Sustain and strengthen organizational resources, expertise, and culture – Objective D: Ensure the District's fleet and equipment are safe and well maintained, and in alignment with industry standards and best practices – Tactic 2: Ensure timely





maintenance, service cycles, and replacement by leveraging the computerized maintenance management system.

ATTACHMENTS:

Purchase quote from Municipal Maintenance Equipment, Sourcewell Contract #101221-VAC

MOTION: Approve Staff Recommendation

REVIEW TRACKING:

Submitted By: 	Submitted By: 
Joseph J. Pomroy, P.E. Engineering & Operations Manager	Kenneth P. Fischer Operations Manager
Reviewed By: 	Approved By: 
Patrick Grimes Chief Financial Officer	Bradley A. Johnson, P.E. General Manager/CEO



CSLB #980409
DIR 1000004282
www.source-mme.com
Toll Free 1-888-484-9968

August 1, 2025

North Tahoe Public Utilities District
875 National Avenue
Tahoe Vista, CA 96148

Tel: 530-546-4212
jdicey@ntpud.org

Attention: Jason Dicey

We are pleased to provide the enclosed contract pricing sheet off the Sourcewell Contract No. 101221-VAC, for the Vac-Con V312HE/1300 Twin Engine mounted on a new 2026 Freightliner 114SD Plus 6x4 truck chassis for your review.

Summary:	Complete Unit per attached Sourcewell price sheet	
	Price F.O.B. Tahoe Vista, CA	\$699,617.00
	7.25% Estimated Sales Tax	50,722.23
	CA Tire Fee	17.50
	Total	<u>\$750,356.73</u>
	32	

Vac-Con is the Sourcewell contract holder and all purchasing documents are to go directly to them.

District's Purchase Order to be prepared and sent directly to Vac-Con Inc.

969 Hall Park Road, Green Cove Springs, FL 32043

M.J. Dubois (410) 924-1004 mjdubois@ducollc.com

- Municipal Maintenance Equipment, Inc. is the local dealer and will provide warranty support and future service for the Vac-Con products.
- Pricing includes delivery and on-site training.
- CARB Disclosure: A vehicle operated in California may be subject to California Air Resources Board Advanced Clean Fleets regulations. It therefore could be subject to the requirements to reduce emissions of air pollutants. For more information, please visit the CARB Advanced Clean Fleets webpage at <https://ww2.arb.ca.gov/our-work/programs/advanced-clean-fleets>
- Due to California emissions requirements, special permits may be required on engines. MME cannot provide these permits and we recommend you contact your local Air Resources Management District for the specific requirements
- Normal delivery 150-210 days A.R.O., depending on chassis availability.
- Sales tax applicable at time of delivery will be shown on invoice.
- Terms per Sourcewell Program.
- Quotation valid for 30 days.

Thank you for your interest in this fine product. Should you have any questions or need additional information, please let us know. We look forward to being of service.

Sincerely,

James Wheeler,
President

Enclosure



6/27/2025

COMBINATION JET/VACUUM SEWER CLEANER
SOURCEWELL CONTRACT: 101221-VAC

Customer: NORTH TAHOE PUBLIC UTILITIES

Shipping: CALIFORNIA

	Requirement Specification	
Combination jet/vacuum sewer cleaner with all standard equipment V312HE/1300		\$336,086.00
Sourcewell Discount		(\$33,608.60)
2026 Freightliner 114SD Plus chassis, DD-13 450HP engine, Allison 4500RDS transmission, CA CARB *Special order chassis		\$196,000.00
Body mounting on Chassis		\$8,150.00
Hydrostatic drive		\$0.00
10' Aluminum Telescoping boom with pendant control station		\$21,434.00
Front Mounted Articulating to Driver side. 800' (1") Capacity (Std. Pivot) hose reel		\$30,497.00
Upgrade to PRO Reel (Precision Reel Operation) Articulating to driver's and curb side (800 x 1" Capacity) Includes 12VDC Auxiliary hydraulic pump		\$13,338.00
1300 Gallon polyethylene water tank capacity with 10 year warranty		\$0.00
12 Cubic yard capacity debris tank 1/4" corten steel, (5 year warranty) with full opening rear door (minimum 50 degree debris tank dumping, power up and down)		\$0.00
Automatic vacuum breaker (prevents operation when full and contains debris when moving unit) and overflow protection		\$0.00
800' of 3/4" Jet rodder hose, non-continuous		\$2,787.00
Water pump system: 50GPM @ 3,000 PSI - Driven by a GM 6.0 Gas 172 HP auxiliary engine		\$0.00
6" Knife Valve with Center Post and Handle, in Lieu of the 5" Butterfly Valve		\$1,151.00
Rear splash guard - tank mounted		\$4,137.00
50' Capacity retractable hand gun hose reel		\$3,211.00
25' Air purge system		\$1,309.00
Flush Out connection for rear door valve		\$816.00

Requirement Specification	
Hydro-excavation package	\$10,068.00
Lateral Cleaning Kit with 400' x 1/2" Hose with Nozzle, permanently mounted, hydraulically controlled	\$11,519.00
Winter re-circulation for high pressure circuit	\$699.00
Winter re-circulation for low pressure circuit	\$408.00
Winter re-circulation system for rodder hose	\$1,619.00
Cone Storage Rack - best location driver side	\$653.00
Long handle storage, PVC (2) - Mounted in Storage Box Under Shelf	\$791.00
Remote boom grease assembly	\$3,740.00
Remote debris tank grease assembly	\$4,030.00
Centrifugal Compressor Quiet Silencer, Class 4, 304 Stainless Steel Construction, 14in x 40in with 8in discharge	\$7,517.00
Auxiliary engine hydraulics package	\$23,040.00
LED 4 strobes - (2) front bumper, (2) rear bumper	\$2,994.00
LED Arrow Board, Rear Debris Tank Door Mounted	\$5,836.00
LED Boom mounted flood lights with guards	\$1,152.00
LED Flood light , level wind guide	\$762.00
LED Rear mounted flood lights with limb guard	\$1,152.00
Two LED strobes with limb guards, rear debris tank mounted	\$2,904.00
Mid body mounted LED strobes frame mounted	\$1,520.00
Mirror Mounted LED Beacon/Strobe Light with Limb Guard	\$1,452.00
Curbside Camera Placement - Mirror Mounted Standard	\$864.00
Driver's Side Camera Placement - Mirror Mounted Standard	\$864.00
Wireless remote control	\$7,273.00
Traffic camera system with color monitor	\$1,968.00
24" x 25' Length Leader Hose	\$650.00
Lazy Susan pipe rack (Holds 5 Pipes)	\$4,020.00
Two 24x18x18 Aluminum tool box	\$2,777.00

Requirement Specification	
Two Roll out shelves for storage box behind cab	\$2,498.00
Paint Vac-Con module: Pepsi Blue (Sherwin Williams code: 946949)	\$0.00
Optional Safety striping: white	\$0.00
Two standard ENZ nozzles, one sanitary (egg) and one Chisel point penetrator	\$0.00
ICC lighting	\$0.00
Hose guide (tiger tail) for hose protection, hydrant wrench, 25' of fill hose	\$0.00
20 gpm @ 600 PSI wash down system with hand gun and 25' of 1/2" hand gun hose	\$0.00
Local dealer pre delivery and inspection	\$839.60
On site customer training	\$0.00
Consignee Delivery	\$10,700.00
TOTAL CURRENT CONTRACT PRICE with ADDITIONAL DISCOUNT	\$699,617.00
Sales Tax- 7.25%	\$50,722.23
California tire tax	\$17.50
TOTAL CURRENT CONTRACT PRICE AND TAX	\$750,356.73

Delivery is ___ Days after receipt of order.

SOURCEWELL CONTRACT NO 101221-VAC

VENDOR/CONTRACT HOLDER: VAC-CON, INC. 969 HALL PARK RD GREEN COVE SPRINGS, FL 32043

CONTACT: MJ DUBOIS Phone: 410-924-1004 Email: mjdubois@ducollc.com

THIS QUOTE IS VALID FOR (30) DAYS FROM THE DATE OF QUOTATION



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

ITEM: E-5

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to Execute a Professional Services Agreement for the Annex Vactor Bay Addition Project

RECOMMENDATION:

Authorize the General Manager to execute a Professional Services Agreement in the amount of \$87,300 with WY Architects for the Annex Vactor Bay Addition Project (Project #2602).

DISCUSSION:

At the Budget Workshop on May 2, 2025, Staff reviewed the draft Fiscal Year 2025/26 Capital Improvement Program and 5-year Plan. At this workshop, staff highlighted the Corporation Master Plan Project with a presentation and site tour at the Base Facility.

The Corporation Yard Master Plan was prepared to address facility needs in compliance with the District's Strategic Plan implementation strategies, focusing on employee recruitment & retention, safety & maintenance of the fleet, facilities, and equipment, as well as emergency preparedness & climate resilience. The District's facilities addressed in this plan are within the corporation yard and include the following assets.

- Administration Building
- Fleet Maintenance Building
- Equipment Annex
- Sprung Storage
- Parks & Recreation Building
- Fuel/ Covered Storage
- Site Storage

For each of these corporation yard facilities, the Facilities Master Plan provides the following components: Building Overview, Operational Needs Assessment, and Conceptual Plans.

This memo will focus on the Equipment Annex.

The Equipment Annex currently serves as a storage facility for rolling stock and emergency response gear. The district's two Vac-Con trucks are parked indoors, in retrofit bays on the lower level of the facility. The Equipment Annex building was built in 1980, of concrete masonry blocks, and was not designed or built to modern seismic standards. There are ongoing concerns regarding the seismic resilience of the existing Annex structure. Given the

building's current condition, it may not be sufficient to support critical emergency response functions in the event of a seismic event. This limitation underscores the urgency of planning for either a significant structural retrofit or full replacement. An alternative to replacement is to modify and extend the existing Annex structure, allowing it to continue serving emergency storage needs.

The District's Vac-Con Combination Sewer Cleaner Trucks (5-yard and 11-yard capacity) are approaching the end of their service life, and the new replacement vehicles are scheduled for acquisition over the next two fiscal years. These vehicles are approximately 40 feet long, several feet longer than the existing vehicles. To accommodate the new vehicles, the existing vactor bay garage requires expansion. District Staff have engaged WY Architects to provide architectural and engineering services, which include:

- Garage Bay Enlargement – Extend the vactor bay to fit new vehicles
- Garage Door Center Column Removal – Eliminate the central support column to transition from two garage doors to one large door to improve vehicle access and maneuverability
- Seismic Analysis – Complete a full structural review of the Annex to ensure compliance with current seismic safety standards

NTPUD Staff identified WY Architects as the most qualified firm to complete the project based on WY Architects' extensive resume of municipal work within the Tahoe-Truckee area and their work on NTPUD's Corporation Yard Master Plan. The detailed scope of services provided by WY Architects is included as an attachment to the Board Report. This document outlines the specific deliverables, timelines, and architectural/engineering assessments to be completed.

The design will be completed in the fall, bidding and award in winter 2026 and construction to be completed in summer 2026 to coincide with delivery of the new Vac-Con Combination Sewer Cleaner Truck (if approved by the Board).

FISCAL ANALYSIS:

This project is included in the Fiscal Year 2025/26 Capital Budget for the Base Fund as Project # 2602 with an available budget of \$450,000. 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 3: Continue to adapt workspace needs with changing staff levels and functions.

ATTACHMENTS:

WY Architects, Vactor Bay Addition to the Annex Building – Proposed Scope of Services and Fee Proposal

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: 
Patrick Grimes
Chief Financial Officer

August 19, 2025

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

DON FULDA, Architect, A.I.A.
Principal
TED BROBST, Architect
Principal
MIKE MUSSANO, Architect
Principal
RON LARKINS, Architect Principal

RE: Vactor Bay Addition to in the Annex Building
Proposed scope of services and Fee Proposal

Dear Brad,

Thank you for contacting W|Y Architects regarding the addition to the Annex Building in the NTPUD Corporation Yard located at 875 National Avenue in Tahoe Vista, California. At your request we are pleased to submit this proposal for architectural services for this project.

INTRODUCTION

Based on our recent correspondence and phone calls with Nathan Chorey, we understand that NTPUD would like to expand the current Vactor Bays in the Annex Building to support the operation and storage of larger Vactor Trucks that are being procured by the District. The project will include an 8'-10' extension for the new trucks.

SCOPE OF SERVICES

We propose to provide full architectural services from design of the project through completion of construction. Normal services are typically provided in five phases for the discreet steps of the design and construction process. These phases are:

- Schematic Design
- Design Development
- Construction Documents and Permitting
- Bidding/Negotiation
- Construction Administration

This proposal is for Schematic Design through bidding. Construction Phase services will be provided in a separate agreement.

While the project is relatively small in scale, it does involve new construction and/or modifications to existing structural, mechanical, electrical, and utility systems of the building. Consultants for civil, structural, mechanical, and electrical engineering will provide the appropriate designs, engineering, and construction documents necessary. We will coordinate the services of the consultant team in the preparation of the construction documents.

Schematic Design Phase

As this project is relatively small and straightforward from a design standpoint, the schematic design phase will identify existing conditions and utilities that will be addressed in the project. The schematic phase of services we recommend for this project are:

We will begin by preparing detailed as-built drawings of the existing building, based on original construction documents and verified with field measurements. These drawings, prepared in Revit and including basic 3D modeling, will serve as background drawings for the project.

We will prepare preliminary site plan, building floor plans, and exterior elevations of proposed addition and describe preliminary selections of major building systems and construction materials.

Civil, structural, mechanical, and electrical engineers will review the existing conditions and prepare schematic level drawings of those systems.

Design Development Phase

Following the District's approval of the Schematic Design documents, which may include adjustments in the project scope, the design will be developed in more detail. The Design Development drawings will include a site plan, floor plans, exterior elevations, preliminary building sections, and 3D digital model renderings depicting color and material choices.

The civil engineer will develop the site design including grading and drainage plans and assess the existing underground utilities in the area of the addition. Site utility relocation will be developed. Preliminary selection of exterior finish materials will occur, including review of roofing, siding, overhead door, man door, and window options. Structural systems, mechanical systems, electrical, lighting concepts, and overall project construction issues will be reviewed with you.

An opinion of probable construction cost will be developed using costs from similar projects in the area and discussions with local tradesmen on anticipated scope of work. Should the District require a detailed construction estimate, we can coordinate one with an estimating consultant for an additional fee.

We will meet with you to discuss your comments and ideas on the Design Development Phase documents, and to refine the project scope as necessary.

Construction Documents Phase

Following your approval of the Design Development documents and any adjustments in the project requirements, Construction Documents will be prepared. Documents will include a cover sheet with building code data, typical construction assemblies, site plan, floor plans, roof plan, exterior elevations, building sections, typical site details, typical roof details, typical window trim details, schematic civil drawings including grading and drainage plans, structural drawings and calculations, mechanical and electrical layouts, and outline material and product specifications in sufficient detail to obtain necessary permits for construction. Our consultant team will develop and coordinate the final construction documents for all major systems, ensuring alignment with the architectural scope and regulatory requirements.

We will prepare drawings for permit review and bidding. We will assist you with obtaining the necessary regulatory approvals. Responses to plan check comments, and any required corrections, will be provided during this phase. NTPUD will act as the Authority of Jurisdiction and be responsible for all permitting, utility provider approvals, and TRPA processing. The civil design scope assumes that there is no increase in net coverage and the project will be permitted through TRPA as a Qualified Exempt project.

Bidding/Negotiation Phase:

We assume that the project will be publicly bid by NTPUD. NTPUD will prepare various bidding documents, including Invitation to Bid, Bidding Instructions, Bid Form, Form of Agreement, and General Conditions. The architect will attend the Pre-Bid conference and the design team will respond to any questions that arise during bidding, issue addenda to bidders, and assist the District with the review of the Bids.

Construction Administration Phase:

This phase will be provided under a future agreement once the project is bid.

Information to be provided by the Owner

The following information is necessary for the design of the project and will be provided by the Owner. If subsequent information is necessary for the design team to properly design the improvements, or for regulatory agency approvals, we will advise you of these requirements, as they become known.

- Topographic survey of the existing conditions and development including topography, utilities, easements, setbacks, trees, boulders, rock outcroppings, walls, fences, sidewalks, pavement, water courses, drainage, 100-yr flood plain, areas with slopes greater than 20% and 30%, and buildings and their uses within 150 ft. in AutoCAD .dwg format. Note that the second phase of the Corporation Yard Master Plan has this survey work being provided under the civil engineering proposal.
- Geotechnical Investigation and Report identifying existing soil conditions and recommendations for design, if required.

Preliminary Schedule

The design and permitting process is expected to take approximately 4–6 months, depending on factors such as response times, regulatory agency reviews, and site access. We anticipate initiating services within 4 weeks of authorization. We understand that the project is intended to be constructed during the summer of 2026, and dried-in by October 2026.

Compensation

The services described above shall be provided on a time and expense basis in accordance with the attached Fee Schedule and General Conditions. We recommend a budget of \$87,300 for the services described and we will not exceed the budget without written notice and authorization. The proposed budget covers architectural and consultant services from Schematic Design through Construction Documents and Bidding. This includes coordination with civil, structural, mechanical, and electrical consultants, but excludes any reimbursable expenses or services outside the defined scope.

Our Fee Schedule and General Conditions accompany this proposal and are part of the agreement for services. This document describes our hourly billing rates and charges for reimbursable expenses, as well as terms and conditions of our agreement. If this proposal and agreement are acceptable, please sign and return one copy to us.

North Tahoe Public Utilities District

August 19, 2025

Page 4

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 o Vactor Bay Addition to in the Annex Building in accordance with the terms and conditions described herein and in the attached Fee Schedule.

Brad Johnson
General Manager
North Tahoe Public Utility District

Date

W | Y ARCHITECTS

FEE SCHEDULE and GENERAL CONDITIONS (2024)

Owner/Client: North Tahoe Public Utility District

Project: Vactor Bay Addition

FEE SCHEDULE:

All services performed on a Time and Expense ("hourly") basis will be charged as indicated below. These hourly rates are subject to adjustment in accordance with W | Y Architects' annual review of salaries, wages, and overhead costs.

Services by:	Charge to Owner/Client:
Principal	\$255
Associate	\$215
Project Architect	\$190
Project Manager/Staff Architect	\$165
Job Captain	\$155
Designer 3	\$145
Designer 2	\$140
Designer 1	\$130
Clerical	\$100

EXPENSES CHARGED TO OWNER/CLIENT:

Reimbursable Expenses will be charged at direct cost times a 1.1 multiplier, including services performed and expenses incurred in the interest of the project by professional consultants. These expenses include the following:

- 1) Secretarial tasks, such as typing of Specifications and reports.
- 2) Expense of transportation and living expenses beyond a 30-mile radius of the office in connection with out-of-town travel authorized by the Owner.
- 3) Fees paid for securing approval of authorities having jurisdiction over the Project.
- 4) Reproductions.
- 5) Postage and handling of Drawings, Specifications, and other materials related to the Project.
- 6) Expense of overtime work requiring higher than regular rates, if authorized by the Owner.
- 7) Renderings and models requested by the Owner.
- 8) Expense of additional insurance coverage or limits, including professional liability insurance, requested by the Owner in excess of that normally carried by the Architect and Architect's consultants.

PAYMENTS:

Invoices will be presented monthly and are due and payable upon receipt, unless other payment arrangements have been agreed upon in writing. Amounts not received 30 days from the invoice date will be subject to a charge of 1.5% per month (annual percentage rate of 18%) from the invoice date. Necessary costs and expenses of collection, including reasonable attorney's fees, shall be borne by the Client.

No deductions shall be made from the Architect's compensation on account of penalty, liquidated damages or other sums withheld from payments to contractors, or on account of the cost of changes in the work other than those for which the Architect has been found to be liable.



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

ITEM: E-6

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to Execute Professional Services Agreements for Phase 2 of the Corporation Yard Master Plan Project

RECOMMENDATION:

1. Authorize the General Manager to execute a Contract Amendment in the amount of \$157,054 with WY Architects for Phase 2 of the Corporation Yard Master Plan Project
2. Authorize the General Manager to execute a Professional Services Agreement in the amount of \$54,000 with PR Design and Engineering for the Land Use Planning and Survey associated with the Corporation Yard Master Plan Project

DISCUSSION:

NTPUD's existing corporation yard, built over several decades, was not designed to meet the current needs of staff, operations, services, and the regulatory environment. As such, operational inefficiencies and potential safety hazards exist within the corporation's yard. The goal of the Corporation Yard Master Plan (CYMP) is to strategically plan future facility improvements to be identified and constructed through the multi-year Capital Plan.

On May 14, 2024, the North Tahoe Public Utility District (NTPUD) Board authorized WY Architects to complete the first phase of the CYMP. The first phase reviewed NTPUD service and Organizational Structure, as well as the State of California's Fleet Electrification impacts. It completed a Facility Needs Analysis, identified Land Use and Site Planning Considerations, and evaluated site power and technology. Through this process, the need for a new Utility Operations and Fleet Maintenance Facility was identified. Conceptual site plans were developed that overlaid on the existing zoning designations of the District's parcels at the Base Facility, exposing the challenges of historical property lines and residential zoning designations.

At the Budget Workshop on May 2, 2025, Staff reviewed the draft Fiscal Year 2025/26 Capital Improvement Program and 5-year Plan. At this workshop, staff highlighted the Corporation Master Plan Project with a presentation and site tour at the Base Facility. Staff reviewed the results of Phase 1 of the CYMP and the proposed facility improvements and phasing. The presentation also highlighted the land use challenges at Base that need to be resolved in front of the multi-year phasing of site and building improvements.

Phase 2 of the CYMP will further develop the conceptual design for a new Utility Operations and Fleet Maintenance Facility. Included in the effort is a fleet maintenance consultant who

will provide architectural advisory planning services for the development of the fleet maintenance program and conceptual shop layout. Separately and concurrently, we will proceed with boundary identification, a topographic survey, and initial land use planning efforts with TRPA and Placer County, which also include the properties adjacent to the base that are zoned for single-family residential and recreational use.

FISCAL ANALYSIS:

The Fiscal Year (FY) 2025/26 Capital Budget for the General & Administrative and Base Fund includes the Master Plan: Corporation Yard Layout (Project #2151), with an available budget of \$159,000.

The FY 2025/26 Capital Budget also includes the 11-Yard Vac-Con (Project #2620), with an available budget of \$85,000 in the Fleet Fund. These funds are unencumbered as they are not necessary for the purchase of the new 11-Yard Vac-Con in 2026.

Utilization of the available \$85,000 from the Fleet Fund to support completion of Phase 2 of the CYMP is appropriate as the proposed scope of work with WY Architects includes a comprehensive fleet services shop facility needs & conceptual planning effort.

The combined budgets from the two available projects in the FY 2025/26 Capital Budget totals \$243,000.

The total cost of the two proposed professional agreements are summarized in the table below.

Item	Amount
Corporation Yard Master Plan – Phase 2	\$157,054
Land Use Planning and Survey	\$54,000
Total	\$211,054

There is a sufficient budget to allow the completion of the proposed Professional Services Agreements with WY Architects and PR Design and Engineering.

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
- PR Design Land Use Consulting and Survey – 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: 
Patrick Grimes
Chief Financial Officer

CONTRACT AMENDMENT #1 – PHASE 2 MASTER PLAN DESIGN SERVICES

DESCRIPTION

The first phase of the Corporation Yard Master Plan has been completed and prioritized a new Utility Operations and Fleet Maintenance Facility. This facility is planned to be located across the staff parking lot from the existing Administration Building. The proposed building site presents some property line and zoning considerations that will require coordination and planning effort with the County (under a separate agreement). Because the future building footprint will be a determining factor in the planning process, Phase 2 of the Master Plan will include a targeted conceptual design effort for that building, more focused than a traditional master plan effort with the county.

To advance this work, the Master Plan Team has identified the following consultants to support the conceptual design of the Utility Operations and Fleet Maintenance Facility and to complete Phase 2 of the Master Plan:

- Architect: Responsible for conceptual building design and coordination of the overall master plan process.
- Civil Engineer: Will provide conceptual civil design services, including grading, drainage, vehicle circulation, and site utility planning.
- Fleet Maintenance Consulting Architect: Will lead the facility needs assessment and provide guidance on conceptual planning specific to fleet maintenance operations.
- Electrical Engineer: Quantify power requirements for the new facility, identify low voltage/data/IT systems, assist with electrical system design for electric vehicles, and plan electrical room in the new facility.

Compensation:

The services described above shall be provided on a Time and Expense basis in accordance with design teams' current Fee Schedules. Based on the anticipated scope of services described above, we will not exceed a fee of One hundred and fifty-seven thousand and fifty-four dollars:

Detailed Conditions Assessment	\$ 30,000
Needs Assessment	\$ 35,000
Conceptual Design	\$ 50,000
Master Plan	\$ 22,776
Project Management and Mark up	\$ 15,278
Reimbursable Expenses	\$ 4,000
Total	\$157,054

Scope of Services

NTPUD

Nathan Chorey

NTPUD Land Use Consulting and Survey

APN: 112-010-015, 018

875 National Avenue

Tahoe Vista, CA

August 22, 2025

PR Design & Engineering Inc (CONSULTANT) is pleased to present the following proposal for Land Use Consulting and Surveying as described by Nathan Chorey, North Tahoe Public Utilities District (CLIENT). The project is located at 875 National Avenue in Tahoe Vista, CA.

Task 1: Survey (SUBCONSULTANT)

Fee Estimate: \$12,000 (Lump sum to be billed by percent complete)

Please see attached scope of services for boundary identification and topographic survey. Title reports will be reimbursable expense.

Task 2: Land Use Consulting

Fee Estimate: \$42,000 (Not-to-exceed billed on a time and materials basis)

TRPA and Placer County Land Use Consulting

- TRPA Code of Ordinance Review

CONSULTANT will prepare an analysis of the TRPA existing Codes and their applicability to desired outcomes on NTPUD lands. This will include pending code updates Phase 2 and Phase 3 Housing Amendments. Forward looking statements will be included that describe the arc and intent of the Tahoe Living Group efforts and how best to advocate for NTPUD interests.

- Placer County Tahoe Basin Area Plan Review

CONSULTANT will prepare an analysis of Placer County process and how best to advocate for NTPUD interests in Placer County's Phase 2 Area Plan Amendments and Placer County's long range planning efforts.

- Creation of Strategic Plan for Rezoning and Utilization of existing NTPUD Lands

CONSULTANT will prepare 2-3 Strategies around an agreed upon project program. The intent of these strategies will be to highlight benefits and challenges of each approach to facilitate the selection of a strategy for implementation. The deliverable will be an executable plan with clear steps and expected timelines.

- TRPA Land Coverage Summary & Lot Line Adjustment

CONSULTANT will prepare land coverage tables consistent with TRPA pre-development application requirements. Existing land coverage will be based on previously approved, tabulated land coverage provided by the North Tahoe Public Utility District. Proposed land coverage will be tabulated in a format consistent with current land coverage accounting by the NTPUD and familiar to TRPA. Land coverage will be adjusted to account for new and/or proposed property lines, easements, etc.

Assumptions:

- Topographic survey will be provided by SUBCONSULTANT (see attached scope of services)
- The project program will be developed in with CLIENT and CONSULTANT. It should be quantifiable (e.g. number of units, types of land use, etc.)
- Additional studies or pre-development work will be recommended as appropriate. It is assumed that completion of studies or applications would be additions to scope as directed by CLIENT.
- Existing Land Coverage summary and/or verification will be provided by the CLIENT and/or NTPUD.
- Land Use Consulting is policy interpretation and process guidance not to be construed as CEQA analysis or environmental review.
- Schedule is September 2025 to February of 2026. There is time of the essence consideration regarding Placer County's adoption of Phase 2 amendments.

Exclusions:

- Geotechnical Reports/Site Investigation
- Title Reports/Grant Deeds

Deliverables:

Electronic and hard copies of any exhibits, plans, details, calculations, design reports, etc. Draft copies will be provided to the CLIENT prior to preparation of submittal documents.

Total Project Cost Estimate Tasks 1 and 2 = \$54,000

Rate Schedule

The following rates are effective January 1, 2025

PR Design & Engineering Inc.

Principal Engineer	\$265.00/hr
Senior Engineer	\$165.00/hr
Staff Engineer	\$155.00/hr
Landscape Architect	\$155.00/hr
Water Quality Technician	\$141.00/hr
Engineering Technician	\$135.00/hr
Design Associate	\$135.00/hr
Clerical	\$85.00/hr
Materials	at cost + 15%
Travel	Federal mileage rate + hourly/rate

Reimbursable Expenses

In addition, PR Design & Engineering Inc. will be reimbursed all out-of-pocket expenses, such as postage, blueprint and photocopy reproduction of drawings, photography, models, travel, long distance telephone, notary, courier and express delivery services, etc. at 1.15 times the cost for administrative purposes. Local travel will be billed in accordance with published IRS reimbursement rate. Out of town travel and related expenses shall be approved by client and shall be billed at cost. Reimbursable costs are exclusive of the fee quoted above. Support documentation for reimbursable expenses is available upon specific request of client.

Meeting Rates and Fees

All meetings to discuss aspects of this project including telephone conferencing, meetings on a project site, in agency or in professional offices, in residences of project participants, and similar meetings purposed to discuss and/or convey information regarding this project, unless otherwise included in the scope of work, are to be billed on a time and materials basis. Associated preparations, materials and travel to and from these meetings (unless required under an approved Task) is to be billed as a reimbursable expense per the Reimbursable Expenses clause above.



WORK ORDER AGREEMENT

Name of Client PR Design & Engineering Inc.
Billing Address PO Box 1847, Kings Beach, CA 96143
Phone 530-546-4500 Email jlynn@prdei.com &
andrew@prdei.com

☒ ~~Individual~~
☐ Partnership
☐ Joint Venture
☒ Corporation

ORDERED BY:

Name Jason Lynn Title or Position Engineer
Site Address 6600 Donner Rd, Tahoe Vista, CA 96148 Phone 530-448-4132

SUPPLEMENTAL INSTRUCTIONS MAY BE ACCEPTED FROM THE FOLLOWING:

Name	Position	Phone
Owner of Record North Tahoe PUD	Assessor's Parcel No.	112-010-015 & 018
Approximate Date of Completion		

Description of Work Ordered Topography Map

Scope of Services:

Provide surveying services to create a base map to use for planning and design purposes. Base map will include boundary survey, topography using low altitude photogrammetry and conventional survey equipment, and existing site improvements. The area of topography survey to be Southeast of Shelter Road, North of Donner Road and West of the East property line. Mapping will include all visible utilities and markings, if provided, all trees 8" and larger.

This project assumes that Prevailing Wage is not required.

Deliverables:

- Base map with topographic map w/ orthomosaic imagery.

Exclusions to Scope of Services:

- 1) This scope of services does not include setting property corners. If Client desires final property corners to be set, DDGEO can provide this service for a cost to be agreed upon before starting work. Setting corners includes additional field work and a Record of Survey to be drafted and recorded with the County Surveyor.
- 2) In the event a "Material Discrepancy" in the property boundary is encountered as defined by section 8762 b(2) of the California Business and Professions Code "Professional Land Surveyors Act," then all work necessary to remediate or correct such discrepancy shall be reimbursed on a time and materials basis, at the units rates attached hereto as Attachment A.

Terms of Payment:

- ☒ Payments are to be made for work in progress within 30 days of monthly statement date. If payment is not made after 30 days, a late charge of 1.5% of the total invoice amount will be added to the invoice on a monthly basis.

- ☒ For non-lump sum contracts, payment will be made for actual cost per the hourly service rates outlined below. An estimated cost is provided below, which may be modified as needed and only with client approval.
- ☒ Client will be responsible for the full cost of the service as outlined in the Scope of Services above.
- ☐ Client will pay a retainer fee as a good-faith deposit to the actual costs of the work. This retainer fee will be counted toward the actual cost.
- ☒ Additional payment terms are shown in the attached Terms and Conditions of Work Order Agreement.

ESTIMATED COST: \$9,000.00

RETAINER FEE: \$0.00

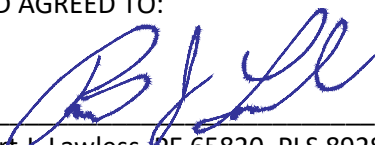
NOTICE TO PROPERTY OWNER

If bills are not paid in full for the labor, services, equipment, or materials furnished or to be furnished, a mechanic's lien leading to the loss, through court foreclosure proceedings, of all or part of your property being so improved may be placed against the property even though you have paid your contractor in full. You may wish to protect yourself against this consequence by (1) requiring your contractor to furnish a signed release by the person or firm giving you this notice before making payment to your contractor or (2) any other method or device which is appropriate under the circumstances.

This Work Order Agreement to perform the described services becomes a contract subject to the attached Terms and Conditions of Work Order Agreement when signed by the Client and DDGEO.

ACCEPTED AND AGREED TO:

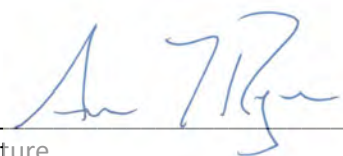
BY:



Robert J. Lawless, PE 65820, PLS 8928
Principle Surveyor

Date: 08/27/2025

Client:



Signature

Date: 9/2/25

Andrew T. Ryan President

Client Name

TERMS AND CONDITIONS OF WORK ORDER AGREEMENT

Compensation – Unless stated to the contrary, Millennium Planning & Engineering doing business as Dundas Geomatics (“DDGEO”) shall provide the Basic Services outlined in the attached Proposal/ Agreement (the “Agreement”) on an hourly basis at rates set forth below:

Principal.....	195.00/hour
QSD SWPPP Monitoring.....	160.00/hour
Project Manager/Senior Engineer.....	155.00/hour
Survey Party Chief (1-man survey crew).....	200.00/hour
Field Technician.....	110.00/hour
Aerial Mapping (Drone Pilot).....	135.00/hour
QSP Monitoring.....	135.00/hour
Senior Designer/Civil Engineer.....	135.00/hour
Staff Engineer / Planner.....	120.00/hour
Assistant Planner/ CAD Drafter.....	110.00/hour
Clerical/Office Manager.....	85.00/hour

If a substantial deviation from the Scope of Basic Services outlined in the Agreement is anticipated, DDGEO will advise the Client to obtain further authorization. Fee schedule is subject to change on a yearly basis.

Proposal Validity – Proposals not signed (accepted) by the client and returned to DDGEO within 60 calendar days from date of issuance are deemed expired.

Retainer – Unless stated to the contrary, the Client shall make an initial payment (retainer) upon execution of this Agreement. This retainer shall be applied against project invoice(s).

Reimbursable Expenses – All reimbursable expenses, including the cost of prints, copies, overnight/expedited shipping, and other non-labor related expenses paid by DDGEO to others on behalf of the Client, shall be billed at the cost of the charge or fee plus fifteen percent (15%) overhead. Mileage will be billed at the current Federal Standard Mileage Rate. Costs under this paragraph are excluded from the Agreement unless otherwise stated.

Extra Services – Additional costs and services may be deemed necessary and/or required as the project proceeds. Extra Services will be billed on a time and materials basis in addition to the Basic Services described in the Agreement.

Invoicing – Unless stated to the contrary, DDGEO’s services will be billed monthly with the full amount due and payable ten (10) days from the date of invoicing and accounts are subject to finance charges on each outstanding invoice after that for any late payment. This charge is computed at an annual percentage rate of eighteen percent (18%) (a periodic monthly rate of 1.5%) on the total past due balance. Payments received thereafter shall first be applied to accrued interest and then to the unpaid principal. NOTE: Payment shall not be contingent or conditioned upon the Client’s ability to secure/obtain financing or reimbursement from any third party. In the event that DDGEO is required to seek collections, Client shall be responsible for any collection costs.

Suspension of Services – If the Client fails to make payments when due or otherwise is in breach of this Agreement; DDGEO may suspend performance of services upon written notice to the Client. DDGEO shall have no liability whatsoever to the Client for any costs or damages because of such suspension of services.

Changes and Termination. This Agreement shall not be modified except by written agreement signed by both parties. Client shall also have the right to terminate this Agreement prior to completion of the services, after reasonable notice to DDGEO in writing, in which event Client shall pay DDGEO all amounts due hereunder up to the effective date of termination, plus DDGEO's reasonable costs incurred after such date in terminating the services. In the event that Client alleges breach on behalf of DDGEO, Client shall afford DDGEO 30 days' written notice to cure any alleged deficiency prior to termination. In the event Client suspends services for any reason, Client must tender all amounts due and owing to DDGEO.

Set-Offs, Back-charges, Discounts – Payment of invoices is in no case subject to unilateral discounting or set-offs by the Client, and payment is due regardless of suspension or termination of this Agreement by either party.

Sub-consultants – Unless stated to the contrary, the Agreement excludes any sub-consultant services. The agencies having jurisdiction over the project may require a biological inventory, a cultural resources (archaeological) study, soils engineering, economic analyses, noise analyses, percolation and mantle tests, sewage disposal design and a well driller's report. Sub-consultant charges incurred in the research and development of proposals shall be charged upon authorization to proceed by the Client. All materials and information generated shall be immediately incorporated into the file.

Public Hearing – Due to the potential for controversy in many land use projects, the costs of attending staff meeting and public/administrative hearings of the agency or agencies having jurisdiction over the project are excluded from the Agreement (unless stated to the contrary in the Proposal). Attendance at such staff meetings and/or hearings and any additional information required by agencies as a result of controversy or public opposition will be billed on a time and materials basis.

Opinions of Probable Cost and Time – In providing opinions of duration or probable construction cost, the Client understands that DDGEO has no control over costs or the price of labor, equipment, or materials, or over the Contractor's method of pricing, and that the opinions of probable construction costs or duration provided herein are to be made on the basis of DDGEO's qualifications and experience. DDGEO makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bids, actual costs, and project duration.

Limit of Liability – To the fullest extent permitted by law, the total liability in the aggregate of DDGEO and its engineers, officers, directors, employees, agents, independent professional associates, and consultants and any of them to the Client and anyone claiming by, through or under the Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to services provided by DDGEO or its engineers, officers, directors, employees, agents, independent professional associates or consultants, the project or the Agreement from any cause or causes whatsoever, including, but not limited to, the negligence, errors, omissions, strict liability, or breach of contract shall not exceed the total compensation received by DDGEO under the Agreement. DDGEO shall not be liable for consequential damages. It is understood that all professional liabilities incurred by DDGEO throughout the course of rendering professional services on this project shall be limited to a maximum of the net fee received by DDGEO, not including reimbursable expenses and sub-consultant fees, for all services rendered on the project. It is understood and agreed that the liability of DDGEO is limited to the accuracy of survey elements and to the validity of the interpretations of survey data.

Timing – Because of substantial costs incurred to stop and restart a project once it is under way, any project halted for thirty (30) or more days by the Client, for any reason, a project restart fee of ten percent (10%) of the total Agreement price may be required prior to restart.

Ownership of Drawings and Specifications/No Third-Party Beneficiaries – Ownership of drawings and specifications, as instruments of service, is that of DDGEO, whether the work for which they are made is executed or not. Client is granted a revocable license for use of drawings and specification in connection with project associated use. This Agreement and the services and work product produced hereunder are solely for the benefit of Client and are not for the benefit, or to be construed as creating rights in favor, of any third party. Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement without prior written consent of the other.

Severability – If any provision in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be construed as if the invalid, illegal or unenforceability provision had never been contained in this Agreement.

Disputed Matters – Except as otherwise provided in this Agreement, any controversy or dispute arising out of this Agreement shall be first submitted to mediation in Grass Valley, California prior to initiating any litigation or arbitration. The venue for any litigation shall be the Superior Court of the County of Nevada in the State of California. The prevailing party in any controversy or dispute arising out of this agreement shall be entitled to reasonable attorney's fees and costs.

Indemnification – Client shall defend, indemnify, and hold DDGEO harmless for all claims, damages, costs, expenses, or loss resulting from the omissions of information or the negligent, reckless, or intentional acts of Client.

Miscellaneous – The Client acknowledges that it has secured legal rights for DDGEO to the property upon which the project will be built. The Client further acknowledges that non-payment of fees owed under this Agreement could result in a mechanics' lien being placed on the property upon which the project is/will be located.



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

ITEM: E-7

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to Execute a Professional Services Agreement for the National Avenue Water Treatment Plant Improvement Project

RECOMMENDATION:

Authorize the General Manager to execute a Professional Services Agreement in the amount of \$492,649 with Jacobs for the National Avenue Water Treatment Plant Improvements Project.

DISCUSSION:

The National Avenue Water Treatment Plant (NAWTP) provides the primary source of potable water to the District's Tahoe Main water system. The NAWTP meets Federal and California drinking water regulations and operates under the Surface Water Treatment Rule Filtration Avoidance Criteria and operates under Water Supply Permit No. 01-09-05-PER-014. Filtration avoidance permits are only provided to water systems where the source water is of exceptional quality and traditional filtration would not improve the water quality. There are 54,000 public water systems in the United States and there are only 60 filtration avoidance permits that have been issued and six of those are at Lake Tahoe.

The NAWTP, in its current configuration, was constructed and placed into service in November 2002. The NAWTP meets the filtration avoidance criteria by addressing pathogens that may be present in the water, but are not physically filtered from the raw water, by inactivation via multiple disinfectant barriers. At the NAWTP, the primary disinfection barrier is chlorine, and the second disinfection barrier is Ultraviolet (UV) disinfection. Combined, these two processes ensure inactivation of viruses, Giardia, and Cryptosporidium in conformance with Federal and California drinking water regulations.

In June 2024, the Board awarded a professional services agreement with Jacobs, a national engineering firm, to complete an assessment and provide recommendations to modernize and extend the life of the NAWTP. Specific tasks included data collection and background review, regulatory review and permitting support, treatment performance evaluation, operability and safety review, I&C and SCADA assessment, electrical assessment, security assessment, seismic assessment, and improvement recommendations. Jacobs completed this assessment and provided recommendations that were compiled in a preliminary design report in the summer of 2025.

District staff have now solicited a scope of work for design services from Jacobs to prepare bid level project drawings and specifications to implement recommendations made in the

2025 Jacobs National Avenue Water Treatment Plant Equipment Assessment and Recommendations Study (NAWTP Study).

The proposed NAWTP design scope includes the complete replacement of UV disinfection equipment, which is at the end of its useful life, the relocation of the sodium hypochlorite disinfection equipment, full replacement of the end-of-life control system, electrical equipment, and motor control centers. The detailed tasks include soliciting a quote from the selected UV technology vendor for the procurement of UV equipment, reviewing the vendor documentation, coordinating network and control integration, updating control diagrams and I/O lists, and defining data exchange and cybersecurity measures for seamless UV system incorporation. The improvements also include relocation of the sodium hypochlorite treatment into the NAWTP Building from the National Main Sewer Pump Station Building, physical security improvements, minor seismic and structural improvements, design to replace the existing motor control center including five motor starters, two VFDs, and other associated mechanical and electrical work. The attached scope of work provides additional detail on the improvements.

The District selected Jacobs, a leading firm in the United States for water and wastewater system engineering, to provide engineering consulting services for the NAWTP Improvements Project during evaluation of consultants to complete the NAWTP Study. Jacobs has extensive experience in the Tahoe Basin and has completed two successful Filtration Avoidance Surface Water Treatment Plant planning, design, and construction projects at Lake Tahoe.

FISCAL ANALYSIS:

This project is included in the Fiscal Year 2025/26 and FY 2026/27 Capital Budget for the Water Fund as National Ave Water Treatment Plant Equipment Assessment and Recommendations Study, Project # 2464 with a total available budget of \$550,000 spread over two years. Fiscal Year 2025/26 is budgeted at \$300,000 and FY 2026/27 is budgeted at \$250,000. There is a sufficient budget to allow the completion of the proposed Professional Services Agreement with Jacobs that is expected to be carried out over the next 18 months.

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 system assets – Tactic 1: Continue corrective maintenance to improve system reliability – Activity a: Inspect and repair water systems asset deficiencies.

ATTACHMENTS:

Jacobs, National Ave Water Treatment Plant Equipment Assessment and Recommendations Study – 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: 
Patrick Grimes
Chief Financial Officer

Exhibit A – Scope of Services

North Tahoe Public Utility District

Preliminary and Final Design for the National Avenue Water Treatment Plant Project

Exhibit A to the AGREEMENT between Jacobs Engineering Group Inc. (ENGINEER), and the North Tahoe Public Utility District (DISTRICT) for the National Avenue Water Treatment Plant Project.

Objectives

The Preliminary and Final Design for the National Avenue Water Treatment Plant Project (Project) will include the following:

- Field investigations
- Preliminary and final engineering design services
- SOP development and Process Operations Manual Outline

The National Avenue Water Treatment Facility (NAWTP) located in Tahoe Vista, California, must meet federal and state drinking water regulations, and meet DISTRICT standards and goals. The Project will serve the improvements needed at the NAWTP.

Design Narrative

The purpose of this project is to implement recommendations made in the 2025 Jacobs National Avenue Water Treatment Plant Equipment Assessment and Recommendations Study (NAWTP Study). This NAWTP Study primarily recommends, and this project includes the replacement of, disinfection equipment which is at the end of its useful life. Additionally, this replacement will necessitate some electrical, SCADA/I&C, security, and minor site civil upgrades. A seismic analysis performed for the UV Treatment building indicated that minor roof retrofits are required as well. The scope of this design includes the following items:

- **Process**
 - Removal and replacement of the existing UV system with a new UV water treatment system.
 - Relocation of the sodium hypochlorite treatment into the NAWTP Building from the National Main Sewer Pump Station Building.
 - Technical permitting support on Amiad strainers removal.
 - Solicit quote from Trojan for UV equipment and procurement assistance.
- **SCADA/ I&C**
 - **Sodium Hypochlorite System Migration:** Update P&ID, specify and document new instruments, coordinate with electrical and mechanical teams, and revise I/O lists and wiring diagrams to support system upgrades and integration.
 - **UV Skid Controls Integration:** Review vendor documentation, coordinate network and control integration, update control diagrams and I/O lists, and define data exchange and cybersecurity measures for seamless UV system incorporation.

- **Security**

- Physical security improvements including new exterior doors and electronic access control card readers and locks for the NWS Pump Station and the NAWTP building.
- Addition of two cameras multi-imager cameras on opposite corners (NW and SE) of the NWS Pump Station and one multi-imager camera on the SW corner of the NAWTP building.
- Upgrades to local networking equipment, access control hardware, video recording hardware for system monitoring including the following:
 - Install a Power Over Ethernet switch in the NWS Pump Station and NAWTP building networked via multimode fiber.
 - Install card access control boards in each building, connecting all card access doors.
 - Terminate cameras to PoE switches in each building
 - Install local video recording and access control server unit in NWS Pump Station building connected to network switch for local monitoring and control.

- **Site Civil**

- Curb-cut and sidewalk design to connect to side concrete pad on west side of the NAWTP Building for sodium hypochlorite loading.

- **Structural**

- Minor seismic and structural improvements to the existing wood roof and access door at the west side of the NAWTP building.

- **Electrical**

- Replace existing MCC including five motor starters, two VFDs, four contactors and 120/240V panelboard and associated transformer.
- Replace existing 480/277-volt panelboard
- Replace primary feeder conductors, utilizing existing conduits, from the Sewage Station building to the Water Station Building MCC.
- Solicit quote for MCC and early procurement assistance.

Approach

The Project will begin with a kick-off meeting for the preliminary design and final design, including 30%, 70%, and 100% review deliverables to be developed. Following the design, a high-level outline for Standard Operating Procedure (SOP) and a Process Operations Manual will be developed.

The services to be provided are categorized into the following tasks:

Phase 0 – Common Services

- Task 1 – Project Management During Design
- Task 2 – Engineer’s Cost Opinion
- Task 3 – Coordination with Agencies

Phase 1 – Kickoff and Investigations

- Task 4 – Kickoff and Investigations

Phase 2 – Preliminary Design

- Task 5 – 30% Design Development Submittal

Phase 3 – Final Design

- Task 6 – 70% Design Development Submittal
- Task 7 – 100% Final Construction Documents Submittal

Phase 4 – SOP Development and Process Operations Manual Outline

- Task 8 – SOP Development and Process Operations Manual

Phase 0 – Common Services

The following tasks describe the ENGINEER’s services that are common during Phase 0 of the Project.

Task 1 – Project Management During Design

The purpose of this task is to provide for the initiation and overall management of project activities. A schedule and work plan will be prepared and implemented so that work activities are completed in a properly integrated and timely manner. This task includes those elements necessary to manage, lead, and control execution of the project.

Subtask 1.1 – Project Planning

Develop the project management plan (PMP) describing level-of-effort, schedule, deliverables, and quality reviewers for each activity and the project. Execute the PMP, proactively identify potential deviations, and implement corrective actions as needed. Included in this Subtask are the following activities to be completed by the ENGINEER:

- Staff Management: Identify and utilize the appropriate staff for each project activity. Supervise the project team and identify actions needed to maintain the project cost and schedule.
- Change Management: Plan for project changes as the work is executed. Changes in scope will be communicated to the DISTRICT. ENGINEER will provide monthly progress reports to the DISTRICT’s project manager.
- Monitor progress, identify changes, and provide the DISTRICT with proactive communications regarding changes.
- Develop, maintain, and update a decision log for documenting decisions made during the project.
- Develop, maintain, and update an action item log with deadlines.

- Maintain a SharePoint site for use by ENGINEER's project team, including an area for key DISTRICT personnel. Implement document controls for management of deliverables.
- Develop Field Safety Instructions (FSIs) for any field work conducted by ENGINEER's team.
- Schedule: Prepare and provide periodic updates to the Project Schedule (in a bulleted Milestone list format) showing preliminary dates for deliverables and anticipated dates for workshops, quality control (QC) reviews, key milestone meetings, and submittals.

Subtask 1.2 – Overall Project Coordination

Monitor and direct the work and track progress against project goals and requirements. Adjudicate approaches, goals, or constraints identified or faced by ENGINEER's team. Monitor progress, identify changes, and provide the DISTRICT with proactive communications regarding changes. Coordinate with the DISTRICT to assess overall satisfaction in meeting project goals.

Subtask 1.3 – Progress Reports and Invoicing

Prepare monthly progress reports and invoices identifying work completed versus planned schedule and budget milestones.

Subtask 1.4 – Quality Control Review, Coordination, and Response

Implement and develop a quality assurance/quality control (QA/QC) program. QA/QC procedures will be developed and documented in a quality management plan (QMP) prior to beginning work on the project. ENGINEER will coordinate the participation of senior reviewers and perform internal QC review of work products at appropriate points in the project. Formal internal QC review of work products will be performed prior to sending deliverables to the DISTRICT for review.

Subtask 1.5 – Project Coordination Meetings

Preparation for and attendance at regular monthly project meetings with DISTRICT staff to review progress of the work and discuss technical decisions or issues that could affect the project scope, cost, or schedule. ENGINEER's Project Manager and up to six (6) other team members will attend this meeting remotely. It is assumed that Phases 0-4 of the project will take approximately 18 months to complete, and ENGINEER has budgeted 18 monthly meetings for this task. Meetings are assumed to be 1 hour in duration. When possible, these meetings will be replaced with design workshops when those workshops occur at the same time.

Task 1 Deliverables

- Monthly or periodic milestone schedule.
- Action item and decision log updates.
- Monthly progress reports and invoices.
- Monthly, or as needed, project coordination meeting minutes.

Task 2 – Engineer's Cost Opinion

ENGINEER will prepare construction cost opinions for the design phases as outlined in the following subtask.

Subtask 2.1 – Engineer’s Cost Opinion

Cost estimates will be prepared by ENGINEER for this project at the 70, and 100 percent design levels and will be provided to the DISTRICT within two (2) weeks after each design submittal. The estimate of costs will include a detailed summary of work items including mobilization and demobilization, unit and/or lump sum costs for each major item, and contingencies.

The construction cost estimates developed for each of the 70 and 100 percent design phases will be consistent with the cost estimate classifications as defined by the Estimate Classification system of the American Association of the Advancement of Cost Engineering International (AACE International). The cost estimate classification will be appropriate for the level of design being estimated. The cost estimate range for each classification implies that there is a high probability that the final project cost will fall within the range; however, the cost for the project will depend on actual labor and material costs, competitive market conditions, and other variables. As a result, the final project cost will vary from the estimate.

Task 2 Deliverables

- Construction opinion of probable cost for the 70, and 100 percent design phases.
- Provide a narrative describing the basis for developing the cost estimates.
- Backup data when requested.

Task 3 – Coordination with Agencies

ENGINEER will provide support to DISTRICT in coordinating with regulatory and permitting agencies as outlined in the following subtasks.

Subtask 3.1 – Regulatory Permitting Support

ENGINEER will provide support to DISTRICT in coordinating with regulatory agencies to obtain the necessary permits and approvals in preparation for construction of the Project.

ENGINEER and DISTRICT will coordinate to contact the jurisdictional agencies located in the project area and determine the necessary permits that will be required for construction. Once these necessary permits have been identified, ENGINEER will work with the DISTRICT to identify the required information to obtain these permits and secure approval prior to proceeding with construction. ENGINEER will prepare drawings and exhibits to assist the DISTRICT with obtaining these permits once the requirements have been identified. This Subtask includes the following:

- Submitting 70 percent plans and specifications to regulatory agencies for preliminary review and signed and sealed bid set drawings for Plan Review.
- Providing written responses to review comments received from regulatory agencies.
- Preparing/submitting revised documents that incorporate changes made to address review comments.

Subtask 3.2 – Placer County, California Permitting Support

ENGINEER will provide support to DISTRICT in coordinating with Placer County to obtain the necessary permits and approvals for design of the Project.

ENGINEER and DISTRICT will coordinate to contact Placer County and determine the necessary permits that will be required for construction. Once these necessary permits have been identified, ENGINEER will work with the

DISTRICT to identify the required information to obtain these permits and secure approval prior to proceeding with construction. ENGINEER will prepare drawings and exhibits to assist the DISTRICT with obtaining these permits once the requirements have been identified. This Subtask includes the following:

- Submitting 70 percent plans and specifications to Placer County for preliminary review and signed and sealed bid set drawings for Plan Review.
- Providing written responses to review comments received from Placer County.
- Preparing/submitting revised documents that incorporate changes made to address review comments

Task 3 Deliverables

- Written responses to review comments received from regulatory agencies.

Phase 1 – Project Kickoff and Investigations

The following tasks describe the ENGINEER's services during Phase 1 of the Project.

Task 4 – Project Kickoff and Investigations

ENGINEER will conduct a project kickoff workshop and investigations necessary for design of the Project as outlined in the following subtasks.

Subtask 4.1 – Project Kickoff Workshop

ENGINEER will prepare for and lead a 1-hour workshop with the DISTRICT to kickoff the project, discuss existing information, and charter the project team. At the workshop, the team will identify roles, responsibilities, and communication pathways, review the scope of the project, review background information, discuss goals and objectives, and present and discuss the project schedule and systematic approach for the project. ENGINEER's Project Manager and up to four (4) other team members will attend this meeting in person, with all other remote team members attending remotely if needed.

ENGINEER will prepare an agenda for the workshop, develop presentation materials, and prepare and distribute a draft and final workshop summary.

Task 4.1 Deliverables

- Meeting presentation materials.
- Meeting agendas and summaries (minutes) (electronic copy in Adobe PDF).

Subtask 4.2 – Survey and Mapping Review

The purpose of this Subtask is to review and utilize NTPUD's 2019 survey of the NAWTP to support the design of the Project.

Subtask 4.2 Assumptions

- DISTRICT will provide the 2019 NAWTP Survey files including any linework for drawing files.

Phase 2 – Preliminary Design

The following tasks describe the ENGINEER's services during Phase 2 of the Project.

Task 5 – 30% Design Development Submittal

The primary purpose of the 30% design development phase is to define the project and develop preliminary calculations and concepts. The 30% design development phase will achieve a defined scope of facilities for the conclusion of this phase. Structural, electrical, equipment, process systems, site plans, and utilities are all advanced to a 30% level of design during this phase. The work approach will be to prepare, assemble, and furnish drawings within the intended design CAD environment for the 30% review by the DISTRICT. ENGINEER will perform and adjudicate its internal QA/QC review of the full submittal prior to delivery to the DISTRICT.

Subtask 5.1 – 30% Design Development Submittal

The design development will advance the project facilities, as listed below, to the approximate 30% level of completion. It is anticipated that the full package of construction drawings for the project will consist of up to 30 sheets, as presented in Exhibit C. The 30% design development submittal will include approximately 20 sheets.

The specific items that will be completed during the 30% design development phase of the work are listed in the following sections.

Process 30% Design Development

- P&ID's will be developed to approximately 50% complete.

Hydraulics Modeling

- Draft hydraulic profile.

Process Mechanical 30% Design Development

- Draft equipment sizing and data sheets.
- Draft plans and sections.
- Draft equipment specifications list.
- Preliminary plumbing requirements for process and mechanical.

Structural 30% Design Development

- Draft requirements for governing codes, agency, and local requirements.
- Preliminary structural calculations to size members and attachments for seismic retrofit repairs based on conceptual recommendations in the Preliminary Study Task 4 Seismic Condition Assessment TM.
- Coordinate with other disciplines, including I&C, electrical, and process, to verify plan dimensions, elevations, any minor incidental anchorage and bracing requirements.
- Develop Typical Details.
- Develop drawings to include plans and sections for the NAWTP facility. Drawings will indicate member sizes, dimensions, and elevations.

Instrumentation and Controls 30% Design Development

- Preliminary P&ID's.
- Preliminary block diagrams.

Security and Remote Monitoring 30% Design Development

- Door access control.
 - Panel Layouts
 - Door Hardware
- Security cameras.
 - Mounting types
- Riser/Network Block Diagrams

Electrical 30% Design Development

- Draft one-line diagrams.
- Equipment layout plan
- Preliminary load calculations.

Site Civil 30% Design Development

- Preliminary site plan and survey control for curb ramp improvement.site plan and survey control for curb ramp improvement.
- Preliminary grading and drainage plan.

Subtask 5.2 – 30% Design Development Workshop

ENGINEER will convene a Design Development Workshop during 30% Design. It is envisioned that the workshop will represent the forum for ENGINEER to summarize updates to the work-in-progress design, allow detailed information exchange, and facilitate receiving input on the DISTRICT's preferences.

ENGINEER will conduct one (1) 1-hour workshop for the Design Development leading up to 30% Design. ENGINEER's Project Manager and up to four (4) other team members will attend these workshops in person, with all other remote team members attending remotely if needed.

ENGINEER will prepare an agenda for the workshops, develop presentation materials, and prepare and distribute draft and final workshop summaries.

Subtask 5.3 – 30% Design Development Quality Control Review

ENGINEER will perform and adjudicate its internal QA/QC review of the full submittal prior to delivery to the DISTRICT. The review will be conducted by senior reviewers.

Subtask 5.4 – 30% Design Development Review Workshop

Upon submittal of the Design Development package, ENGINEER will hold one (1) 1-hour meeting to provide an initial submittal overview prior to detailed review by the DISTRICT. The purpose of this meeting will be to orient the DISTRICT with the submittal package. ENGINEER's Project Manager and up to four (4) other team members will attend this meeting in person, with all other remote team members attending remotely if needed.

At the end of the DISTRICT's 2-week review period, ENGINEER will receive DISTRICT's consolidated review comments in electronic format. Major action items and decisions will be documented by ENGINEER in workshop summary notes. Based on input from the DISTRICT, the workshop agenda can be organized to allow team

members to attend for the most relevant agenda topics. ENGINEER's Project Manager and up to four (4) other team members will attend this meeting in person, with all other remote team members attending remotely if needed.

ENGINEER will prepare an agenda for the workshops, develop presentation materials, and prepare and distribute a draft and final workshop summary.

Task 5 Deliverables

- Meeting presentation materials.
- Meeting agendas and summaries (minutes) (electronic copy in Adobe PDF).
- 30% Design Development submittal package (Drawings will be prepared in half-size 11 inch by 17 inch PDF format).
- Decision log for decisions made during project meetings.
- Quality Review Form for documentation of the reviews, capturing comments from the DISTRICT and ENGINEER's response.

Phase 3 – Final Design

The following tasks describe the ENGINEER's services during Phase 3 of the Project.

Task 6 – 70% Design Development Submittal

The primary purpose of the 70% design development phase is to advance the project definition, finalizing preliminary calculations and concepts prepared in the 30% design development phase. The 70% design development phase will advance the project design to achieve a well-defined scope of facilities for the conclusion of this phase. Structural, electrical, equipment, process systems, site plans, and utilities are all advanced to a 70% level of design during this phase. The work approach will be to prepare, assemble, and furnish drawings and technical specifications for the 70% review by the DISTRICT. ENGINEER will perform and adjudicate its internal QA/QC review of the full submittal prior to delivery to the DISTRICT.

To address the design development requirements, the ENGINEER's work effort will include the following services:

- Treatment process design
- Electrical engineering
- Mechanical engineering
- Structural engineering
- Site civil engineering, drainage, and yard piping
- Communications and networking systems engineering
- Instrumentation and controls engineering
- Corrosion engineering
- Security and remote monitoring engineering

Subtask 6.1 – 70% Design Development Submittal

The design development will advance the project facilities, as listed below, to the approximate 70% level of completion. It is anticipated that the full package of construction drawings for the project will consist of up to 30 sheets, as presented in Exhibit C.

The specific items that will be completed during the 70% design development phase of the work are listed in the following sections.

Process 70% Design Development

- P&ID's will be developed to approximately 85% complete.
- First draft of specifications sections.

Hydraulics Modeling

- Update hydraulic profile.

Process Mechanical 70% Design Development

- Finalize equipment sizing and data sheets.
- Material selection.
- Develop preliminary line list and associated conditions of service.
- Begin the development of the process control narratives.
- Plans and sections.
- Preliminary standard details list.
- Equipment specifications list and development.

Structural 70% Design Development

- Finalize requirements for governing codes, agency, and local requirements.
- Complete structural calculations to size members and attachments for seismic retrofit repairs based on conceptual recommendations in TM.
- Coordinate with other disciplines, including I&C, electrical, and process, to verify plan dimensions, elevations, and any minor incidental anchorage and bracing requirements.
- Review structural systems for constructability.
- Develop drawings to include plans and sections for all applicable areas of the treatment facility. Drawings will indicate member sizes, dimensions, and elevations.
- Initiate development of note-type specifications, including initial edits.
- Develop and assemble draft standard details list.

Instrumentation and Controls 70% Design Development

- Develop/update control system block diagram.
- Update P&ID's.
- Fiber optic communications.

- Develop preliminary outline of process control narratives.
- Select control system configuration.
- Assign control system loops.
- Draft control system specifications, including instrument component specifications.
- Instrument sizing and selection with vendor information.
- Develop preliminary I/O list.
- Develop preliminary instrument list.
- Develop preliminary standard details list.
- Review packaged equipment requirements and update specifications.

Security and Remote Monitoring 70% Design Development

- Door access control.
 - Detail refinement
 - Cabling
- Security cameras.
 - Detail refinement
- Security Network
- Security Device Details

Electrical 70% Design Development

- Finalize one-line diagrams.
- Finalize electrical space layout and equipment sizing.
- Update load calculations.
- Develop electrical system analysis and calculations.
- Develop cable riser diagrams.
- Electrical code review for compliance.
- Locate major I/O termination locations and control panels.
- Prepare draft electrical equipment specifications.
- Preliminary standard details list.

Site Civil 70% Design Development

- Specifications list and development.
- Site, survey control, drainage, and grading plans.
- Preliminary standard details list.

Corrosion Engineering 70% Design Development

- Identify various environments in which equipment, structures, and components are being installed (i.e., immersion, atmospheric, chemicals, buried).

- Evaluate the environments and provide recommended corrosion control strategies for all materials, equipment, structures, and components, and provide guidance for cost effective corrosion mitigation techniques.
- Specifications will be identified and developed. Typical project specifications include paint and coating, chemical resistant coating, tank lining, cathodic protection, bonding, and test stations.
- Preliminary standard detail list.
- Preliminary cathodic protection calculations.

Subtask 6.2 – 70% Design Development Workshops

ENGINEER will convene a Design Development Workshop during 60% Design. It is envisioned that this workshop will represent the forum for ENGINEER to summarize updates to the work-in-progress design, allow detailed information exchange, and facilitate receiving input on the DISTRICT's preferences.

ENGINEER will conduct up to one (1) 1-hour workshop for the Design Development leading up to 60% Design. ENGINEER's Project Manager and up to four (4) other team members will attend these workshops in person, with all other remote team members attending remotely if needed.

ENGINEER will prepare an agenda for the workshop, develop presentation materials, and prepare and distribute draft and a final workshop summary.

Subtask 6.3 – 70% Design Development Quality Control Review

ENGINEER will perform and adjudicate its internal QA/QC review of the full submittal prior to delivery to the DISTRICT. The review will be conducted by senior reviewers.

Subtask 6.4 – 70% Design Development Review Workshop

Upon submittal of the Design Development package, ENGINEER will hold one (1) 1-hour meeting to provide an initial submittal overview prior to detailed review by the DISTRICT. The purpose of this meeting will be to orient the DISTRICT with the submittal package. ENGINEER's Project Manager and up to four (4) other team members will attend this meeting in person, with all other remote team members attending remotely if needed.

At the end of the DISTRICT's 2-week review period, ENGINEER will receive DISTRICT's consolidated review comments in electronic format prior to the workshop. Major action items and decisions will be documented by ENGINEER in workshop summary notes. Based on input from the DISTRICT, the workshop agenda can be organized to allow team members to attend for the most relevant agenda topics. ENGINEER's Project Manager and up to four (4) other team members will attend this meeting in person, with all other remote team members attending remotely if needed.

ENGINEER will prepare an agenda for the workshop, develop presentation materials, and prepare and distribute a draft and final workshop summary.

Task 6 Deliverables

- Meeting presentation materials.
- Meeting agendas and summaries (minutes) (electronic copy in Adobe PDF).
- 70% Design Development submittal package including drawings and technical specifications (Drawings will be prepared in half-size 11-inch by 17-inch PDF format).

- Decision log for decisions made during project meetings.
- Quality Review Form for documentation of the reviews, capturing comments from the DISTRICT and ENGINEER's response.

Task 7 – 100% Final Design Documents Submittal

The primary purpose of the 100% final construction documents phase is to finalize the detailed design from the previous 70% detailed design submittal. The work will update the design per the DISTRICT's review inputs and address the ENGINEER's quality review comments. ENGINEER will perform and adjudicate its internal QA/QC review of the full submittal prior to delivery to the DISTRICT.

Subtask 7.1 – 100% Final Design Documents Submittal

ENGINEER will prepare final design Documents to reflect the responses agreed to upon final review comments from the DISTRICT, applicable regulatory agencies, and ENGINEER's quality control review team. It is anticipated that the full package of 100% design drawings for the project will consist of up to 30 sheets, as presented in Exhibit C.

Subtask 7.2 – 100% Final Design Workshop

ENGINEER will convene a Final Design Workshop during 100% Design. It is envisioned that this workshop will represent the forum for ENGINEER to summarize updates to the work-in-progress design, allow detailed information exchange, and facilitate receiving input on the DISTRICT's preferences.

ENGINEER will conduct one (1), 1-hour workshops for the Detailed Design leading up to 100% Design. ENGINEER's Project Manager and up to four (4) other team members will attend these workshops in person, with all other remote team members attending remotely if needed.

ENGINEER will prepare an agenda for the workshop, develop presentation materials, and prepare and distribute draft and final workshop summaries.

Subtask 7.3 – 100% Final Design Documents Quality Control Review

ENGINEER will perform and adjudicate its internal QA/QC review of the full submittal prior to delivery to the DISTRICT. The review will be conducted by senior reviewers.

Task 7 Deliverables

- 100% Contract Documents submittal package including drawings and technical specifications (Drawings will be prepared in half-size 11 inch by 17 inch PDF format and 22 inch by 34 inch PDF format).

Phase 4 – SOP Development and Process Operations Manual Outline

The following tasks describe the ENGINEER's services during Phase 4 of the Project.

Task 8 – SOP Development and Process Operations Manual Outline

The purpose of this task is to develop a Standard Operating Procedure (SOP) and Process Operations Manual as outlined in the following subtasks.

Subtask 8.1 – SOP Development and Documentation

ENGINEER will support DISTRICT's staff in developing and documenting a high-level outline for Standard Operating Procedure (SOP) documents. The DISTRICT will share existing SOPs from other facilities that are pertinent to the NAWTP as well as a template for SOP formatting.

The fee for this effort assumes ENGINEER will develop a total of up to 4 SOPs.

Subtask 8.2 – Process Operations Manual Outline

ENGINEER will prepare a high-level outline for the Process Operations Manual Outline for the updated NAWTP. This document will focus on the operation of the treatment processes.

The manual will be a high-level document that does not repeat information in the O&M manuals provided by equipment manufacturers for individual equipment items. This manual is not intended to contain detailed instructions on operating the facility or maintaining its equipment. Discussions of safety will refer to Material Data Sheets, manufacturer O&M manuals, and the DISTRICT's safety program.

Task 8 Deliverables

- Draft and Final high-level Standard Operating Procedure outline (electronic copy in Adobe PDF and Microsoft Word).
- Draft and Final high-level Process Operations Manual outline (electronic copy in Adobe PDF and Microsoft Word).

Additional Services

Additional services are not included in this Scope of Services, but can be performed if requested and approved by DISTRICT and ENGINEER. Time, scope, and fee, have not been budgeted for additional services. Authorization to proceed shall be in the form of an amendment to this Scope of Services or a separate Task Order specifying the work to be performed and the additional payment for such services rendered. The amendment or Task Order, after execution by both parties, shall become a supplement to and a part of the Agreement.

Assumptions

The following assumptions were used in developing this Scope of Services and fee for ENGINEER's services. These assumptions are in addition to the scope and additional services set forth in the preceding Scope of Services.

DISTRICT-Provided Services

The DISTRICT will provide the following information, if existing and available, or procure support services through separate agreements with separate consultants:

Survey and Mapping. The DISTRICT will provide existing and available survey and mapping investigations prior to ENGINEER commencing detailed design work. The ENGINEER's design team will review the survey and mapping information available and integrate its recommendations/suggestions into the overall design of the affected systems, while notifying the DISTRICT of required supplemental design information.

Additional Assumptions

- It is understood by both the DISTRICT and the ENGINEER that the corresponding cost for this Agreement represents an approach based on a number of assumptions regarding anticipated level of effort for specific

tasks. As part of project management, the DISTRICT's Project Manager and ENGINEER's Project Manager will track the scope and budget. Both Project Managers will identify any necessary adjustments, and if the cost to deliver the work is projected to exceed the available budget, ENGINEER's Project Manager will inform the DISTRICT's Project Manager. It is anticipated that some tasks will come in under budget and some will end up over budget. ENGINEER will request DISTRICT Project Manager approval for tasks that are going over budget. If, as a whole, additional costs are necessary by the DISTRICT to complete the work, ENGINEER and DISTRICT may develop an amendment, as deemed necessary, which may be subject to DISTRICT's Board approval, depending on the cost.

- The DISTRICT and/or ENGINEER will give prompt notice whenever it is observed or becomes apparent that a development may affect the scope, cost, or timing of the Project. Notwithstanding anything to the foregoing, to the extent ENGINEER's provision of services for the Project are modified by the DISTRICT, ENGINEER's cost and schedule shall be reasonably adjusted to account for such modifications. The DISTRICT and ENGINEER must mutually agree on adjustments to ENGINEER's cost and schedule based on changes to the Scope of Services or the provision of additional services.
- To the extent available, as-built drawings of existing facilities will be provided by the DISTRICT.
- ENGINEER will rely upon the accuracy, timeliness, and completeness of the as-built information provided by the DISTRICT and will not be responsible for conducting field surveys to identify conflicts between field conditions and as-built records. It is assumed that as-built information accurately represents field conditions. ENGINEER will notify DISTRICT of any differing site conditions identified and they will coordinate to resolve those differing conditions.
- Motor schematics and wiring diagrams are not included in the as-built drawings and thus will not be included in the design package. Production of these drawings will be required by the contractor to as-build and provide enough detail to procure internal components of the MCC and replicate the existing functionality.
- DISTRICT to provide other additional information as needed, such as historical water quality data and testing results.
- The following ancillary elements of the Project shall be outside of the Scope of Services for this Project and completed separately by or with the DISTRICT:
 - SCADA integration: NAWTP Study, Task 2.5, Appendix C SCADA work regarding PLC upgrades, Network upgrades, Communication improvements to be scoped separately.
 - DISTRICT staff to provide other additional design related information as needed.
 - Soil improvements will not be required as part of the Project.
- The Project will not include the following facilities and systems:
 - Intake pumping system
- The interface between off-site utilities and on-site utilities is expected to be at the property boundary of the NAWTP. The Project will not include infrastructure improvements outside the NAWTP boundary such as:
 - Improvements to off-site utilities (e.g., water, sewer, stormwater, natural gas, power/electrical)
 - Roads, streets, and landscaping
- The Project does not include off-site conveyance elements such as raw water supply and finished water conveyance. The interface between off-site conveyance elements and the yard piping is expected to be at the property boundary of the NAWTP.
- The Project does not include hydraulic modeling associated with off-site conveyance elements.
- Workshops will be conducted with the DISTRICT's key personnel at the DISTRICT's office when appropriate.

- The DISTRICT will make its facilities accessible to ENGINEER, as required for ENGINEER's performance of its services.
- The DISTRICT acknowledges and agrees that in the performance of the Services, ENGINEER may utilize its proprietary data, concepts, methods, techniques, processes, protocols, ideas, inventions, know-how, trade secrets, algorithms, software, works of authorship, databases, tools, other background technologies and standards of judgment that ENGINEER developed or licensed from third parties prior to the Effective Date (the "Pre-Existing Technology"). Subject to the terms and conditions of the Agreement, ENGINEER hereby grants to the DISTRICT a non-exclusive, non-transferable, royalty-free license under ENGINEER's Intellectual Property Rights to utilize the Pre-Existing Technology for the purpose of the DISTRICT's Project. The DISTRICT shall not, and shall not allow any third party to: (i) modify or otherwise create derivative works of the Pre-Existing Technology; (ii) use the Pre-Existing Technology for any other purpose, other than the DISTRICT Project; (iii) make, have made, use, reproduce, license, display, perform, distribute, sell, offer for sale, service, support, or import any product that incorporates, embodies and/or is based upon the Pre-Existing Technology; (iv) sublicense, distribute or otherwise transfer to a third party any of the Pre-Existing Technology by itself or as incorporated into software or hardware; or (v) reverse engineer, disassemble, decompile or attempt to derive the source code or underlying ideas or algorithms of the Pre-Existing Technology. Any additional use of the Pre-Existing Technology shall require a separate written license agreement.
- The design will be based on the federal, state, and local codes and standards in effect at the start of the Project. Any unforeseen changes in these codes may necessitate a change in scope.
- The design documents will be prepared for a single construction contract.
- Permit applications and supporting documentation will be prepared by the DISTRICT. The DISTRICT will pay all permit processing fees.
- The DISTRICT's master specifications will be used as the basis for all specifications. ENGINEER will supplement DISTRICT specifications with additional specifications where needed.
- The drawings will follow the ENGINEER's CAE/CAD standards. Revit 2025 and AutoCAD 2025/Civil 3D will be used to develop the drawings. At the conclusion of the construction phase of the project, the Revit drawing files will be translated to AutoCAD 2025 and the entire drawing package will be delivered in AutoCAD format for the DISTRICT's records.
- Any investigation and remediation of possible hazardous waste, asbestos, lead paint or other types of contamination, will be conducted as a separate contract.
- The opinions of probable cost produced as part of this Scope of Services, and any resulting conclusions on project financial requirements, are prepared for guidance in project evaluation and implementation and use of the information available at the time of the estimate. The final costs of a project and resulting feasibility will depend on actual labor and material costs, competitive market conditions, actual site conditions, final project scope, implementation schedule, continuity of personnel and engineering, and other variable factors. Therefore, the final project costs will vary from the estimate developed. Because of these factors, project feasibility, benefit/cost ratios, risks, and funding needs must be carefully reviewed, prior to making specific financial decisions or establishing project budgets, to help ensure proper project evaluation and adequate funding.
- The opinions of probable cost produced as part of this Scope of Services will align with an estimate classification as defined by the Estimate Classification system of the American Association of the Advancement of Cost Engineering International (AACE International). The accuracy of the estimates will be as defined by the Estimate Classification system of the AACE International. The accuracy ranges imply that there is a high probability that the final project cost will fall within the range; however, the cost for the project will depend on actual labor and material costs, competitive market conditions, and other variables. As a result, the final project cost will vary from the cost opinions.

- ENGINEER's Health, Safety, and Environment Manager and Field Project Manager(s) will manage the health, safety, and environmental activities of ENGINEER's staff and the staff of ENGINEER's subcontractors (if any) to achieve compliance with applicable health and safety laws and regulations.
- ENGINEER will notify affected personnel and DISTRICT of any site conditions posing an imminent danger to them which ENGINEER observes.
- Delays or extensions to the project schedule will require evaluating corresponding fee and/or schedule adjustments.
- Information and data provided by the DISTRICT is accurate and reliable.
- The ENGINEER is responsible for providing all necessary personal protective equipment (PPE) including hard hats, boots, lights, and other safety equipment to its team suitable for the location and nature of work.
- Photocopying, postal charges, telephone, and obtaining internet access performed on the Project site is of no charge to the ENGINEER.
- In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, ENGINEER has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate Project cost or schedule. Given the uncertainty with market conditions and other factors that affect cost, ENGINEER makes no warranty as to the DISTRICT's actual costs due to market conditions.
- All Peripheral Interface Controller (PICS) software configuration services are by others.
- ENGINEER will not be held responsible for the PIC SI (APCO) delivery.

Schedule

The activities and deliverables associated with this Scope of Services will be completed in accordance with the following approximate schedule assuming the Notice to Proceed authorizing the work described above is signed and delivered to ENGINEER no later than October 31, 2025:

- 30% Design Development Submittal – 6 months from NTP
- 70% Design Development Submittal – 6 months from 30% submittal
- 100% Final Design Submittal – 4 months from 70% submittal
- All other tasks described herein – 18 months from NTP

Compensation

Compensation by the DISTRICT to ENGINEER will be as follows and as described in the Agreement and Table B-1, attached hereto and made a part hereof.

Cost Reimbursable Per Hour (Time and Materials)

All items specifically included in this Scope of Services shall be performed on a Time and Materials basis in the amount not to exceed Four Hundred Ninety-Two Thousand, Six Hundred Forty-Nine Dollars (\$492,649). All Time and Materials work shall be paid at the Per Hour Rates referenced in Exhibit B, plus Direct Expenses. Direct Expenses will be based upon actual cost or ENGINEER standard billing rates, in accordance with the terms of the Consulting Agreement.

Per Hour Rates

Per Hour Rates are those hourly rates that will be charged as described above on the Project by ENGINEER's employees. The Per Hour Rates for this Project are listed in Table B-2. These rates are subject to revision for other projects and annual calendar year adjustments; include all allowances for salary, overheads, and fees; but do not include allowances for Direct Expenses, subcontracts, and outside services.

Direct Expenses

Direct Expenses are those authorized in the Agreement and may include those necessary costs and charges incurred for the Project and consistent with the authorization in the Agreement including, but not limited to: (1) the direct costs of transportation, meals and lodging, mail, and equipment and supplies; (2) ENGINEER's current standard rate charges for direct use of ENGINEER's vehicles, printing and reproduction services, and certain field equipment; and (3) ENGINEER's standard project charges for special health and safety requirements of OSHA. All equipment purchased by ENGINEER in prosecution of the work and directly reimbursed by the DISTRICT will become property of the DISTRICT at the conclusion of the contract, including but not limited to vehicles and tools. Subconsultants will be passed through with no markup by ENGINEER.

Exhibit B – Fee Schedule

North Tahoe Public Utility District

Preliminary and Final Design for the National Avenue Water Treatment Plant Project

Exhibit B to the AGREEMENT between Jacobs Engineering Group Inc. (ENGINEER), and North Tahoe Public Utility District (DISTRICT) for the "Preliminary and Final Design for the National Avenue Water Treatment Plant Project." Table B-1. Summary of Project Fee ^a

Description	Fee
Phase 0 – Common Services	
Task 1 – Project Management During Design	\$68,218
Task 2 – Engineer's Cost Opinion	\$22,320
Task 3 – Coordination with Agencies	\$6,929
<i>Subtotal for Phase 0 – Common Services</i>	<i>\$97,467</i>
Phase 1 – Project Kickoff and Field Investigations	
Task 4 – Project Kickoff and Field Investigations	\$9,245
<i>Subtotal for Phase 1 – Project Kickoff and Field Investigations</i>	<i>\$9,245</i>
Phase 2 – Preliminary Design	
Task 5 – 30% Design Development Submittal	\$138,996
<i>Subtotal for Phase 2 – Preliminary Design</i>	<i>\$138,996</i>
Phase 3 – Final Design	
Task 6 – 70% Detailed Design Submittal	\$147,142
Task 7 – 100% Final Design Submittal	\$64,825
<i>Subtotal for Phase 3 – Final Design</i>	<i>\$211,966</i>
Phase 4 – SOP Development and Process Operations Manual	
Task 8 – SOP Development and Process Operations Manual	\$34,975
<i>Subtotal for Phase 4 – SOP Development and Process Operations Manual</i>	<i>\$34,975</i>
TOTAL FEE	\$492,649

^a Time and Materials based on Table B-2.

Table B-2. Per Hour Rate Schedule

Functional Category	2025 Hourly Rate
Fellow Technologist	\$295
Senior Principal Technologist	\$295
Principal Technologist/Principal Project Manager	\$282
Senior Technologist/Senior Project Manager	\$261
Engineer Specialist*/Project Manager	\$251
Project Engineer*	\$224
Associate Engineer*	\$198
Staff Engineer 2*	\$177
Staff Engineer 1/Global Design Center Engineer*	\$156
Design Technician 5	\$172
Design Technician 4	\$161
Design Technician 3	\$146
Design Technician 2	\$128
Design Technician 1/Global Design Center CAD Technician	\$109
Office/Clerical/Accounting	\$104

Per Hour rates include allowances for salary, payroll taxes, fringe benefits, overhead, and profit, but do not include allowances for Direct Expenses.

These rates are effective through December 31, 2025, and are subject to annual calendar year adjustments of up to 4%, subject to DISTRICT approval.

Rate Schedule subject to annual revision to reflect current rates

**Includes engineering, architect, consulting, planner and scientist disciplines*

Table B-3. Standard Expenses

Expense Type	Rate
Auto Mileage	Current IRS Rate
Auto Rental	Actual
Other Travel	Actual
Equipment Rental	Actual
Postage/Freight	Actual
Subcontractors and Outside Services	Actual

Exhibit C – Drawing List

North Tahoe Public Utility District

Preliminary and Final Design for the National Avenue Water Treatment Plant Project

Exhibit C to the AGREEMENT between Jacobs Engineering Group Inc. (ENGINEER), and North Tahoe Public Utility District (DISTRICT) for the "Preliminary and Final Design for the National Avenue Water Treatment Plant Project."

100% Design		
Discipline	Sheet Number	Sheet Title
General	G-001	Cover, Vicinity map, project area map and drawing index
	G-002	Abbreviations and general symbols
	G-003	Hydraulic profile and pipe schedule
Demolition	D-101	Demo plan and details
	D-102	Additional Demo Sheet(s) Demo One-Line Diagram
Civil	C-001	Notes, symbols and legends
	C-002	Plant site plan and survey control
	C-003	Plant site grading and drainage plan
	C-004	Details
Structural	S-001	Plant seismic retrofit plan
	S-002	Section, Details and Notes
Process Mechanical	M-001	Notes, symbols and legends
	M-002	Plant UV treatment system plan & section
	M-003	Plant Chlorine treatment system plan & section
	M-004	Sections & details
Electrical	E-001	Electrical notes, symbols and legends
	E-002	Plant Electrical Plan
	E-003	One-Line Diagram
	E-004	Panel Schedules
	E-005	Plant Riser Diagram
Instrumentation and Controls	I-001	Instrumentation and Control Legend
	I-002	Network Block Diagram
	I-003	P&ID - Filtration & Disinfection
	I-004	Instrument Loop Diagram
	I-005	Instrument Location Diagram
	I-006	Instrument Wiring Diagram
Security	SE-001	Security notes, symbols responsibility matrix and legends
	SE-002	Plant Security Plan
	SE-003	Plant Security Riser Diagram
	SE-004	Plant Security Panel Diagram
		Standard Detail Booklet



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

ITEM: E-8

FROM: Recreation, Parks, and Facilities Department

SUBJECT: Authorize the General Manager to Execute a Concessionaire Services Agreement with Tahoe Adventure Company, including Two Renewal Terms

RECOMMENDATION:

Authorize the General Manager to execute a concessionaire services agreement with Tahoe Adventure Company, including two renewal terms.

DISCUSSION:

The Tahoe Adventure Company has been a long-standing quality concessionaire partner with the North Tahoe Public Utility District. Their contract, which has seen several iterations and renewals, is set to expire in October 2025.

Staff have been in negotiations with Tahoe Adventure Company for the past several months on a new contract. Terms for the new contract is seven (7) years with two (2) five (5) year extensions. The extensions are contingent on both parties' agreement. Fiscal updates include moving to a gross sales (for both rentals and tours) sliding percentage scale, which begins at 10% and maxes at 20% of sales. Additionally, a mitigation fee has been added to tours, which in prior years had been excluded. Operationally, Tahoe Adventure Company has been granted additional storage space within the NTPUD property on Shelter Road.

The details of the agreement were presented to the Board of Directors in a July 2025 closed session. The Recreation & Parks Commission and Committee received a presentation on the contract at their August 28, 2025 joint meeting and recommended the Board move forward with granting the General Manager authority to sign.

FISCAL ANALYSIS:

At the 2024 volume of sales, the proposed Concessionaire Service Agreement will generate \$39,000 in annual revenue for the first year of operation.

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 3: Develop rentable amenities, including non-motorized watercraft as well as picnic and group gathering spaces.

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 3: Capitalize on the potential of concessionaires to provide services and generate revenue


ATTACHMENTS:

- Tahoe Adventure Company Concessionaire Services Agreement

MOTION: Approve Staff Recommendation

REVIEW TRACKING:

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

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

Reviewed By: 
Patrick Grimes
Chief Financial Officer

NORTH TAHOE PUBLIC UTILITY DISTRICT CONCESSIONAIRE SERVICES AGREEMENT

This Concessionaire Services Agreement ("Agreement") is entered into on this _____ day of August 2025, between the North Tahoe Public Utility District ("District") and Tahoe Adventure Company, LLC ("Concessionaire"). District and Concessionaire are sometimes individually referred to as "Party" or jointly as "Parties" in this Agreement.

RECITALS

WHEREAS, District owns and operates Tahoe Vista Recreation Area ("TVRA"), 7010 North Lake Blvd., Tahoe Vista, CA, and North Tahoe Regional Park ("NTRP"), 6600 Donner Rd., Tahoe Vista, CA, herein collectively referred to as "PREMISES"; and

WHEREAS, The Concessionaire desires to operate non-motorized concessions and non-motorized tours at the PREMISES.

NOW, THEREFORE, District and Concessionaire agree as follows:

1. Description of Permitted Concession Activities: Concessionaire shall operate, at a minimum, the following activities ("Permitted Concession Activities") at designated areas of operation within the PREMISES pursuant to Section 5 of this Agreement:

- a. Kayak and Stand Up Paddle Board (SUP) rentals from a location in PREMISES to be agreed upon by Concessionaire and District.
- b. Guided Kayak and SUP tours accessing Lake Tahoe from PREMISES.
- c. Sale of beverages or light snacks and Lake Tahoe-related or Concessionaire-related items including without limitation photos, DVDs, videos, t-shirts, and hats.
- d. Teambuilding programs for youth, adult and corporate groups.
- e. Winter tours, including snowshoes and skiing.

Concessionaire is strictly prohibited from offering any type of motorized boat or motorized tour concessions within the PREMISES.

2. Term of Agreement: Notwithstanding the date of execution of this Agreement, the term of this Agreement shall commence on November 1, 2025, and expire on December 31, 2032, (the "Initial Term"). If mutually agreed upon in writing by District and Concessionaire during the Initial Term this Agreement may be extended for an additional five (5) year period (the "First Renewal Term"), and if mutually agreed upon in writing by District and Concessionaire during the First Renewal Term this Agreement may be extended for a second five (5)-year period (the "Second Renewal Term"), provided in both cases that District and Concessionaire shall first meet and confer and that any changes to the terms shall be documented in such amendment extending the term. The First and Second Renewal Terms shall be referred to herein individually as a "Renewal Term." In the event Concessionaire and District do not agree on the terms of

any Renewal Term, the Term of this Agreement shall terminate at the expiration of the then-current Renewal Term. The Second Renewal Term is contingent upon District and Concessionaire's agreement and completion of the First Renewal Term.

3. Operating Periods: At a minimum, Concessionaire shall operate in accordance with a schedule of operations mutually agreed upon by the Parties. The schedule shall generally call for May through September daily operations, although operations may be conducted less than seven (7) days per week during non-summer months and subject to customer demand ("Operating Periods"). Winter operations shall be conducted when possible but are contingent upon weather conditions, customer demand, staffing availability, and operational feasibility. Concessionaire shall notify the District of the targeted operating season and general schedule (season start and finish) 30 days prior to its start and, once the general schedule is approved by District in writing, any modifications must also be approved in writing by District, except for instances when weather or safety concerns necessitate closure. Concessionaire shall notify the District of changes to its weekly operating schedules (operating days per week) through the course of the season as soon as reasonably possible, except for instances when weather or safety concerns necessitate closure.

District shall notify Concessionaire of scheduled events, and bookings of other District facilities in the PREMISES. District may require Concessionaire to close the potentially disruptive portion of the Improvements for all or a portion of certain days in order to accommodate special events within PREMISES including, but not limited to, weddings, construction, and maintenance activities, and District shall provide Concessionaire with not less than sixty (60) days' notice of such closures. Should the District require a prolonged closure of the Improvements that prevents Concessionaire from meeting revenues required for the minimum payment in Section 9.1, then that minimum payment shall not be owed.

4. Days/Hours of Operation: During the Operating Periods identified in Section 3, Kayak and SUP rentals shall operate daily from approximately 9:00AM – 5:00PM, time of year and weather permitting. Modifications may be allowed to best serve the needs of the public and must be approved in writing by the District. Concessionaire shall operate on a reservation or appointment basis for its guided tours, teambuilding, and corporate events.

5. Designated Areas of Operation: Concessionaire shall use only that area within PREMISES specifically designated by District for each Permitted Concession Activity, which the District may temporarily change at any time in its sole discretion due to business needs of District. The designated areas of operation for Concessionaire's use includes: a) the beach area east of the boat launch at TVRA for a variety of kayak and SUP racks; b) storage area adjacent to the PREMISES restroom facility; c) use of the CMU-block enclosure located adjacent to the PREMISES parking lot for additional storage of gear; and d) use of two (2) parking stalls annually, May-October located in the parking lot north of N. Lake Blvd and across the street from the TVRA launch facility. During Concessionaire's operations hereunder District shall make available in a mutually agreed upon space at the base facility of the NTRP a space approximately 30'

by 30' in size for Concessionaire to store boating supplies in a storage container which shall be pre-approved by the District prior to installation. Additionally, District and Concessionaire will review storage needs at the beginning and end of each season to determine any changes necessary for the upcoming season.

Concessionaire has permission to locate a temporary shade tent as a sales kiosk at TVRA in a District-approved location.

Additional equipment (as listed in Section 6) to facilitate Permitted Concession Activities (Section 1) will be presented to the District prior to installation. With the District's written permission, Concessionaire shall be responsible for obtaining permits to construct, and maintain, at its sole expense, all site improvements ("Improvements"). All permits required to construct any Improvements shall be obtained prior to commencement of construction. Prior to commencing any work for new Improvements, Concessionaire shall submit to District project plans, specifications, and estimated timeline for project completion for District review and approval. Upon District approval of plans, specifications, and timeline, Concessionaire shall use its best good-faith efforts to submit all required documents and permit applications regarding the Improvements to the respective agencies within thirty (30) days. Thereafter, Concessionaire shall provide updates to District every thirty (30) days concerning the status of the permitting process until Concessionaire has obtained all required permits and shall continue diligently working toward completion of the Improvements once permits are obtained. Concessionaire shall coordinate with District for information required for permitting and shall provide District with updated and/or as-built versions of all plans and drawings for the Improvements.

6. Equipment: Concessionaire shall provide the following equipment and utilize the storage areas described herein to operate rentals and tours. Concessionaire shall be responsible for maintaining this space and keeping it in a neat and organized condition.

- a. Approximately thirty (30) double and thirty (30) single kayaks – Concessionaire shall provide life jackets of suitable sizes for children and adults and require their use by all kayak users.
- b. Thirty (30) SUPs.
- c. Paddling accessories (jackets, pants, drybags, and other accessory equipment).
- d. Table, chairs, and tent or umbrella for use as a booking or check-in location.
- e. Three (3) Kayak/SUP racks.
- f. One (1) Van and Kayak trailer.
- g. One (1) Van and SUP trailer.

- h. One (1) Jobox, equivalent storage bin, and use of CMU block enclosure.

7. District Resident Discount: Concessionaire shall provide residents of the District's service area ("District Residents"), with proof of District residency, a ten percent (10%) discount. Concessionaire and District shall include this information on their individual websites, marketing material, and in future District resident newsletters or other information.

8. District Use of Equipment: The District will be able to rent kayaks and SUPs from Concessionaire at fifty percent (50%) discount to the District to provide recreation programming that is not offered by Concessionaire to the public. Any use of Concessionaire's equipment must not interfere with existing Concessionaire rentals or business. District must give thirty (30) days' notice to reserve equipment and limit requests to two (2) times a year with a 10-vessel maximum.

9. Payment to District: Concessionaire shall pay fees to the District as follows:

9.1 For each calendar year during the Initial Term, Concessionaire shall pay to District a share of Concessionaire's Gross Revenues for each calendar year, consisting of: (a) ten percent (10%) of the first \$25,000 in Gross Revenues; plus (b) fifteen percent (15%) of the next \$50,000 in Gross Revenues; plus (c) twenty percent (20%) of all Gross Revenues in excess of \$75,000 in a calendar year.

9.2 Concessionaire shall pay District the amounts owed pursuant to Section 9.1 by making a semiannual payment of \$10,000 by August 15. In addition, if the amount calculated pursuant to Section 9.1 exceeds \$10,000, Concessionaire shall make an additional payment to District not later than February 15 equal to the amount by which such amount exceeds \$10,000.

9.3 For purposes of this Agreement, Concessionaire's "Gross Revenues" shall be the actual and total fees charged and/or revenues received by Concessionaire from all operations and activities permitted hereunder, including without limitation, activities and tours, and, but not including sales tax, North Lake Tahoe Tourism Business Improvement District (TBID) fees and assessments, gratuity, the sale of photographs and merchandise, and additional lunch fees for customers. Gross Revenues shall not include any deduction for equipment repairs or other costs of operation, but may reflect rate reductions that occur from the provision of the discount described in Section 7.

9.4 In addition to the amounts described in Sections 9.1 and 9.2, Concessionaire shall charge and collect a "per person" Park Mitigation Fee of \$2.00 for each person renting or touring with Concessionaire during the Initial Term. At the start of the First Renewal Term this fee will increase to \$4 for tours and remain at \$2 for rentals. At the start of the Second Renewal Term, this fee will increase to \$5 for tours and remain at \$2 for rentals. No such charge shall be required for District Residents, school groups from schools within District's boundaries, or for other groups for which

District has approved waiving the charge, in advance and in writing. Park Mitigation Fees shall be reconciled in a manner consistent with 9.2.

9.5 Concessionaire shall keep accurate records and accounts of its gross revenue from each Permitted Concession Activity operated pursuant to this Agreement, including receipts for each transaction. Concessionaire's recordkeeping and accounting methods shall be satisfactory to District and all records shall be retained for a period of at least three (3) years following expiration of this Agreement. Each payment to District must be accompanied by an accounting statement and end-of-day transaction report from the period for which payment is made and payable to the District. All voided receipts shall be accounted for and there shall be no duplication of receipt numbers. At the end of each operating season, as soon as possible after, Concessionaire shall provide to District a consolidated Financial Statement representing Concessionaire's operations for that season pursuant to this Agreement.

9.6 All payments shall be in the form of business check or cashier's check, payable to the District. In the event a check is not honored or Concessionaire otherwise fails to timely pay any amount due under this Agreement: (i) Concessionaire shall pay District a late fee in the amount of ten percent (10%) of the sum owed to the District in addition to the amount owed; (ii) the unpaid amount shall bear interest at the rate of 12%; and (iii) all future payments will be required to be in the form of a cashier's check. All payments must be received in the District's offices by the dates set forth in Section 9.2, and time is of the essence for purposes of all payments due pursuant to this Agreement.

10. District's Right to Audit Concessionaire: District shall have the right at any time to audit all of the books of account, documents, records, returns, papers and files of Concessionaire relating to revenues, sales, services, income and business transacted or other matters which in any way relate to the fees payable hereunder or the determination thereof of Concessionaire's gross revenues, and, on request by District, Concessionaire shall make all such matters available at reasonable times for examination. If District should have an audit made which reveals an underpayment by Concessionaire to District of five percent (5%) or more, Concessionaire shall immediately pay to District the cost of such audit as well as its additional fees payable by Concessionaire to District plus interest at the rate of 12% from the date(s) the payments should have been made; otherwise, the cost of such audit shall be paid by District.

11. Nonexclusive Concession: The concession or rights herein granted to Concessionaire to operate a business from the PREMISES are nonexclusive. Other concessionaires may operate out of the PREMISES provided that they do not offer the same Permitted Concession Activities (as listed in Section 1 above). District shall not grant any third party the permission to operate if operations are in direct conflict with Concessionaire's offerings. Cooperation between concessionaires is critical and in the event of a misunderstanding between concessionaires, District shall have the right to resolve such misunderstanding and its determination shall be binding upon each concessionaire (including Concessionaire) individually and separately.

Concessionaire's ability to provide Permitted Concession Activities under this Agreement as well as any other Concessionaire activities, including, but not limited to, educational school camps and sleepover camps, shall in no way prevent, interfere with, or restrict the District's use of the PREMISES. The credit card processing fee associated with the Park Mitigation fees for tours only shall be deducted from the gross revenue report. The District reserves the right to provide its own recreational programming within the PREMISES throughout the term of this Agreement.

11.1 Right of Refusal: Concessionaire shall have first right of refusal should additional non-motorized rentals or tour locations become available to the District. Concessionaire's first right of refusal to provide Permitted Concession Activities at future locations which may become available to the District shall be subject to the same terms and conditions set forth herein.

11.2 No Special Use Rights: Concessionaire shall have no special use rights within the PREMISES under this Agreement and must pay all rental fees at the resident rate for the use of District-owned facilities which are applicable to the general public except when used for Permitted Concession Activities.

12. Restrictions and Unavailability of Facilities: The TVRA is a multiple-use public facility. Concessionaire will have use of the area listed in Section 5 for operations as listed in Section 5, but may not restrict access to the waters of Lake Tahoe by other users.

13. Operations Plan and Safety Plan: Concessionaire shall maintain an updated operations plan for its operations hereunder ("Operations Plan"). The initial Operations Plan is attached as Exhibit "A" to this Agreement. Concessionaire shall also maintain an updated and current safety plan for its operations hereunder ("Safety Plan"). The initial Safety Plan is attached as Exhibit "B" to this Agreement. Concessionaire shall provide District with copies of any updates to the Operations Plan and/or Safety Plan. Concessionaire shall have appropriate safety equipment on-site during its operations, and shall have at least one employee trained in CPR and First Aid on duty during its operations. Concessionaire shall supervise and administer the usage and safety of all equipment used on District property and during excursions or activities.

14. Standard of Operation: Concessionaire's use of PREMISES shall be limited to the purposes set forth herein. Concessionaire shall meet or exceed all applicable State and Federal health and safety requirements. Concessionaire must maintain an adequate number of competent and trained employees to provide satisfactory service for customers. The appearance and conduct of Concessionaire's employees must be of the highest standards and meet the approval of District. This Agreement does not authorize employees of Concessionaire to reside in PREMISES.

Concessionaire shall be permitted to place advertising and signage with prior written approval by District, Tahoe Regional Planning Agency (TRPA) and Placer County, to locate a temporary shade tent as a sales kiosk at PREMISES in a District-approved location, and to store other equipment in District-approved locations. District is not

responsible for any loss or damage to Concessionaire's equipment stored at the PREMISES.

15. Use of Premises and Risk of Loss: Concessionaire's use of the PREMISES shall be limited to the purposes set forth herein. Concessionaire waives all claims against District and its officers and employees for, and shall hold District and its officers and employees harmless for, all such losses or damage. Concessionaire expressly waives the protection of section 1542 of the California Civil Code, and expressly waives and releases any rights or benefits arising thereunder with respect to this section. Section 1542 states:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.

Concessionaire acknowledges that it is aware that it may hereafter discover facts different from, or in addition to, those which were known to it with respect to the matters released pursuant to this section, and Concessionaire agrees that the releases given herein shall be, and remain in effect as, full and complete releases of such claims notwithstanding any such different or additional facts.

16. Maintenance and Utilities: Concessionaire shall maintain, at its sole expense, the portions of PREMISES it uses pursuant to this Agreement, and keep its equipment and inventory clean, in good repair, and in an appropriate state of safe operation. Concessionaire shall keep the portions of PREMISES it uses as well as the immediate surrounding areas free and clear of any trash or debris. Should the District begin to lock the restrooms, at the beginning of each season Concessionaire shall be issued a key to have access to the restrooms at PREMISES for afterhours use by tour groups. Concessionaire shall return key to District at the end of each season. Should Concessionaire fail to return key or if key is lost, a \$100 replacement fee will be imposed.

17. Fees, Permits and Licenses: Concessionaire shall procure and maintain, at its sole expense, the appropriate business licenses, and all legally required permits for its operations pursuant to this Agreement. Permits for Concessionaire's operations and/or Improvements made by Concessionaire, which remain with the District after the termination of this Agreement or are for improvements to District property, will be obtained by the District at District expense. Upon request, District shall execute such documents and instruments and take such action as may be required to assist Concessionaire in obtaining such licenses and permits. Concessionaire shall have all watercraft registered appropriately with the State of California. Concessionaire's operation and all equipment used by Concessionaire shall conform to the requirements of all applicable Federal, State, and municipal laws, statutes, ordinances, and

regulations. All equipment used by Concessionaire shall be maintained in a manner consistent with applicable industry standards of safety.

18. Employees and Access: All persons engaged in Concessionaire's operations pursuant to this Agreement shall be the sole and exclusive employees of Concessionaire, and shall be paid by Concessionaire. In connection with its employees, the Concessionaire shall pay all applicable social security, unemployment, workers compensation and other employment taxes or contributions of insurance, and shall comply with all Federal, State, and local laws and regulations relating to employment generally, minimum wage, social security, unemployment insurance and workers compensation. Concessionaire's employees shall comply with all rules and regulations promulgated by the District and applicable governmental authorities.

19. Advertising and Social Media: At the beginning of each term of this Agreement, and throughout the life of the Agreement, Concessionaire shall work with District to coordinate advertisements to make sure the Concessionaire's information that the District has posted on its websites and distributes in the District E-News is current and correct.

The Parties shall strive to ensure that all marketing programs are consistent with the use of the District and PREMISES as a family-friendly, publicly accessible recreational venue. District may require Concessionaire to remove or modify any marketing materials inconsistent with this section. Both Parties shall not use each other's logo, name, or other intellectual property without written permission except for purposes of locational identification and navigation.

20. Signs: All advertising signs placed by Concessionaire at any location within the PREMISES shall be subject to prior approval by TRPA, Placer County, and District, and shall comply with all applicable governmental regulations. Concessionaire shall post a sign at the public registration area stating that its operation is conducted under a concession agreement with the District. In addition to any Concessionaire information, sign shall include the address, telephone number and logo of District.

21. Handling of Complaints: If District receives complaints about Concessionaire's operation or any of Concessionaire's employees during the term of this Agreement, such complaints shall be forwarded to Concessionaire. Upon receipt by District, Concessionaire and District shall confer as to how such complaint or complaints should be handled. Concessionaire shall fully explain any such complaints received, and where appropriate, act to rectify same. In the event there are any material complaints as to the nature and quality of Concessionaire's operations which indicate that Concessionaire is not in compliance with its obligations hereunder or as required by law, District may treat Concessionaire's acts or omissions as a material breach of this Agreement unless such complaints are rectified to the satisfaction of District, or substantial efforts acceptable to District are made to rectify the complaints within forty-eight (48) hours after written notice by District to Concessionaire.

22. Insurance Requirements: Concessionaire shall not commence operations pursuant to this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this section.

22.1 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions of the Agreement, Concessionaire shall procure and maintain in full force and effect during the term of the Agreement the following policies of insurance.

- a. **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office “occurrence” form CG 0001, or the exact equivalent, and shall be no less than \$1,000,000 per occurrence and no less than \$2,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to this Agreement.
- b. **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering “Any Auto” (Symbol 1), or the exact equivalent, covering bodily injury and property damage for all activities shall be in an amount of not less than \$1,000,000 combined limit for each occurrence.
- c. **Workers’ Compensation:** Workers’ Compensation Insurance, as required by the State of California and Employer’s Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.
- d. **Commercial Marine Liability:** Commercial Marine Liability Insurance which covers all aspects of Concessionaire’s waterborne operations in an amount of not less than \$2,000,000 combined limit for each occurrence.

22.2 Endorsements. Required insurance policies shall be considered not in compliance if they include any limiting provision or endorsement that has not been submitted to District for approval.

- a. The policy or policies of insurance required by Sections 22.1.a, (Commercial General Liability), 22.1.b (Automobile Liability), and (if such endorsement is commercially available) 22.1.d (Commercial Marine Liability), shall be endorsed to include as additional insureds District, its officials, employees, and agents, using, for the Commercial General Liability policy, standard ISO endorsement No. CG 2010 with an edition date of 2013 or exact equivalent.
- b. The policy or policies of insurance required by Section 22.1.c, Workers’ Compensation, shall be endorsed to provide a waiver of subrogation stating

that the insurer waives all rights of subrogation against the indemnified parties.

22.3 Primary and Non-Contributing Insurance. With the exception of Workers' Compensation, all insurance coverages shall be primary and any other insurance, deductible, or self-insurance maintained by District, its officials, employees, and/or agents shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

22.4 Waiver of Subrogation. Required insurance coverages shall not prohibit Concessionaire from waiving the right of subrogation prior to a loss. Concessionaire shall waive all subrogation rights against District, its officials, employees, and/or agents and shall cause its insurers providing insurance required hereunder to do the same. Policies shall contain or be endorsed to contain such provisions.

22.5 Deductible. Any deductible or self-insured retention must be approved in writing by District.

22.6 Evidence of Insurance. Concessionaire, concurrently with the execution of this Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with District. If such coverage is cancelled or reduced, Concessionaire shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with District evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

22.7 Failure to Maintain Coverage. Concessionaire agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to District. Concessionaire shall provide immediate written notice if: (i) any of the required insurance policies is terminated; (ii) the limits of any of the required policies are reduced; or (iii) the deductible or self-insured retention is increased.

22.8 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A: VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

23. Indemnity: To the fullest extent permitted by law, Concessionaire shall defend, indemnify and hold District, its directors, officials, officers, employees, and agents (the "Indemnified Parties") free and harmless from any and all claims, demands, causes of

action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to: (i) any acts, errors or omissions, recklessness or willful misconduct of Concessionaire, its officials, officers, employees, and/or customers in connection with Concessionaire's operations or exercise of its rights under this Agreement; and/or (ii) Concessionaire's breach of its obligations under this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorney's fees and other related costs and expenses. Concessionaire shall defend, with counsel of District's choosing and at Concessionaire's own cost, expense, and risk, any and all claims, suits, actions, or other proceedings of every kind covered by this paragraph that may be brought or instituted against the Indemnified Parties. Concessionaire shall pay and satisfy any judgment, award or decree that may be rendered against any of the Indemnified Parties as part of any such claim, suit, action, or other proceeding. Concessionaire shall also reimburse District for the cost of any settlement paid by any of the Indemnified Parties as part of any such claim, suit, action, or other proceeding. Such reimbursement shall include payment for the Indemnified Parties' attorney's fees and costs, including expert witness fees. Concessionaire shall reimburse the Indemnified Parties for any and all legal expenses and costs incurred by each of them, including attorneys' fees, in connection therewith or in enforcing the indemnity herein provided. Concessionaire's obligations hereunder shall not be restricted to insurance proceeds, if any, received by the Indemnified Parties.

24. Use of Boat Launch Ramp: With the exception of low water years when the Boat Launch is closed for the season, Concessionaire shall not use the PREMISES boat launch or marina for launching kayaks, SUPs, or other non-motorized equipment and shall instruct users of the potential dangers when crossing the entrance to the marina.

25. Responsible Managing Person: Concessionaire shall designate a responsible managing person who shall be at the PREMISES as required. The continued or chronic absence of a responsible managing person shall be grounds for termination of this Agreement.

26. Interaction with District Employees: Concessionaire shall not make any offers to District employees that are not available to the general public. District employees are not available to work for Concessionaire and are not allowed to accept any compensation from Concessionaire.

27. Interaction from/with Other Sources: Concessionaire understands and agrees that its operation may be affected by interaction from numerous extraneous sources, including, but not limited to, low lake level, high wind, hot weather, cold weather, the boat launch ramp being unusable, high waves, poor economy, unruly beach users or customers, limited parking, and noise or congestion from use of the boat launch ramp area. Concessionaire agrees that, notwithstanding the effects of these or any other extraneous source, Concessionaire shall comply with the terms of this Agreement.

28. Completeness and Amendments: This Agreement sets forth the entire understanding of the Concessionaire and the District relating to the subject matter referred to herein and no representations or warranties are made by the Concessionaire and the District. This Agreement may be modified only in a writing signed by both Parties.

29. Termination: District may terminate this Agreement for convenience and without penalty of any kind by providing Concessionaire ninety (90) days written notice of cancellation. In the event of any breach of this Agreement by Concessionaire, District shall provide written notice to Concessionaire of the breach. Subject to any other requirements set forth herein, Concessionaire shall have thirty (30) days from the date of the notice to cure all such breaches. In the event that Concessionaire has not cured all breaches District may, by written notice to Concessionaire, terminate the whole or any part of this Agreement without penalty to District by giving written notice to Concessionaire of such termination, and specifying the effective date thereof.

30. Notices: All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

Concessionaire: Tahoe Adventure Company
P.O. Box 3951
Truckee, CA 96160
ATTN: Kevin Hickey

District: North Tahoe Public Utility District
PO Box 139
Tahoe Vista, CA 96143
ATTN: General Manager

Such notice shall be deemed made when personally delivered or, when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class, postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

31. Attorney's Fees: If either Party commences an action against the other Party, either legal, administrative, or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorney's fees and all other costs of such action.

32. Governing Law and Venue: This Agreement shall be governed by and interpreted according to the laws of the State of California. Any action to interpret or enforce this Agreement shall be brought and maintained in the Placer County Superior Court.

33. Assignment: Concessionaire may not convey, assign, sublet, license, hypothecate, encumber or otherwise transfer or dispose of (collectively "Transfer"), this Agreement, in whole or in part, and whether voluntarily or involuntarily, without District's prior written consent. Any dissolution, merger, consolidation, or other reorganization of Concessionaire, any sale or other transfer or change in ownership or control of any of the capital stock or other capital or equity interests in either or both of them, or any sale or transfer of fifty percent (50%) or more of the value of the assets of either or both of them shall be deemed a Transfer of this Agreement. Any Transfer or attempted Transfer of this Agreement without the District's consent will be a material breach of this Agreement and, at the District's option, will be null and void. If Concessionaire shall wish to Transfer this Agreement, it shall notify District in writing and provide District with the name of the proposed transferee as well as information related to the transferee's financial, managerial and operational capability and history, including without limitation, a description of any legal or financial problems experienced by the transferee in performing similar services. If such information is sufficient in the reasonable judgment of District, then it shall consider the proposed Transfer and while District shall not be required to consent to such Transfer, District's consent to Transfer will not be unreasonably withheld. District shall be entitled to such certificates, opinions of counsel and other documents attesting to the authorization, and acceptance by the transferee, of the obligations of Concessionaire hereunder together with other assurances which are reasonably required in connection with transfers of similar agreements including, without limitation, acceptance by the transferee of the provisions of all of the terms and conditions of this Agreement. Concessionaire shall reimburse District for its reasonable, actual costs in reviewing and considering a Transfer in an amount not-to-exceed Seventeen thousand five hundred Dollars (\$17,500). In all cases, the District's consent to any Transfer shall be expressly conditioned upon payment of the District's costs, and costs shall be paid prior to the effective date of any Transfer.

34. Construction: Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Concessionaire include all personnel, employees, and agents of Concessionaire, except as otherwise specified in this Agreement. All references to District include its elected officials, officers, employees, and agents except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

35. Waiver: No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

36. No Third-Party Beneficiaries: There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.

37. Severability: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

38. Prohibited Interests: Concessionaire warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Concessionaire, to solicit or secure this Agreement. Further, Concessionaire warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Concessionaire, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, District shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

39. Equal Opportunity: Concessionaire represents that it is an equal opportunity employer and provider of services and it shall not discriminate against any customer, employee, or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex, or age. Such non-discrimination shall include, but not be limited to, all activities related to Concessionaire's services, employment, demotion, transfer, recruitment, layoff, or termination.

40. Authority to Execute Agreement: Concessionaire has all requisite power and authority to conduct its business and to execute, deliver, and perform this Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

41. Counterparts: This Agreement may be signed in counterparts, each of which shall constitute an original.

42. Subcontracting. Concessionaire shall not subcontract any portion of the operations contemplated by this Agreement, except as expressly stated herein, without prior written approval of District. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement to be effective on the Effective Date set forth below.

CONCESSIONAIRE

By: _____
Kevin Hickey, Owner/Director

Date: _____

DISTRICT

By: _____
Brad Johnson, General Manager

Date: _____

Reviewed by: _____
Amanda Conk
Recreation Park and Facility Manager

Date: _____

Approved as to Legal Form:

District General Counsel

Date: _____

North Tahoe Public Utility District

Tahoe Adventure Company Concession Agreement

Exhibit A - Operations Plan

Tahoe Adventure Company, LLC will operate a broad and wide ranging non-motorized sports concession at Tahoe Vista Recreation Area as well as Winter Tours in the North Tahoe Regional Park. Our scope of services includes:

1. Kayak and SUP Rentals - 1 hour – All Day
2. Kayak and SUP Tours - 2 - 4 hours
3. Clear Kayak Tours - 1.5 hours
4. Clear Kayak Rentals - 1 Hour
5. Team Building Programs – Custom timing
6. Beach Equipment Rentals ~ Umbrellas and Chairs
7. Snowshoe Tours – Custom timing

Kayak and SUP Rentals

Hours of Operation - Vary based on water levels, weather, and time of season.

May 1 (earliest) – Early June: Weekends 9:30am-5:00pm or by reservation

Early June – Mid September: 7 days a week 9:00am-5:00/6:00pm

Mid-September – Early October: Weekends 10-4 or by reservation

Rentals may open earlier or stay open later based on special events, TAC programs, and business levels.

Season of Operation: The maximum season length will be May 1 – October 15. The likely season length, based on historical data, will be Mid-May through Early October, or as weather permits. TAC will seek to be open as much as possible.

Kayak and SUP Tours, Team Building, Winter Tours

Hours of Operation: Tours are offered daily by reservation. Trip options include: 1.5 hour Clear Kayak Tour, 2 hour Discover Kayak and Discover SUP Tours, Half Day Kayak and SUP Tours (with lunch), Multisport Trips with Kayak or SUP, Sunset Tours, Full Moon Tours, and Astronomy Tours. Winter Snowshoe Tours are also offered. Tours are scheduled daily at set times. Additionally, custom times and lengths are available to camps, organizations, and corporate groups. Multiple tours can run concurrently each day. Team Building Programs are all custom.

Season of Operation: May 1 at the earliest through Mid-October or as weather permits for water sports. December through April for Snowshoeing. However, TAC is a year-round business that stays nimble. We have run kayak tours earlier in the spring as well as into the late/fall and winter months during drought years and periods of prolonged high pressure when lake conditions permitted. We have found this practice to be advantageous from a revenue as well as customer service perspective.

Beach Equipment Rentals: Umbrellas and Chairs are available for daily rental

Staffing: Rental operations require 1-2 staff members per day depending on season and weather (3 on holidays). Staff are responsible for all operational aspects of the concession including: set up of equipment each morning, greeting customers, processing paperwork and payments, daily maintenance and appearance of concession area, safety talk and instruction, care of all equipment, end of shift accounting and paperwork as well as securing all equipment at the end of the day. Staff are all considered to be guides in training and are in a constant state of learning.

Description of Equipment

TAC only uses high quality, reliable, and safe equipment from reputable manufacturers. We purchase new Kayaks, Paddle Boards, Paddles, PFDs and other related gear each season and sell off our used gear every 2-4 years depending on use. TAC regularly cleans and maintains all equipment. Damaged, unsafe, defective, and inoperable equipment is removed from the premises for repair.

Equipment List – subject to change seasonally:

One (1) 8'x10' Tuff Shed
One (1) Paddle Storage box
Approximately thirty (30) double and thirty (30) single kayaks
Approximately Thirty (30) SUPs
Life jackets sized for adults and children
Paddling accessories (jackets, pants, drybags, and other accessory equipment)
Table, chairs, and tent for use as a booking or check-in kiosk
Three (3) Kayak/SUP racks
One (1) Van and Kayak trailer
One (1) Van and SUP trailer
One (1) Jobox or equivalent storage bin
Use of CMU block enclosure for storage
POS system with credit card reader

Schedule of Proposed Rates

Rentals: 3rd hour is Free!

<i>Sit on Top Kayaks</i>	<i>Single</i>	<i>Double</i>	<i>SUP Chair/ Umbrellas</i>		
1 Hour	\$30	\$40	\$30		
2 Hours	\$60	\$80	\$60		
Half Day (4 Hours)	\$75	\$95	\$75		
Full Day	\$95	\$120	\$95	\$5	\$5
24 Hours	\$120	\$140	\$120		
Clear Kayaks	1-hour	\$75			

Tours: per person

Discover Kayak or SUP Tour:	\$75
North Shore Kayak or SUP Tour:	\$105 (with lunch)
Multisport with Kayaking or SUP:	\$55 (watersport portion)
Full Moon Kayak Tour:	\$80
Sunset Kayak Tour:	\$80
Astronomy Kayak Tour:	\$80
Clear Kayak Tour:	\$109

Custom Kayak and SUP Tour Pricing for School or Organized Groups:

Ranges from \$30pp to \$70pp based on non-profit status and market conditions

North Tahoe Public Utility District

Tahoe Adventure Company Concession Agreement

Exhibit B - Safety Plan

At bare minimum, all TAC employees are certified in First Aid and CPR, and many possess Advanced First Aid, Lifeguard, Wilderness First Aid, Wilderness First Responder (WFR), Outdoor Emergency Care (OEC), and/or Emergency Medical Technician (EMT) certificates. At least one Staff currently certified in First Aid and CPR for all ages will always be on duty at the rental concession.

"Safety is no accident" is a guiding principle at TAC. We realize that without safety, there is no enjoyment or possibility of a positive experience. We are proficient at catering our safety message to the level of experience of our clients. A first aid kit will be kept at the concession location, all guides carry a first aid kit on tours, and a larger resupply first aid box will be kept in the nearby storage shed. TAC beach staff and guides view safety as a top priority and attempt to always minimize hazards. A safety talk regarding the use of watersport equipment is always covered for each guest. All watersport rental and tour patrons are *required* to wear a PFD at all times while utilizing our equipment, and leashes are *required* to be worn on SUPs.

Guests are advised that they need to always keep their PFD and leash on as a matter of TAC policy. Additionally, our staff will offer safety information to any member of the public that they observe making unsafe choices. We are happy to rent and properly fit a PFD to members of the public as well.

A safety and emergency plan exists for all rentals, tours, and locations. A copy will be always available onsite at TVRA and is conspicuously posted. Operations will be ceased in the event of a Lake Wind or Small Craft Advisory (sustained winds of approximately 15 mph). Clients are always advised to stay close to shore and the concession area should the forecast call for sustained winds above 10 mph. Our current outline for watersport incidents is included below.

Emergency procedures for on water emergencies

Location of Phones/EMS Access: Land line located at properties across the street from TVRA. Cell phones are carried by a guide on each trip, as well as during rental shifts. All carriers work in the area. Dial 911 and dispatch will connect to proper authorities for emergency.

Numbers: EMS~911, Coast Guard ~ Channel 16

1. Remain calm. Do no further harm. Consider the entire group. Evaluate the incident, level of injury, location (where you are and what resources are available) and ability level of other guests.
2. Treat the victim as much as necessary to get them to shore. Tow the victim's kayak, put them on your boat or swim them in, if necessary.
3. Safely land your entire group. Depending on the level of injury you may need to land immediately, or you may be able to travel to the closest road access. Follow standard landing practices for bringing your group in. (one at a time, wait for a ease in the swell, paddle aggressively to shore, lean towards the ocean, don't put your body between the boat and the shore, etc).
4. Bring in the victim through the surf as soon possible; consider towing or swimming in the boat if necessary. You may need to send in another guide or land another guest, first, to help with landing the victim.
5. Stabilize the victim on the beach. A.B.C's prevent hypothermia, further treat injury or illness. Make certain the rest of the group is safe.
6. Get assistance from EMS, if necessary. Use marine radio, channel 16, to notify Coast Guard or State parks Lifeguard. Cell phones (on every trip) will work and can access EMS system. Dial 911 or get to the nearest land line phone or send a runner to the nearest phone. Continue stabilizing victim, prepare for transport if necessary. Aid in transportation using all available resources. (Vehicle access, backboard, other guests).
7. Care for remaining guests.
8. Call the office.



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: E-9

FROM: Office of the General Manager

SUBJECT: Declare Items/Vehicles as Surplus and Authorize Sale, Donation, or Disposal as Appropriate

RECOMMENDATION:

Declare vehicles, equipment, and other items no longer used or useful as surplus and authorized for sale, donation, and/or disposal as appropriate.

DISCUSSION:

The District works to dispose of items that are not used and useful. The staff has prepared a list of items for disposal that are no longer used or useful to the District. The vehicles, equipment, and items proposed for surplus are documented on the attached itemized listing.

FISCAL ANALYSIS:

No significant fiscal impact. Revenue generated from the auction of equipment will be placed into District funds as Gain on Sales of Surplus Equipment.

Surplus items will be sold through auction, with the proceeds going back into the Fleet Fund – Gain on Sales of Surplus Equipment.

ATTACHMENTS: Surplus Equipment Listing

MOTION: Approve Staff Recommendation

REVIEW TRACKING:

Submitted By: 


Ken Fischer
Utility Operations Manager


Reviewed By: 

Amanda Conk
Recreation, Parks, and
Facilities Manager

Reviewed By: 

Patrick Grimes
Chief Financial Officer

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

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

2025 Surplus

- 1) #56 2009 Chevy Silverado $\frac{3}{4}$ Ton Pick-up Truck 108,100 Miles
- 2) #57 2009 Chevy Silverado $\frac{3}{4}$ Ton Pick-up Truck 88,100 Miles
- 3) #58 2009 Chevy Silverado $\frac{3}{4}$ Ton Pick- Truck 92,000 Miles
- 4) #59 2005 Chevy Silverado $\frac{3}{4}$ Ton Pick-up Truck 105,700 Miles
- 5) #80 1998 GMC $\frac{1}{2}$ Ton Pick-up Truck 59,000 Miles
- 6) #77 1997 John Deere 4x4 Mower 1,273 Hours
- 7) Helen Webber tapestries, variety of sizes from the NTEC – Quantity: 14



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: F-1

FROM: Recreation, Parks, and Facilities Department

SUBJECT: Review, Discuss, and Possibly Appoint Incumbent Recreation and Parks Commissioners to New Three-Year Terms

RECOMMENDATION:

That the Board of Directors:

- 1) Review, discuss, and possibly appoint incumbent Recreation and Parks Commissioner, Sean O'Brien, to a new three-year term (1/1/26 through 12/31/28); and
- 2) Review, discuss, and possibly appoint incumbent Alternate Recreation and Parks Commissioner, Kirk Misiewicz, to a three-year Commissioner term (1/1/26 through 12/31/28); and
- 3) Review, discuss, and possibly appoint incumbent Alternate Recreation and Parks Commissioner, Sarah Lagano, to a new three-year term (1/1/26 through 12/31/28).

BACKGROUND:

In accordance with the Recreation and Parks Commission By-laws, the Board of Directors of the North Tahoe Public Utility District appoints Commissioners and Alternate Commissioners (Alternates) to three-year terms. At the end of their three-year term, incumbent Commissioners and Alternates can be re-appointed by the Board or replaced with new applicants.

On December 31, 2025, the terms of two Commissioners will expire: Sean O'Brien and Ed Rudloff as well as the terms of the two Alternate Commissioners: Sarah Lagano and Kirk Misiewicz.

At the August 28, 2025 Commission meeting, District Staff, the Commission, and the Recreation and Parks Committee discussed the incumbent Commissioners' interest in serving an additional term. Commissioner O'Brien as well as Alternate Commissioners Lagano and Misiewicz expressed interest in serving another term. Commissioner Rudloff indicated he will step down upon the expiration of his term.

Commissioner O'Brien was appointed by the Board of Directors to his seat in October 2022 after having served as an Alternate Commissioner. Commissioner O'Brien was originally appointed by the Board of Directors as an Alternate Commissioner in March 2022 following a competitive selection process.

Alternate Commissioner Lagano was appointed by the Board of Directors in December 2024 to fill the remaining year of a vacant Alternate Commissioner term following a competitive selection process.

Alternate Commissioner Misiewicz was appointed by the Board of Directors in March 2025 to fill the remaining eight months of a vacant Alternate Commissioner term following a competitive selection process.

At that meeting, the Recreation and Parks Commission and Committee formally voted to recommend that the Board of Directors:

- 1) appoint incumbent Recreation and Parks Commissioner, Sean O'Brien, to a new three-year term (1/1/26 through 12/31/28); and
- 2) appoint incumbent Alternate Recreation and Parks Commissioner, Kirk Misiewicz, to a three-year Commissioner term (1/1/26 through 12/31/28); and
- 3) appoint incumbent Alternate Recreation and Parks Commissioner, Sarah Lagano, to a new three-year term (1/1/26 through 12/31/28).

This item allows the Board to consider reappointment of the incumbents. If it is the Board's desire to do so, reappointing now will allow staff to make the appropriate call for candidates this fall. If the Board affirms the Commission and Committee's recommendation to reappoint the incumbents, staff will advertise for the single vacant Alternate Commissioner seat. If the Board opts not to reappoint the incumbents, staff will advertise for all the open seats.


Based on the Board's decision and the results of the call for candidates, the Commission and Committee will formally recommend a candidate(s) to the Board of Directors for appointment no later than the Board's December 2025 or January 2026 regular meeting.


Attached to this report are the applications of the three incumbents dating to their original appointment to the Commission.

ATTACHMENTS:

- Application of Commissioner Sean O'Brien (2022)
- Application of Alternate Commissioner Sarah Lagano (2024)
- Application of Alternate Commissioner Kirk Misiewicz (2024)

REVIEW TRACKING:

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

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

Sean O'Brien

Kings Beach, CA 96143

How long have you lived in the District?

29 years

Why are you interested in serving as an Alternate on the NTPUD Recreation and Parks Commission?

I would love to see our parks utilized to their full potential. I would love to be a voice in guiding that.

Employment History - (Please include your current employer and last three years of employment history in the District).

Crystal Bay Club-Audio Engineer-2018-current Chango Presents-Owner-2009-current

Qualifications - (Please include any training, education, and experience you have related to this Commission appointment).

I have worked in entertainment and managed events for the last 20 years.

Community Activities - (Please include any Recreation and Parks activities, local agency and organization, our community involvement you take part in and how often).

I volunteer regularly with the Boys and Girls Club, I coach youth sports (basketball, soccer and baseball)



NORTH TAHOE PUBLIC UTILITY DISTRICT

RECREATION AND PARKS COMMISSION APPLICATION

Name of applicant: SARAH LAGANO

Address: (Applicant must live or own a business in the North Tahoe Public Utility District to be eligible)

[REDACTED] KINGS BEACH CA 96143

Mailing [REDACTED] City/State TAHOE VISTA CA Zip 96148

Physical Address [REDACTED] City/State TAHOE VISTA CA Zip 96148

Day phone: [REDACTED] Evening phone: SAME

E-mail: [REDACTED] Length of NTPUD Residency: 20+ yrs (?)

Reasons for interest DM

INCREASE INVOLVEMENT IN MY LOCAL COMMUNITY,
PARTICIPATE IN A VARIETY OF ORGANIZATIONS THAT
MY SKILLSET MAY BE OF VALUE

Employment History RECENTLY RETIRED FROM 20+ YEARS @ NO. TAHOE
FIRE DISTRICT. PREVIOUS CAREER IN PARKS &
RECREATION INC IVAD, BIG CLUB & TCPUD.

Qualifications – Include training, education and experience related to appointment
18+ YEARS OF PUBLIC SERVICE IN PARKS & REC +
20+ IN FIRE SERVICE. BS IN SOCIAL SCIENCE (EDUC)
W/ MINOR IN REC & LEISURE STUDIES (LONG TIME AGO...)

Community Activities (Include NTPUD meetings attended and how often)
VOLUNTEER STRIDER GLIDERS (YOUTH SKI PROGRAM),
TRUCKEE ROUNDHOUSE (MAKERSPACE), SNOWFEST PANCAKE
FEAST (TAHOE CITY), YOUTH WTN BIKE PROG & OTHERS

I have read the Bylaws and understand the commitments set forth therein. NO RECENT PUD MEETINGS.

Signature: Sarah Lagano Date: 06/08/24

Completed applications should be emailed to ntpud@ntpud.org.

District Approved: Yes: _____ No: _____

Date of Approval: _____



NORTH TAHOE PUBLIC UTILITY DISTRICT

RECREATION AND PARKS COMMISSION APPLICATION

Name of applicant: Kirk Misiewicz

Address: (Applicant must live or own a business in the North Tahoe Public Utility District to be eligible)

[Redacted] Kings Beach/CA 96143

Mailing [Redacted] City/State Kings Beach/CA Zip 96143

Physical Address [Redacted] City/State Kings Beach/CA Zip 96143

Day phone: [Redacted] Evening phone: [Redacted]

E-mail: [Redacted] Length of NTPUD Residency: 12 years

Reasons for interest

North Tahoe Regional Park has been a very special place to me and my family for eighteen years. I have patronized the park as a renter, homeowner, employee, coach, and as a parent.

4/2018-11/2018: Worked as a Seasonal Parks and Facilities maintenance worker. 11/2018-1/2019: Worked as a Seasonal Utility Operations Maintenance worker. 1/2019-Present: Work Full Time Utility Operations Maintenance worker

Qualifications – Include training, education and experience related to appointment

Volunteered for Sierra Section CWEA 2019-2023. Certifications: Water Distribution II, Wastewater Collections II, Water Treatment II, CA Backflow Tester, NAASIO-PALP, LACP, MACP. Associates Degree in Business Administration, Community Activities (Include NTPUD meetings attended and how often) Social Sciences from TMCC

Volunteer for some Kings Beach Elementary School functions, Volunteer for some Community Clean-up Days, help coach girls softball as well as other youth sports as needed

I have read the Bylaws and understand the commitments set forth therein.

Signature: [Signature] Date: 9/23/2024

Completed applications should be emailed to ntpud@ntpud.org.

.....

District Approved: Yes: _____ No: _____

Date of Approval: _____



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: F-2

FROM: Office of the General Manager

SUBJECT: California Fair Political Practices Commission Ethics Training (AB 1234)
by General Counsel, Joshua Nelson, Best Best & Krieger LLP

RECOMMENDATION:

The Board receives and participates in a California Fair Political Practices Commission ethics training in compliance with AB 1234 Compliance.

DISCUSSION:

State law requires local agency officials to complete two hours of ethics training in general ethics principles and ethics laws relevant to public service every two years. District General Counsel will provide this training during the Board meeting.


FISCAL ANALYSIS: None.

REVIEW TRACKING:

Submitted By: _____


Joshua Nelson/BB&K
District Counsel

Approved By: _____


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



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: G-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 is working on the anticipated United States Forest Service (USFS) Federal Fiscal Year (FY) 2025 budget allocation for the Tahoe water for fire suppression program. The partnership ranked projects for submission, and a total of 18 projects were submitted by eight different partners from around the Basin, with projects from NTPUD, STPUD, TCPUD, Round Hill General Improvement District (RHGID), and Tahoe Park Water Company all having projects in the top five.

The partnership received word from the USFS to expect an allocation of \$2,155,269 for FY 2025. In May, the partnership met and selected three projects for funding:

- i. TCPUD – Madden Creek Water System Improvements – \$1,485,707
- ii. RHGID – Kent Way Watermain Replacement & Fire Hydrant Project – \$517,853
- iii. Tahoe Park – Elizabeth Drive Waterline Replacement – \$130,157

Note: STPUD receives a 1% administrative fee (\$21,552) for grant administration

The partnership is now focused on finalizing an agreement between the USFS and STPUD. Once that is complete, agreements between STPUD and the subrecipients will be executed.

The White House issued an Executive Order on August 7, 2025, requiring all federal grant awards to be approved by senior officials. The impact of this

action likely means delays in the final award of a grant and may slow the issuance of the partnership agreement between USFS and STPUD.

The partnership is also tracking federal FY 2026 budget efforts as it relates to USFS funding for the Tahoe water for fire suppression program. A partnership meeting is scheduled for September to kick-off the project submittal and ranking process for FY26.

- b) The District received word that our \$1.2M Congressionally Directed Spending request to support watermain replacement and fireflow enhancement in Kings Beach was included in Senator Alex Padilla's list of approved requests. Funding will depend on the request's inclusion in the final Fiscal Year 2026 Department of Interior funding bill, and then Congress passing and the president signing a budget.
- c) The partnership's Washington DC legislative affairs visit remains postponed. A trip is unlikely to occur until spring 2026 and after FY 2026 budget appropriations have become more clear.
- d) At the state level, the partnership continues to work with its legislative advocate to ensure funding from the approved \$10-billion Climate Bond is allocated to a water infrastructure for fire suppression program. Working with Assembly Member Steve Bennett (District 38 – Ventura), the partnership supported the development of [AB 372 \(Bennett\)](#), which establishes a new water infrastructure for the fire suppression program in the State of California Office of Emergency Services (Cal OES) that will be funded via the Climate Bond.

AB 372 was approved by the Senate Committee on Appropriations and now heads to the Senate floor for consideration.

The partnership is currently in discussions with Assembly Member Bennett's office regarding program budget allocation. Assembly Member Bennett has alerted the partnership that due to the complexity of budget negotiations, there is a strong possibility that AB 372 will be transitioned to a two-year bill and it would not receive budget consideration until the 2026 legislative session.

- 2) The District received a letter from the City of South Lake Tahoe indicating that they are exploring [community choice aggregation](#) with the goal of local control, lower electricity rates, increased resiliency, and reduced pollution. They recently completed a study that shows potential financial feasibility, but those financials could potentially work out better if more jurisdictions participated in the effort. Special Districts, with high electricity bills due to water and wastewater service responsibilities, have specifically been targeted for participation. The General Manager has responded that the North Tahoe Public Utility District is interested in learning more about the effort. If a formal commitment of participation is called for,

an item will be agendized at a future meeting for the Board of Directors' consideration.

- 3) The Boys and Girls Club of North Lake Tahoe (BGCNLT) held its regularly scheduled Board meeting on August 27, 2025. The following items were topics of discussion:
- a) Approval of the June 2025 meeting minutes
 - b) Updates from the CEO including:
 - i) Summer Programming Recap
 - ii) Incline Facility Update
 - iii) Incline Wine and Food Fundraiser Update
 - iv) September Regional Conference Discussion
 - c) Introduction of new Director of Donor & Community Engagement and FY 2026 Fundraising Plan Discussion
 - d) Updates from the Finance Committee – review of Club financials
 - i) Ratification of Internal Bridge Loan
 - ii) Review July Financials
 - iii) Administration Fees Budget Spread Discussion

The next regularly scheduled BGCNLT Board meeting is October 22, 2025.

- 4) The North Tahoe Community Alliance Kings Beach District Committee held its regularly scheduled meeting on September 8, 2025 with the following agendized items:
- a) Approval of the August 4, 2025 Meeting Minutes
 - b) Kings Beach District Priorities Discussion
 - c) Music on the Beach Recap Discussion
 - d) Truckee/North Tahoe Transportation Management Association Tahoe Vista/Carnelian Bay Walking Tour Discussion
 - e) Staff Updates

The next regularly scheduled Kings Beach District Committee meeting is October 6, 2025.

- 5) The District is recruiting for three open positions:
- Controller
 - Senior Engineer
 - Utility Operations Maintenance Worker I/II

Submitted By:



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



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: G-2

FROM: Government and Community Affairs Manager

SUBJECT: Public Information and Community Outreach Report

DISCUSSION:

Public Information and Community Outreach:

- For the month of August, our communications and outreach focused on – 1) community notifications and updates on the District's Smart Water Meter Project; 2) continued promotion of the Summer 2025 Recreation Events and Activities; 3) continued promotion of the expanded Rate Relief Program; and 4) outreach for our Secline Beach community workshop and project updates.
- Staff worked with Recreation & Parks Department staff to finalize the design, production, and distribution of the new 2025 Fall/Winter Activity Guide and associated events and programs.
- Staff continues to support Engineering with our summer construction project notices and signage as needed. Public engagement continues to be positive on all projects.
- Staff is continuing to advance public outreach and coordinate with Design Workshop, Placer County, and the California Tahoe Conservancy on the Secline Beach Enhancement Planning & Design Project.
 - A community workshop was held at Secline Beach on Tuesday, Aug. 5.
 - The second community survey can be found on our website at - <https://ntpud.org/news/secline-beach-enhancements-planning-design/>
- Staff continues to work with TCPUD and our consultants at the Sierra Business Council (SBC) on the District's Greenhouse Gas inventory and assessment.

Government Affairs:

- Staff attended the annual Tahoe Summit event in South Lake Tahoe and the TRPA's annual EIP Project Tour for legislative staff and elected officials.

- Staff attended the TCPUD's dedication and opening ceremony for the new Diane Feinstein Westshore Trail.
- Staff continues to monitor and report on the status of AB372, a bill in the California legislature sponsored by the Tahoe Water for Fire Partnership.
 - AB372 was passed out of the Senate suspense file on August 29, 2025.
- Staff continues to assist the General Manager with California and Federal legislative affairs, outreach, and planning.

Grants:

- Staff finalized and submitted a \$65,000 request and application for the NTCA's TOT-TBID Annual Grant Cycle. This funding would support the Public Art portion of the Community Art and Gathering Space Project in the North Tahoe Regional Park.
- Staff is continuing to research and review additional grant opportunities as they become available.

North Tahoe Event Center Marketing:


- Staff continues to support the NTEC Manager as needed with marketing and community outreach.

Community and Regional Partner Connections:

- Participated in the monthly Lake Tahoe Destination Stewardship Council meetings -
 - Recreation Infrastructure Action Team topics included ongoing discussion of the sustainable recreation infrastructure action plan and development of new recreation threshold standards related to EIP project focus areas.
 - Communications Subcommittee topics included continued updates on Golden Mussels and the AIS program, as well as Summer construction and traffic updates.
- NTCA's First Tuesday Breakfast Club.
 - Topics included an update on the Connections 2050 – Regional Transportation Plan/Sustainable Communities Strategy.

Review Tracking:

Submitted By: 
 Justin Broglio
 Government and Community
 Affairs Manager

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

Email Newsletter Metrics –

- August 2025 metrics for the District’s Recreation Newsletter and Board Meeting Notices. Overall open rates continue to be above 60% for the Recreation Weekly Update. Open rates for the District’s Board and Committee notices are slightly under 50% and something that we will look at in Q2 going into the Fall.

District Email Metrics – Recreation & Admin

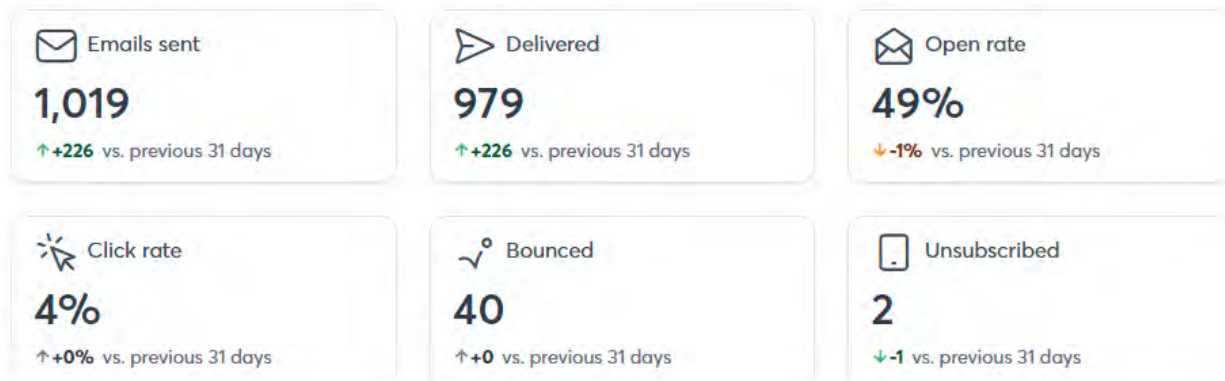
North Tahoe Recreation – Weekly Newsletter Updates

- We sent five (5) Weekly Recreation Update newsletters in August, which accounts for the increase in emails sent. Overall, open and click rate are steady.



NTPUD Board and Commission Meeting Notices

- The District account showed steady engagement, and we sent the average number of emails associated with monthly Board and Commission notices.



Social Media Content –

District (@northtahoepud)

North Tahoe Public Utility District created an event.
July 31 · 🌐




YOUR VISION FOR SECLINE BEACH
YOU SHARED IDEAS. LET'S MAKE SURE WE HEARD RIGHT.

PHASE 2 - REVIEW IDEAS AND ENHANCEMENT OPPORTUNITIES
Continue to have your voice heard by reviewing the ideas shared and identifying which potential enhancements you think are needed.

Tuesday, August 5
5:30 - 7:00 pm
Secline Beach

Tue, Aug 5
Secline Beach - Community Workshop
Kings Beach
4 people went

Going ▾



PUBLIC NOTICE
WATER METER REPLACEMENT PROJECT
Construction crews working in the area
7am - 5pm Mon-Fri

Visit www.nthpud.org/projects for project information. Or call our office at (530) 546-4212.

northtahoepud

northtahoepud Field crews are continuing work this week on the District's Smart Water Replacement Project.

Crews are replacing water meters in the Regency Way neighborhood above Kings Beach, and in the Dollar Hill neighborhood off Old County Road.

If you receive a notification like this one, your meter has been replaced, and you may experience a brief burst of air in your water line. To purge this air, please turn on the faucet at the highest elevation point in your house first to purge the air out of the line.

The District will be replacing more than 2,500 water meters throughout the Kings Beach, Tahoe Vista, and Carnelian Bay communities thanks to a \$500,000 federal grant from the U.S. Department of Interior, Bureau of Reclamation WaterSMART (Sustain and Manage America's Resources for Tomorrow) Program.

Learn more about this project on our website at the link in our bio.

2m

Be the first to like this
2 minutes ago

Add a comment...

North Tahoe Recreation and Parks (@northtahoerecreation)

northtahoerecreation · Following

northtahoerecreation 3w
 TONIGHT! Help Shape the Future of Secline Beach. Join Strong North Tahoe, the North Tahoe Public Utility District (NTPUD), Placer County, and the California Tahoe Conservancy in supporting the next phase of community outreach for the future of Secline Beach!

The NTPUD is leading the planning and preliminary design of potential upgrades to public recreation access, facility improvements, and environmental enhancements at Secline Beach. This effort builds on community feedback and moves us closer to creating a shared vision for this important part of Kings Beach.

Liked by [visitsnorthtahoe](#) and others
 August 5

Add a comment...

northtahoerecreation · Following

northtahoerecreation Edited · 3w
 We're back for another Monday night of FREE live music at the Tahoe Vista Recreation Area. This week's band is one you won't want to miss! 🎸💙

🌟 August 11: [@pipedownofficial](#)
 Bringing a chill, groove-based California reggae vibe created from the culmination of global talents, experiences and passion; Pipe Down was founded in the throes of the global pandemic in the Spring of '21 on the north shore of Lake Tahoe. With a distinct sound drawing together reggae, indie rock and hip hop, the group's since dominated the local live music scene with their energy and memorable live performances

Liked by [lindsay.thayer](#) and others
 August 11

Add a comment...

Semi-Annual Website and Social Media Metrics Summary

1. North Tahoe Public Utility District – (www.ntpud.org)

- a. The District’s website saw average and expected website traffic during the first half of 2025 (January 1 – June 30).
- b. The majority of users to the site are new users, looking for information on our Recreation & Parks offerings and how to pay their utility bills.
- c. Our Recreation & Parks pages and Live Webcams page remain the most popular landing pages.
- d. Our website traffic for the first part of the year was split equally between out-of-town visitors looking for recreation information and local residents looking for account information. *(see item G-2-b NTPUD Website Metrics Report).*

2. North Tahoe Public Utility District (@northtahoepud)

- a. The District’s primary Facebook and Instagram accounts also performed as anticipated, with an overall increase in social media use reach and some reduction in link clicks and interactions. This is likely due to the nature of the social media posts being focused on “Construction Updates” and “Project Notices” with no clickable call to action for the user.
- b. Two of our social media posts focusing our legislative efforts with the Tahoe Water for Fire Partnership were among our most viewed posts during this first period of the year. *(see item G-2-d North Tahoe PUD Social Media Report).*

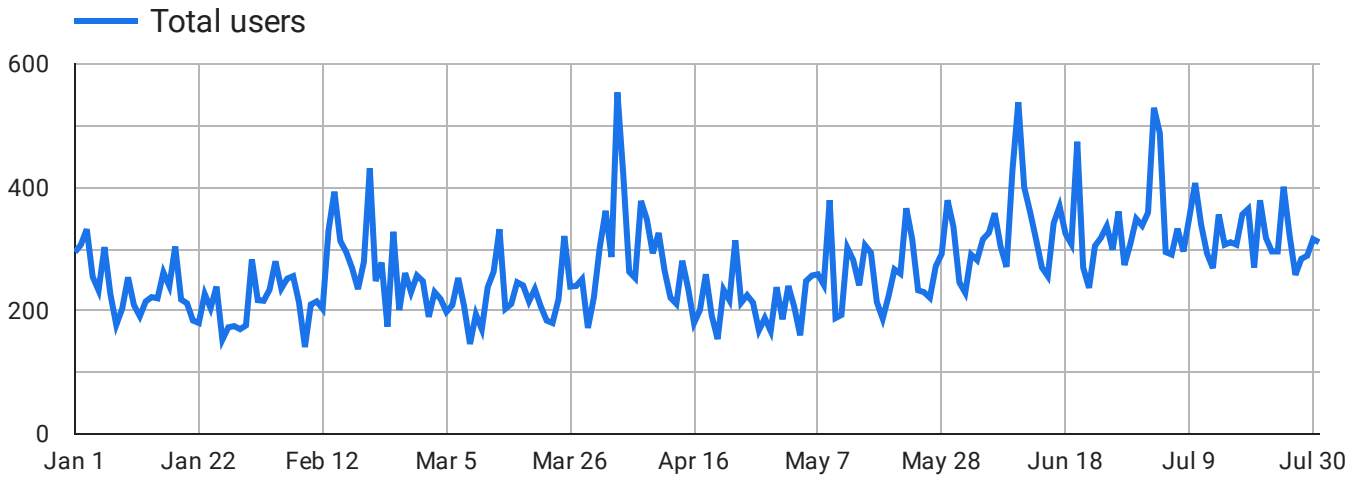
3. North Tahoe Recreation (Civic Rec Program, Activity, and Facility Rental Website)

- a. The District’s Recreation program, activity, and facility rental website performed very well during the first part of the year, with local traffic and users coming to the site from our email newsletters, social media posts, and website.
- b. Most notably, we saw an extraordinary (and expected) traffic spike on April 1st related to the opening of our Kayak and SUP rental for the Summer.
- c. Our website users are accessing Civic Rec from the referral links and QR codes that we place in our email newsletter and social media posts. *(see item G-2-c Civic Rec Website Metrics Report).*

4. North Tahoe Recreation (@northtahoerecreation)

- a. Our North Tahoe Recreation profile remains the favorite and most engaged social media profile with our local residents and visitors.
- b. During the first half of the year, we reached over 125,000 social media users and generated over 250,000 views of our content. This is a more than 200% increase in engagement on both our Facebook and Instagram account.
- c. Approximately 75% (201,169) of these views are a direct (and positive) result of our targeted social media advertising strategy and our “Boosting” of specific posts related to special events, new programs, and activities and opportunities for the community. *(see item G-2-e North Tahoe Recreation Social Media Report).*
- d. Additionally, our audiences on both Facebook and Instagram remain local and show strong engagement on almost everything we are posting each week.

Website Traffic (Audience) Metrics

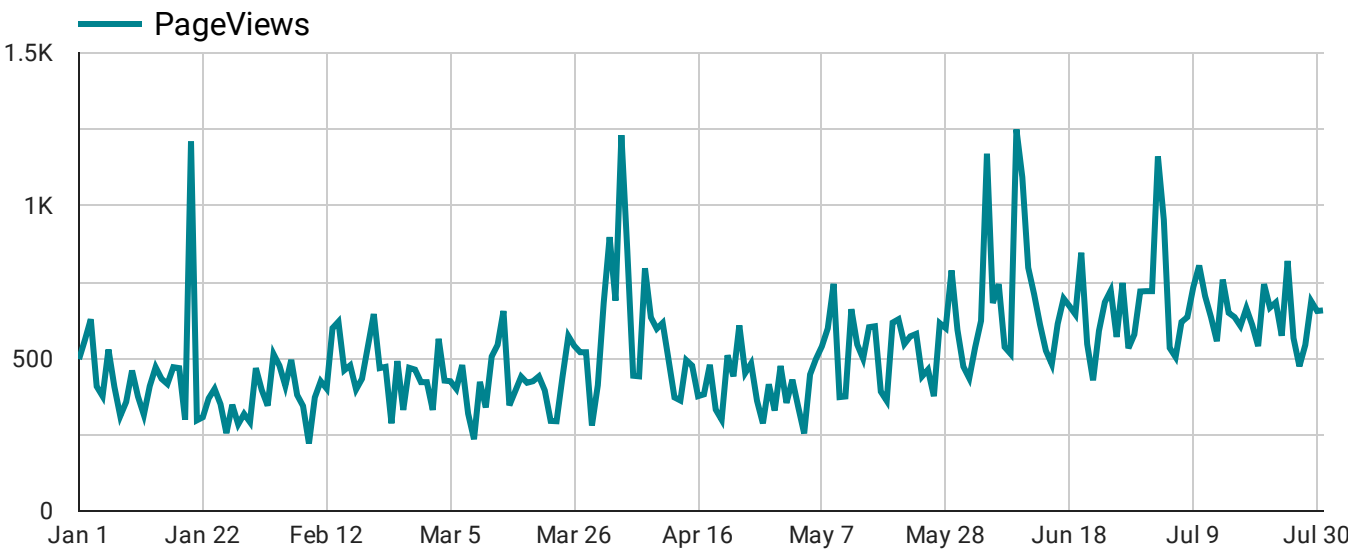


Total users
42,048

New users
41,266

Time on Site
02:49

Engagement rate
51.62%



Pageviews
131,163

Pages Viewed Per Session
1.83

Pageviews Per User
3.13

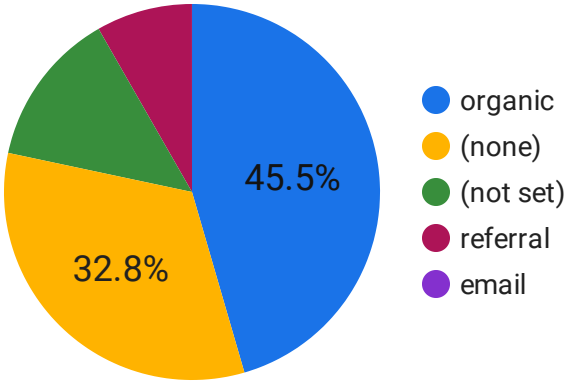
User City

City		Views ▾
1.	San Jose	
2.	Tahoe Vista	
3.	Los Angeles	
4.	Sacramento	
5.	Kings Beach	
6.	Truckee	
7.	Reno	
8.	San Francisco	
9.	Incline Village	
10.	Tahoe City	

First Page Users Visited

First Page Visited	
1.	/ = Homepage
2.	/recreation-parks
3.	/recreation-parks/parks-facilities/north-tahoe-reg...
4.	/live-webcams
5.	/my-account

User Referral Traffic



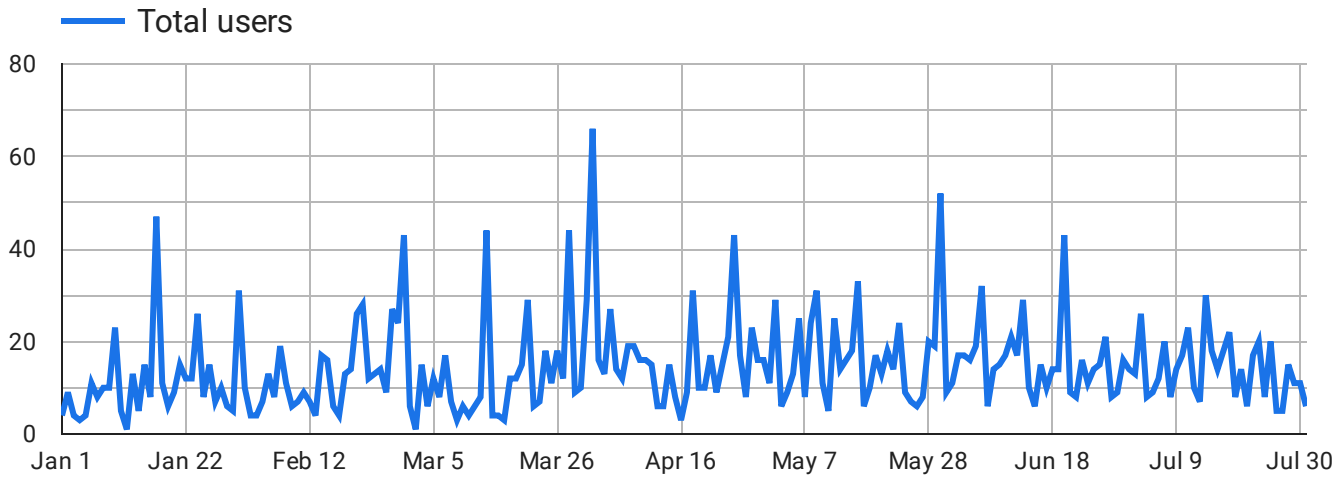
How did users get to our website?

User Source		Pageviews
1.	google	52,772
2.	(direct)	40,974
3.	gotahoenorth.com	2,357
4.	bing	3,690
5.	yahoo	1,160
6.	duckduckgo	629
7.	m.facebook.com	200

What did users "Search" to get to our website?

Search term	
1.	Pay+bill
2.	Transfer account
3.	music at the beach
4.	Water emergency
5.	Tree
6.	Pickleball camps intermediate
7.	Directions dog park

Website Traffic (Audience) Metrics



Total users

1,927

New users

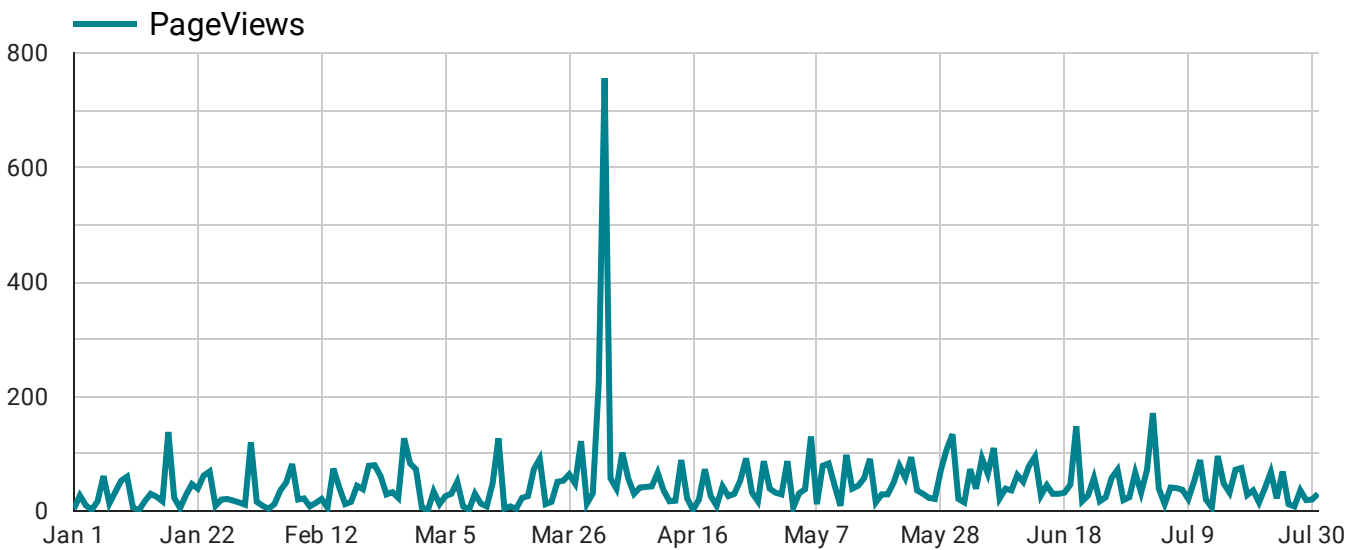
1,860

Time on Site

04:54

Engagement rate

65.59%



Pageviews

10,142

Pages Viewed Per Session

2.75

Pageviews Per User

5.27

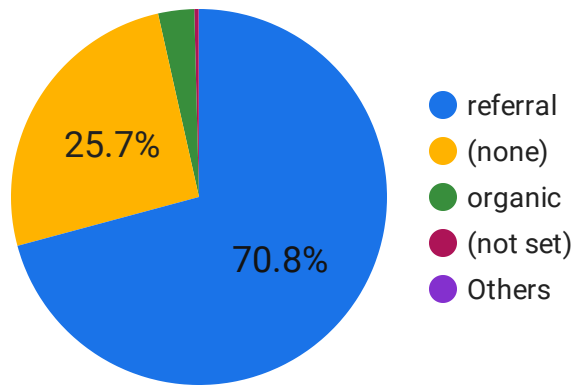
User City

City		Views ▾
1.	Kings Beach	
2.	San Jose	
3.	Tahoe Vista	
4.	Truckee	
5.	Tahoe City	
6.	Incline Village	
7.	Reno	
8.	Sacramento	
9.	Los Angeles	
10.	Dollar Point	

Pages Users Visited

Page	
1.	Catalog - North Tahoe Public Utility District
2.	Dashboard - North Tahoe Public Utility District
3.	Payment
4.	Recreation Management
5.	Waivers
6.	Transaction Receipt

User Referral Traffic



How did users get to our website?

User Source		Views
1.	ntpud.org	5,301
2.	(direct)	2,605
3.	cpauthentication.civicplus.com	751
4.	app.constantcontact.com	381
5.	google	310
6.	northtahoebusiness.org	134
7.	l.facebook.com	120

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

New / returning		Total users ▾
1.	new	
2.	returning	

Social Media Engagement Report (Jan. 1 – June 30, 2025)

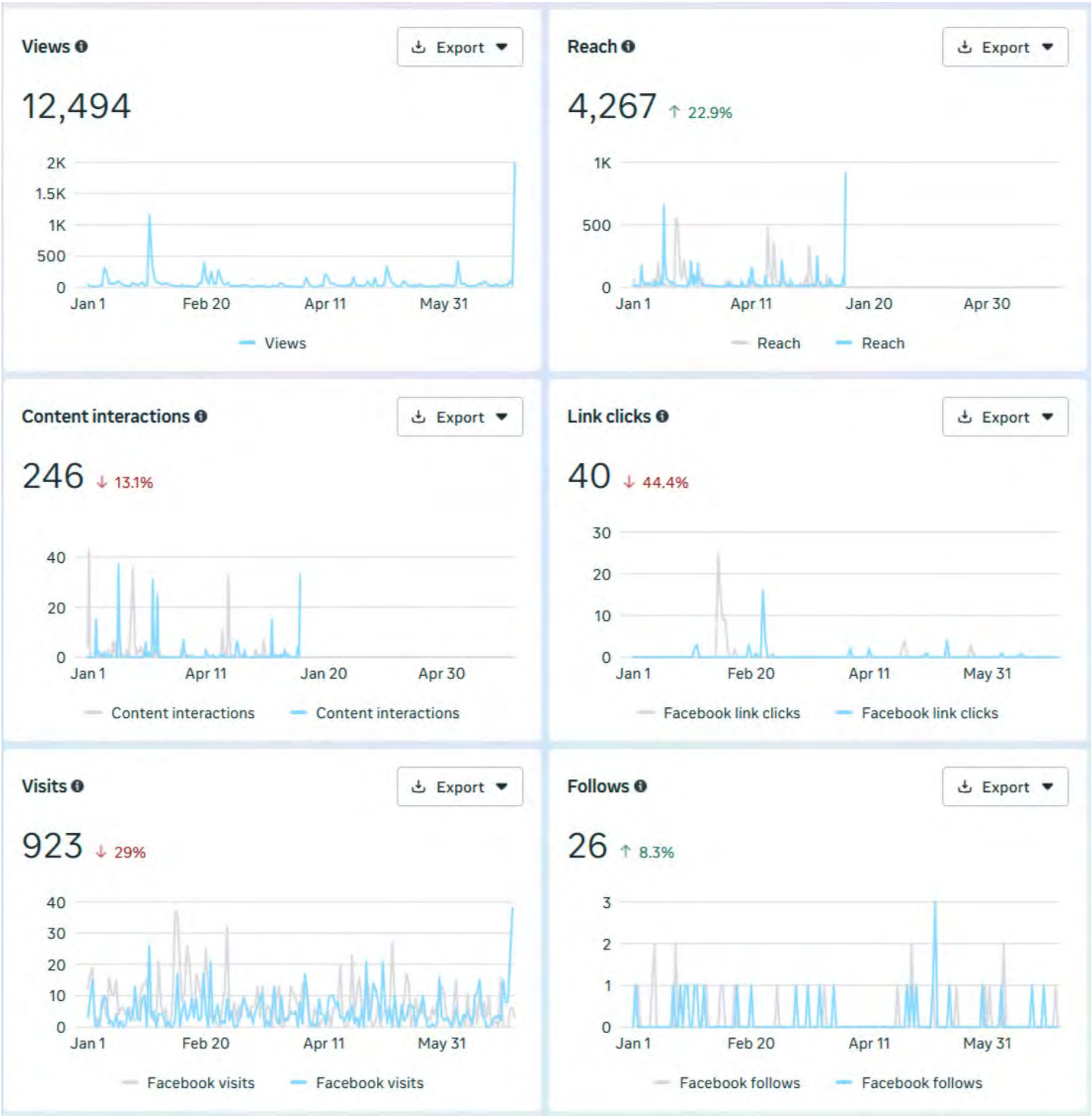
North Tahoe Public Utility District - @northtahoepud



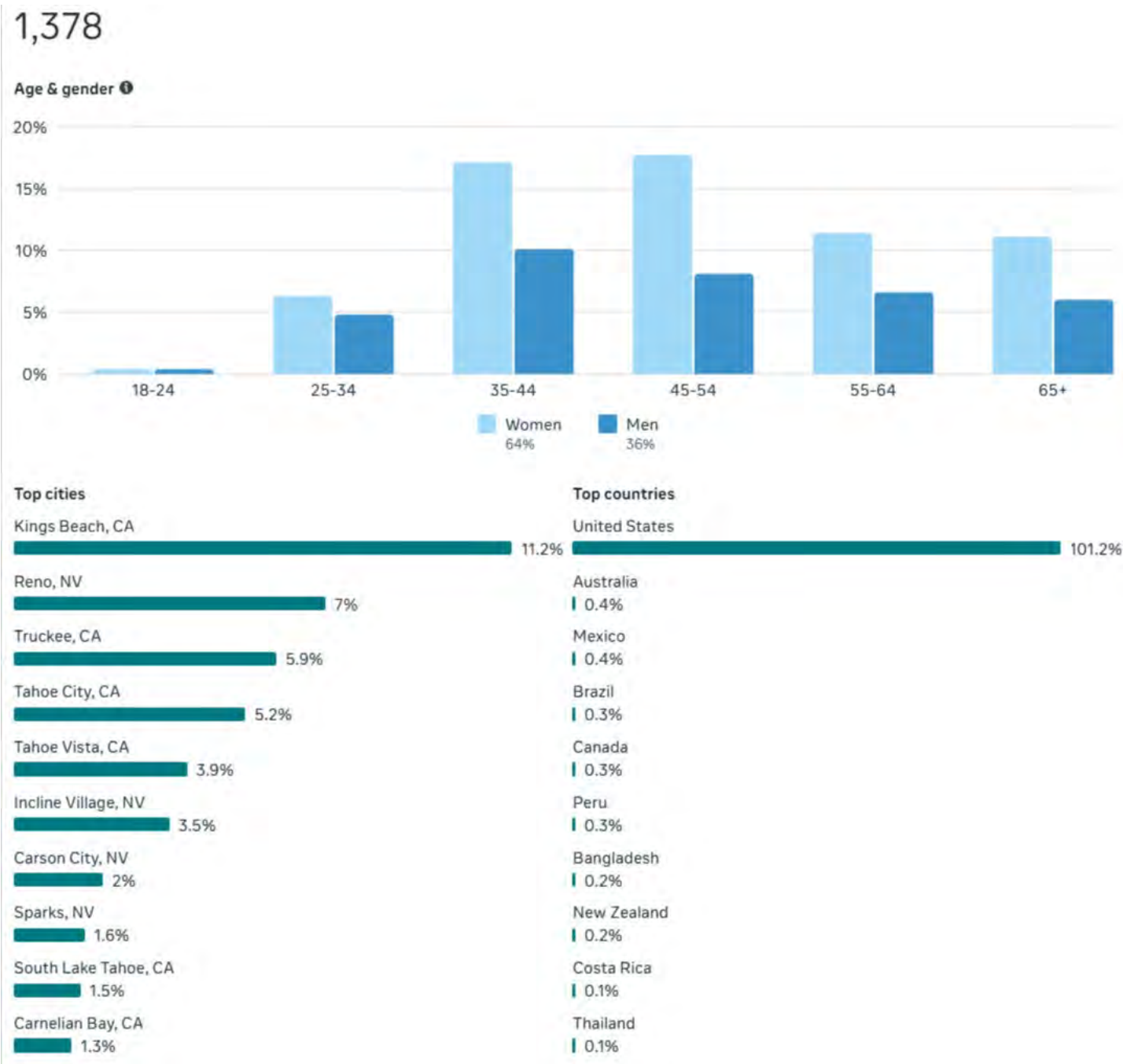
1,378 followers



2,803 followers



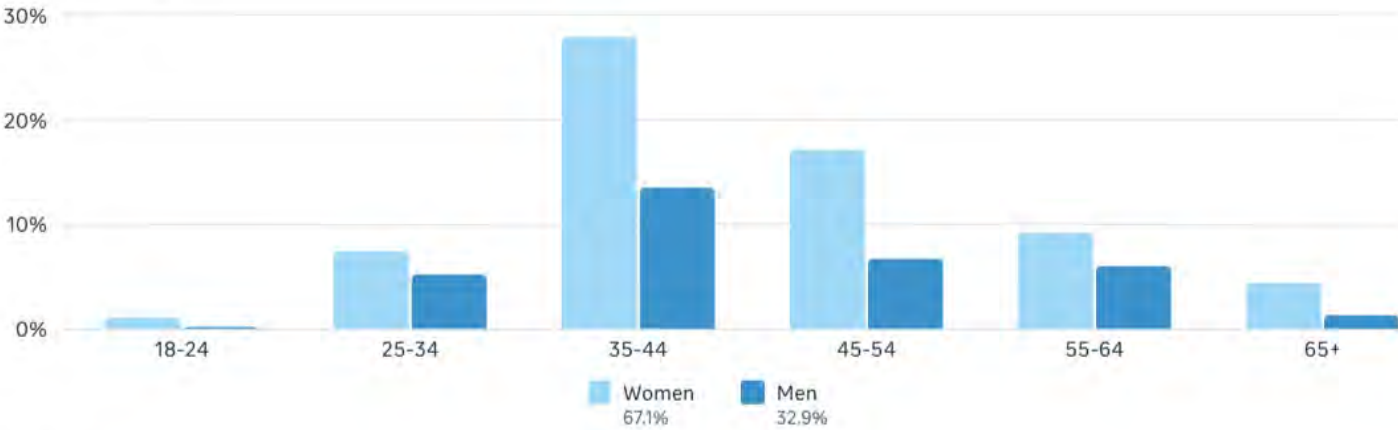
Facebook Audience



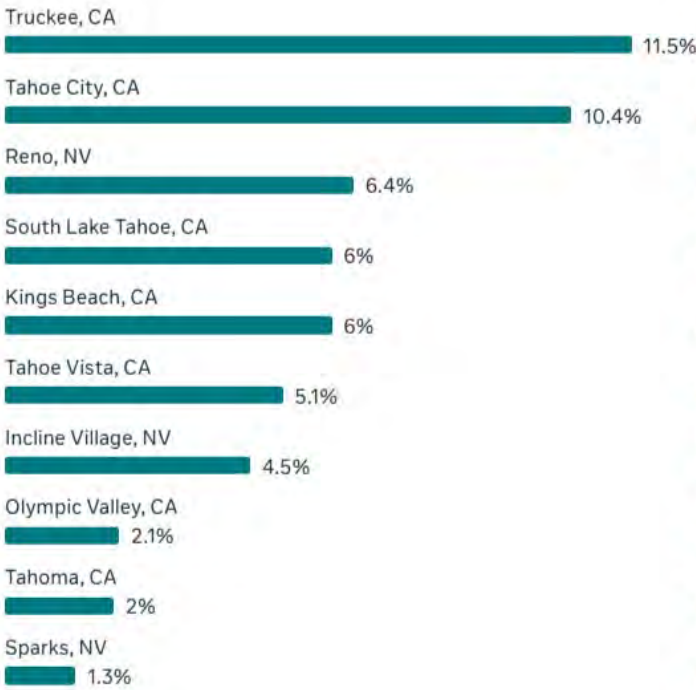
Instagram Audience

838

Age & gender ⓘ



Top cities



Top countries



Content overview

Breakdown: Organic/ads

All Posts Stories Reels Videos Live

Views

12.5K

Reach

4.3K

↓ 94.8%

3-second views

37

↑ 131.3%

1-minute views

0

↓ 100%

Content interactions

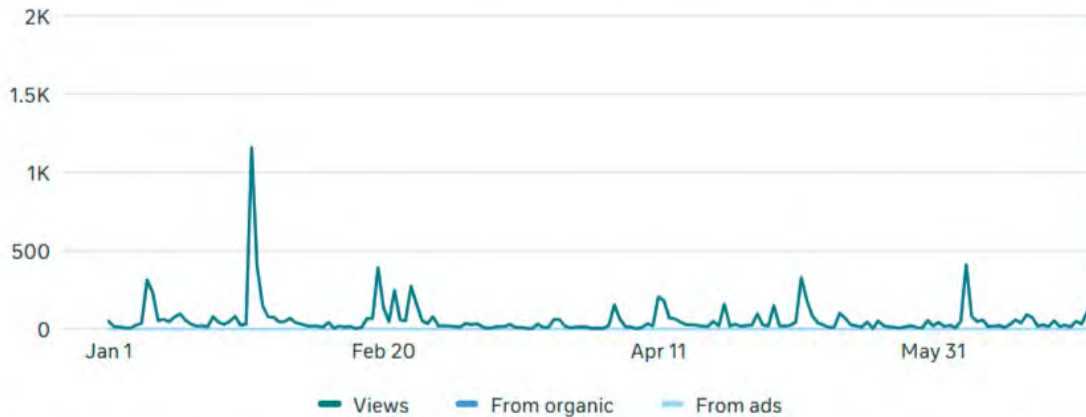
246

↓ 84.5%

Watch time

11m 11s

↑ 76.3%



Views breakdown

Jan 1 - Jun 30

Total

12,494

From organic

12,494

From ads

0

Top content by views

Boost content

See all content



Watermain construction work...

Mon Jun 30, 3:46pm

1.4K 11
1 2



The NTPUD commends the efforts of...

Wed Jan 8, 12:52pm

1.1K 20
2 1



Are you finishing up school and still lookin...

Fri Apr 11, 5:27pm

877 7
0 2



Special thanks to @kcraophelia...

Fri Jun 6, 9:18am

769 17
0 1



This summer, the NTPUD will return to...

Wed May 7, 2:41pm

750 12
0 2

First

W

0 2

Social Media Engagement Report (Jan. 1 – June 30, 2025)

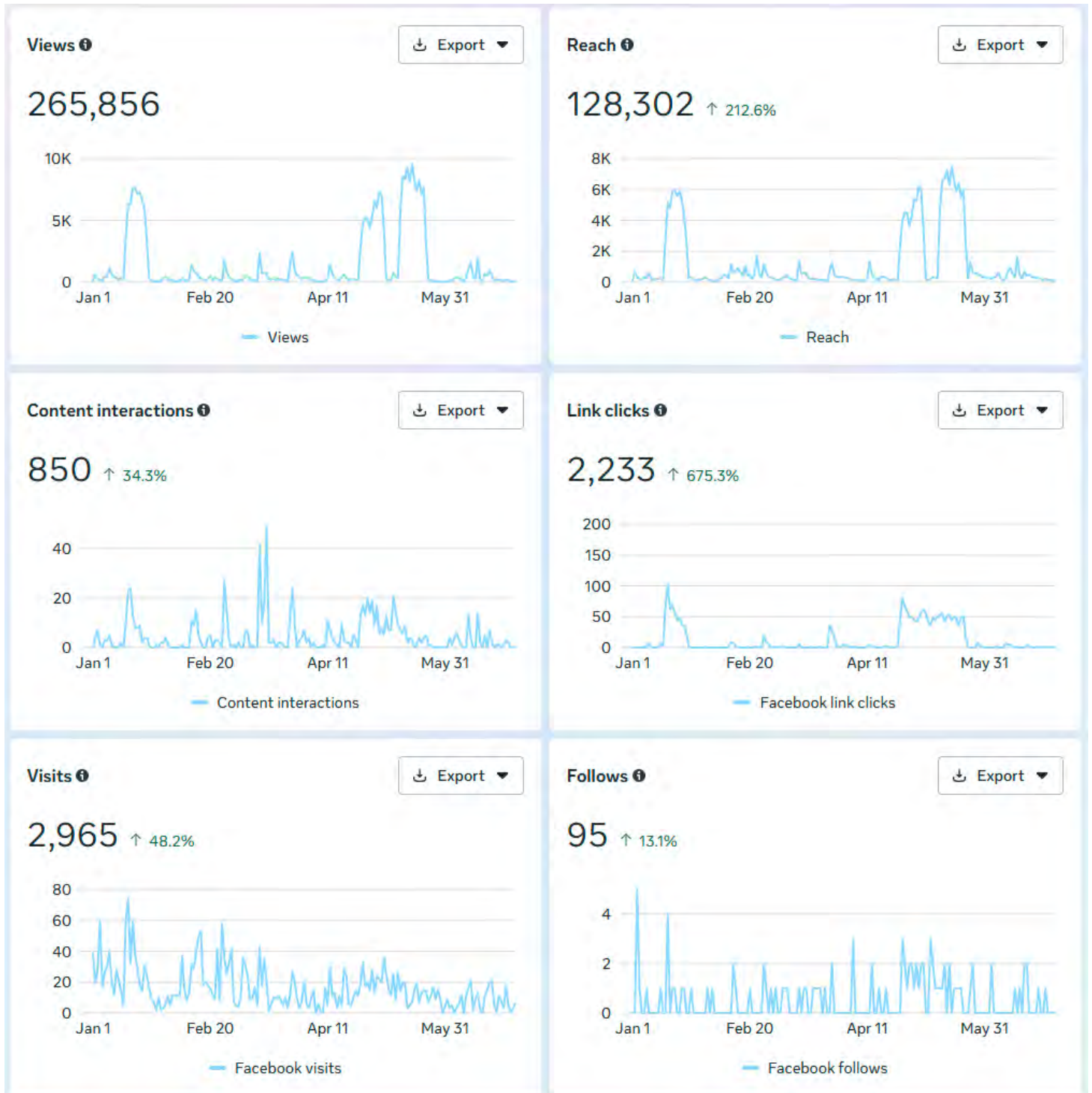
North Tahoe Recreation and Parks - *@northtahoerecreation*



4,236 followers



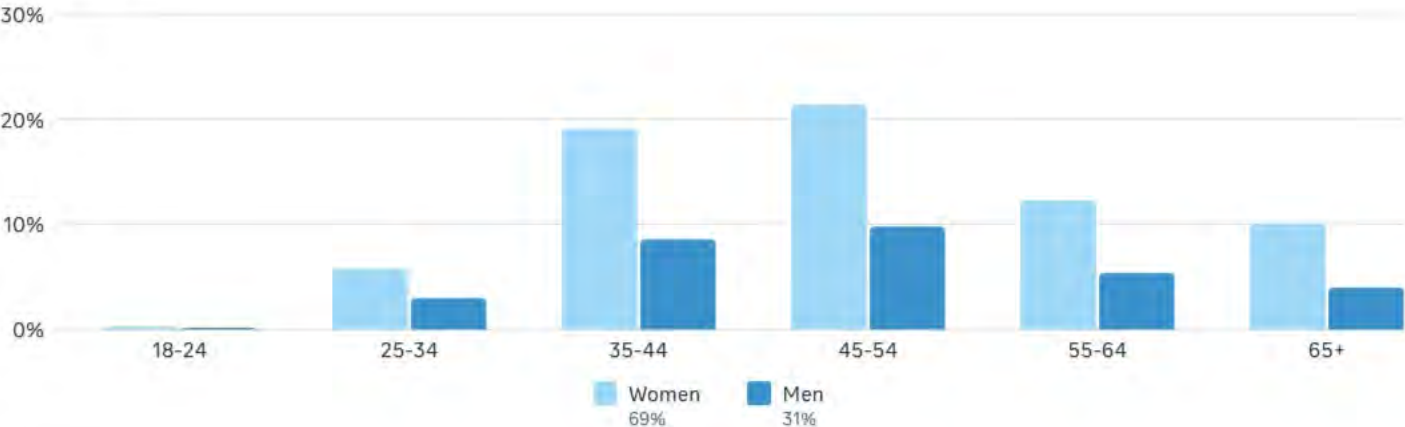
2,803 followers



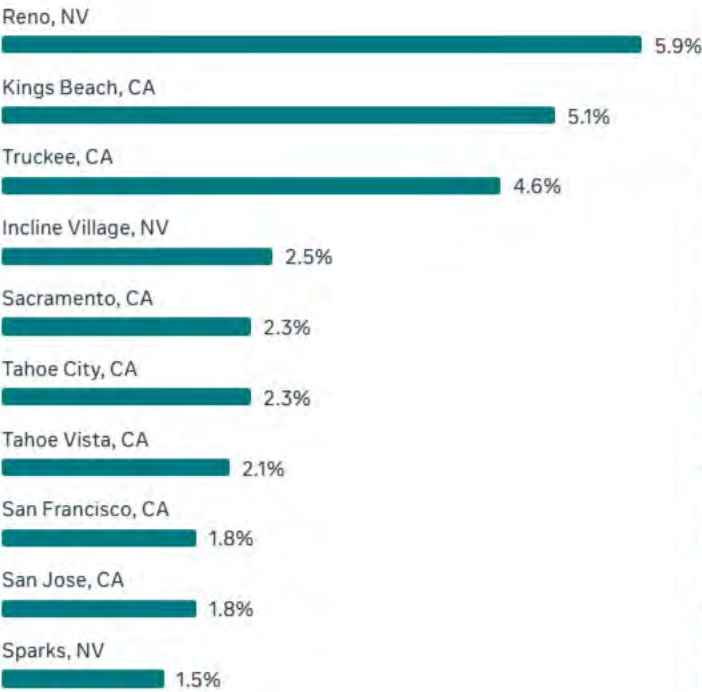
Facebook Audience

4,236

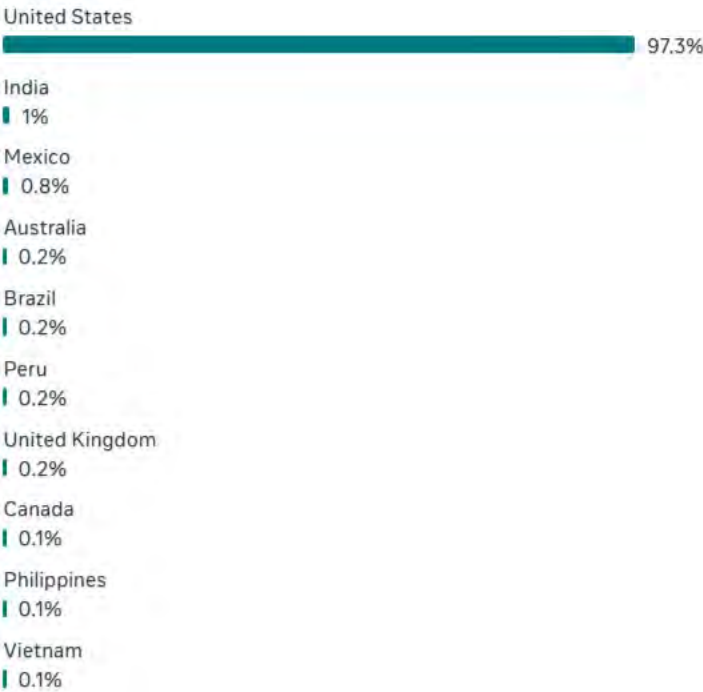
Age & gender ⓘ



Top cities



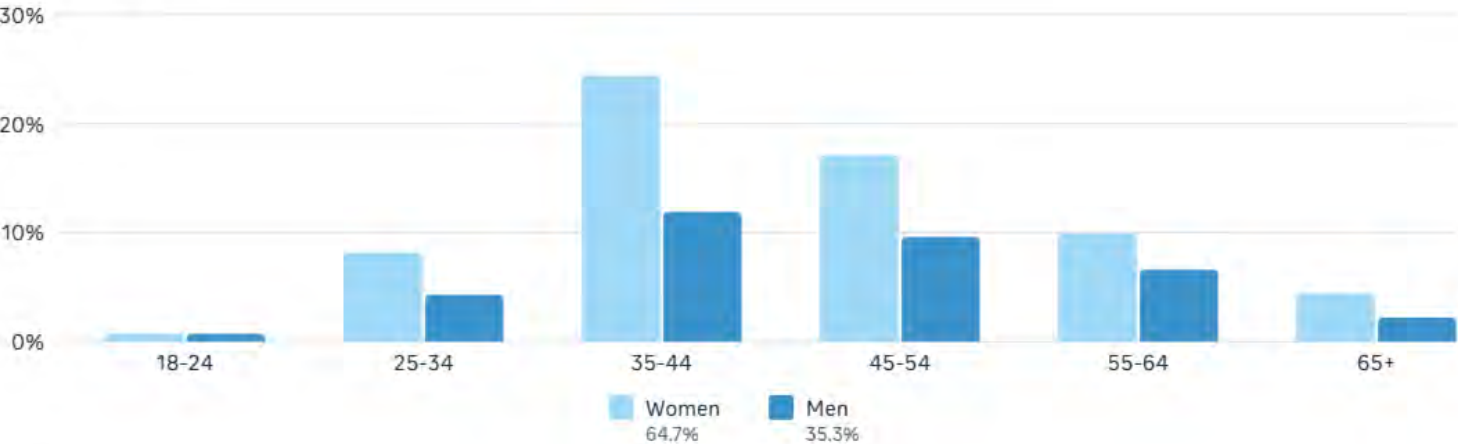
Top countries



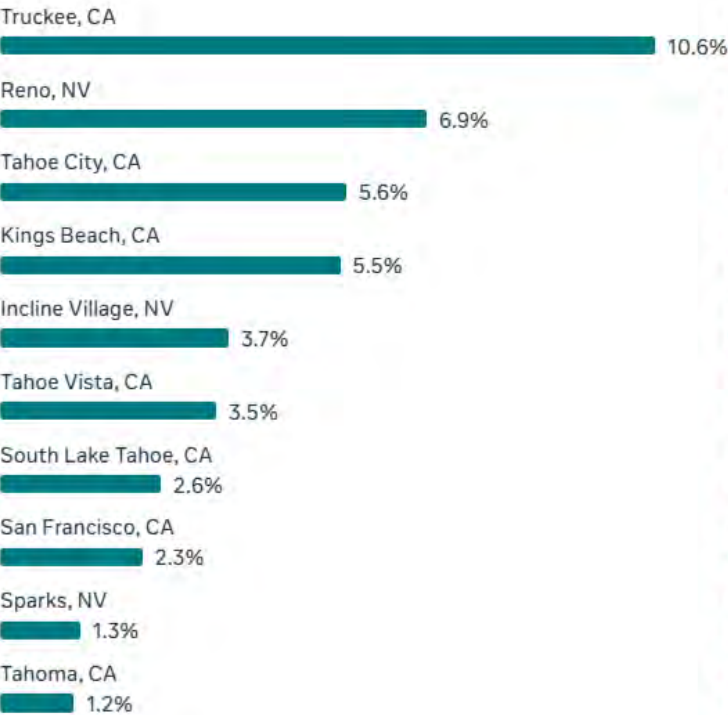
Instagram Audience

2,803

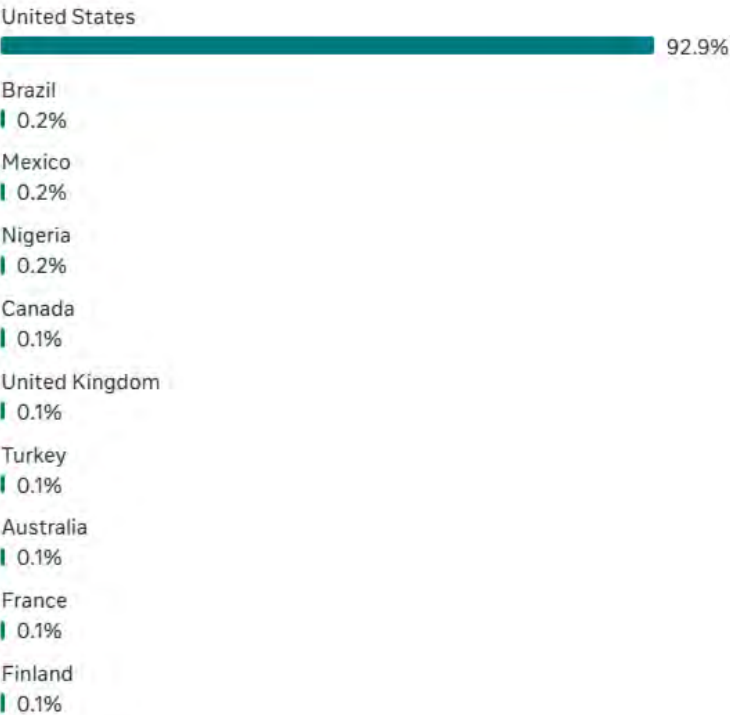
Age & gender ⓘ



Top cities



Top countries



Content overview

Breakdown: Organic/ads

All Posts Stories Reels Videos Live

Views ⓘ

265.9K

Reach ⓘ

128.3K ↑ 212.6%

3-second views ⓘ

143 ↑ 741.2%

1-minute views ⓘ

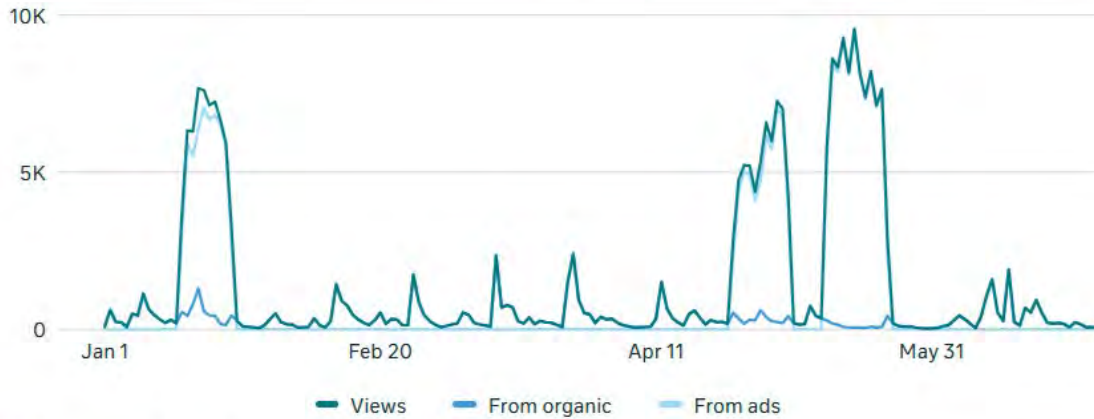
0 0%

Content interactions ⓘ

850 ↑ 34.3%

Watch time ⓘ

33m 1s ↑ 51%



Views breakdown

Jan 1 – Jun 30

Total

265,856

From organic

64,687

From ads

201,169

Top content by views

Boost content

See all content



Do you have a travel trailer, RV, or van? Do...

Fri Apr 11, 5:20pm

3.4K 17
0 6



Mother Nature delivered a March...

Thu Mar 13, 10:15am

2.2K 22
0 6



Our Monday Beach Cleanup is getting a...

Sat Jun 14, 8:18am

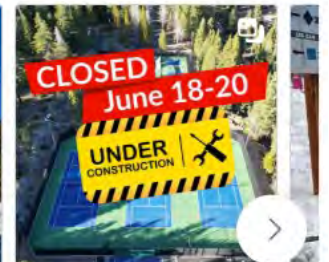
2.1K 15
0 4



Happy New Year! From your North Tahoe...

Thu Jan 2, 11:36am

1.6K 10
0 0



The tennis and pickleball courts in th...

Tue Jun 17, 5:47pm

1.2K 2
0 2



NORTH TAHOE **PUBLIC UTILITY DISTRICT**

DATE: September 9, 2025

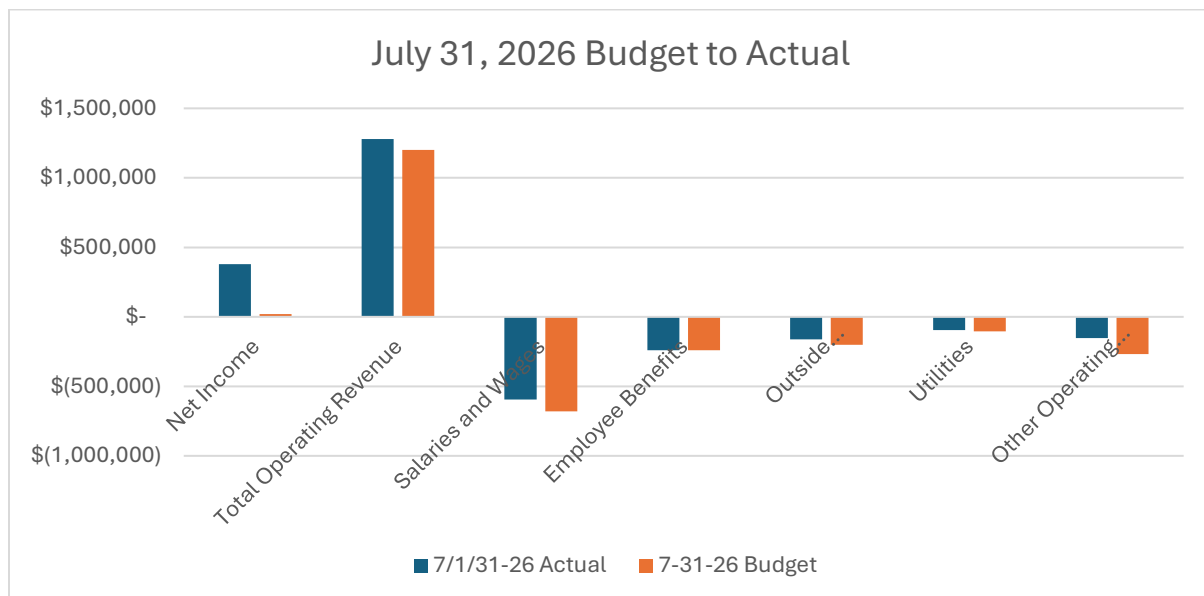
ITEM: G-3a

FROM: Finance Department

SUBJECT: Draft Financial Reports through July 31, 2025

All Funds Consolidated:

The overall financial performance shows a Net Income of \$379,012. This is \$359,737 better than the budgeted net income of \$19,275. This positive variance is primarily driven by operating revenues exceeding budget and operating expenses being lower than budget across most divisions, combined with substantial non-operating revenues.



Here's a breakdown by major line item, integrating all divisions' results with updated figures:

- **Total Operating Revenue (Line 4)**
 - Actual: \$1,278,914
 - Budget: \$1,200,196
 - Variance: \$78,718 (6.6% Favorable)

Total operating revenue was higher than budget. This was primarily due to ancillary revenue associated with water services and timing differences in recreation and parks related to timing with contracts. Water Operations Operating Revenue alone was \$36,429 (7.2%) higher than budget. Recreation & Parks Operating Revenue was \$36,684 (16.8%) higher than budget.

- **Salaries and Wages (Line 6)**

- Actual: (\$593,844)
- Budget: (\$679,431)
- Variance: \$85,587 (12.6% Favorable)

Overall salaries and wages were lower than budget due to several vacant positions, including an operations worker, senior engineer, and GIS specialist. Most divisions contributed to this favorable variance: Wastewater was \$14,499 better, Water was \$18,757 better, and General & Administrative was \$59,705 better. However, the Recreation & Parks division's salaries were \$9,814 (8.1%) higher than budget, and the Event Center's salaries were \$4,877 (13.2%) higher than budget due to summer seasonality.

- **Employee Benefits (Line 7)**

- Actual: (\$240,608)
- Budget: (\$241,058)
- Variance: \$450 (0.2% Favorable)

Consolidated benefits showed a slight favorable variance. While benefits were generally lower based on timing of various items at a consolidated level from the five main divisions, the General & Administrative division had a significant \$29,277 (50.3%) unfavorable variance related to the timing of an annual benefits accrual made each July which is approximately \$50,000 each year. The Event Center also contributed to an unfavorable variance, with its employee benefits being \$622 (3.4%) higher than budget.

- **Outside Services/Contractual (Line 8)**

- Actual: (\$162,395)
- Budget: (\$200,035)
- Variance: \$37,640 (18.8% Favorable)

Overall outside services were lower than budget. This impact is primarily from General & Administrative due to timing, offset by several divisions showing unfavorable variances, such as Wastewater with \$5,060 (69.3%) higher than budget, Fleet & Equipment with a significant \$10,611 (14,148.0%) higher than budget, and Recreation & Parks with \$5,235 (25.3%) higher than budget.

- **Utilities (Line 9)**

- Actual: (\$94,543)

- Budget: (\$104,843)
- Variance: \$10,300 (9.8% Favorable)

Utilities expenses were lower than budget across all divisions.

• **Other Operating Expenses (Line 10)**

- Actual: (\$153,182)
- Budget: (\$267,541)
- Variance: \$114,359 (42.7% Favorable)

Other operating expenses were significantly lower than budget overall. These expenses were impacted by a high volume of capital projects, including trail consolidation, smart meters, and fire suppressant with new water main lines. While consolidated figures show a strong favorable variance, Recreation & Parks saw an unfavorable variance of \$2,744 (9.1%).

• **Depreciation (Line 14)**

- Actual: (\$309,083)
- Budget: (\$333,822)
- Variance: \$24,739 (7.4% Favorable)

Depreciation was lower than overall budget primarily due to the timing of capital projects.

Wastewater Fund Highlights:

The Wastewater division reported a Net Loss of \$46,310, which was \$114,288 better than budget. This was primarily due to lower-than-budgeted operating expenses, particularly in salaries and wages, employee benefits, utilities, other operating expenses, and depreciation, as well as lower allocations of General & Administrative expenses, despite higher outside services.

Key highlights:

- Line 4 – Total Operating Revenue of \$461,110 was \$1,975 higher than budget.
- Line 6 – Salaries and Wages of (\$115,931) were \$14,499 below budget.
- Line 7 – Employee Benefits of (\$50,624) were \$14,111 lower than budget.
- Line 8 – Outside Services of (\$12,360) were (\$5,060) higher than budget.
- Line 9 – Utilities of (\$16,931) were \$3,431 below budget.
- Line 10 – Other Operating Expenses of (\$16,178) were \$20,667 lower than budget.
- Line 14 – Depreciation Expense of (\$102,826) was \$3,667 lower than budget.

Water Fund Highlights:

The Water division reported a Net Income of \$196,082, which was \$204,390 better than budget. This was largely due to Property Tax Revenue (Line 25) of \$208,333 and higher operating revenue.

Key highlights:

- Line 4 – Total Operating Revenue of \$549,446 was \$36,902 higher than budget.
- Line 6 – Salaries and Wages of (\$95,345) were \$18,757 below budget.
- Line 7 – Employee Benefits of (\$42,122) were \$12,754 lower than budget.
- Line 8 – Outside Services of (\$17,543) were \$15,607 lower than budget.
- Line 9 – Utilities of (\$44,262) were \$3,540 below budget.
- Line 10 – Other Operating Expenses of (\$48,471) were \$28,019 lower than budget.
- Line 14 – Depreciation Expense of (\$107,647) was \$20,724 lower than budget.

Recreation & Parks Fund Highlights

The Recreation & Parks division reported a Net Income of \$63,132, which was \$49,650 better than budget. This was largely due to higher-than-budgeted operating revenue (\$39,757 better than budget) and significant non-operating revenues from Property Tax (\$266,667) and Community Facilities District (CFD 94-1) (\$59,544). These revenues offset higher actual salaries, outside services, and other operating expenses.

Key highlights:

- Line 4 – Total Operating Revenue of \$265,275 was \$39,757 higher than budget.
- Line 6 – Salaries and Wages of (\$130,740) were (\$9,814) above budget.
- Line 7 – Employee Benefits of (\$53,474) were \$991 lower than budget.
- Line 8 – Outside Services of (\$25,925) were (\$5,235) higher than budget.
- Line 9 – Utilities of (\$20,877) were \$1,958 below budget.
- Line 10 – Other Operating Expenses of (\$33,045) were (\$2,744) higher than budget.
- Line 14 – Depreciation Expense of (\$72,094) was \$1,280 lower than budget.

Event Center Fund Highlights:

The Event Center division reported a Net Loss of \$38,266 for the period ended July 31, 2025. This performance was \$1,182 worse than budget, representing a 3.2% unfavorable variance. The negative variance was primarily due to higher-than-budgeted operating expenses, particularly in salaries and wages, employee benefits, outside services, and internal expenses, despite higher total operating revenue and lower other operating expenses.

Key highlights:

- Line 32 – Net Loss of (\$38,266) is (\$1,182) worse than budget.
- Line 4 – Total Operating Revenue of \$55,662 was \$5,631 higher than budget.
- Line 6 – Salaries and Wages of (\$41,873) were (\$4,877) above budget.
- Line 7 – Employee Benefits of (\$18,731) were (\$622) higher than budget.
- Line 8 – Outside Services/Contractual of (\$3,685) were (\$2,995) higher than budget.
- Line 9 – Utilities of (\$10,166) were \$364 below budget.
- Line 10 – Other Operating Expenses of (\$17,397) were \$1,344 lower than budget.
- Line 12 – Internal Expense of (\$2,076) was (\$27) higher than budget.

Fleet & Equipment Fund Highlights

The Fleet & Equipment division reported a Net Income of \$10,945, which was \$2,807 better than budget. This was primarily attributable to lower overall operating expenses \$2,807 better than budget, particularly in salaries, employee benefits, utilities, and other operating expenses, despite significantly higher outside services and slightly higher depreciation. The division also benefited from Property Tax Revenue of \$8,333.

Key highlights:

- Line 37 – Net Income of \$10,945 is better than budget by \$2,807.
- Line 4 – Total Operating Revenue of \$0 was in line with budget.
- Line 6 – Salaries and Wages of (\$13,597) were \$2,

General & Administrative Fund Highlights

The General & Administrative division reported a Net Income of \$155,162, which was \$11,400 worse than budget. This unfavorable variance was mainly due to higher-than-budgeted Employee Benefits (Line 7), Internal Expenses, and Depreciation (Line 14), partially offset by lower salaries and wages, outside services, and other operating expenses. The division also recorded Property Tax Revenue of \$141,667 and higher actual Interest Income of \$34,470 compared to a \$20,000 budget, resulting in a \$14,470 favorable variance.

Key highlights:

- Line 37 – Net Income of \$155,162 was (\$11,400) worse than budget, due primarily to:
 - Employee Benefits (\$29,277 higher than budget)
 - Internal Expenses (\$3,080 higher than budget)
 - Depreciation (\$668 higher than budget)

These were partially offset by Property Tax Revenue of \$141,667 and Interest Income \$14,470 better than budget.

- Line 4 – Total Operating Revenue of \$3,083 was \$83 higher than budget.


- Line 6 – Salaries and Wages of (\$238,231) were \$59,705 below budget.
- Line 7 – Employee Benefits of (\$87,429) were (\$29,277) higher than budget.
- Line 8 – Outside Services of (\$95,881) were \$42,939 lower than budget.
- Line 9 – Utilities of (\$11,927) were \$1,037 below budget.
- Line 10 – Other Operating Expenses of (\$42,168) were \$58,937 lower than budget.
- Line 14 – Depreciation Expense of (\$5,513) was (\$668) higher than budget.

ATTACHMENTS:

Financial Reports for July 31, 2025

REVIEW TRACKING:

Submitted By: 
 Patrick Grimes
 Chief Financial Officer

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



Statement of Revenues and Expenses
For the Period Ended July 31, 2025

Income Statement	Month-To-Date				Year-To-Date				FY 2025
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
1 Operations									
2 Operating Revenue	\$ 1,258,289	\$ 1,183,118	\$ 75,171	6.4%	\$ 1,258,289	\$ 1,183,118	\$ 75,171	6.4%	\$ 1,127,373
3 Internal Revenue	20,625	17,078	3,547	20.8%	20,625	17,078	3,547	20.8%	18,577
4 Total Operating Revenue	\$ 1,278,914	\$ 1,200,196	\$ 78,718	6.6%	\$ 1,278,914	\$ 1,200,196	\$ 78,718	6.6%	\$ 1,145,950
5									
6 Salaries and Wages	\$ (593,844)	\$ (679,431)	\$ 85,587	12.6%	\$ (593,844)	\$ (679,431)	\$ 85,587	12.6%	\$ (579,824)
7 Employee Benefits	(240,608)	(241,058)	450	0.2%	(240,608)	(241,058)	450	0.2%	(258,188)
8 Outside Services/Contractual	(162,395)	(200,035)	37,640	18.8%	(162,395)	(200,035)	37,640	18.8%	(123,056)
9 Utilities	(94,543)	(104,843)	10,300	9.8%	(94,543)	(104,843)	10,300	9.8%	(84,558)
10 Other Operating Expenses	(153,182)	(267,541)	114,359	42.7%	(153,182)	(267,541)	114,359	42.7%	(133,327)
11 Insurance	(41,236)	(41,164)	(72)	-0.2%	(41,236)	(41,164)	(72)	-0.2%	(36,583)
12 Internal Expense	(20,625)	(17,078)	(3,547)	-20.8%	(20,625)	(17,078)	(3,547)	-20.8%	(16,549)
13 Debt Service	(1,426)	(1,426)	-	0.0%	(1,426)	(1,426)	-	0.0%	(2,796)
14 Depreciation	(309,083)	(333,822)	24,739	7.4%	(309,083)	(333,822)	24,739	7.4%	(307,431)
15 Total Operating Expense	\$ (1,616,942)	\$ (1,886,398)	\$ 269,456	14.3%	\$ (1,616,942)	\$ (1,886,398)	\$ 269,456	14.3%	\$ (1,542,312)
16									
17 Operating Income(Loss)	\$ (338,028)	\$ (686,202)	\$ 348,174	50.7%	\$ (338,028)	\$ (686,202)	\$ 348,174	50.7%	\$ (396,362)
18									
19 Non-Operations									
20 Property Tax Revenue	\$ 625,000	\$ 625,000	\$ -	0.0%	\$ 625,000	\$ 625,000	\$ -	0.0%	\$ 575,000
21 Community Facilities District (CFD 94-1)	59,544	60,833	(1,289)	-2.1%	59,544	60,833	(1,289)	-2.1%	58,095
22 Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
23 Interest	34,470	20,000	14,470	72.4%	34,470	20,000	14,470	72.4%	7,154
24 Other Non-Op Revenue	7,900	7,977	(77)	-1.0%	7,900	7,977	(77)	-1.0%	6,247
25 Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
26 Other Non-Op Expenses	(9,874)	(8,333)	(1,541)	-18.5%	(9,874)	(8,333)	(1,541)	-18.5%	(11,704)
27 Income(Loss)	\$ 379,012	\$ 19,275	\$ 359,737	1866.3%	\$ 379,012	\$ 19,275	\$ 359,737	1866.3%	\$ 238,430
28									
29 Additional Funding Sources									
30 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
31 Transfers	-	-	-	0.0%	-	-	-	0.0%	-
32 Balance	\$ 379,012	\$ 19,275	\$ 359,737	1866.3%	\$ 379,012	\$ 19,275	\$ 359,737	1866.3%	\$ 238,430
Operating Income	\$ (338,028)	\$ (686,202)	\$ 348,174	50.7%	\$ (338,028)	\$ (686,202)	\$ 348,174	50.7%	\$ (396,362)
Net Income(Loss)	\$ 379,012	\$ 19,275	\$ 359,737	1866.3%	\$ 379,012	\$ 19,275	\$ 359,737	1866.3%	\$ 238,430
Earnings Before Interest, Depreciation & Amortization	\$ 689,521	\$ 354,523	\$ 334,998	94.5%	\$ 689,521	\$ 354,523	\$ 334,998	94.5%	\$ 548,657
Operating Ratio	126%	157%	-31%	-19.6%	126%	157%	-31%	-19.6%	135%
Operating Ratio - plus Tax & CFD	82%	100%	-18%	-17.7%	82%	100%	-18%	-17.7%	87%
Debt Service Coverage Ratio	265.79	13.52	25227%	-23875%	265.79	13.52	25227%	-23875%	85.28



Actual Results For the Month Ended July 31, 2025

Income Statement	Wastewater	Water	Recreation & Parks	Fleet & Equipment	General & Administrative	Total
1 Operations						
2 Operating Revenue	\$ 456,580	\$ 543,271	\$ 255,355	\$ -	\$ 3,083	\$ 1,258,289
3 Internal Revenue	4,530	6,175	9,920	-	-	20,625
4 Total Operating Revenue	\$ 461,110	\$ 549,446	\$ 265,275	\$ -	\$ 3,083	\$ 1,278,914
5						
6 Salaries and Wages	\$ (115,931)	\$ (95,345)	\$ (130,740)	\$ (13,597)	\$ (238,231)	\$ (593,844)
7 Employee Benefits	(50,624)	(42,122)	(53,474)	(6,959)	(87,429)	(240,608)
8 Outside Services/Contractual	(12,360)	(17,543)	(25,925)	(10,686)	(95,881)	(162,395)
9 Utilities	(16,931)	(44,262)	(20,877)	(545)	(11,927)	(94,543)
10 Other Operating Expenses	(16,178)	(48,471)	(33,045)	(13,322)	(42,168)	(153,182)
11 Internal Expense	(1,025)	(1,278)	(7,004)	(143)	(11,175)	(20,625)
12 Debt Service	-	(1,426)	-	-	-	(1,426)
13 Insurance	(8,858)	(8,858)	(8,858)	(4,983)	(9,679)	(41,236)
14 Depreciation	(102,826)	(107,647)	(72,094)	(21,003)	(5,513)	(309,083)
15 Total Operating Expense	(324,732)	(366,951)	(352,016)	(71,239)	(502,003)	(1,616,941)
16						
17 Operating Contribution	\$ 136,378	\$ 182,495	\$ (86,741)	\$ (71,239)	\$ (498,920)	\$ (338,027)
18						
19 Allocation of Base	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20 Allocation of Fleet	(30,341)	(22,905)	(20,605)	73,850	-	-
21 Allocation of General & Administrative	(152,346)	(171,840)	(155,137)	-	479,323	-
22 Operating Income(Loss)	\$ (46,309)	\$ (12,250)	\$ (262,483)	\$ 2,612	\$ (19,597)	\$ (338,027)
23						
24 Non-Operations						
25 Property Tax Revenue	\$ -	\$ 208,333	\$ 266,667	\$ 8,333	\$ 141,667	\$ 625,000
26 Community Facilities District (CFD 94-1)	-	-	59,544	-	-	59,544
27 Grant Revenue	-	-	-	-	-	-
28 Interest	-	-	-	-	34,470	34,470
29 Other Non-Op Revenue	-	-	-	-	7,900	7,900
30 Capital Contribution	-	-	-	-	-	-
31 Other Non-Op Expenses	-	-	(595)	-	(9,278)	(9,874)
32 Income(Loss)	\$ (46,309)	\$ 196,083	\$ 63,133	\$ 10,945	\$ 155,161	\$ 379,014
33						
34 Additional Funding Sources						
35 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36 Transfers	-	-	-	-	-	-
37 Balance	\$ (46,309)	\$ 196,083	\$ 63,133	\$ 10,945	\$ 155,161	\$ 379,014
 Earnings Before Interest, Depreciation & Amortization	 \$ 56,517	 \$ 305,155	 \$ 135,227	 \$ 31,948	 \$ 160,674	 \$ 689,522
Operating Ratio	70%	67%	133%		16283%	Median
Operating Ratio - plus Tax & CFD	70%	48%	60%	855%	347%	54%



YTD For the Period Ended July 31, 2025

	Income Statement		Wastewater		Water		Recreation & Parks		Fleet & Equipment		General & Administrative		Total	
1	Operations													
2	Operating Revenue	\$	456,580	\$	543,271	\$	255,355	\$	-	\$	3,083	\$	1,258,289	
3	Internal Revenue		4,530		6,175		9,920		-		-		20,625	
4	Total Operating Revenue	\$	461,110	\$	549,446	\$	265,275	\$	-	\$	3,083	\$	1,278,914	
5														
6	Salaries and Wages	\$	(115,931)	\$	(95,345)	\$	(130,740)	\$	(13,597)	\$	(238,231)	\$	(593,844)	
7	Employee Benefits		(50,624)		(42,122)		(53,474)		(6,959)		(87,429)		(240,608)	
8	Outside Services/Contractual		(12,360)		(17,543)		(25,925)		(10,686)		(95,881)		(162,395)	
9	Utilities		(16,931)		(44,262)		(20,877)		(545)		(11,927)		(94,543)	
10	Other Operating Expenses		(16,178)		(48,471)		(33,045)		(13,322)		(42,168)		(153,182)	
11	Internal Expense		(1,025)		(1,278)		(7,004)		(143)		(11,175)		(20,625)	
12	Debt Service		-		(1,426)		-		-		-		(1,426)	
13	Insurance		(8,858)		(8,858)		(8,858)		(4,983)		(9,679)		(41,236)	
14	Depreciation		(102,826)		(107,647)		(72,094)		(21,003)		(5,513)		(309,083)	
15	Total Operating Expense		(324,732)		(366,951)		(352,016)		(71,239)		(502,003)		(1,616,941)	
16														
17	Operating Contribution	\$	136,378	\$	182,495	\$	(86,741)	\$	(71,239)	\$	(498,920)	\$	(338,027)	
18														
19	Allocation of Base	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
20	Allocation of Fleet		(30,341)		(22,905)		(20,605)		73,850		-		-	
21	Allocation of General & Administrative		(152,346)		(171,840)		(155,137)		-		479,323		-	
22	Operating Income(Loss)	\$	(46,309)	\$	(12,250)	\$	(262,483)	\$	2,612	\$	(19,597)	\$	(338,027)	
23														
24	Non-Operations													
25	Property Tax Revenue	\$	-	\$	208,333	\$	266,667	\$	8,333	\$	141,667	\$	625,000	
26	Community Facilities District (CFD 94-1)		-		-		59,544		-		-		59,544	
27	Grant Revenue		-		-		-		-		-		-	
28	Interest		-		-		-		-		34,470		34,470	
29	Other Non-Op Revenue		-		-		-		-		7,900		7,900	
30	Capital Contribution		-		-		-		-		-		-	
31	Other Non-Op Expenses		-		-		(595)		-		(9,278)		(9,874)	
32	Income(Loss)	\$	(46,309)	\$	196,083	\$	63,133	\$	10,945	\$	155,161	\$	379,014	
33														
34	Additional Funding Sources													
35	Allocation of Non-Operating Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
36	Transfers		-		-		-		-		-		-	
37	Balance	\$	(46,309)	\$	196,083	\$	63,133	\$	10,945	\$	155,161	\$	379,014	
	Earnings Before Interest, Depreciation & Amortization	\$	56,517	\$	305,155	\$	135,227	\$	31,948	\$	160,674	\$	689,522	
	Operating Ratio		70%		67%		133%						Median	
	Operating Ratio - plus Tax & CFD		70%		48%		60%						54%	



Wastewater Operations
Statement of Revenues and Expenses
For the Period Ended July 31, 2025

Income Statement	Month-To-Date					Year-To-Date					Prior
	Actual	Budget	Variance	% Variance		Actual	Budget	Variance	% Variance		YTD
1 Operations											
2 Operating Revenue	\$ 456,580	\$ 454,605	\$ 1,975	0.4%		\$ 456,580	\$ 454,605	\$ 1,975	0.4%		\$ 426,743
3 Internal Revenue	4,530	4,530	-	0.0%		4,530	4,530	-	0.0%		4,080
4 Total Operating Revenue	\$ 461,110	\$ 459,135	\$ 1,975	0.4%		\$ 461,110	\$ 459,135	\$ 1,975	0.4%		\$ 430,823
5											
6 Salaries and Wages	\$ (115,931)	\$ (130,430)	\$ 14,499	11.1%		\$ (115,931)	\$ (130,430)	\$ 14,499	11.1%		\$ (121,260)
7 Employee Benefits	(50,624)	(64,735)	14,111	21.8%		(50,624)	(64,735)	14,111	21.8%		(70,519)
8 Outside Services/Contractual	(12,360)	(7,300)	(5,060)	-69.3%		(12,360)	(7,300)	(5,060)	-69.3%		(2,806)
9 Utilities	(16,931)	(20,362)	3,431	16.9%		(16,931)	(20,362)	3,431	16.9%		(19,869)
10 Other Operating Expenses	(16,178)	(36,845)	20,667	56.1%		(16,178)	(36,845)	20,667	56.1%		(25,588)
11 Insurance	(8,858)	(8,971)	113	1.3%		(8,858)	(8,971)	113	1.3%		(7,655)
12 Internal Expense	(1,025)	(1,028)	3	0.3%		(1,025)	(1,028)	3	0.3%		(927)
13 Debt Service	-	-	-	0.0%		-	-	-	0.0%		-
14 Depreciation	(102,826)	(106,493)	3,667	3.4%		(102,826)	(106,493)	3,667	3.4%		(99,888)
15 Total Operating Expense	\$ (324,733)	\$ (376,164)	\$ 51,431	13.7%		\$ (324,733)	\$ (376,164)	\$ 51,431	13.7%		\$ (348,512)
16											
17 Operating Contribution	\$ 136,377	\$ 82,971	\$ 53,406	64.4%		\$ 136,377	\$ 82,971	\$ 53,406	64.4%		\$ 82,311
18											
19 Allocation of Base	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
20 Allocation of Fleet	(30,341)	(30,341)	-	0.0%		(30,341)	(30,341)	-	0.0%		(29,631)
21 Allocation of General & Administrative	(152,346)	(213,228)	60,882	28.6%		(152,346)	(213,228)	60,882	28.6%		(178,542)
22 Operating Income(Loss)	\$ (46,310)	\$ (160,598)	\$ 114,288	71.2%		\$ (46,310)	\$ (160,598)	\$ 114,288	71.2%		\$ (125,862)
23											
24 Non-Operations											
25 Property Tax Revenue	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
26 Community Facilities District (CFD 94-1)	-	-	-	0.0%		-	-	-	0.0%		-
27 Grant Revenue	-	-	-	0.0%		-	-	-	0.0%		-
28 Interest	-	-	-	0.0%		-	-	-	0.0%		-
29 Other Non-Op Revenue	-	-	-	0.0%		-	-	-	0.0%		-
30 Capital Contribution	-	-	-	0.0%		-	-	-	0.0%		-
31 Other Non-Op Expenses	-	-	-	0.0%		-	-	-	0.0%		(12,039)
32 Income(Loss)	\$ (46,310)	\$ (160,598)	\$ 114,288	71.2%		\$ (46,310)	\$ (160,598)	\$ 114,288	71.2%		\$ (137,901)
33											
34 Additional Funding Sources											
35 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
36 Transfers	-	-	-	0.0%		-	-	-	0.0%		-
37 Balance	\$ (46,310)	\$ (160,598)	\$ 114,288	71.2%		\$ (46,310)	\$ (160,598)	\$ 114,288	71.2%		\$ (137,901)
Earnings Before Interest, Depreciation & Amortization	\$ 56,516	\$ (54,105)	\$ 110,621	204.5%		\$ 56,516	\$ (54,105)	\$ 110,621	204.5%		\$ (38,013)
Operating Ratio	70%	82%	-12%	-14.0%		70%	82%	-12%	-14.0%		81%
Operating Ratio - plus Tax & CFD	70%	82%	-12%	-14.0%		70%	82%	-12%	-14.0%		81%



**Statement of Revenues and Expenses
For the Period Ended July 31, 2025**

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
1 Operations									
2 Operating Revenue	\$ 543,271	\$ 506,842	\$ 36,429	7.2%	\$ 543,271	\$ 506,842	\$ 36,429	7.2%	\$ 471,674
3 Internal Revenue	6,175	5,702	473	8.3%	6,175	5,702	473	8.3%	7,469
4 Total Operating Revenue	\$ 549,446	\$ 512,544	\$ 36,902	7.2%	\$ 549,446	\$ 512,544	\$ 36,902	7.2%	\$ 479,143
5									
6 Salaries and Wages	\$ (95,345)	\$ (114,102)	\$ 18,757	16.4%	\$ (95,345)	\$ (114,102)	\$ 18,757	16.4%	\$ (91,513)
7 Employee Benefits	(42,122)	(54,876)	12,754	23.2%	(42,122)	(54,876)	12,754	23.2%	(52,466)
8 Outside Services/Contractual	(17,543)	(33,150)	15,607	47.1%	(17,543)	(33,150)	15,607	47.1%	(21,117)
9 Utilities	(44,262)	(47,802)	3,540	7.4%	(44,262)	(47,802)	3,540	7.4%	(37,601)
10 Other Operating Expenses	(48,471)	(76,490)	28,019	36.6%	(48,471)	(76,490)	28,019	36.6%	(41,491)
11 Insurance	(8,858)	(8,971)	113	1.3%	(8,858)	(8,971)	113	1.3%	(7,655)
12 Internal Expense	(1,278)	(1,278)	-	0.0%	(1,278)	(1,278)	-	0.0%	(1,151)
13 Debt Service	(1,426)	(1,426)	-	0.0%	(1,426)	(1,426)	-	0.0%	(2,796)
14 Depreciation	(107,647)	(128,371)	20,724	16.1%	(107,647)	(128,371)	20,724	16.1%	(117,592)
15 Total Operating Expense	\$ (366,952)	\$ (466,466)	\$ 99,514	21.3%	\$ (366,952)	\$ (466,466)	\$ 99,514	21.3%	\$ (373,382)
16									
17 Operating Contribution	\$ 182,494	\$ 46,078	\$ 136,416	296.1%	\$ 182,494	\$ 46,078	\$ 136,416	296.1%	\$ 105,761
18									
19 Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
20 Allocation of Fleet	(22,905)	(22,905)	-	0.0%	(22,905)	(22,905)	-	0.0%	(27,984)
21 Allocation of General & Administrative	(171,840)	(239,814)	67,974	28.3%	(171,840)	(239,814)	67,974	28.3%	(185,157)
22 Operating Income(Loss)	\$ (12,251)	\$ (216,641)	\$ 204,390	94.3%	\$ (12,251)	\$ (216,641)	\$ 204,390	94.3%	\$ (107,380)
23									
24 Non-Operations									
25 Property Tax Revenue	\$ 208,333	\$ 208,333	\$ -	0.0%	\$ 208,333	\$ 208,333	\$ -	0.0%	\$ 266,667
26 Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
27 Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
28 Interest	-	-	-	0.0%	-	-	-	0.0%	-
29 Other Non-Op Revenue	-	-	-	0.0%	-	-	-	0.0%	-
30 Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
31 Other Non-Op Expenses	-	-	-	0.0%	-	-	-	0.0%	-
32 Income(Loss)	\$ 196,082	\$ (8,308)	\$ 204,390	2460.2%	\$ 196,082	\$ (8,308)	\$ 204,390	2460.2%	\$ 159,287
33									
34 Additional Funding Sources									
35 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
36 Transfers	-	-	-	0.0%	-	-	-	0.0%	-
37 Balance	\$ 196,082	\$ (8,308)	\$ 204,390	2460.2%	\$ 196,082	\$ (8,308)	\$ 204,390	2460.2%	\$ 159,287
Earnings Before Interest, Depreciation & Amortization	\$ 305,155	\$ 121,489	\$ 183,666	151.2%	\$ 305,155	\$ 121,489	\$ 183,666	151.2%	\$ 279,675
Operating Ratio	67%	91%	-24%	-26.6%	67%	91%	-24%	-26.6%	78%
Operating Ratio - plus Tax & CFD	48%	65%	-16%	-25.2%	48%	65%	-16%	-25.2%	50%



Recreation & Parks Operations
Statement of Revenues and Expenses
For the Period Ended July 31, 2025

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
1 Operations									
2 Operating Revenue	\$ 255,355	\$ 218,671	\$ 36,684	16.8%	\$ 255,355	\$ 218,671	\$ 36,684	16.8%	\$ 227,672
3 Internal Revenue	9,920	6,847	3,073	44.9%	9,920	6,847	3,073	44.9%	5,000
4 Total Operating Revenue	\$ 265,275	\$ 225,518	\$ 39,757	17.6%	\$ 265,275	\$ 225,518	\$ 39,757	17.6%	\$ 232,672
5									
6 Salaries and Wages	\$ (130,740)	\$ (120,926)	\$ (9,814)	-8.1%	\$ (130,740)	\$ (120,926)	\$ (9,814)	-8.1%	\$ (107,036)
7 Employee Benefits	(53,474)	(54,465)	991	1.8%	(53,474)	(54,465)	991	1.8%	(60,822)
8 Outside Services/Contractual	(25,925)	(20,690)	(5,235)	-25.3%	(25,925)	(20,690)	(5,235)	-25.3%	(17,815)
9 Utilities	(20,877)	(22,835)	1,958	8.6%	(20,877)	(22,835)	1,958	8.6%	(16,682)
10 Other Operating Expenses	(33,045)	(30,301)	(2,744)	-9.1%	(33,045)	(30,301)	(2,744)	-9.1%	(27,893)
11 Insurance	(8,858)	(8,971)	113	1.3%	(8,858)	(8,971)	113	1.3%	(7,655)
12 Internal Expense	(7,004)	(6,522)	(482)	-7.4%	(7,004)	(6,522)	(482)	-7.4%	(8,180)
13 Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
14 Depreciation	(72,094)	(73,374)	1,280	1.7%	(72,094)	(73,374)	1,280	1.7%	(71,200)
15 Total Operating Expense	\$ (352,017)	\$ (338,084)	\$ (13,933)	-4.1%	\$ (352,017)	\$ (338,084)	\$ (13,933)	-4.1%	\$ (317,283)
16									
17 Operating Contribution	\$ (86,742)	\$ (112,566)	\$ 25,824	22.9%	\$ (86,742)	\$ (112,566)	\$ 25,824	22.9%	\$ (84,611)
18									
19 Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
20 Allocation of Fleet	(20,605)	(20,605)	-	0.0%	(20,605)	(20,605)	-	0.0%	(10,675)
21 Allocation of General & Administrative	(155,137)	(180,847)	25,710	14.2%	(155,137)	(180,847)	25,710	14.2%	(151,465)
22 Operating Income(Loss)	\$ (262,484)	\$ (314,018)	\$ 51,534	16.4%	\$ (262,484)	\$ (314,018)	\$ 51,534	16.4%	\$ (246,751)
23									
24 Non-Operations									
25 Property Tax Revenue	\$ 266,667	\$ 266,667	\$ -	0.0%	\$ 266,667	\$ 266,667	\$ -	0.0%	\$ 233,333
26 Community Facilities District (CFD 94-1)	59,544	60,833	(1,289)	-2.1%	59,544	60,833	(1,289)	-2.1%	58,095
27 Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
28 Interest	-	-	-	0.0%	-	-	-	0.0%	-
29 Other Non-Op Revenue	-	-	-	0.0%	-	-	-	0.0%	-
30 Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
31 Other Non-Op Expenses	(595)	-	(595)	-100.0%	(595)	-	(595)	-100.0%	8,669
32 Income(Loss)	\$ 63,132	\$ 13,482	\$ 49,650	368.3%	\$ 63,132	\$ 13,482	\$ 49,650	368.3%	\$ 53,346
33									
34 Additional Funding Sources									
35 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
36 Transfers	-	-	-	0.0%	-	-	-	0.0%	-
37 Balance	\$ 63,132	\$ 13,482	\$ 49,650	368.3%	\$ 63,132	\$ 13,482	\$ 49,650	368.3%	\$ 53,346
Earnings Before Interest, Depreciation & Amortization	\$ 135,226	\$ 86,856	\$ 48,370	55.7%	\$ 135,226	\$ 86,856	\$ 48,370	55.7%	\$ 124,546
Operating Ratio	133%	150%	-17%	-11.5%	133%	150%	-17%	-11.5%	136%
Operating Ratio - plus Tax & CFD	60%	61%	-2%	-2.7%	60%	61%	-2%	-2.7%	61%



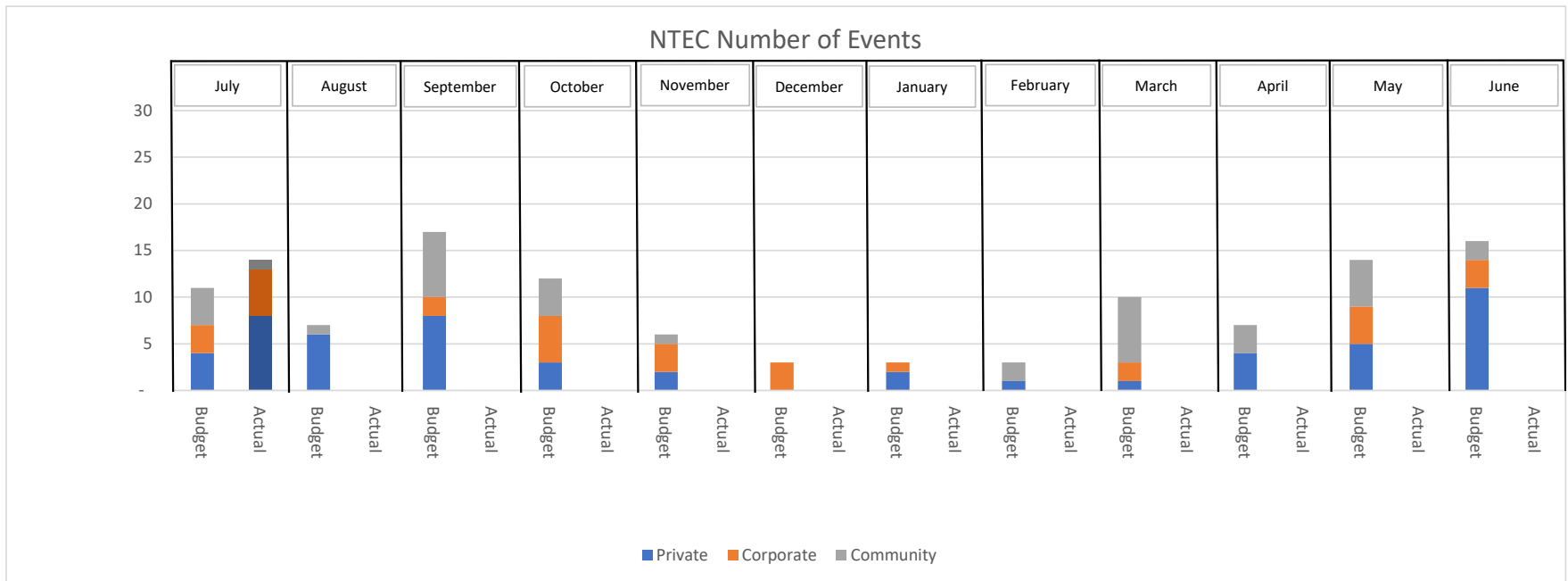
Division 51-5100
Department Recreation & Parks
Event Center Operations

Statement of Revenues and Expenses
For the Period Ended July 31, 2025

Income Statement	Month-To-Date					Year-To-Date					Prior
	Actual	Budget	Variance	% Variance		Actual	Budget	Variance	% Variance		YTD
1 Operations											
2 Operating Revenue	\$ 45,742	\$ 43,184	\$ 2,558	5.9%		\$ 45,742	\$ 43,184	\$ 2,558	5.9%		\$ 37,339
3 Internal Revenue	9,920	6,847	3,073	44.9%		9,920	6,847	3,073	44.9%		5,000
4 Total Operating Revenue	\$ 55,662	\$ 50,031	\$ 5,631	11.3%		\$ 55,662	\$ 50,031	\$ 5,631	11.3%		\$ 42,339
5											
6 Salaries and Wages	\$ (41,873)	\$ (36,996)	\$ (4,877)	-13.2%		\$ (41,873)	\$ (36,996)	\$ (4,877)	-13.2%		\$ (31,436)
7 Employee Benefits	(18,731)	(18,109)	(622)	-3.4%		(18,731)	(18,109)	(622)	-3.4%		(17,401)
8 Outside Services/Contractual	(3,685)	(690)	(2,995)	-434.1%		(3,685)	(690)	(2,995)	-434.1%		(329)
9 Utilities	(10,166)	(10,530)	364	3.5%		(10,166)	(10,530)	364	3.5%		(9,303)
10 Other Operating Expenses	(17,397)	(18,741)	1,344	7.2%		(17,397)	(18,741)	1,344	7.2%		(24,512)
11 Insurance	-	-	-	0.0%		-	-	-	0.0%		-
12 Internal Expense	(2,076)	(2,049)	(27)	-1.3%		(2,076)	(2,049)	(27)	-1.3%		(1,857)
13 Debt Service	-	-	-	0.0%		-	-	-	0.0%		-
14 Depreciation	-	-	-	0.0%		-	-	-	0.0%		-
15 Total Operating Expense	\$ (93,928)	\$ (87,115)	\$ (6,813)	-7.8%		\$ (93,928)	\$ (87,115)	\$ (6,813)	-7.8%		\$ (84,838)
16											
17 Operating Contribution	\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (42,499)
18											
19 Allocation of Base	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
20 Allocation of Fleet	-	-	-	0.0%		-	-	-	0.0%		-
21 Allocation of General & Administrative	-	-	-	0.0%		-	-	-	0.0%		-
22 Operating Income(Loss)	\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (42,499)
23											
24 Non-Operations	-	-	-								
25 Property Tax Revenue	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
26 Community Facilities District (CFD 94-1)	-	-	-	0.0%		-	-	-	0.0%		-
27 Grant Revenue	-	-	-	0.0%		-	-	-	0.0%		-
28 Interest	-	-	-	0.0%		-	-	-	0.0%		-
29 Other Non-Op Revenue	-	-	-	0.0%		-	-	-	0.0%		-
30 Capital Contribution	-	-	-	0.0%		-	-	-	0.0%		-
31 Other Non-Op Expenses	-	-	-	0.0%		-	-	-	0.0%		-
32 Income(Loss)	\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (42,499)
33											
34 Additional Funding Sources											
35 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
36 Transfers	-	-	-	0.0%		-	-	-	0.0%		-
37 Balance	\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (38,266)	\$ (37,084)	\$ (1,182)	-3.2%		\$ (42,499)

North Tahoe Event Center Reservation Pipeline

		July	August	September	October	November	December	January	February	March	April	May	June	Total
Revenue														
	Private	29,060	47,036	55,898	23,660	10,790	-	9,585	5,810	4,980	22,000	39,020	73,468	321,307
	Corporate	5,620	-	1,370	13,190	9,370	6,068	570	-	2,110	-	12,000	9,140	59,438
	Community	8,504	1,740	11,620	4,123	180	-	-	3,183	5,610	2,480	5,628	1,340	44,408
Budgeted Total Room Rent		43,184	48,776	68,888	40,973	20,340	6,068	10,155	8,993	12,700	24,480	56,648	83,948	425,153
2026	Private	26,030	75,430	71,870	31,785	28,085	-	-	5,800	-	35,050	19,100	60,620	353,770
	Corporate	6,170	4,860	12,180	12,620	2,010	1,710	-	-	600	-	-	-	40,150
	Community	8,580	-	-	-	4,400	-	-	-	-	-	-	-	12,980
Actual Total Room Rent		40,780	80,290	84,050	44,405	34,495	1,710	-	5,800	600	35,050	19,100	60,620	406,900
2027	Private	27,700	28,600	46,500	15,300	10,700	-	-	-	-	4,500	-	-	133,300
	Corporate	-	-	-	-	-	-	-	-	-	-	-	-	-
	Community	-	-	-	-	-	-	-	-	-	-	-	-	-
Actual Total Room Rent		27,700	28,600	46,500	15,300	10,700	-	-	-	-	4,500	-	-	133,300
2028	Private	-	2,180	-	-	-	-	-	-	-	-	-	-	2,180
	Corporate	-	-	-	-	-	-	-	-	-	-	-	-	-
	Community	-	-	-	-	-	-	-	-	-	-	-	-	-
Actual Total Room Rent		-	2,180	-	-	-	-	-	-	-	-	-	-	2,180
# Events														
2026	Budgeted Private	4	6	8	3	2	-	2	1	1	4	5	11	47
	Budgeted Corporate	3	-	2	5	3	3	1	-	2	-	4	3	26
	Budgeted Community	4	1	7	4	1	-	-	2	7	3	5	2	36
		11	7	17	12	6	3	3	3	10	7	14	16	109
2026	Actual Private	8	13	12	7	7	-	-	1	-	7	3	9	67
	Actual Corporate	5	5	11	12	4	3	-	-	1	-	-	-	41
	Actual Community	1	-	-	1	1	-	-	-	-	-	-	-	3
		14	18	23	20	12	3	-	1	1	7	3	9	111
2027	Actual Private	4	4	7	2	2	-	-	-	-	1	-	-	20
	Actual Corporate	-	-	-	-	-	-	-	-	-	-	-	-	-
	Actual Community	-	-	-	-	-	-	-	-	-	-	-	-	-
		4	4	7	2	2	-	-	-	-	1	-	-	20
2028	Actual Private	-	1	-	-	-	-	-	-	-	-	-	-	1
	Actual Corporate	-	-	-	-	-	-	-	-	-	-	-	-	-
	Actual Community	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	1	-	-	-	-	-	-	-	-	-	-	1

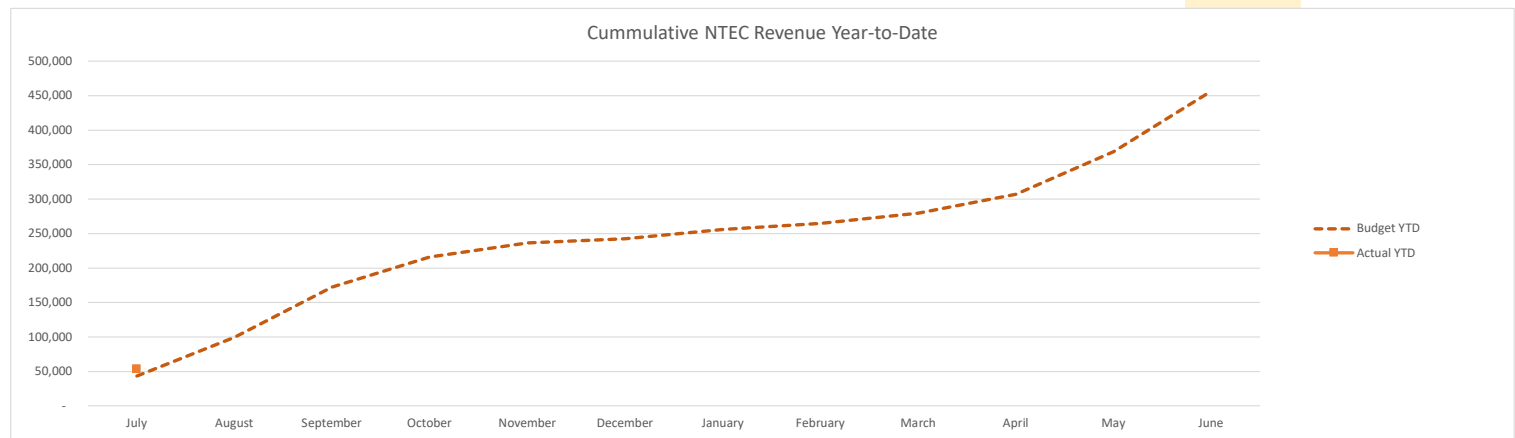
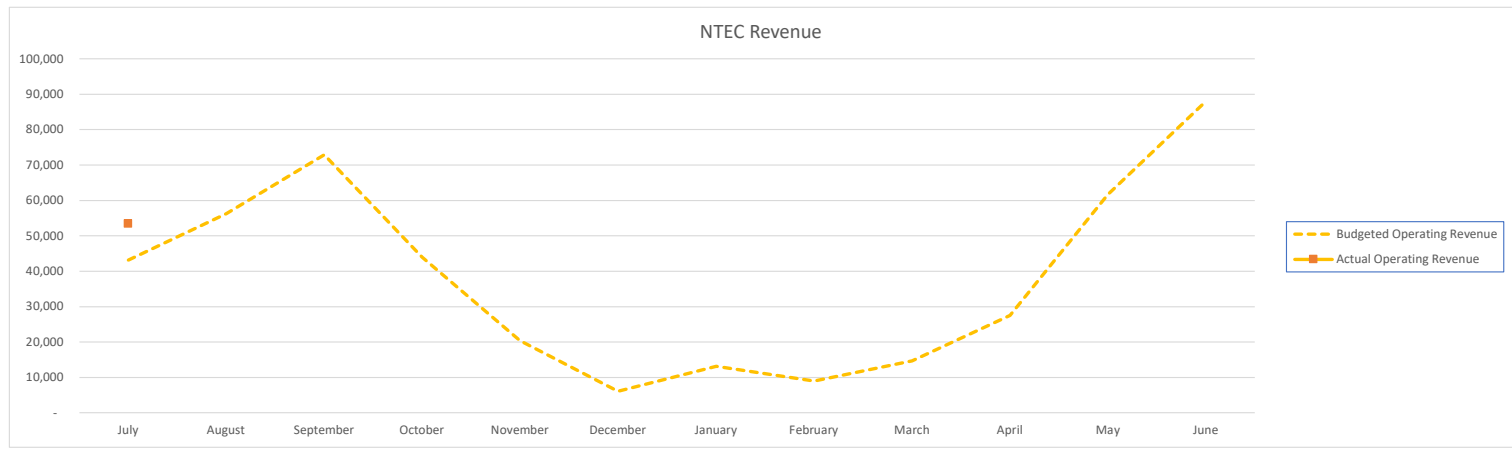


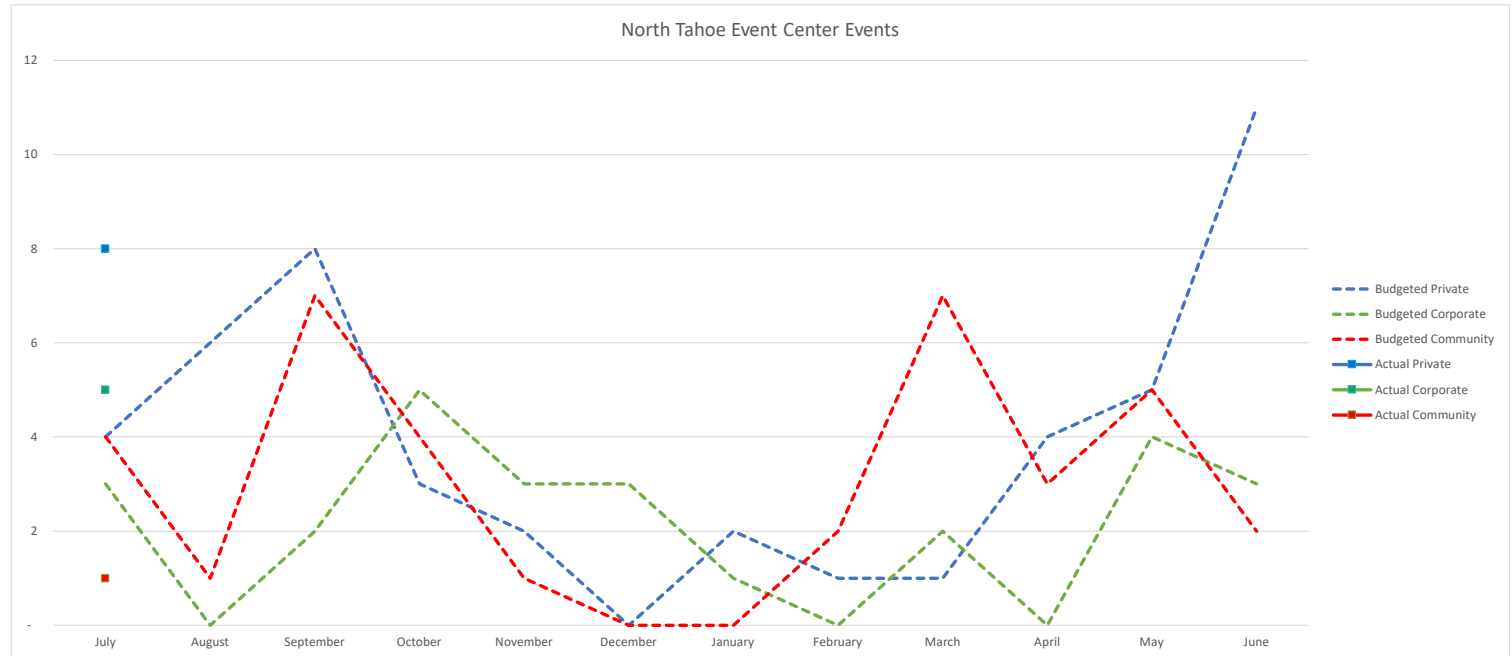
North Tahoe Event Center

FY 2025-26

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Revenue													
Private	29,060	47,036	55,898	23,660	10,790	-	9,585	5,810	4,980	22,000	39,020	73,468	321,307
Corporate	5,620	-	1,370	13,190	9,370	6,068	570	-	2,110	-	12,000	9,140	59,438
Community	8,504	1,740	11,620	4,123	180	-	-	3,183	5,610	2,480	5,628	1,340	44,408
Budgeted Total Room Rent	43,184	48,776	68,888	40,973	20,340	6,068	10,155	8,993	12,700	24,480	56,648	83,948	425,153
Program Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Ancillary Revenue	-	7,500	4,000	3,000	-	-	3,000	-	2,000	3,000	5,000	4,000	31,500
Budgeted Operating Revenue	43,184	56,276	72,888	43,973	20,340	6,068	13,155	8,993	14,700	27,480	61,648	87,948	456,653
Private	26,030	-	-	-	-	-	-	-	-	-	-	-	26,030
Corporate	6,170	-	-	-	-	-	-	-	-	-	-	-	6,170
Community	8,580	-	-	-	-	-	-	-	-	-	-	-	8,580
Actual Total Room Rent	40,780	-	-	-	-	-	-	-	-	-	-	-	40,780
Program Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Ancillary Revenue	12,752	-	-	-	-	-	-	-	-	-	-	-	12,752
Actual Operating Revenue	53,532	-	-	-	-	-	-	-	-	-	-	-	53,532
Variance to Budget	10,348	(56,276)	(72,888)	(43,973)	(20,340)	(6,068)	(13,155)	(8,993)	(14,700)	(27,480)	(61,648)	(87,948)	(403,121)
# Events													
Budgeted Private	4	6	8	3	2	-	2	1	1	4	5	11	47
Budgeted Corporate	3	-	2	5	3	3	1	-	2	-	4	3	26
Budgeted Community	4	1	7	4	1	-	-	2	7	3	5	2	36
	11	7	17	12	6	3	3	3	10	7	14	16	109
Actual Private	8	-	-	-	-	-	-	-	-	-	-	-	8
Actual Corporate	5	-	-	-	-	-	-	-	-	-	-	-	5
Actual Community	1	-	-	-	-	-	-	-	-	-	-	-	1
	14	-	-	-	-	-	-	-	-	-	-	-	14

NOTE There is a \$2,130 timing diff in rev





* Program & Recreation events reporting to be forthcoming



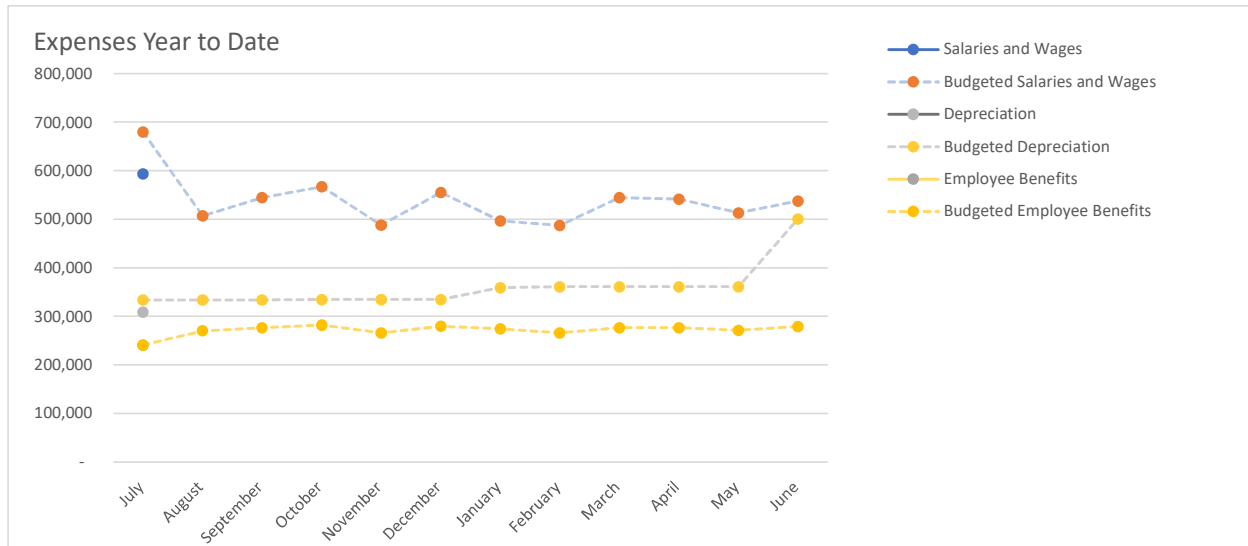
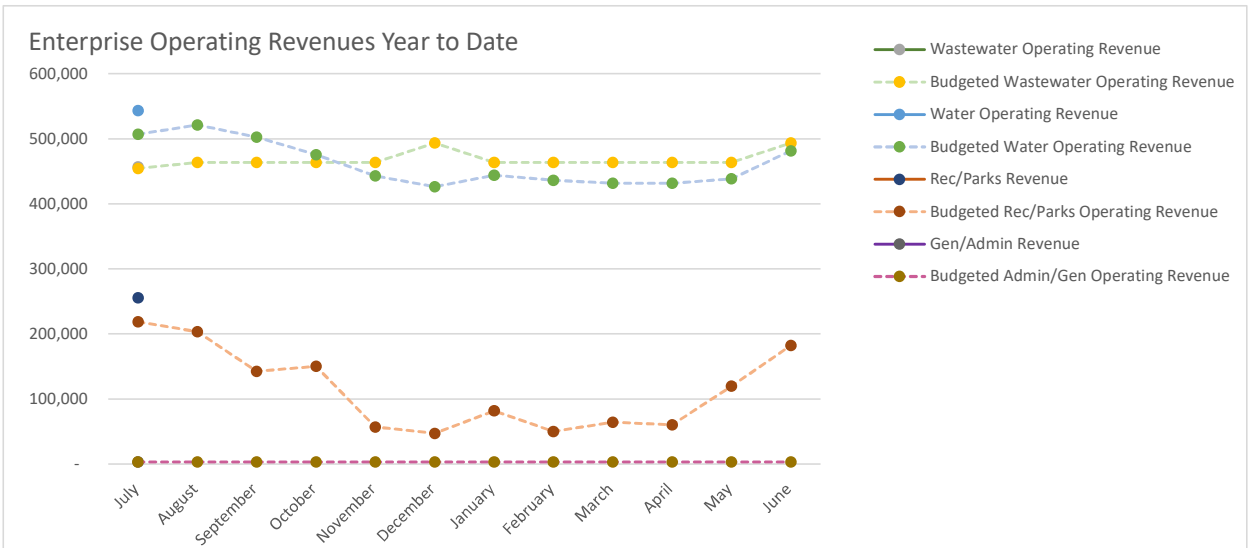
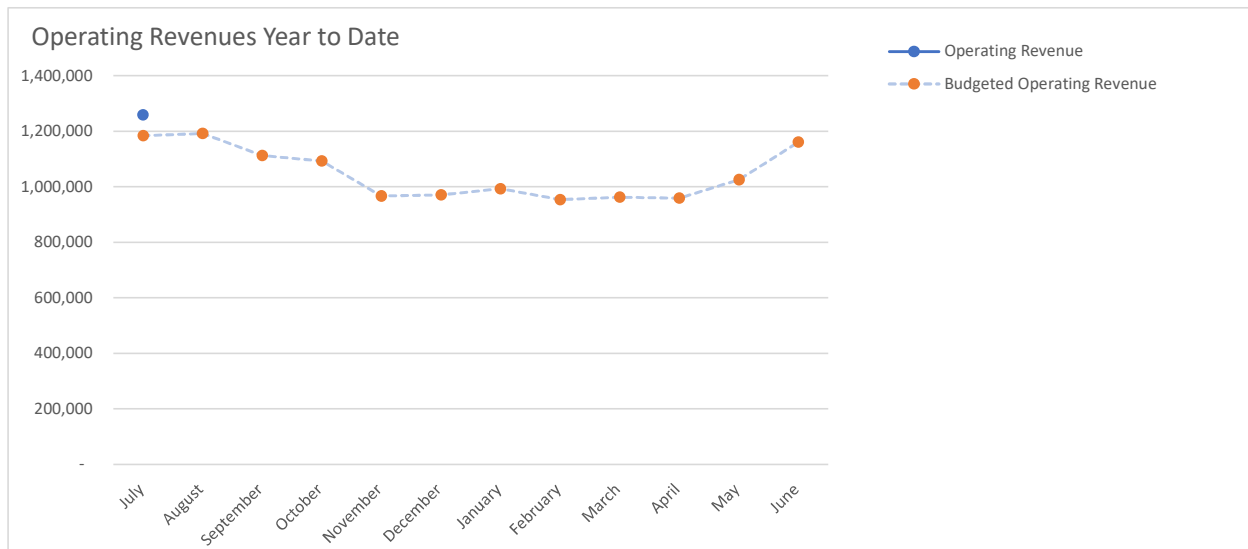
Fleet & Equipment Support
Statement of Revenues and Expenses
For the Period Ended July 31, 2025

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
1 Operations									
2 Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
3 Internal Revenue	-	-	-	0.0%	-	-	-	0.0%	-
4 Total Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
5									
6 Salaries and Wages	\$ (13,597)	\$ (16,036)	\$ 2,439	15.2%	\$ (13,597)	\$ (16,036)	\$ 2,439	15.2%	\$ (14,932)
7 Employee Benefits	(6,959)	(8,830)	1,871	21.2%	(6,959)	(8,830)	1,871	21.2%	(9,320)
8 Outside Services/Contractual	(10,686)	(75)	(10,611)	-14148.0%	(10,686)	(75)	(10,611)	-14148.0%	(484)
9 Utilities	(545)	(880)	335	38.1%	(545)	(880)	335	38.1%	(757)
10 Other Operating Expenses	(13,322)	(22,800)	9,478	41.6%	(13,322)	(22,800)	9,478	41.6%	(13,277)
11 Insurance	(4,983)	(4,530)	(453)	-10.0%	(4,983)	(4,530)	(453)	-10.0%	(5,142)
12 Internal Expense	(143)	(155)	12	7.7%	(143)	(155)	12	7.7%	(135)
13 Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
14 Depreciation	(21,003)	(20,739)	(264)	-1.3%	(21,003)	(20,739)	(264)	-1.3%	(15,301)
15 Total Operating Expense	\$ (71,238)	\$ (74,045)	\$ 2,807	3.8%	\$ (71,238)	\$ (74,045)	\$ 2,807	3.8%	\$ (59,348)
16									
17 Operating Contribution	\$ (71,238)	\$ (74,045)	\$ 2,807	3.8%	\$ (71,238)	\$ (74,045)	\$ 2,807	3.8%	\$ (59,348)
18									
19 Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
20 Allocation of Fleet	73,850	73,850	-	0.0%	73,850	73,850	-	0.0%	68,290
21 Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
22 Operating Income(Loss)	\$ 2,612	\$ (195)	\$ 2,807	1439.5%	\$ 2,612	\$ (195)	\$ 2,807	1439.5%	\$ 8,942
23									
24 Non-Operations									
25 Property Tax Revenue	\$ 8,333	\$ 8,333	\$ -	0.0%	\$ 8,333	\$ 8,333	\$ -	0.0%	\$ 8,333
26 Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
27 Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
28 Interest	-	-	-	0.0%	-	-	-	0.0%	-
29 Other Non-Op Revenue	-	-	-	0.0%	-	-	-	0.0%	-
30 Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
31 Other Non-Op Expenses	-	-	-	0.0%	-	-	-	0.0%	-
32 Income(Loss)	\$ 10,945	\$ 8,138	\$ 2,807	34.5%	\$ 10,945	\$ 8,138	\$ 2,807	34.5%	\$ 17,275
33									
34 Additional Funding Sources									
35 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
36 Transfers	-	-	-	0.0%	-	-	-	0.0%	-
37 Balance	\$ 10,945	\$ 8,138	\$ 2,807	34.5%	\$ 10,945	\$ 8,138	\$ 2,807	34.5%	\$ 17,275
Earnings Before Interest, Depreciation & Amortization	\$ 31,948	\$ 28,877	\$ 3,071	10.6%	\$ 31,948	\$ 28,877	\$ 3,071	10.6%	\$ 32,576

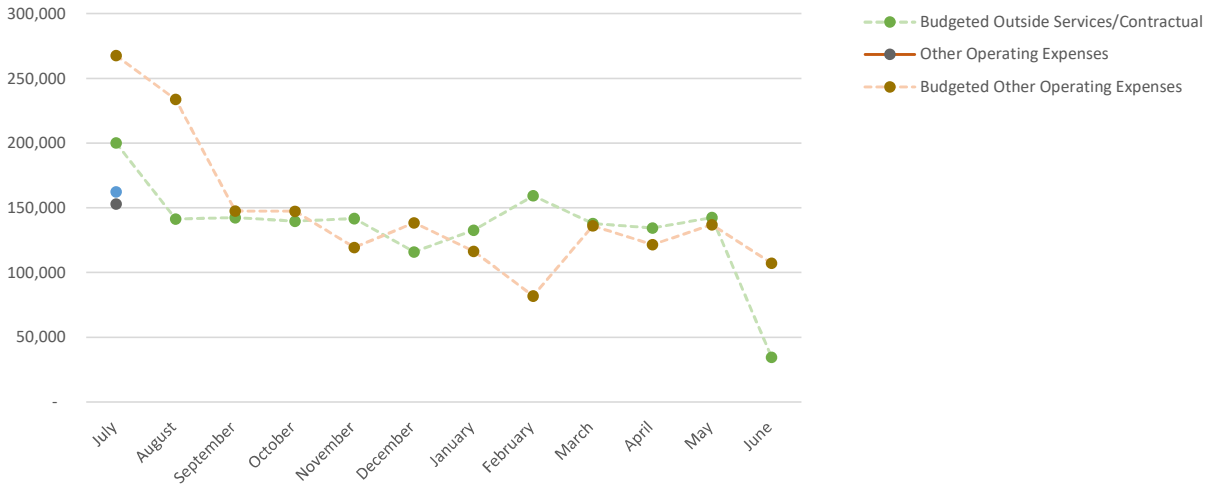


**General & Administrative Support
Statement of Revenues and Expenses
For the Period Ended July 31, 2025**

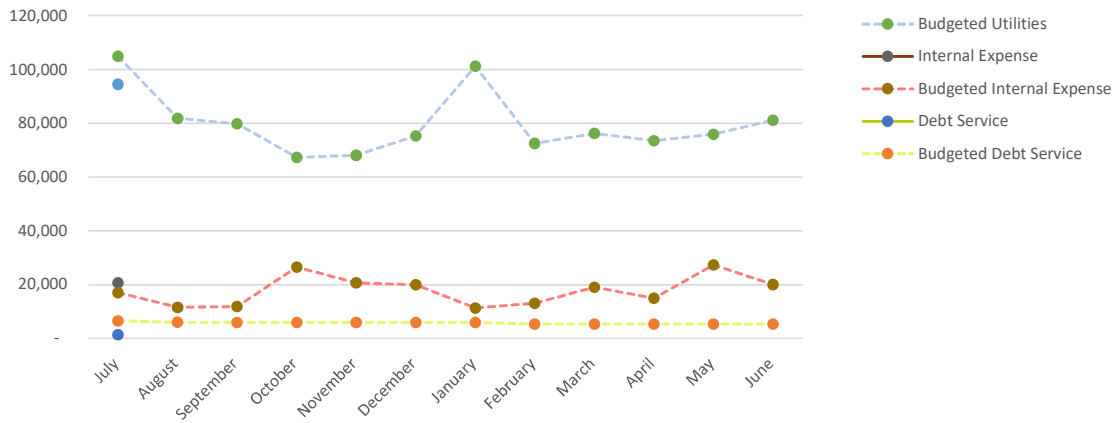
Income Statement	Month-To-Date					Year-To-Date					Prior
	Actual	Budget	Variance	% Variance		Actual	Budget	Variance	% Variance		YTD
1 Operations											
2 Operating Revenue	\$ 3,083	\$ 3,000	\$ 83	2.8%		\$ 3,083	\$ 3,000	\$ 83	2.8%		\$ 3,312
3 Internal Revenue	-	-	-	0.0%		-	-	-	0.0%		-
4 Total Operating Revenue	\$ 3,083	\$ 3,000	\$ 83	2.8%		\$ 3,083	\$ 3,000	\$ 83	2.8%		\$ 3,312
5											
6 Salaries and Wages	\$ (238,231)	\$ (297,936)	\$ 59,705	20.0%		\$ (238,231)	\$ (297,936)	\$ 59,705	20.0%		\$ (245,083)
7 Employee Benefits	(87,429)	(58,152)	(29,277)	-50.3%		(87,429)	(58,152)	(29,277)	-50.3%		(65,060)
8 Outside Services/Contractual	(95,881)	(138,820)	42,939	30.9%		(95,881)	(138,820)	42,939	30.9%		(80,835)
9 Utilities	(11,927)	(12,964)	1,037	8.0%		(11,927)	(12,964)	1,037	8.0%		(9,648)
10 Other Operating Expenses	(42,168)	(101,105)	58,937	58.3%		(42,168)	(101,105)	58,937	58.3%		(25,078)
11 Insurance	(9,679)	(9,721)	42	0.4%		(9,679)	(9,721)	42	0.4%		(8,476)
12 Internal Expense	(11,175)	(8,095)	(3,080)	-38.0%		(11,175)	(8,095)	(3,080)	-38.0%		(6,155)
13 Debt Service	-	-	-	0.0%		-	-	-	0.0%		-
14 Depreciation	(5,513)	(4,845)	(668)	-13.8%		(5,513)	(4,845)	(668)	-13.8%		(3,450)
15 Total Operating Expense	\$ (502,003)	\$ (631,638)	\$ 129,635	20.5%		\$ (502,003)	\$ (631,638)	\$ 129,635	20.5%		\$ (443,785)
16											
17 Operating Contribution	\$ (498,920)	\$ (628,638)	\$ 129,718	20.6%		\$ (498,920)	\$ (628,638)	\$ 129,718	20.6%		\$ (440,473)
18											
19 Allocation of Base	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
20 Allocation of Fleet	-	-	-	0.0%		-	-	-	0.0%		-
21 Allocation of General & Administrative	479,323	633,889	(154,566)	-24.4%		479,323	633,889	(154,566)	-24.4%		515,164
22 Operating Income(Loss)	\$ (19,597)	\$ 5,251	\$ (24,848)	-473.2%		\$ (19,597)	\$ 5,251	\$ (24,848)	-473.2%		\$ 74,691
23											
24 Non-Operations											
25 Property Tax Revenue	\$ 141,667	\$ 141,667	\$ -	0.0%		\$ 141,667	\$ 141,667	\$ -	0.0%		\$ 66,667
26 Community Facilities District (CFD 94-1)	-	-	-	0.0%		-	-	-	0.0%		-
27 Grant Revenue	-	-	-	0.0%		-	-	-	0.0%		-
28 Interest	34,470	20,000	14,470	72.4%		34,470	20,000	14,470	72.4%		7,154
29 Other Non-Op Revenue	7,900	7,977	(77)	-1.0%		7,900	7,977	(77)	-1.0%		6,247
30 Capital Contribution	-	-	-	0.0%		-	-	-	0.0%		-
31 Other Non-Op Expenses	(9,278)	(8,333)	(945)	-11.3%		(9,278)	(8,333)	(945)	-11.3%		(8,333)
32 Income(Loss)	\$ 155,162	\$ 166,562	\$ (11,400)	-6.8%		\$ 155,162	\$ 166,562	\$ (11,400)	-6.8%		\$ 146,426
33											
34 Additional Funding Sources											
35 Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	\$ -	0.0%		\$ -
36 Transfers	-	-	-	0.0%		-	-	-	0.0%		-
37 Balance	\$ 155,162	\$ 166,562	\$ (11,400)	-6.8%		\$ 155,162	\$ 166,562	\$ (11,400)	-6.8%		\$ 146,426
Earnings Before Interest, Depreciation & Amortization	\$ 160,675	\$ 171,407	\$ (10,732)	-6.3%		\$ 160,675	\$ 171,407	\$ (10,732)	-6.3%		\$ 149,876

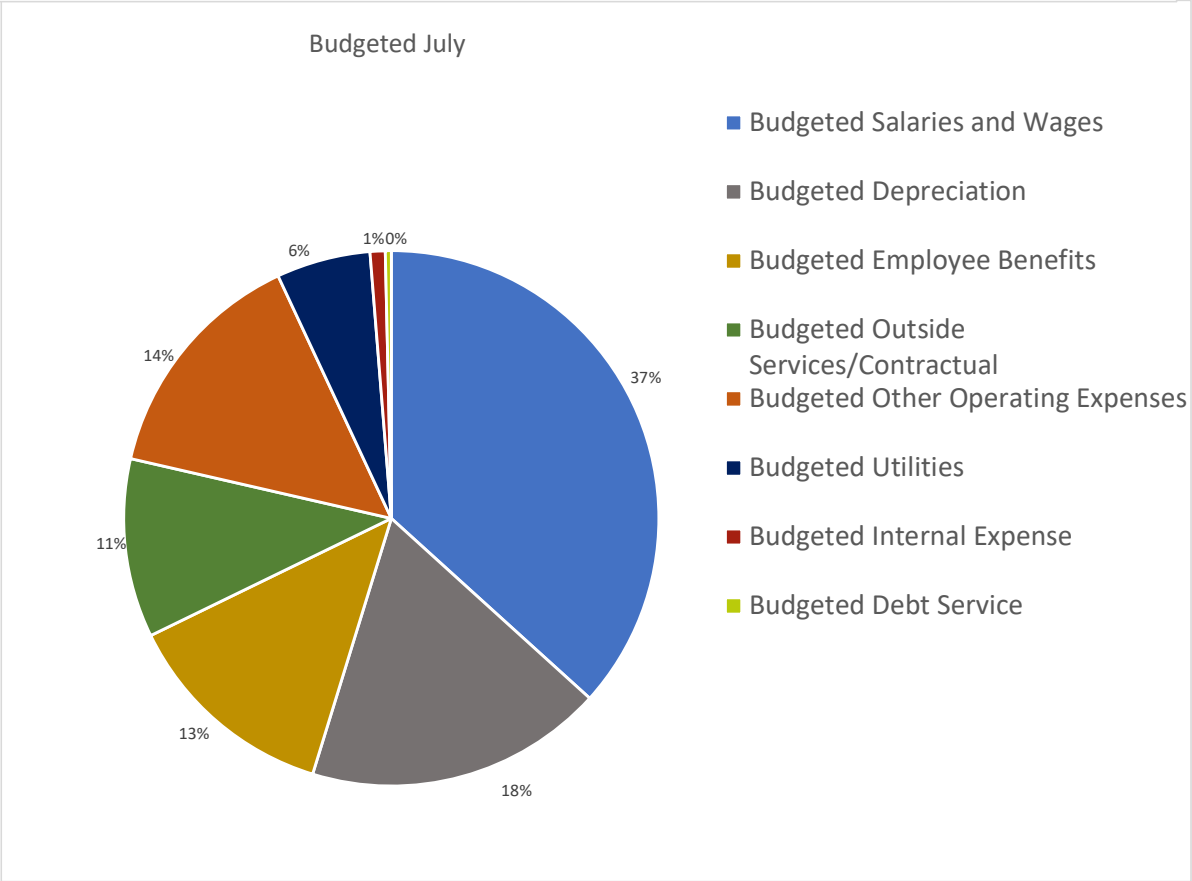
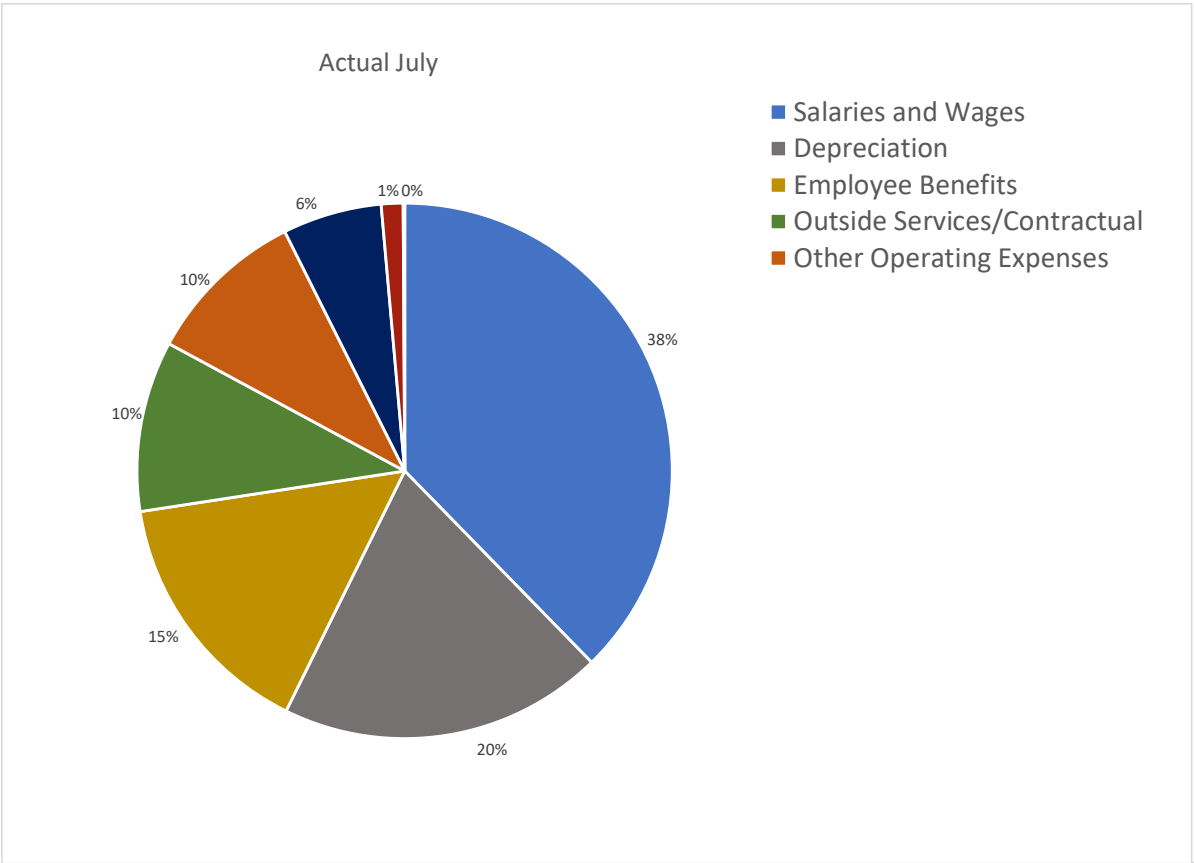


Expenses Year to Date



Expenses Year to Date





Capital Outlay

Projects In Process

For the Period Ended July 31, 2025

For the Period Ended July 31, 2025												
Project		2026 Adopted Budget	ACTUAL Prior	Budget Adjustment	Total Available Budget	Year To Date			Return to Reserves	C = Complete G = Grant Funded	Grant Amount	Grant Funding
Number	Project Description		Year Open Project Rollforward			Actual	Encumbered	(Over) Under Budget				
Administration & Base												
2151-0000	Master Plan: Corporation Yard Layout *	\$ 90,000	\$ 85,631	\$ -	175,631	\$ 8,946	\$ 7,884	\$ 158,801				
2601-0000	Base Administration Building Improvements	25,000		-	25,000	1,314	-	23,686				
2602-0000	Annex Vactor Bay Addition	450,000		-	450,000	1,195	-	448,805				
2615-0000	Server and Network Equipment Replacement	15,000		-	15,000	-	-	15,000				
				-	-	-	-	-				
Total Administration Purchases		\$ 580,000	\$ 85,631	\$ -	\$ 665,631	\$ 11,455	\$ 7,884	\$ 646,292	\$ -		\$ -	
Fleet												
2620-0000	11-Yard Vac-Con	\$ 85,000			\$ 85,000	\$ -	\$ -	\$ 85,000				
2621-0000	Parks Utility Cart	18,000			18,000	-	-	18,000				
2622-0000	Portable Water Pump	120,000			120,000	-	-	120,000				
2623-0000	Vacuum Excavation Trailer/Valve Exerciser	15,000			15,000	-	-	15,000				
2624-0000	Vehicle Analyzer and Diagnostic Equipment	15,000			15,000	12,066	-	2,934				
2625-0000	MultiHog Attachments	18,000			18,000	-	-	18,000				
2630-0000	Truck: 1/2 ton 1500HD 4x4 GMC Sierra	130,000			130,000	-	53,540	76,460				
Total Fleet Purchases		\$ 401,000	\$ -	\$ -	\$ 401,000	\$ 12,066	\$ 53,540	\$ 335,394	\$ -		\$ -	
Wastewater												
Sewage Export System Inspection/Analysis												
2445-0000	Predesign/Construction **		\$ 183,594		\$ 183,594	\$ 3,328	71,353	\$ 108,914				
2547-0000	Satellite PS Improvements Project - 3 Stations Phase 1	1,200,000	1,613		1,201,613	2,209	8,621	1,190,783				
2548-0000	State Route 28 Adjust Structures - Wastewater	85,000	65,000		150,000	-	-	150,000				
2640-0000	Lower Lateral CIPP Rehabilitation	85,000			85,000	-	-	85,000				
2641-0000	Sewer Force Main Improvements	85,000			85,000	-	-	85,000				
2643-0000	Sewer Collection System Improvements	85,000			85,000	-	-	85,000				
2649-0000	SCADA Infrastructure Improvements	85,000			85,000	-	-	85,000				
2652-0000	Sewage Pump Station Improvements	85,000			85,000	-	12,189	72,811				
2653-0000	Satellite PS Improvements Project - 2 Stations Phase 2	80,000			80,000	-	-	80,000				
					-	-	-	-				
					-	-	-	-				
Total Wastewater Purchases		\$ 1,790,000	\$ 250,207	\$ -	\$ 2,040,207	\$ 5,537	\$ 92,162	\$ 1,942,508	\$ -		\$ -	

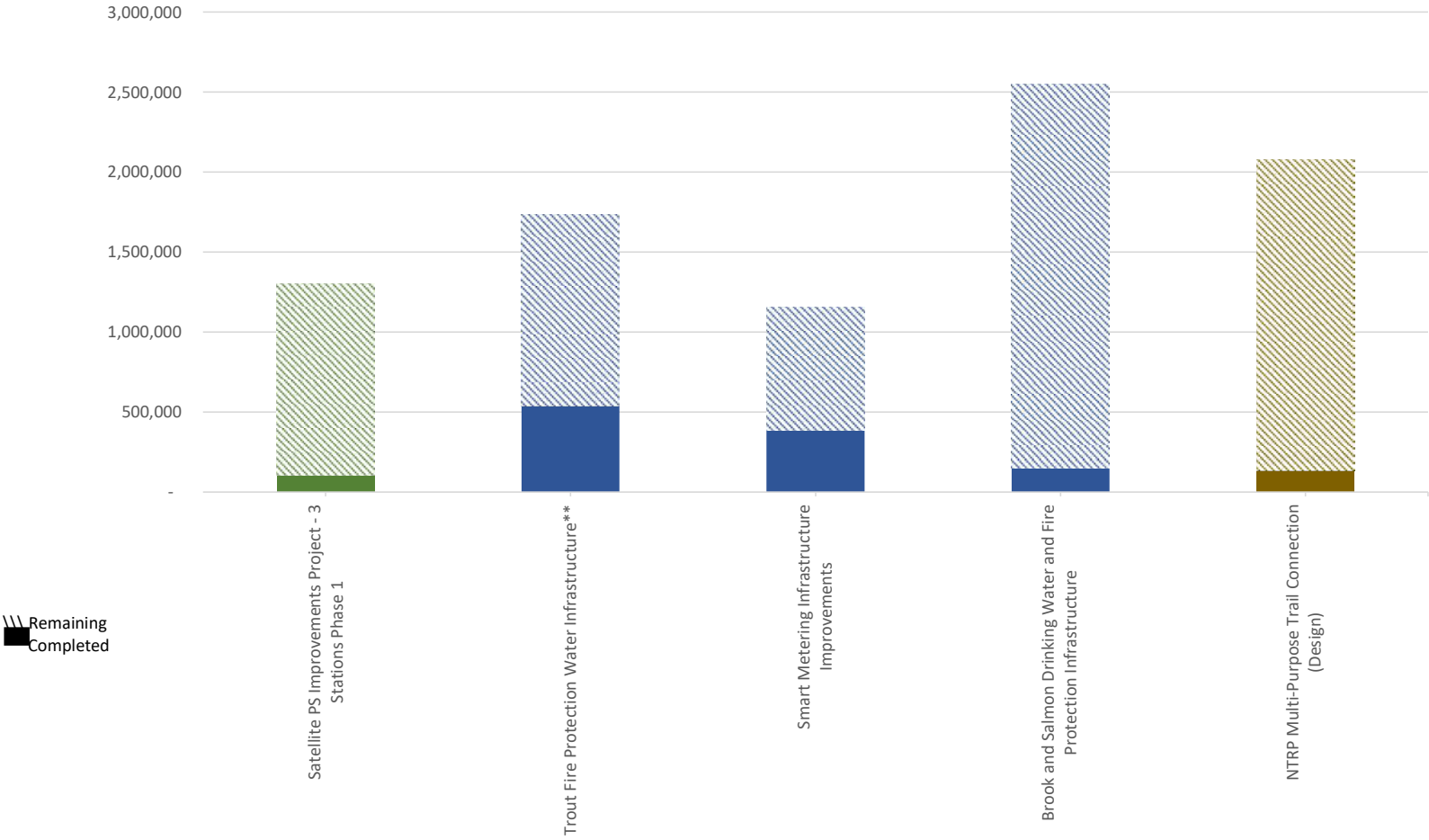
Capital Outlay

Projects In Process

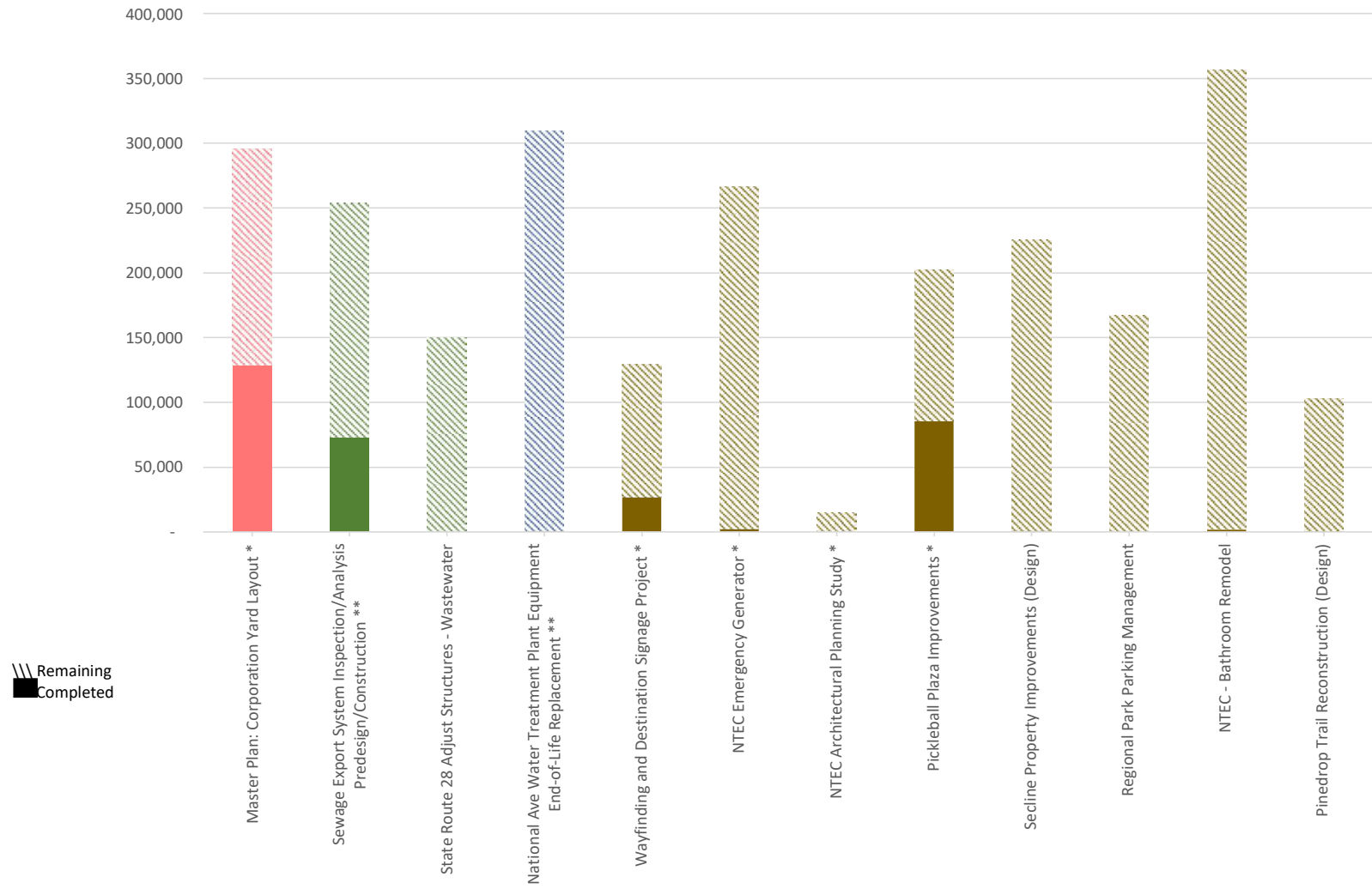
For the Period Ended July 31, 2025

For the Period Ended July 31, 2025												
Project		2026 Adopted Budget	ACTUAL Prior	Budget Adjustment	Total Available Budget	Year To Date			Return to Reserves	C = Complete G = Grant Funded	Grant Amount	Grant Funding
			Year Open Project Rollforward			Actual	Encumbered	(Over) Under Budget				
Number	Project Description											
	Water											
2464-0000	National Ave Water Treatment Plant Equipment End-of-Life Replacement **	\$ 300,000	\$ 9,367	\$ -	\$ 309,367	\$ 690	\$ 40,161	\$ 268,516				
2465-0000	Trout Fire Protection Water Infrastructure**		1,709,954		1,709,954	515,211	1,117,994	76,749		G		
2562-0000	Smart Metering Infrastructure Improvements	800,000	299,147		1,099,147	322,801	685,280	91,066		G		
2660-0000	State Route 28 Adjust Structures - Water	21,000		-	21,000	-	-	21,000				
2661-0000	Brook and Salmon Drinking Water and Fire Protection	50,000		-	50,000	-	-	50,000				
2662-0000	Speckled Service Replacements	375,000	(1,343)	-	373,657	3,850	-	369,807				
2663-0000	Water System Consolidation	200,000		-	200,000	-	-	200,000				
2664-0000	Zone 2 to Zone 1 Pressure Reducing Valve Connection	100,000		-	100,000	1,573	-	98,427		G		
2670-0000	Water PS Mechanical and Electrical Improvements	85,000		-	85,000	2,152	-	82,848				
2671-0000	Water Facility Improvements	85,000		-	85,000	-	-	85,000				
	Total Water Purchases	\$ 2,016,000	\$ 2,017,125	\$ -	\$ 4,033,125	\$ 846,277	\$ 1,843,435	\$ 1,343,413	\$ -		\$ -	
	Recreation and Parks											
2040-OPLC	Wayfinding and Destination Signage Project *		\$ 129,218	\$ -	\$ 129,218	\$ 27,061	\$ 15,731	\$ 86,426		G		
2192-0000	NTEC Emergency Generator *	40,000	226,528	-	266,528	2,175	251,321	13,032		G		
2284-0000	NTEC Architectural Planning Study *		14,702	-	14,702	-	-	14,702				
2484-0000	NTRP Multi-Purpose Trail Connection (Design)	2,000,000	(46,527)		1,953,473	7,824	1,535,766	409,883		G		
2486-0000	Pickleball Plaza Improvements *	250,000	(47,613)	-	202,387	85,745	32,878	83,764		G		
2580-0000	Secline Property Improvements (Design)	210,000	15,352	-	225,352	629	292,842	(68,119)		G		
2581-0000	Regional Park Parking Management	150,000	17,051	-	167,051	-	5,520	161,531				
2591-0000	NTEC - Bathroom Remodel	350,000	6,186	-	356,186	1,901	30,847	323,438				
2680-0000	Pinedrop Trail Reconstruction (Design)	150,000	(46,772)	-	103,228	1,076	80,222	21,930		G		
2682-0000	Park Facility Improvements	60,000		-	60,000	1,259	-	58,741				
2690-0000	NTEC - Furnishings, Fixtures and Building Improvements	50,000		-	50,000	10,077	-	39,923				
2691-0000	NTEC - Lakeview Lighting	60,000	-	-	60,000	-	-	60,000				
			-	-	-	-	-	-				
			-	-	-	-	-	-				
	Total Recreation and Parks Purchases	\$ 3,320,000	\$ 268,125	\$ -	\$ 3,588,125	\$ 137,747	\$ 2,245,126	\$ 1,205,252	\$ -		\$ -	
*	Project carry-over from Prior Year											
**	Multi-year encumbrance - on 5 year CIP											
#	Non-grant cost reimbursement											
	Administration & Base	\$ 580,000	\$ 85,631	\$ -	\$ 665,631	\$ 11,455	\$ 7,884	\$ 646,292	\$ -		\$ -	
	Fleet	401,000	-	-	401,000	12,066	53,540	335,394	-		-	
	Wastewater	1,790,000	250,207	-	2,040,207	5,537	92,162	1,942,508	-		-	
	Water	2,016,000	2,017,125	-	4,033,125	846,277	1,843,435	1,343,413	-		-	
	Recreation and Parks	3,320,000	268,125	-	3,588,125	137,747	2,245,126	1,205,252	-		-	
	Total Capital Expenditures	\$ 8,107,000	\$ 2,621,088	\$ -	\$ 10,728,088	\$ 1,013,082	\$ 4,242,147	\$ 5,472,859	\$ -		\$ -	

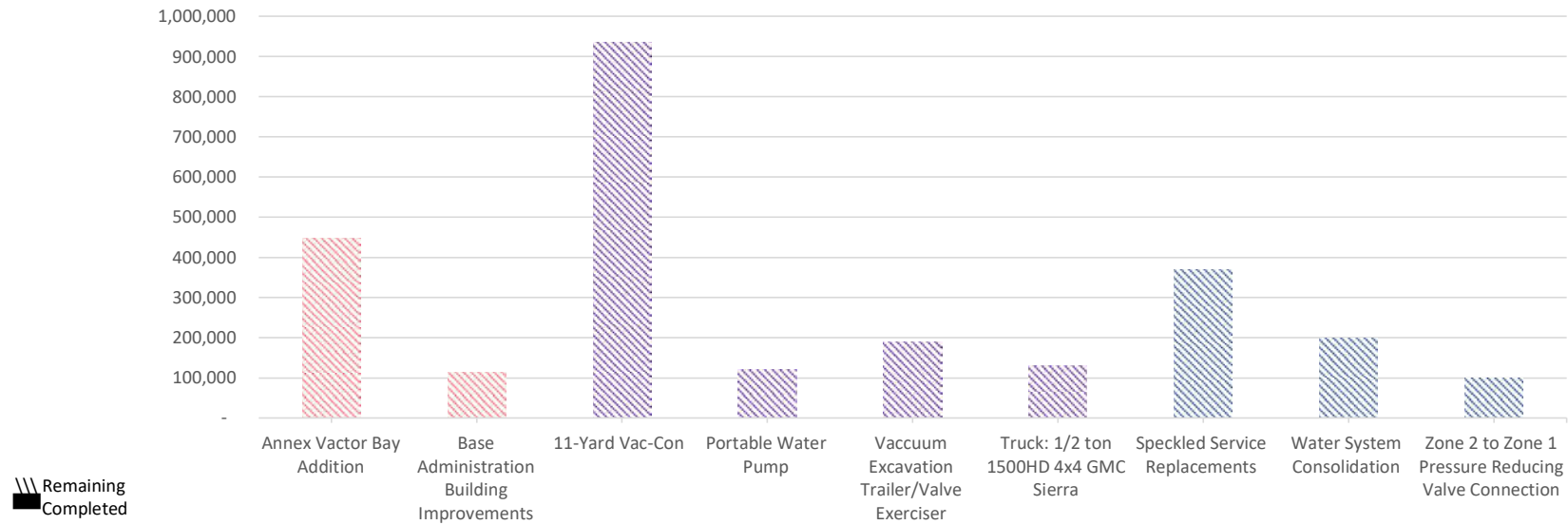
Multi-Year Capital Projects \$1M and Above



Multi-Year Capital Projects under \$1M

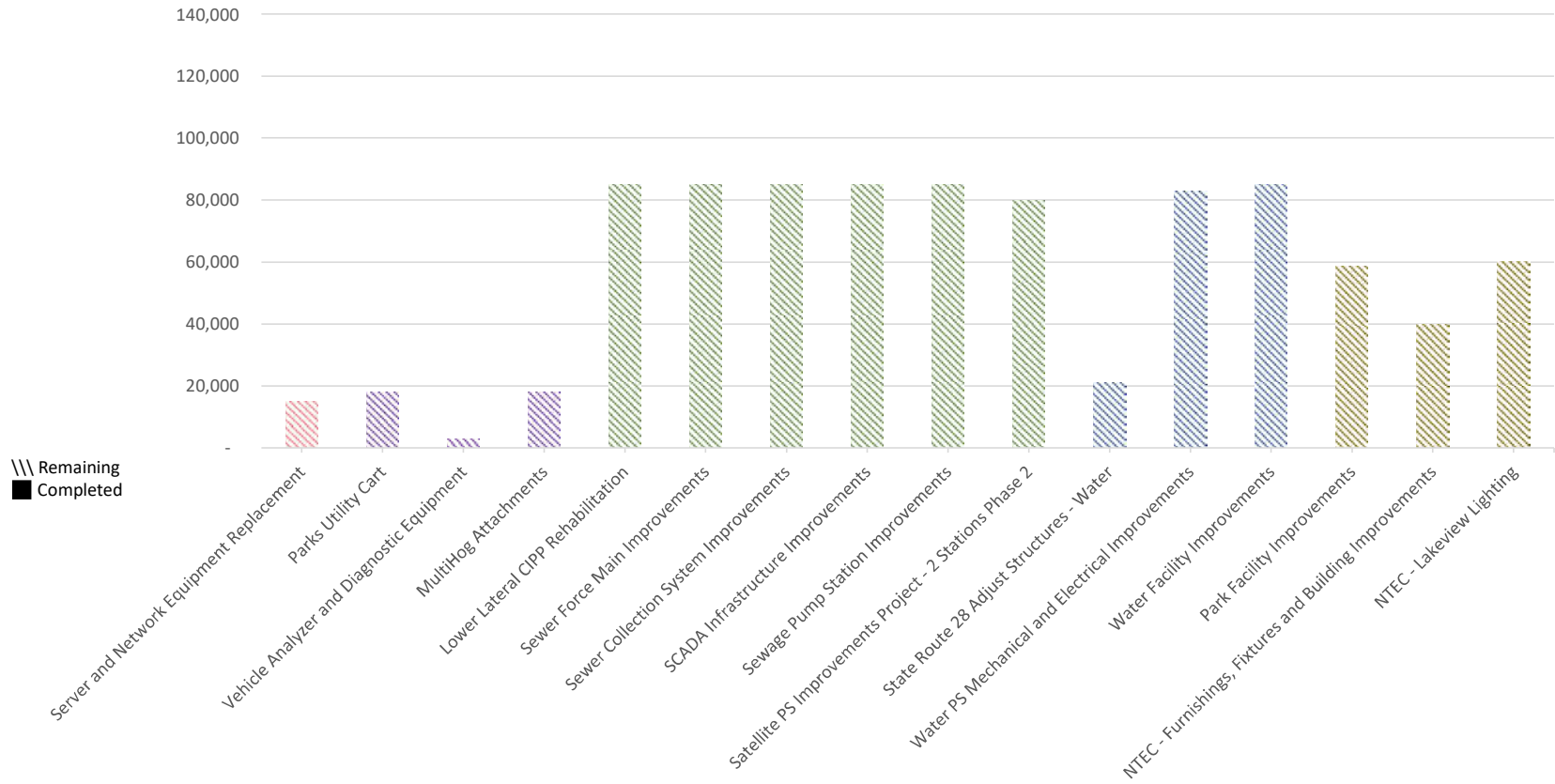


FY 25-26 Capital Projects \$100,000 and Above



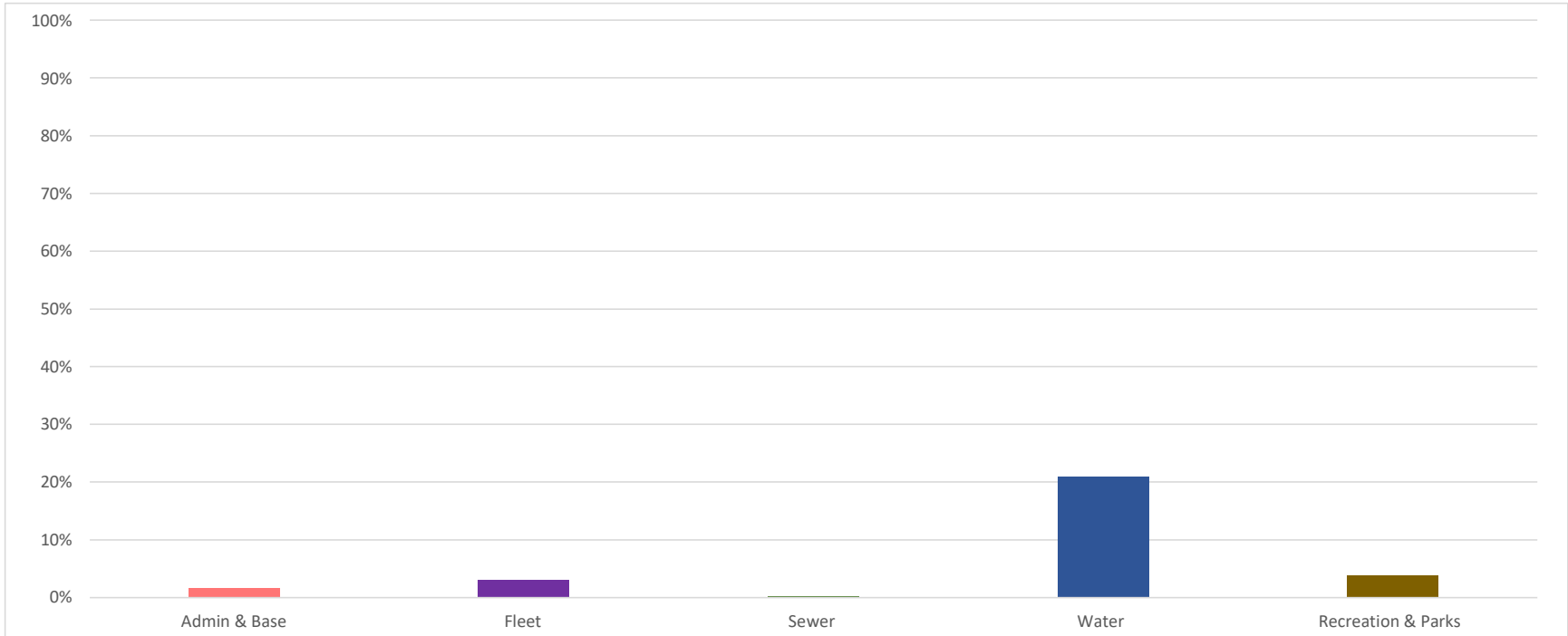
** Multi-year encumbrance

FY 25-26 Capital Projects under \$100,000



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

Budget \$ 665,631 \$ 401,000 \$ 2,040,207 \$ 4,033,125 \$ 3,588,125





Consolidated Balance Sheet
For the Period Ended July 31, 2025

ASSETS

Current Assets

Cash & Cash Equivalents	\$ 11,067,031	\$ 12,623,130	\$ 12,623,130
Investments	199,468	199,468	199,468
Due (To)/From Other Fund	-	-	-
Accounts Receivable	2,437,040	1,624,481	1,624,481
Inventory	239,897	239,897	239,897
Deposits and Prepaid Expenses	444,322	512,140	512,140
Total Current Assets	\$ 14,387,758	\$ 15,199,115	\$ 15,199,115

Restricted Assets

Cash & Cash Equivalents	\$ 1,333,185	\$ 1,333,185	\$ 1,333,185
Accounts Receivable	701,103	911,591	911,591
Deposits and Prepaid Expenses	-	-	-
Total Restricted Assets	\$ 2,034,288	\$ 2,244,776	\$ 2,244,776

Non-Current Assets

Subscription Asset	\$ 591,637	\$ 591,637	\$ 591,637
Accumulated Amortization	(249,834)	(249,834)	(249,834)
Net Subscription Asset (New GASB 96)	\$ 341,803	\$ 341,803	\$ 341,803

Property, Plant & Equipment

Work in Process	\$ 4,349,543	\$ 3,306,010	\$ 3,306,010
Land	7,123,368	7,123,368	7,123,368
Property Rights	15,237	15,237	15,237
Buildings and Improvements	32,163,478	32,163,478	32,163,478
Vehicles and Equipment	9,375,128	9,375,128	9,375,128
Furniture and Office Equipment	2,086,049	2,086,049	2,086,049
Water System	51,660,914	51,660,914	51,660,914
Sewer System	43,336,819	43,336,819	43,336,819
Subtotal - Property, Plant & Equipment	150,110,537	149,067,004	149,067,004
Accumulated Depreciation	(76,145,841)	(75,836,758)	(75,836,758)
Net Property, Plant & Equipment	\$ 73,964,696	\$ 73,230,246	\$ 73,230,246

DEFERRED OUTFLOWS OF RESOURCES

	\$ 2,432,093	\$ 2,432,093	\$ 2,432,093
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TOTAL ASSETS & DEFERRED OUTFLOWS

	\$ 93,160,638	\$ 93,448,033	\$ 93,448,033
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Consolidated Balance Sheet
For the Period Ended July 31, 2025

	Current Month	Prior Month	FYE 2025
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 913,598	\$ 1,699,519	\$ 1,699,519
Deferred Revenue	353,537	359,988	359,988
Compensated Absences Payable	997,451	957,825	957,825
Accrued Liabilities	854,458	768,121	768,121
Current Portion of Long-Term Debt	542,181	542,181	542,181
	<u>3,661,225</u>	<u>4,327,634</u>	<u>4,327,634</u>
Current Liabilities (Payable from Restricted Assets)			
Deferred Grant Revenue	\$ 278,266	\$ 278,266	\$ 278,266
Accounts Payable	-	-	-
Total Current Liabilities	\$ 3,939,491	\$ 4,605,900	\$ 4,605,900
Non-Current Liabilities			
Long-Term Debt, Net of Current Portion	\$ 168,403	\$ 168,403	\$ 168,403
Net Pension Liability	(15,886)	(15,886)	(15,886)
Total Long Term Liabilities	\$ 152,517	\$ 152,517	\$ 152,517
DEFERRED INFLOWS OF RESOURCES	\$ 321,529	\$ 321,529	\$ 321,529
NET POSITION			
Net Investment in Capital Assets (Net of Debt)	\$ 73,595,915	\$ 72,861,465	\$ 72,861,465
Debt Services	445,936	445,936	445,936
Net Restricted Assets	2,034,288	2,244,776	2,244,776
Unrestricted	12,291,947	7,617,360	7,617,360
Current Year Income / (Loss)	379,014	5,198,549	5,198,549
Balance	\$ 88,747,100	\$ 88,368,086	\$ 88,368,086
TOTAL LIABILITIES, DEFERRED INFLOWS & FUND BALANCE	\$ 93,160,638	\$ 93,448,033	\$ 93,448,033

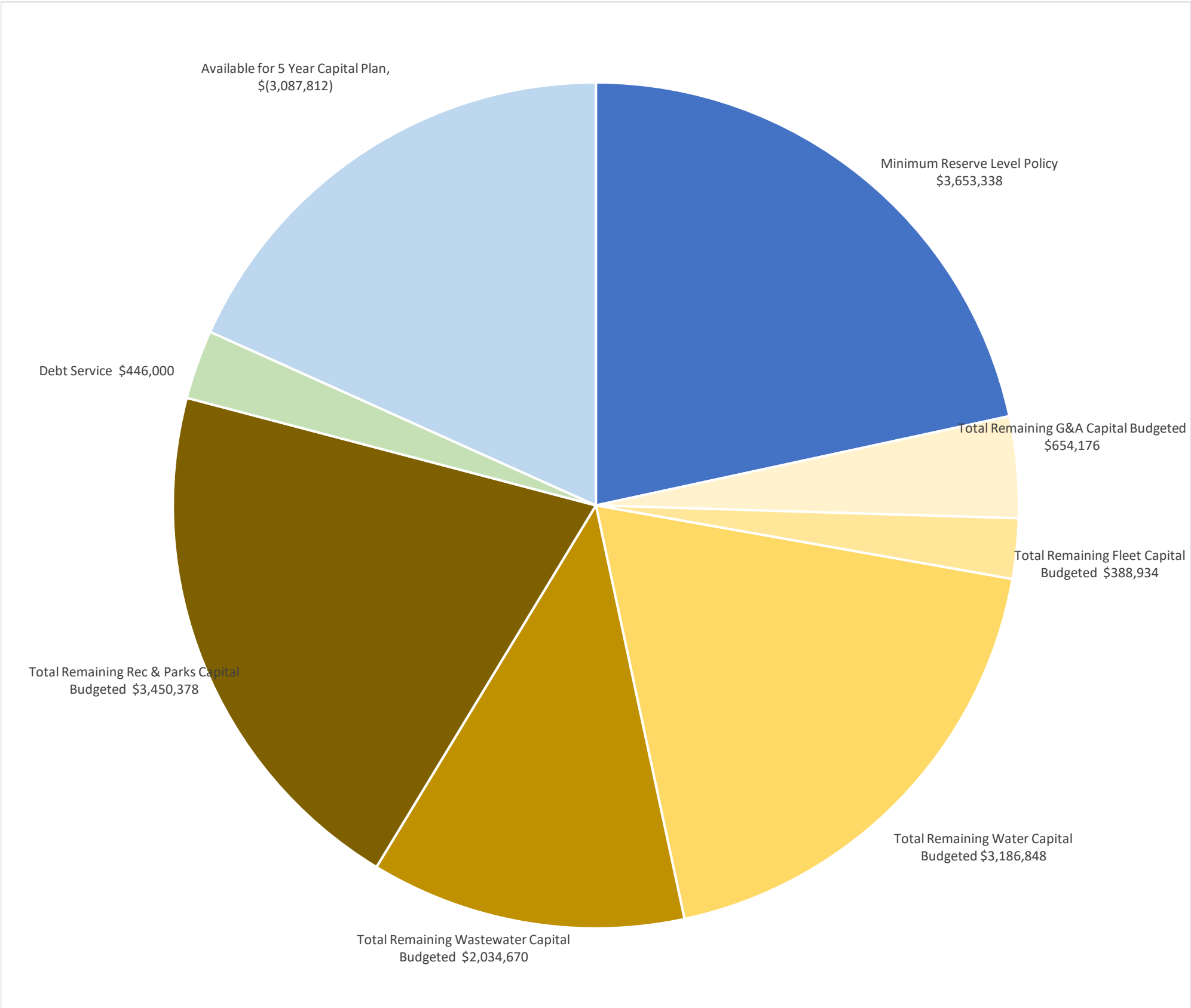
NTPUD (consolidated)
Statement of Cash Flows
For the Period Ended July 31, 2025
(In Thousands)

	<u>Current Month</u>	<u>Year-to Date</u>
Operating Activities		
Net Income (Loss)	\$379,012	\$379,012
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	309,083	309,083
Net changes in operating assets and liabilities:		
(Increase)/Decrease Account Receivables	(812,559)	(812,559)
(Increase)/Decrease Inventories	-	-
(Increase)/Decrease Deposits & Prepaid expenses	67,818	67,818
(Increase)/Decrease Deferred Outflows	-	-
(Decrease)/Increase Payables & Accrued Liabilities	(666,409)	(666,409)
(Decrease)/Increase Deferred Grant Revenue	-	-
(Decrease)/Increase in Deferred Inflows	-	-
Net Cash Provided (Used) by operating activities	(723,055)	(723,055)
Investing Activities		
Change in Restricted Assets	210,488	210,488
Change in Subscription Assets	-	-
Net Purchases of property, plant and equipment	(1,043,533)	(1,043,533)
Net Cash Provided (Used) by investing activities	(833,045)	(833,045)
Financing Activities		
Change in Capital Loan	-	-
Change in Net Pension Liability	-	-
Net Cash Provided (Used) by financing activities	-	-
Net increase/(decrease) in cash and cash equivalents	(1,556,100)	(1,556,100)
Cash and Equivalents at beginning of period	12,822,598	12,822,598
Cash and Equivalents at end of period	11,266,498	\$11,266,498

North Tahoe Public Utility District
As Of 7/31/2025

Total Reserve Funds of \$10,726,532 of which \$3,653,338 is Restricted as Minimum Reserve

NOTE: the pie chart excludes encumbrances



Total Remaining Capital Budgeted is in reference to current year budget

Changes in Reserves from Prior Month	
Minimum Reserve	\$ 177,264
Debt Service	-
Future Capital	(9,020,988)
Capital	8,698,775
Total	<u>\$ (144,948)</u>



Trended by Month
Statement of Revenues and Expenses
For the Period Ended July 31, 2025

Income Statement		Actual July	Budget August	Budget September	Budget October	Budget November	Budget December	Budget January	Budget February	Budget March	Budget April	Budget May	Budget June	Expected Total	Budgeted Total	Variance
1	Operations															
2	Operating Revenue	\$ 1,258,289	\$ 1,191,236	\$ 1,111,821	\$ 1,092,229	\$ 966,214	\$ 970,062	\$ 992,117	\$ 953,109	\$ 962,086	\$ 958,127	\$ 1,024,912	\$ 1,160,155	\$ 12,640,357	\$ 12,565,187	\$ 75,170
3	Internal Revenue	20,625	11,572	11,858	26,592	20,658	19,982	11,358	13,072	19,068	14,942	27,328	20,042	217,097	213,550	3,547
4	Total Operating Revenue	\$ 1,278,914	\$ 1,202,808	\$ 1,123,679	\$ 1,118,821	\$ 986,872	\$ 990,044	\$ 1,003,475	\$ 966,181	\$ 981,154	\$ 973,069	\$ 1,052,240	\$ 1,180,197	\$ 12,857,454	\$ 12,778,737	\$ 78,717
5																
6	Salaries and Wages	\$ (593,844)	\$ (506,760)	\$ (544,318)	\$ (566,800)	\$ (487,876)	\$ (555,180)	\$ (496,617)	\$ (487,266)	\$ (544,318)	\$ (541,289)	\$ (513,281)	\$ (537,635)	\$ (6,375,184)	\$ (6,460,771)	\$ 85,587
7	Employee Benefits	(240,608)	(269,949)	(276,932)	(282,010)	(266,141)	(279,789)	(274,075)	(266,141)	(276,932)	(276,932)	(271,219)	(279,154)	(3,259,882)	(3,260,331)	449
8	Outside Services/Contractual	(162,395)	(141,452)	(142,502)	(139,661)	(141,758)	(115,988)	(132,756)	(159,397)	(137,863)	(134,487)	(142,402)	(34,527)	(1,585,188)	(1,622,828)	37,640
9	Utilities	(94,543)	(81,802)	(79,792)	(67,312)	(68,082)	(75,332)	(101,193)	(72,522)	(76,152)	(73,542)	(75,962)	(81,112)	(947,346)	(957,646)	10,300
10	Other Operating Expenses	(153,182)	(233,661)	(147,557)	(147,348)	(119,380)	(138,390)	(116,442)	(81,927)	(136,091)	(121,564)	(136,954)	(107,228)	(1,639,724)	(1,754,083)	114,359
11	Insurance	(41,236)	(41,164)	(41,164)	(41,164)	(41,164)	(41,164)	(41,164)	(41,164)	(41,164)	(50,297)	(50,297)	(50,297)	(521,439)	(521,363)	(76)
12	Internal Expense	(20,625)	(11,572)	(11,858)	(26,592)	(20,658)	(19,982)	(11,358)	(13,072)	(19,068)	(14,942)	(27,328)	(20,042)	(217,097)	(213,550)	(3,547)
13	Debt Service	(1,426)	(720)	(720)	(720)	(720)	(720)	(720)	-	-	-	-	(20,000)	(25,746)	(25,744)	(2)
14	Depreciation	(309,083)	(333,822)	(333,822)	(334,728)	(334,728)	(334,728)	(359,159)	(360,964)	(360,964)	(360,964)	(360,964)	(500,648)	(4,284,574)	(4,309,313)	24,739
15	Total Operating Expense	\$ (1,616,942)	\$ (1,620,902)	\$ (1,578,665)	\$ (1,606,335)	\$ (1,480,507)	\$ (1,561,273)	\$ (1,533,484)	\$ (1,482,453)	\$ (1,592,552)	\$ (1,574,017)	\$ (1,578,407)	\$ (1,630,643)	\$ (18,856,180)	\$ (19,125,629)	\$ 269,449
16																
17	Operating Income(Loss)	\$ (338,028)	\$ (418,094)	\$ (454,986)	\$ (487,514)	\$ (493,635)	\$ (571,229)	\$ (530,009)	\$ (516,272)	\$ (611,398)	\$ (600,948)	\$ (526,167)	\$ (450,446)	\$ (5,998,726)	\$ (6,346,892)	\$ 348,166
18																
19	Non-Operations															
20	Property Tax Revenue	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 7,500,000	\$ 7,500,000	\$ -
21	Community Facilities District (CFD 94-1)	59,544	60,833	60,833	60,833	60,833	60,833	60,833	60,833	60,833	60,833	60,833	60,837	728,711	730,000	(1,289)
22	Grant Revenue	-	-	2,399,750	-	-	1,275,500	-	-	-	-	-	-	3,675,250	3,675,250	-
23	Interest	34,470	20,000	20,000	20,000	20,000	20,000	20,000	20,000	10,000	10,000	10,000	10,000	214,470	200,000	14,470
24	Other Non-Op Revenue	7,900	8,054	8,054	8,151	8,151	8,151	8,151	8,151	8,151	8,151	8,151	8,151	97,367	97,448	(81)
25	Capital Contribution	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
26	Other Non-Op Expenses	(9,874)	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	(298,333)	(391,537)	(390,000)	(1,537)
27	Income(Loss)	\$ 379,012	\$ 287,460	\$ 2,650,318	\$ 218,137	\$ 212,016	\$ 1,409,922	\$ 175,642	\$ 189,379	\$ 84,253	\$ 94,703	\$ 169,484	\$ (44,791)	\$ 5,825,535	\$ 5,465,806	\$ 359,729
28																
29	Additional Funding Sources															
30	Allocation of Non-Operating Revenue	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	\$ -
31	Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Balance	\$ 379,012	\$ 287,460	\$ 2,650,318	\$ 218,137	\$ 212,016	\$ 1,409,922	\$ 175,642	\$ 189,379	\$ 84,253	\$ 94,703	\$ 169,484	\$ (44,791)	\$ 5,825,535	\$ 5,465,806	\$ 359,729
Operating Income		\$ (338,028)	\$ (418,094)	\$ (454,986)	\$ (487,514)	\$ (493,635)	\$ (571,229)	\$ (530,009)	\$ (516,272)	\$ (611,398)	\$ (600,948)	\$ (526,167)	\$ (450,446)	\$ (5,998,726)	\$ (6,346,892)	\$ 348,166
Net Income(Loss)		\$ 379,012	\$ 287,460	\$ 2,650,318	\$ 218,137	\$ 212,016	\$ 1,409,922	\$ 175,642	\$ 189,379	\$ 84,253	\$ 94,703	\$ 169,484	\$ (44,791)	\$ 5,825,535	\$ 5,465,806	\$ 359,729
Earnings Before Interest, Depreciation & Amortization		\$ 689,521	\$ 622,002	\$ 2,984,860	\$ 553,585	\$ 547,464	\$ 1,745,370	\$ 535,521	\$ 550,343	\$ 445,217	\$ 455,667	\$ 530,448	\$ 475,857	\$ 10,135,855	\$ 9,800,863	\$ 334,992
Operating Ratio		126%	135%	140%	144%	150%	158%	153%	153%	162%	162%	150%	138%	147%	150%	-342%
Operating Ratio - plus Tax & CFD		82%	86%	87%	89%	89%	93%	91%	90%	96%	95%	91%	87%	89%	91%	-348%
Debt Service Coverage Ratio		265.79	399.25	3,681.00	302.97	294.47	1,958.23	243.95					(2.24)	226.27	212.31	179,864.50



Consolidated Balance Sheet
For the Period Ended July 31, 2025

Division Balance Sheet
For the Period Ended July 31, 2025

	Wastewater	Water	Recreation & Parks	Fleet & Equipment	General & Administrative and Base	Total
ASSETS						
Current Assets						
Cash & Cash Equivalents	\$ -	\$ 445,936	\$ 2,977	\$ -	\$ 10,618,119	\$ 11,067,031
Investments	-	-	-	-	199,468	199,468
Due (To)/From Other Fund	1,865,784	1,076,847	1,186,015	191,976	(4,320,623)	-
Accounts Receivable	-	64,373	234,167	-	2,138,500	2,437,040
Inventory	239,897	-	-	-	-	239,897
Deposits and Prepaid Expenses	-	-	52,603	-	391,719	444,322
Total Current Assets	\$ 2,105,681	\$ 1,587,156	\$ 1,475,762	\$ 191,976	\$ 9,027,183	\$ 14,387,758
Restricted Assets						
Cash & Cash Equivalents	\$ -	\$ -	\$ 850,000	\$ -	\$ 483,185	\$ 1,333,185
Accounts Receivable	-	412,226	281,276	-	7,600	701,103
Deposits and Prepaid Expenses	-	-	-	-	-	-
Total Restricted Assets	\$ -	\$ 412,226	\$ 1,131,276	\$ -	\$ 490,785	\$ 2,034,288
Non-Current Assets						
Subscription Asset	\$ -	\$ -	\$ -	\$ -	\$ 591,637	\$ 591,637
Accumulated Amortization	-	-	-	-	(249,834)	(249,834)
Net Subscription Asset (New GASB 96)	\$ -	\$ -	\$ -	\$ -	\$ 341,803	\$ 341,803
Property, Plant & Equipment						
Work in Process	\$ 389,249	\$ 2,317,314	\$ 1,505,089	\$ 12,066	\$ 125,825	\$ 4,349,543
Land	86,310	772,058	6,265,000	-	-	7,123,368
Property Rights	7,237	8,000	-	-	-	15,237
Buildings and Improvements	8,281,806	-	23,357,916	-	523,756	32,163,478
Vehicles and Equipment	5,806,355	285,750	817,577	2,465,446	-	9,375,128
Furniture and Office Equipment	925,994	35,919	890,500	-	233,637	2,086,049
Water System	-	51,660,914	-	-	-	51,660,914
Sewer System	43,336,819	-	-	-	-	43,336,819
Subtotal - Property, Plant & Equipment	58,833,770	55,079,956	32,836,081	2,477,512	883,218	150,110,537
Accumulated Depreciation	(36,170,134)	(24,070,043)	(14,760,461)	(1,010,756)	(134,448)	(76,145,841)
Net Property, Plant & Equipment	\$ 22,663,637	\$ 31,009,913	\$ 18,075,621	\$ 1,466,756	\$ 748,770	\$ 73,964,696
DEFERRED OUTFLOWS OF RESOURCES	\$ 228,420	\$ 491,069	\$ 416,303	\$ 30,101	\$ 1,266,201	\$ 2,432,093
TOTAL ASSETS & DEFERRED OUTFLOWS	\$ 24,997,737	\$ 33,500,365	\$ 21,098,961	\$ 1,688,833	\$ 11,874,742	\$ 93,160,638
LIABILITIES						
Current Liabilities						
Accounts Payable	\$ 11,152	\$ 394,100	\$ 126,186	\$ 16,211	\$ 365,950	\$ 913,598
Deferred Revenue	-	-	353,537	-	-	353,537
Compensated Absences Payable	-	-	-	-	997,451	997,451
Accrued Liabilities	-	8,553	5,973	-	839,932	854,458
Current Portion of Long-Term Debt	-	433,064	-	-	109,117	542,181
	11,152	835,717	485,696	16,211	2,312,449	3,661,225
Current Liabilities (Payable from Restricted Assets)						
Deferred Grant Revenue	\$ -	\$ 243,266	\$ 35,000	\$ -	\$ -	\$ 278,266
Accounts Payable	-	-	-	-	-	-
Total Current Liabilities	\$ 11,152	\$ 1,078,983	\$ 520,696	\$ 16,211	\$ 2,312,449	\$ 3,939,491
Non-Current Liabilities						
Long-Term Debt, Net of Current Portion	\$ -	\$ -	\$ -	\$ -	\$ 168,403	\$ 168,403
Net Pension Liability	(130,697)	14,329	(52,564)	(19,387)	172,433	(15,886)
Total Long Term Liabilities	\$ (130,697)	\$ 14,329	\$ (52,564)	\$ (19,387)	\$ 340,836	\$ 152,517
DEFERRED INFLOWS OF RESOURCES	\$ 68,035	\$ 67,905	\$ 71,763	\$ 11,192	\$ 102,634	\$ 321,529
NET POSITION						
Net Investment in Capital Assets (Net of Debt)	\$ 22,663,637	\$ 30,576,849	\$ 18,075,621	\$ 1,466,756	\$ 813,053	\$ 73,595,915
Debt Services	-	445,936	-	-	-	445,936
Net Restricted Assets	-	412,226	1,131,276	-	490,785	2,034,288
Unrestricted	2,431,920	708,053	1,289,036	203,116	7,659,823	12,291,947
Current Year Income / (Loss)	(46,309)	196,083	63,133	10,945	155,161	379,014
Balance	\$ 25,049,247	\$ 32,339,148	\$ 20,559,066	\$ 1,680,817	\$ 9,118,822	\$ 88,747,100
TOTAL LIABILITIES, DEFERRED INFLOWS & FUND BALANCE	\$ 24,997,737	\$ 33,500,365	\$ 21,098,961	\$ 1,688,833	\$ 11,874,742	\$ 93,160,638



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: G-3b

FROM: Finance Department

SUBJECT: Treasurer's Report – as of July 31, 2025

FISCAL ANALYSIS:

The CFO has reviewed the District's investment portfolio, and its value is reflected in the attached Treasurer's Report.

The District's investments remain in compliance with the Board-approved Investment Policy, with an ongoing emphasis on safety.

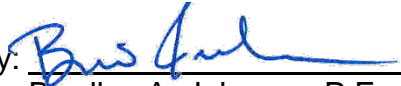
As of July 31, 2025, the total bank value of cash and investments was \$11,271,868. Of this amount, \$1,567,022 was restricted. Cash and investments decreased by \$2,157,863 during July.

The portfolio meets the guidelines of the Investment policy.

ATTACHMENTS: Treasurer's Report as of July 31, 2025

REVIEW TRACKING:

Submitted By: 
Patrick Grimes
Chief Financial Officer

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

PRESENTED BY: Patrick Grimes, CFO

Cash and Investments

<i>Statement Date</i>	<i>Institution/Account Number</i>	<i>Market Value</i>	<i>Description</i>
Wells Fargo			
07/31/25	xxxxxx7997	\$895,271	General Checking
	xxxxxx8011	-	Payroll
	xxxxxx8003	-	Utility Billing Deposit Account
	xxxxxx8029	-	Event Center Deposit Account
		<u>895,271</u>	Total Wells Fargo
Local Agency Investment Fund			
07/31/25	xx-xx-003	42,139	General Investment Account
California CLASS			
07/31/25	xx-xx-0179	8,294,727	General Investment Account
UBS Financial Services Inc.			
07/31/25	xxxxxx29 70	2,906	Cash & Cash Alternatives Balance
	"	0	Money Market Instruments
	"	200,099	Certificates of Deposit
	"	23,315	Mutual Funds
	"	246,128	U.S. Government Securities
	"	261	Accrued Interest
		<u>472,709</u>	Total UBS Financial Services Inc.
Total Unrestricted Cash and Investments:		\$9,704,846	

Restricted

<i>Statement Date</i>	<i>Institution/Account Number</i>	<i>Market Value</i>	<i>Description</i>
Wells Fargo			
07/31/25	xxxxxx8037	\$34,862	FSA
07/31/25	xxxxxx8045	582,240	HRA
07/31/25	xxxxxx1157	445,936	NTBC - BofA Install.Payment Fund
06/30/25	CalPERS 115 Trust	466,381	CalPERS Prefunding of Pension Expense
06/30/25	Tahoe Truckee Community Foundation	37,603	Friends of the Park
Total Restricted Cash and Investments:		\$1,567,022	

Total Cash and Investments:

Total Cash and Investments:	\$11,271,868
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NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025

ITEM: G-4

FROM: Recreation, Parks, and Facilities Manager

SUBJECT: Recreation, Parks, and Facilities Department Report

Parks

- The summer routine of maintaining fields, beaches, garbage, and restrooms has dominated the Park staff's attention in August. With weddings at TVRA, two baseball tournaments, and a handful of vacations, the month moved quickly managing and maintaining our day-to-day operations.
- Fence cap has been installed at Field 1, marking the home run area and foul line for baseball games.
- Staff prepared fields for the AYSO season as well as the new Flag Football program. Every single field is reserved between 3-6 days a week during the fall season.

Recreation

- On the Recreation side, the plethora of activities, special events and programs kept the team busy for August. While all was produced and received remarkably well, below are some highlights from the month.
- Live at the Launch took off for the second year in a row on Mondays in August. This event continues to have the low-key local's vibe that was prevalent in the summer music scene years ago at other locations. NTPUD staff is committed to keeping the footprint low so that everyone can feel at ease while they listen to quality, local music.
- Golden Hour received high numbers and turnout in August. This program is an area of pride for the Recreation team, as they have molded it through the years to provide quality and diverse programming each week. There were a dozen average attendees each week in August.
- Partnership with Tahoe Expedition Academy (TEA) in the offering of summer camps specifically for NTPUD has proven very fruitful for the youth of the District. There are two programs, youth sailing and Primitive Skills Camp, where TEA has reserved rostered spots that go directly to NTPUD families. Primitive Skills Camp is particularly noteworthy because of the unique deal that gives NTPUD residents a 50% discount off the rack rate for camp. And, while typical instructor contracts give NTPUD 10-20% of registration costs (with 70% of registration fees going to the instructor and a 20% District subsidized resident discount), the entirety of the fees for Primitive Skills Camp

go directly to TEA. This is because of the high cost of operating the camp and the commitment the NTPUD Board has to ensuring value to the CFD-payer and local resident recreation.

- NTPUD is partnering with TCPUD for youth flag football, Friday Night Lights, this fall. TCPUD has had a thriving program for the past several years but struggled to find an appropriate space to host the program. They reached out to NTPUD in the spring to see if the program could be hosted at the Regional Park. NTPUD was, of course, willing to partner and, due to the partnership, now has a resident discount for the program and will see close to 130 youth every Friday from late August through October. More updates to come as the program progresses.

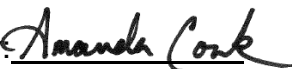
North Tahoe Event Center


- The NTEC Industry Beach Day went off without a hitch on August 13th. This event, hosted by NTEC in partnership with Tahoe Wedding Industry Group (TWIG), Weddings of the West, and National Association for Catering and Events (NACE). Similar to the Styled Shoot, several vendors came and donated their services for this event. With over 100 guests, the event combined wedding industry professionals along with Destination Management Groups and showed off the beautiful transformation of the Event Center. A great reel of the event can be seen here: <https://vimeo.com/daxvictorinofilms/download/1111133549/cd418bb007>
- The last major in-house remodel/refresh occurred in the Timberline room in August, in preparation for the Industry Beach Day. Staff gave the room a fresh coat of paint, hung new artwork and replaced the aging stage curtains.

Administration

- The new Fall Activity Guide was released on August 28, in anticipation of Labor Day crowds.
- Staff has been working with the NTPUD Engineers in the design of the NTEC Bathroom remodel project, set to be completed at the end of this year. Additionally, the Engineering team has been carefully attentive to the needs of the North Tahoe Regional Park during the trail construction project.

REVIEW TRACKING:

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

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



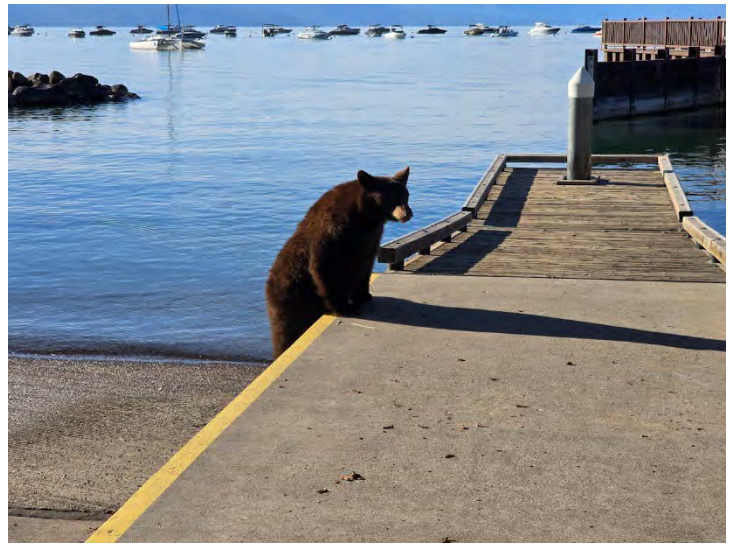
Flag football skills day with TCPUD



Sand Volleyball 2025 Champs



Free play at TVRA



Bears, not boats launching this morning



Secline Beach Improvement Project Community Engagement Open House



Wedding Setup at the TVRA Plaza



Golden Hour fieldtrip in BGC Van to Community Garden



Live at the Launch!



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 9, 2025 **ITEM:** G-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

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: The Board of Directors awarded a construction contract to GLA-Morris at the July 9, 2024 meeting. Interior structural reinforcements were completed in December 2024 and approved by the Placer County Building Department. The contractor has received the generator and is holding it in storage until it is installed. Procurement of electronic components continues to be a challenge. GLA Morris has poured the automatic transfer switch (ATS) pad in anticipation of the September ship date.

GLA Morris 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)
\$335,606.93	\$0	\$335,606.93	\$119,496.90	\$216,110.03
Estimated Construction Status as of 8/31: 45% complete				

2025 Waterline Replacement Project (Project #2465): A FY24/25 Capital Improvement project to install a new 8-inch water main in Trout Ave. and Brook Ave. right-of-way. This project includes approximately 2,600 feet of new watermain, 61 residential water services, and five new fire hydrants.

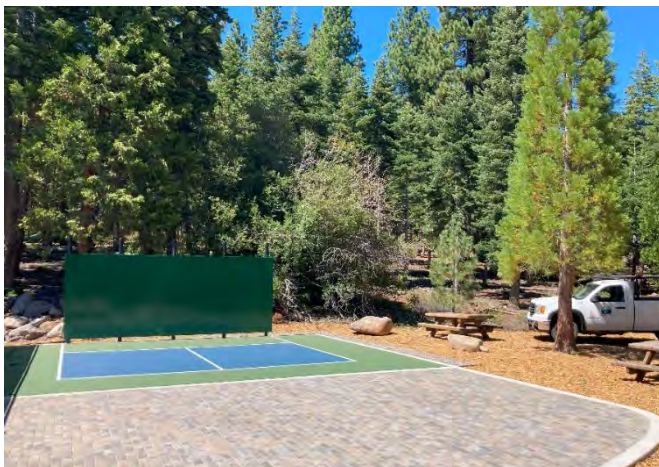
Status: The construction contract was awarded to Vinciguerra Construction, Inc. at the March 11, 2025 Board of Directors meeting. The Contractor has completed installation and connection of the watermain and fire hydrants in Trout and Brook in the month of July. This provides new fire flow capabilities for 5 blocks in the Kings Beach grid. The Contractor will be installing service connections in August and September followed by paving.

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)
\$1,425,280	\$290,400	\$1,715,680	\$847,666.00	\$868,014.00
Estimated Construction Status as of 8/31: 52% complete				

2025 Community Art and Gathering Space Project (Project #2486): A 2024-2025 Capital Improvement Project to improve the entry plaza at the pickleball and tennis courts in the North Tahoe Regional Park.

Status: Construction is complete. NTPUD received a \$250,000 grant from NTCA/Placer County to fund the construction of a community gathering space. NTPUD also received a \$35,000 Tahoe Fund grant to fund the public art component at the plaza and staff is pursuing additional grants to allow completion.



Ruppert, Inc. – Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed	Current Balance to Completion (including retention)
\$350,635	\$49,998.45	\$400,623.45	\$380,592.28	\$20,031.17
Estimated Construction Status as of 8/31: 100% complete				

North Tahoe Regional Park Trail Extension (Project #2484): A FY23/24 Capital Improvement Project to design the extension of 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: The Board awarded the construction contract to Meyers Earthwork, Inc. at their May 13, 2025 Board Meeting. Construction started in early July, and the contractor has made substantial progress. The contractor is beginning work on trail subgrade preparation and the installation of site retaining walls and rock slope protection. The Project is scheduled to be completed in October.



Meyers Earthwork, Inc. – Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed	Current Balance to Completion (including retention)
\$1,451,470.50	\$535,409.80	\$1,986,880.30	\$971,978.62	\$1,014,901.68
Estimated Construction Status as of 8/31: 52% complete				

Smart Metering Infrastructure Improvements (Project #2562): A multi-year Capital Improvement project to upgrade our existing water meters with new, ultrasonic flowmeters utilizing cellular endpoints for data communication. The District entered into a Grant Agreement for the \$500,000 WaterSMART Grant from the Bureau of Reclamation on December 4, 2024.

Status: The Board of Directors authorized the purchase of 2,815 SMART Meters at the February 11, 2025, meeting. The Board awarded the construction contract to Phoenix Water Solutions. LLC at their July 8, 2025 Board Meeting. SMART Meters from Badger Meter have arrived and are ready for installation. The contractor has mobilized to the site and started to install the smart meters. Work is anticipated to continue into December.

Phoenix Water Solutions, LLC – Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed	Current Balance to Completion (including retention)
\$612,935.36	\$0	\$612,935.36	\$0	\$612,935.36
Estimated Construction Status as of 8/31: 5% complete				

Speckled Avenue Water Service Line Replacement & Zone 2 to Zone 1 PRV Connection Project (Project #2662 & 2664): A FY25/26 Capital Improvement Project to replace the water services to properties on the north side of Speckled Avenue that are still connected to the 2-inch water main. The new services will be connected to the existing 10-inch water main on the south side of Speckled Avenue, allowing NTPUD crew to abandon the 2-inch water main. This project also installs a Pressure Reducing Valve (PRV) between pressure zone 2 and pressure zone 1 in the Tahoe Main Water System.

Status: The Board awarded the construction contract to Green Bear Construction, Inc. at their August 12, 2025 Board Meeting. Construction is scheduled to start in early September and be completed in advance of the October 15th grading deadline.

Green Bear 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)
\$411,600	\$0	\$411,600	\$0	\$411,600
Estimated Construction Status as of 8/31: 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 \$75,000 that are now issued under the General Manager's authority.

ACTIVE PROJECTS			
N-3 Generac Generator	West Coast Energy Systems LLC	\$18,800	August 28, 2025
A Capital Improvement Project to replace the generator at Satellite Pump Station N-3. The existing backup generator at N-3 is no longer working and needs to be replaced. A mobile generator has been staged on-site to provide backup power in case of emergency.			
COMPLETED PROJECTS			
NTEC Building Sign	Yesco, Inc	\$25,866	May 13, 2025
A Capital Improvement Project to add building signage at the North Tahoe Event Center. The project is grant-funded in part by Placer County. PR Design and Engineering has completed plans to install backlit signs on the north and east side of the NTEC. The proposed sign design was approved at the Tahoe Basin Design Review Committee on April 22, 2025. This project is complete.			
Community Garden Fence	Florence Fence	\$24,500	December 11, 2024
A 2024-25 capital improvement to replace the perimeter fence at the Community Garden. The Community Garden perimeter fence is failing and in need of repair. In recent years, the Community Garden has thrived and demand for raised planters has exceeded supply. Staff is taking this opportunity to expand the community garden footprint to accommodate additional planter beds and enclose the shed within the perimeter fence. This project is complete.			
Spring 2025 Lower Lateral Lining	Express Sewer & Drain, Inc.	\$48,000	March 20, 2025
A 2024-25 capital improvement (Lower Lateral CIPP Rehabilitation, Project #2540) to rehabilitate sanitary sewer laterals from customers' property line cleanout to the sewer main. This project includes lining eight (8) sewer services on Grey Lane and Toyon Road to extend their useful life. The lining process is a trenchless technology that is significantly less expensive than excavating the sewer laterals to complete the required repairs. This project is complete.			
Carnelian Well Paving	Lakeside Paving	\$24,750	March 11, 2025
A 2024-25 capital improvement (Pavement Maintenance, Project #2550-0031) to complete pavement maintenance at the District's Water Facilities. The Carnelian Well asphalt has reached its end of life and was identified by NCE for replacement in the pavement maintenance plan. This project is complete.			

Sewer Collection System Improvements – 6” CIPP Sewer Main Lining	Express Sewer & Drain, Inc.	\$29,836	March 10, 2025
A 2024-25 capital improvement (Sewer Collection System Improvements, Project #2543) to rehabilitate sanitary sewer mains. This project includes lining approximately 200 feet of 6-inch sewer main to extend its useful life. The lining process is a trenchless technology that is significantly less expensive than excavating the sewer laterals to complete the required repairs. This project is complete.			
National Avenue WTP – 2025 Intake Pump #2 Replacement	J. R. Krauss, Ltd	\$24,999	February 10, 2025
A 2024-25 capital improvement to replace lake pump #2 at the National Avenue Water Treatment Plant. NTPUD’s technicians noticed water intake pump #2 had abnormal test results after completion of routine Megger testing. Upon further review of the data, it was determined Pump #2 was approaching the end of its life and needed to be replaced. This project is complete.			
North Tahoe Event Center – 2025 Lakeview Room Improvements	Prosser Building & Development, Inc.	\$51,649	February 6, 2025
A 2024-25 capital improvement to construct a coffered walnut feature wall and wooden wainscot with chair rail in the NTEC Lakeview Suite. The Event Center Manager provided the architectural vision, and the Engineering Department prepared the bid documents. This project is complete.			
Ballfield Fence Repair	Tholl Fence	\$32,429	December 14, 2024
A 2024-25 capital improvement to repair the existing fence around Fields #1, #2, #3, and #5. The existing perimeter fences around the fields are failing and in need of repair. This project will straighten leaning posts, replace damaged sections of chain link mesh, replace/repair bent top and middle rails, replace missing hardware, and make other adjustments as needed to extend the life of this asset. This project is complete.			

Design / Bid Preparation Phase Projects

Model 16 Satellite Sewage Pump Stations (Projects #2547): Capital Improvement Design Project to prepare rehabilitation plans for the Smith and Loveless Model 16 satellite sewer pump stations. These remaining stations are the last of the District’s sewer pump stations to be rehabilitated.

Status: A Professional Services Agreement to prepare final plans and specifications for the rehabilitation of the C2, D4, and D6 stations was awarded at the January 2025 Board of Directors meeting. The project is currently being advertised for bids. NTPUD staff anticipates recommending awarding a construction contract at the October 14, 2025, Board Meeting.

Sewage Export System Inspection/Analysis Predesign (Project #2445): A FY24/25 Capital Improvement project to analyze NTPUD's Sewage Export System (SES). The SES consists of a series of four main pumping stations, force mains, and gravity sewers that carry NTPUD flows to the JSF (Joint Sewage Facility). This project will analyze the SES and provide recommendations to extend the life of this critical asset.

Status: The Board of Directors awarded a design contract to HDR at the August 13, 2024, meeting. NTPUD has received the NTPUD Sewer Export System Condition Assessment and Operation Review and Planning Technical Memorandum that includes the analysis of companies that complete pipeline evaluations to select the best applicable technologies and an emergency storage analysis.

Pam Emmerich Memorial Pinedrop Trail Reconstruction and Extension – Phase 1 (Project #2680): A multi-year Capital Improvement project for the planning and design of reconstruction of the existing Pam Emmerich Memorial Pinedrop Trail and the trail extension to the existing Snow Creek Trail system at National Avenue.

Status: The Board of Directors awarded a design contract to Lumos and Associates at the February 11, 2025 to complete the preliminary engineering design of the Pinedrop Trail Reconstruction and Extension Project. Lumos is collecting background data and preparing the project base map. Environmental surveys and alignment analysis will continue throughout the summer.

National Ave Water Treatment Plant Equipment End-of-Life Replacement (Project #2464): A FY24/25 Capital Improvement project to analyze the process train and equipment at the National Ave Water Treatment Plant (NAWTP). The NAWTP, in its current configuration, was constructed and placed into service in November 2002. This project will analyze the NAWTP and provide recommendations to modernize and extend the life of this critical asset.

Status: The Board of Directors awarded an assessment and evaluation contract to Jacobs at the June 11, 2024 meeting. Jacobs' Engineering completed the Disinfection Plant Evaluation and Recommendations Report. A contract to prepare final drawings and specifications is on the Agenda for September 9.

NTEC – Bathroom Remodel (Design) (Project #2591): A 2024-2025 Capital Improvement Project to remodel both sets of bathrooms at the North Tahoe Event Center.

Status: NTPUD retained Goring and Straja Architects (GaS) to complete the NTEC – Bathroom Remodel Project. GaS is finalizing construction drawings and technical specifications. NTPUD staff anticipates advertising for bid in September and constructing the project in January/February 2026.

Regional Park Parking Management (Project #2581): A 2024-2025 Capital Improvement Project to retain a consultant to complete an operational needs assessment,

ordinance review and preparation, and parking technology road map to manage parking with the North Tahoe Regional Park.

Status: NTPUD retained Dixon Resources Unlimited to complete the Regional Park Parking Management Project. Dixon Resources Unlimited presented their NTPUD Parking Operational Needs Assessment Memorandum to the Recreation and Parks Commission at their February 27, 2025, meeting and the Board of Directors at their March 11, 2025, meeting. Dixon Resources Unlimited presented the Technology Road Map and a suggested implementation plan to the Recreation and Park Commission in August and will present to the Board of Directors in September.

Secline Property Improvement Project (Project #2580): A 3-year Capital Improvement Project 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 for \$240,000 for the Secline Beach Enhancement – Planning and Design Project. The Board of Directors awarded a preliminary design contract to Design Workshop at the May 14, 2024 meeting. Design Workshop has scheduled workshops to present the survey findings this fall in advance of developing conceptual improvement alternatives based on site constraints and community feedback. Hauge-Brueck has begun work on the required environmental documentation for the project.

Master Plan: Corporation Yard Layout (Project #2151): A Capital Improvement Project to develop a Corporation Yard Master Plan. The existing corporation yard, built over several decades, was not planned for the current needs of staff, operations, services, and the 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

Status: The Board of Directors awarded a design contract to W-Y Architects at the May 14, 2024 meeting. W-Y Architects has completed a Phase 1 Corporation Yard Master Plan. A proposal for Phase 2 of the CYMP to further develop the conceptual design for a new Utility Operations and Fleet Maintenance Facility, proceed with boundary identification, a topographic survey, and land use planning efforts with TRPA and Placer County

OPERATIONAL ACTIVITIES

It is now time to prepare the Annual Water Audit for each of the three District Water Systems. The water audit analyzes all sources and uses, makes adjustments for data errors and determines the amount of unaccounted for water. This is what we call water loss or water leakage. The District has been preparing these Audits as required by

California Law for the last 8 years. It is also considered a Water Utility Best Practice by the American Water Works Association.

FUNDING OPPORTUNITIES

Bureau of Reclamation 2024 WaterSMART Grant (#R24AS00052): Staff submitted in February 2024 a grant application to upgrade our existing 2,815 water meters with new, ultrasonic flowmeters utilizing cellular endpoints for data communication. The installation of these meters will be performed by a Contractor through the public bid process. The District entered into a Grant Agreement for the \$500,000 WaterSMART Grant from the Bureau of Reclamation on December 4, 2024. The District received the Notice to Proceed on March 17, 2025.

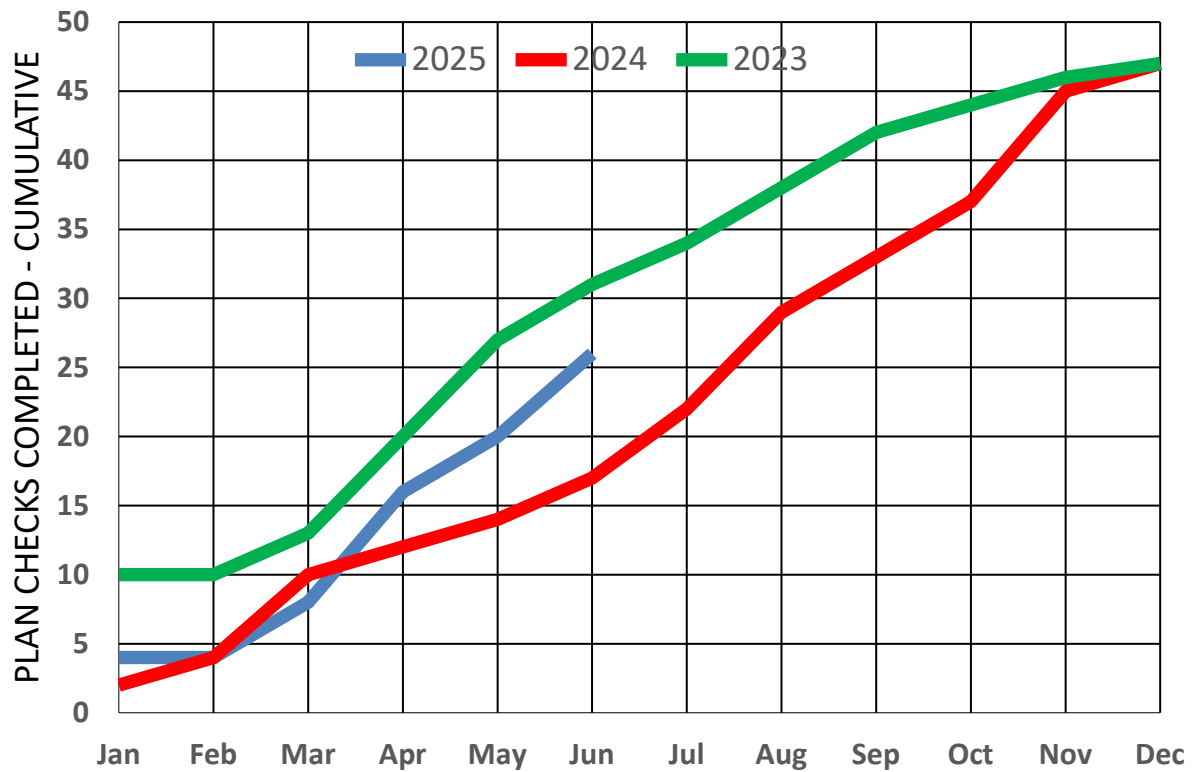
2024 EPA Community Grants Program (#66.202): Staff has submitted the necessary 2025 Waterline Replacement Project grant application to the EPA Community Grants Sustainable Water Infrastructure Program that is funded through the 2024 Federal Appropriations Act. This project will install approximately 2,600 linear feet of 8-inch watermain, improve system looping, and add five new fire hydrants along Trout Avenue, and a portion of Brook Avenue east of Fox Street, to comply with the California Fire Code. The approved appropriation amount is \$1,250,000 and requires a 20% District match. The grant was formally awarded on April 15, 2025 and is on the May 13, 2025 Agenda for Board acceptance.

FY 2025 OCED Energy Improvements in Rural or Remote Areas (#DE-FOA-0003428): This is a grant from the US Department of Energy – Office of Clean Energy Demonstrations as part of the Bipartisan Infrastructure Law. Staff is reviewing the Notice of Funding Opportunity (NOFO) to determine if our proposed project for battery backups at our sewer satellite pump stations would qualify under this grant.

Plan Reviews

- The chart below is the 3-year cumulative completed plan checks by month.

CUMULATIVE PLAN CHECK BY CALENDAR YEAR





Water Service Lateral Relocations

- See below tracking table of private service lateral status on Steelhead, Golden, Rainbow, Trout, Brook, Upper Chipmunk, and Upper Beaver streets. 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	34	31
Golden (North and South Sides)	9/1/2025	85	79
Rainbow (North Side)	9/1/2025	49	46
2024 Project Total	9/1/2025	168	156
Rainbow (South Side)	9/1/2027	35	14
Salmon (North Side from Fox to Chipmunk)	9/1/2027	13	9
Trout (North and South Sides, except S Side from Raccoon to Fox)	9/1/2027	34	0
Brook (North and South Sides East of Fox)	9/1/2027	15	0
Upper Chipmunk and Beaver (Between Speckled and Cutthroat)	9/1/2027	6	0
2025 Project Total	9/1/2027	102	23
Trout (South Sides from Raccoon to Fox)	TBD	6	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: September 9, 2025 **ITEM:** G-6
FROM: Operations Department
SUBJECT: Operations Department Status Report
DISCUSSION: Department Highlights for the month of August 2025

Maintenance Division

Description	Quantity	Description	Quantity
USA Tickets	163	Water Trench Inspections	18
Ord 100 Inspections	18	Water Main Leak Repair	11
Water Service Relocated Golden	9	Water Service Leak Repair	0
Water Service Relocated Rainbow	10	Wastewater Main Repair	0
Water Service Relocate Steelhead	5	Wastewater Lateral Repair	0
Water Service Relocate Brockway Hill	0	Manhole Repair	1

Cellular Meter Conversion Program

Water System	Meters Converted to Cellular	Meters Remaining to be Converted
Tahoe Main	626	2,376
Carnelian	57	236
Dollar	52	123
Total Converted	735	
Total Remaining		2,735

Maintenance Division

Wastewater: Four after-hours call outs for wastewater backup at the property. Two issues were on the customer side and two were on the District side. The two on the District side were cleared and are scheduled to be repaired in September. No spills reported. Monthly problematic manholes have been inspected and washed down. No CCTV or hydro flushing tasks were completed to help with the cellular meter conversion.

Water: The Crews had repairs on two different watermain, Kingswood Condo area and Chipmunk entering the Brockway Shores Condo area. The Kingswood repair was a single repair; the crew responded to the Chipmunk main on three different days with a total of eight leaks needing to be repaired.

Water Meter Cellular Program: This project is in full swing now. In-house, we are working in the Dollar area, replacing meters and checking for lead services. The outside contractor is onsite working in the upper Regency / Kingswood West area. They started out at about 20

meters per day and are now up to an average of 35 meters per day. We have two in-house crew members following them, gathering the old and new meter data, and removing any old meter reading devices from the area. They will be done with that area by 9/5/2025 and moving across the highway to the Canterbury / Commonwealth area.

Field Inspection: We are back to full strength with the return of our field inspector, Jesse Lochridge. USA tickets and Ord 100 inspections continue to come in, with the end of dig only 45 days away.

Technician and Water Quality Divisions

Technician: Daily, weekly, and monthly PMs were completed. Raw water samples (3 per week for the entire month) and the monthly Giardia and Crypto samples were submitted. Two technicians went to Southern California for PRV (Pressure reducing valve) training at Cla-Val. This training covers a full scope of setting, repairing, and rebuilding them. The District has 16 PRV's, these valves help control the pressures from the higher elevations to the lower elevations.

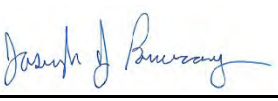
Water Quality: No real change from last month except for things are moving even faster now. Again, the focus of the crew was getting caught up on the data entry of the cellular meter swap outs, backflow assembly testing data entry and collecting the Lead and Copper samples that are required by Regulation every three years. Along with that they completed the regular monthly tasks of weekly distribution of water samples, three water system reports to the State and completed the monthly meter read and checking the excessive use accounts. One additional task that has now created additional work is with the cellular meters the crew finds themselves tracking down the continuous water use that is identified every morning to improve customer service.


Fleet Division: The final steps on the five new trucks are just about complete. PM's and quick repairs were completed. There were a few repairs on both VacCons and one of the Park's tractors. August was another very quiet but steady month of maintenance.

Departmentwide in July: Jesse Lochridge returned from some time off getting healed up. Michael Harper and Jim Schneider went to Cla-Val training. Michael Harper went to a one-day Xylem pump training in Sacramento. These pumps are in our main wastewater stations. Ken Fischer celebrated 19 years on 8/14/25.

REVIEW TRACKING:

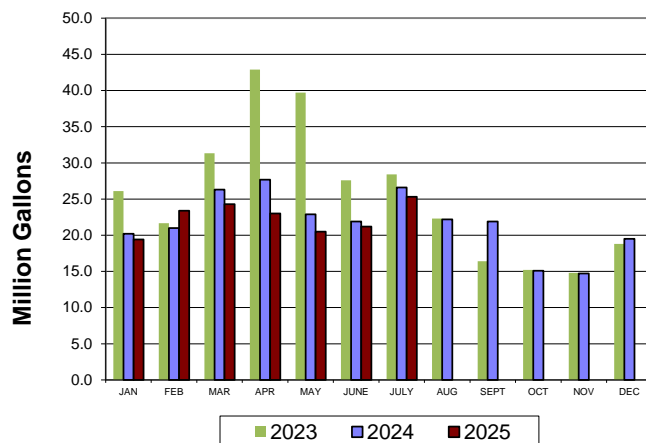
Submitted By: 
Kenneth P. Fischer
Operations Manager

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

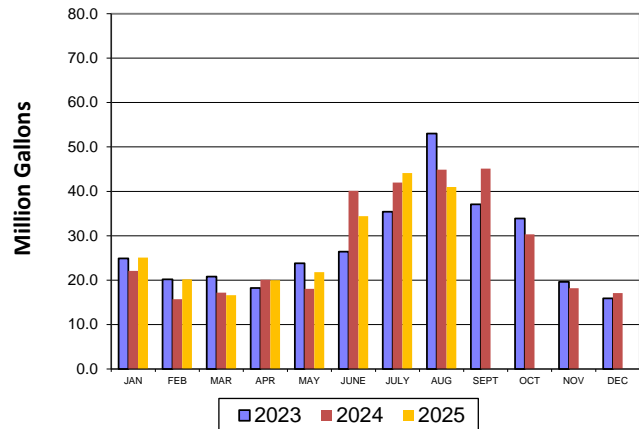
Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO

Sewer**Monthly**

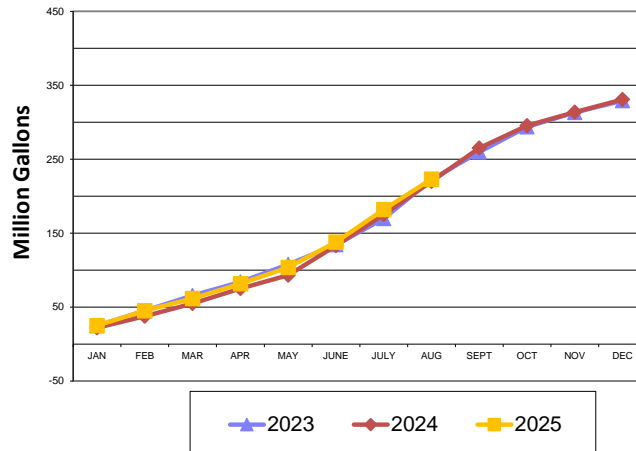
	<u>2023</u>	<u>2024</u>	<u>2025</u>
JAN	26.1	20.2	19.4
FEB	21.6	21.0	23.4
MAR	31.3	26.3	24.3
APR	42.9	27.7	23.0
MAY	39.7	22.9	20.5
JUNE	27.6	21.9	21.2
JULY	28.4	26.6	25.3
AUG	22.3	22.2	
SEPT	16.4	21.9	
OCT	15.2	15.1	
NOV	14.8	14.7	
DEC	18.8	19.5	
Average	25.4	21.7	22.4
Total	305.2	260.0	157.1

2023 / 2024 / 2025 Sewer Flows**Water****Monthly**

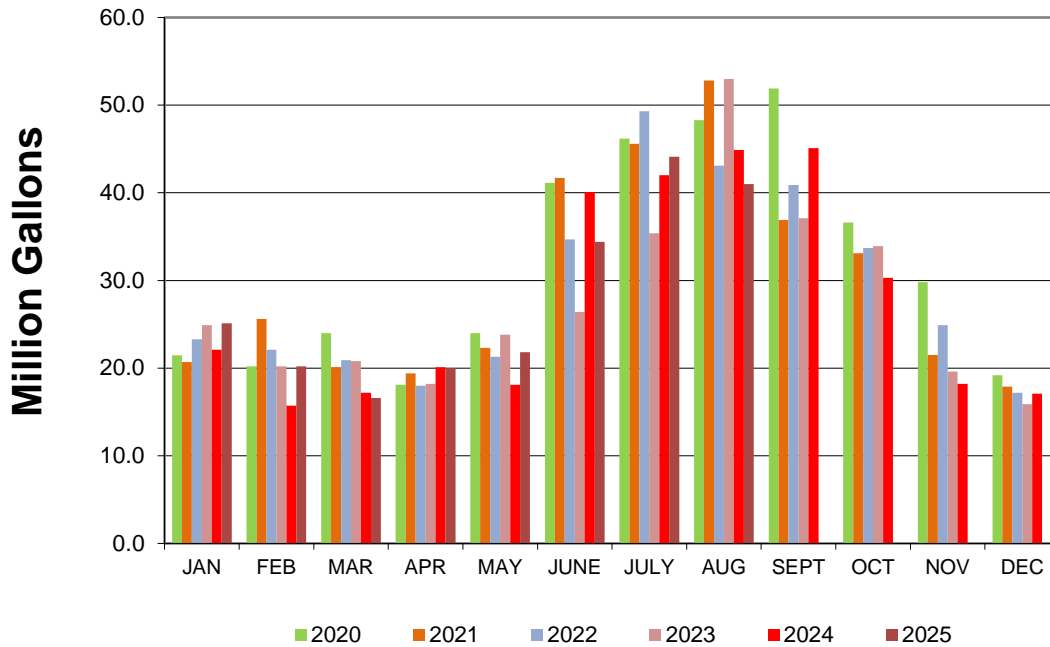
	<u>2023</u>	<u>2024</u>	<u>2025</u>
JAN	24.9	22.1	25.1
FEB	20.2	15.7	20.2
MAR	20.8	17.2	16.6
APR	18.2	20.1	20.0
MAY	23.8	18.1	21.8
JUNE	26.4	40.1	34.4
JULY	35.4	42.0	44.1
AUG	53.0	44.9	41.0
SEPT	37.1	45.1	
OCT	33.9	30.3	
NOV	19.6	18.2	
DEC	15.9	17.1	

**2023 / 2024 / 2025
Month To Month Water Production****Water****Cumulative**

	<u>2023</u>	<u>2024</u>	<u>2025</u>
JAN	24.9	22.1	25.1
FEB	45.1	37.8	45.3
MAR	65.9	55.0	61.9
APR	84.1	75.1	81.9
MAY	107.9	93.2	103.7
JUNE	134.3	133.3	138.1
JULY	169.7	175.3	182.2
AUG	222.7	220.2	223.2
SEPT	259.8	265.3	
OCT	293.7	295.6	
NOV	313.3	313.8	
DEC	329.2	330.9	

2023 / 2024 / 2025 Water Production Year To Date

Total Water Production 2020-2025



District Water Production

YEAR	2020	2021	2022	2023	2024	2025	2020-24 5-yr Avg	2025 vs 5 yr Avg
JAN	21.5	20.7	23.3	24.9	22.1	25.1	22.5	112%
FEB	20.2	25.6	22.1	20.2	15.7	20.2	20.8	97%
MAR	24.0	20.1	20.9	20.8	17.2	16.6	20.6	81%
APR	18.1	19.4	18.0	18.2	20.1	20.0	18.8	107%
MAY	24.0	22.3	21.3	23.8	18.1	21.8	21.9	100%
JUNE	41.2	41.7	34.7	26.4	40.1	34.4	36.8	93%
JULY	46.2	45.6	49.3	35.4	42.0	44.1	43.7	101%
AUG	48.3	52.8	43.1	53.0	44.9	41.0	47.2	87%
SEPT	51.9	36.9	40.9	37.1	45.1		42.4	0%
OCT	36.6	33.1	33.7	33.9	30.3		33.5	0%
NOV	29.8	21.5	24.9	19.6	18.2		22.8	0%
DEC	19.2	17.9	17.2	15.9	17.1		17.5	0%
Total	381	358	349	329	331	223	350	64%

MONTH: August 2025

Compiled By:

Raquel Moore

Water Production:	Gallage	Pump run	COMMENTS
National Ave. Treatment Plant	30,674,000		
Park Well	3,675,194	66.2 Hours	925.3 AVG GPM
Carnelian Well	2,865,220	242.9 Hours	196.6 AVG GPM
Dollar Inter-Tie	3,738,400		
Total Production	40,952,814		



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: September 3, 2025

ITEM: G-7

FROM: Office of the General Counsel

SUBJECT: Legal Report

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

1. Recent Developments in the Legislature

Senate Bill 707 “Open Meetings: meeting and teleconference requirements”

Senate Bill 707, which was introduced by Senator María Elena Durao, would significantly expand Brown Act requirements for public meetings. The bill creates a new category of “eligible legislative body” that includes any special district with a website that meets any of the following conditions:

- The boundaries of the special district include the entirety of a county with a population of 600,000 or more, and the district has over 200 full-time equivalent employees.
- The special district has over 1,000 full-time equivalent employees.
- The special district has annual revenues that exceed \$400,000,000 and has over 200 full-time equivalent employees.

If signed into law, this bill would require eligible legislative bodies starting July 1, 2026, to:

- Provide two-way telephonic or audiovisual access for all meetings and halt business during service disruptions.
- Translate agendas into all “applicable languages” spoken by 20% or more of residents with limited English proficiency.
- Provide a space for community-submitted translations, even if they are inaccurate or misleading.

- Create and maintain multi-language webpages with agendas, instructions, and meeting procedures.
- Expand outreach and electronic systems for agenda access.

Smaller special districts (those that do not fit within any of the conditions listed above) are not classified as an “eligible legislative body” under the bill, and that distinction is important because many of the most burdensome requirements (like mandatory two-way teleconference participation at every meeting and mandatory agenda translations) would only apply to eligible legislative bodies. That being said, the bill would revise and recast some of the alternative teleconference provisions which allow remote attendance for “just cause” or “emergency circumstances,” and extend those provisions until 2030.

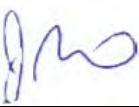
2. Notice of California Underground Safety Board Proposed Rulemaking


The California Underground Safety Board recently released draft regulations on the use of geographic information systems (GIS) in recording and mapping new subsurface installations. California’s Dig Safe Act currently requires operators to use GIS for recording locations of new underground assets. The proposed draft regulations include new definitions, additional regulations to improve the accuracy of geospatial coordinates, and requirements for the creation and maintenance of geospatial coordinate records.

For example, the draft regulations define a “new subsurface installation” as “an underground facility installed where one did not previously exist or installed as a replacement, relocation, rehabilitation, major modification, or major repair of an existing underground facility.” Notably, minor repairs performed during routine inspections or routine maintenance are not considered a new subsurface installation.

Additionally, for all new subsurface installations, operators must collect geospatial coordinates in the field as the new components of a subsurface installation are installed, and meet specific accuracy standards for these field-collected coordinates. The draft regulations also require operators to comply with certain requirements when creating and maintaining geospatial coordinate records, including, but not limited to, recording the presence of “high priority subsurface installations” and maintaining certain metadata within such records.

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**

October 2025 Dates of Interest				
The "Bags of Fall" Cornhole Tournament (at the Tahoe Backyard)	10/11/2025		Tahoe Backyard	
NTCA First Tuesday Breakfast Club				
End of Construction Season Grading	10/15/2025			
Placer County Board of Supervisors - Meeting in Tahoe				
Winter Warmth & Wellness	10/25/2025	10 A.M.	NTEC	
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting	10/23/2025			
Boys and Girls Club of North Lake Tahoe Harvest Festival & Monster Trunk or Treat		5 P.M.-8 P.M.	Boys & Girls Club	
CSDA Clerk/Board Secretary Conference	10/27/2025			
TVRA Boat Launch close for season	10/19/2025			
All-Employee Semi-annual meeting/training/flu shots	10/1/2025			
October 14, 2025 Regular Board of Directors Meeting		Finance Committee	D&P Committee	Other Committees
Employee Anniversary Awards: Denver Armstrong - 10 years 9/21/25				
Employee Anniversary Award 10/12/25 - Joe Pomroy - 5 years				
Employee Anniversary Award 10/18/25 - Toby Robinson - 15 years				
Authorize the General Manager to Execute a Professional Services Agreement for the Water System Consolidation Project			X	
Receive Presentation and Provide Recommendation on the Dixon Resources Unlimited Parking Technology Roadmap				
Satellite Pump Station Construction Contract				
November 2025 Dates of Interest	Date			
Tennis & Pickleball courts close for season	TBA		TVRA	
Boys and Girls Club of North Lake Tahoe Community Thanksgiving				
Community Thanksgiving - NTEC			NTEC	
November 12, 2025 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
Review, Discuss, and Consider Approval of Recreation and Parks Commissioner Appointments				
Notice of Completion for the North Tahoe Regional Park Trail Extension Project			X	
Notice of Completion for the 2025 Waterline Replacement Project			X	
Employee Anniversary Award 11/9/25 - Lori Pommerenck - 5 years				
TTSA MBR Plant Conversion and Surplus Land Presentation				
Presentation by Boys & Girls Club of North Lake Tahoe				
December 2025 Dates of Interest	Date			
Community Tree Lighting - NTEC				
Employee Appreciation Party	12/6/2025			
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting				
Toys for Tots - NTEC				
Winter/Spring Activity Guide release				

**Board of Directors
Long Range Calendar**

December 9, 2025 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
Review, Discuss, and Possibly Accept the Annual Independent Audit Report of Financial Statements for Fiscal Year 2024-2025 with Presentation by MUN CPAs				
Board Organizational matters - Selection of Officers, Board Committee Appointments, Meeting date/time/location				
Notice of Completion for the Speckled Services Project				
Authorize Funding a Portion of the District's CalPERS Unfunded Pension Liability Obligation		X		
January 2026 Dates of Interest	Date			
Nordic Nights Under the Lights	1/31/2025	5 p.m.-7p.m.	NTEC	
January 13, 2026 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
Adopt Resolutions for Investment Policy (NTPUD and NTBC) for 2026				
Annual North Tahoe Building Corporation Meeting (immediately following regular meeting)				
Strategic plan status update				
February 2026 Dates of Interest	Date			
Cocoa at the Cabin				
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting				
Nordic Nights Under the Lights				
North Tahoe Chamber Mixer - Fox Cultural Hall				
February 10, 2026 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
Mid-Year Budget Parameter Update				
LAFCO Nominations (tentative)				
NTRP and TVRA Facility Rental Rates				
March 2026 Dates of Interest	Date			
Frozen Pickle Cup				
SnowFest! Kings Beach Pancake Breakfast/Parade				
Special Districts Risk Management Authority (SDRMA) Spring Education Day				
Cocoa at the Cabin				
Nordic Nights Under the Lights				
California Parks & Recreation Society Conference				
CWEA Awards Dinner				
Semi-Annual Employee Meeting				
California Tahoe Alliance - Washington DC legislative affairs visit				
Tahoe Water for Fire Suppression Partnership - Washington DC legislative affairs visit				
CTC Sacramento Legislative affairs visit				
March 10, 2026 Regular Board of Directors Meeting				
Approve General Liability Insurance and Property Insurance Program for 2025/2026 (effective April 1, 2025)				

**Board of Directors
Long Range Calendar**

North Tahoe Event Center Status Update and Strategic Review				
Review and Discuss Approved July 1, 2026 Utility Rate Adjustments and customer rate relief program				
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 9/12/2027)				
Interagency Agreement with Tahoe Conservancy for Fuels Management for Infrastructure				
Anti Harrassment Training Workshop for Board (AB1661) (Required every two years; Due September 2026)				
GM Eval (May-June)				
Biennial Filing - Amend Conflict of Interest Code September 2026				
Employee Anniversary Award 10/12/25 - Joe Pomroy - 5 years				
Employee Anniversary Award 10/18/25 - Toby Robinson - 15 years				
Employee Anniversary Award 11/9/25 - Lori Pommerenck - 5 years				
Employee Anniversary Award 12/30/25 - Justin Broglio - 5 years				
Wholesale Water Agreement with TCPUD				