

SOUTH TAHOE PUBLIC UTILITY DISTRICT
REGULAR BOARD MEETING AGENDA
Thursday, February 20, 2025 - 2:00 p.m.
District Board Room
1275 Meadow Crest Drive, South Lake Tahoe, California

Joel Henderson, Director
Nick Haven, Vice President

BOARD MEMBERS
Shane Romsos, President

Kelly Sheehan, Director
Nick Exline, Director

Paul Hughes, General Manager

Andrea Salazar, Chief Financial Officer

1. **CALL TO ORDER REGULAR MEETING – PLEDGE OF ALLEGIANCE** (At this time, please silence phones and other electronic devices so as not to disrupt the business of the meeting.)
2. **COMMENTS FROM THE PUBLIC** (This is an opportunity for members of the public to address the Board on any short non-agenda items that are within the subject matter jurisdiction of the District. No discussion or action can be taken on matters not listed on the agenda, per the Brown Act. Each member of the public who wishes to comment shall be allotted five minutes.)
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR** (For purposes of the Brown Act, all Action and Consent items listed give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.)
4. **ADOPTION OF CONSENT CALENDAR** (Any item can be removed to be discussed and considered separately upon request. Comments and questions from members of the public, staff or Board can be taken when the comment does not necessitate separate action.)
5. **CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION**
6. **PRESENTATION**
Adam Dedmond, Benefits Manager at the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA), will present benefit program highlights.
7. **ITEMS FOR BOARD ACTION**
 - a. Arrowhead Well Arsenic Treatment Facility Media Changeout
(Mark Seelos, Water Resources Manager)
Award the project to the lowest responsive, responsible bidder, Layne Christensen Company, in the amount of \$129,842.33.
 - b. 2025 Test Well Project
(Mark Seelos, Water Resources Manager)
 - 1) Approve proposed scope of work from Best Environmental Subsurface Sampling Technologies for the 2025 Test Well Project; and (2) Authorize the General Manager to execute Task Order No. 1 with Best Environmental Subsurface Sampling Technologies in the amount not to exceed \$425,407.

- c. 2025 Vegetation Management Phase 1
(Laura Hendrickson, Associate Engineer)
 - 1) Authorize staff to advertise for construction bids for the 2025 Vegetation Management Phase 1 Project; and 2) Authorize the General Manager to execute Memorandum of Understanding with Tahoe City Public Utility District and North Tahoe Public Utility District.

- 8. **STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS** (Discussions may take place; however, no action will be taken.)

- 9. **BOARD MEMBER REPORTS** (Discussions may take place; however, no action will be taken.)

- 10. **STAFF/ATTORNEY REPORTS** (Discussions may take place; however, no action will be taken.)
 - a. Local Access and Transport Area (LATA) Fiber Planning Project Update
(Chris Skelly, Information Technology Manager)

- 11. **GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)

- 12. **NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**
 - Past Meetings/Events**
 - 02/06/2025 – 2:00 p.m. Regular Board Meeting at the District
 - 02/11/2025 – 3:30 p.m. Operations Committee Meeting at the District
 - 02/12/2025 – 10:00 a.m. El Dorado Water Agency Meeting in Placerville
 - 02/14/2025 – 11:00 a.m. Capital Improvement Program Public Meeting

 - Future Meetings/Events**
 - 03/06/2025 – 11:30 a.m. Finance Committee at the District
 - 03/06/2025 – 2:00 p.m. Regular Board Meeting at the District

ADJOURNMENT (The next Regular Board Meeting is Thursday, March 6, 2025, at 2:00 p.m.)

The South Tahoe Public Utility District Board of Directors regularly meets the first and third Thursday of each month. A complete Agenda packet is available for review at the meeting and at the District office during the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. A recording of the meeting is retained for 30 days after Minutes of the meeting have been approved. Items on the Agenda are numbered for identification purposes only and will not necessarily be considered in the order in which they appear. Designated times are for particular items only. Public Hearings will not be called to order prior to the time specified, but may occur slightly later than the specified time.

Public participation is encouraged. Public comments on items appearing on the Agenda will be taken at the same time the Agenda items are heard; comments should be brief and directed to the specifics of the item being considered. Please provide the Clerk of the Board with a copy of all written materials presented at the meeting. Comments on items not on the Agenda can be heard during "Comments from the Audience;" however, action cannot be taken on items not on the Agenda.

Backup materials relating to an open session item on this Agenda, which are not included with the Board packet, will be made available for public inspection at the same time they are distributed or made available to the Board, and can be viewed at the District office, at the Board meeting and upon request to the Clerk of the Board.

The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations are needed, please contact the Clerk of the Board at (530) 544-6474, extension 6203. All inquiries must be made at least 48 hours in advance of the meeting.



SOUTH TAHOE PUBLIC UTILITY DISTRICT
CONSENT CALENDAR
Thursday, February 20, 2025

ITEMS FOR CONSENT

a. AS-NEEDED ENGINEERING SUPPORT

(Julie Ryan, Engineering Department Manager)

1) Approve the Proposal from Carollo Engineers, Inc. to provide As-Needed Engineering Support Services; and 2) Authorize the General Manager to execute Amendment A to Task Order 32 in the amount of \$30,380.

b. KELLER-HEAVENLY WATER SYSTEM IMPROVEMENTS PROJECT, PHASE 3

(Trevor Coolidge, Senior Engineer)

1) Approve Change Order No. 7 to White Rock Construction, Inc., in the amount of <\$641,252.18>; and 2) Authorize the General Manager to execute Change Order No. 7.

c. 2025 PATCH PAVING SERVICE CONTRACT

(Adrian Combes, Director of Operations)

Authorize staff to advertise for construction bids for the 2025 Patch Paving Contract.

d. GOVERNING BODY RESOLUTION FOR THE STATE AND LOCAL CYBERSECURITY GRANT PROGRAM APPLICATION PACKAGE

(Donielle Morse, Grants Coordinator)

Adopt Resolution No. 3304-25 for the State and Local Cybersecurity Grant Program application package administered by the California Office of Emergency Services for the project "Strengthening Cyber Resilience."

e. RECEIVE AND FILE PAYMENT OF CLAIMS (Greg Dupree, Accounting Manager)

Receive and file Payment of Claims in the amount of \$2,968,668.63.

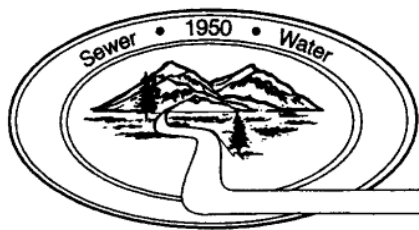
f. REGULAR BOARD MEETING MINUTES: February 6, 2025

(Melonie Guttry, Executive Services Manager/Clerk of the Board)

Approve February 6, 2025, Minutes.

General Manager
Paul Hughes

Directors
Nick Haven
Shane Romsos
Joel Henderson
Kelly Sheehan
Nick Exline



South Tahoe Public Utility District

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

BOARD AGENDA ITEM 4a

TO: Board of Directors

FROM: Julie Ryan, Engineering Department Manager

MEETING DATE: February 20, 2025

ITEM – PROJECT NAME: As-Needed Engineering Support

REQUESTED BOARD ACTION: (1) Approve the Proposal from Carollo Engineers, Inc. to provide As-Needed Engineering Support Services; and (2) Authorize the General Manager to execute Amendment A to Task Order 32 in the amount of \$30,380.

DISCUSSION: In June 2024, the General Manager authorized Task Order 32 with Carollo Engineers, Inc., (Carollo) in the amount \$74,957.00 to provide project management support to the Engineering Department in the wake of two recent project manager vacancies. The scope of services included managing the completion of the Recycled Water Strategic Plan as a representative of the District on the project team, performing construction management for Secondary Clarifier 1, and providing as-needed services at the discretion of the District.

The original agreement assumed the Recycled Water Strategic Plan would be completed by September 2024 and the Clarifier would be complete and closed out by December 2024. The Recycled Water Strategic Plan was completed in December 2024 (three months later than planned) and the Clarifier 1 construction project is still in closeout. All funds from the original task order have been expended and this amendment will allow the closeout of the Clarifier project to be completed, and provide the Engineering Department with additional project support until the remaining management vacancy can be refilled.

With Board approval, staff will execute Amendment A to Task Order 32, under the existing Master Service Agreement with Carollo, bringing the total for Task Order 32 to \$105,337.00.

SCHEDULE: ASAP

COSTS: \$7,620.00 (SCIRHB); \$22,760.00 (Suspense)

ACCOUNT NO: 1030-8088 (SC1RHB); 1030-2504 (Suspense)

BUDGETED AMOUNT AVAILABLE: \$153,483; N/A

IDENTIFIED CAPITAL IMPROVEMENT PROJECT (CIP): Yes No N/A

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES RA NO _____

CHIEF FINANCIAL OFFICER: YES AS NO _____



February 11, 2025

Ms. Julie Ryan
Engineering Manager
South Tahoe Public Utility District
1275 Meadow Crest Dr.
South Lake Tahoe, CA 96150

Subject: Amendment to As-Needed Engineering Support for Various Project Assignments

Dear Julie:

Carollo Engineers, Inc. (Carollo) is pleased to provide the South Tahoe Public Utility District (District) with this amendment to the existing as-needed engineering support tasks.

SCOPE OF WORK

The scope of work includes on-call budget allocations for various assignments as defined herein.

Task 1 – Contract Project Management for the Recycled Water Strategic Plan Project

This project is complete and no additional scope is needed.

Task 2 – Contract Construction Management for the Secondary Clarifier Project Construction

Carollo will provide contract construction management services for the Secondary Clarifier Project construction closeout phase. This work generally includes:

- » Execution of final change order and payment
- » Providing information to the District's Grants Department for State Revolving Fund Project Report
- » Oversight of punchlist completion
- » Coordination of final programming and training

A budget hour estimate of 20 hours is assumed for this task.

Task 3 – As-Needed Engineering Support

Carollo will provide as-needed engineering support to District staff.

A budget hour estimate of 60 hours is assumed for this task.

Carollo will manage the project budget and prepare monthly invoicing and progress reports.

Assumptions:

- Continued access to District-owned/managed materials, systems, and staff as needed to complete the work.
- Available budget will be transferred between tasks, as needed, to best support the District's requests for assistance.
- A budget amendment will be processed if additional staff hours, time, or budget are necessary for completion of any projects and/or District-assigned tasks once allocated budget has been expended.

Ms. Julie Ryan, Engineering Manager

February 11, 2025

Page 2

Schedule

Carollo will provide engineering services described herein on an as-needed basis until funds are expended.

Compensation

Carollo's compensation for the proposed basic services shall not exceed thirty thousand three hundred eighty (\$30,380), as summarized below in the attached Exhibit A.

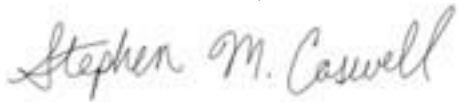
Exclusions

This scope includes the following project exclusions:

- Any/all services not described herein.

Our team appreciates the opportunity to continue to serve the District with on-call engineering services described herein. Please do not hesitate to contact us with any questions or concerns you may have regarding the proposal to assist your team.

Sincerely,
CAROLLO ENGINEERS, INC.



Stephen Caswell, P.E.
Vice President | Project Manager

Enclosures: Exhibit A

cc: Beverly Hann



Exhibit A

South Tahoe Public Utility District
As-Needed Engineering Support
Labor Hours and Cost



Task Description	Stephen Caswell (Project Manager)	Carollo Labor	PECE	Labor + PECE	Estimated Fee
	\$364		\$ 16.00		
Task 1 - Contract Project Management for the Recycled Water Strategic Plan Project	0	\$ -	\$ -	\$ -	\$ -
Contract Project Management for the Recycled Water Strategic Plan Project	0	\$ -	\$ -	\$ -	\$ -
Task 2 - Contract Construction Management for Secondary Clarifier Project Construction	20	\$ 7,300	\$ 320	\$ 7,620	\$ 7,620
CM for Secondary Clarifier Project	20	\$ 7,300	\$ 320	\$ 7,620	\$ 7,620
Task 3 - As-Needed Engineering Support	60	\$ 21,800	\$ 960	\$ 22,760	\$ 22,760
As-Needed Engineering Support	60	\$ 21,800	\$ 960	\$ 22,760	\$ 22,760
Total Hours and Fee	80	\$ 29,100	\$ 1,280	\$ 30,380	\$ 30,380

CAROLLO ENGINEERS, INC.
FEE SCHEDULE

As of January 1, 2025

<u>Billing Classification</u>	<u>Hourly Rate</u>
Engineers/Scientists	
Senior Project Manager	\$ 364.00
Project Manager	\$ 364.00
Senior Design Manager	\$ 364.00
Senior Program Manager	\$ 364.00
Program Manager	\$ 304.00
Principal Professional	\$ 371.00
Senior Service Delivery Lead	\$ 364.00
Service Delivery Lead	\$ 359.00
Supervising Professional	\$ 361.00
Design Manager II	\$ 366.00
Design Manager I	\$ 275.00
Senior Professional	\$ 282.00
Lead Professional	\$ 265.00
Professional	\$ 233.00
Staff Professional	\$ 226.00
Engineering Intern	\$ 141.00
Supervising Analyst	\$ 284.00
Senior Analyst	\$ 263.00
Lead Analyst	\$ 236.00
Staff Analyst	\$ 217.00
Technicians	
Supervising BIM Designer	\$ 313.00
Senior BIM Designer	\$ 265.00
Lead BIM Designer	\$ 260.00
BIM Designer 3	\$ 233.00
BIM Designer 2	\$ 225.00
BIM Designer 1	\$ 221.00
Supervising Designer	\$ 245.00
Lead Designer	\$ 237.00
Senior Designer	\$ 210.00
Designer	\$ 179.00
Staff Designer	\$ 181.00
Senior Drafter	\$ 175.00
CAD Drafter	\$ 161.00

Construction Management and Operations

CAROLLO ENGINEERS, INC.

FEE SCHEDULE As of January 1, 2025

<u>Billing Classification</u>	<u>Hourly Rate</u>
Senior Construction Manager	\$ 364.00
Principal Construction Manager	\$ 347.00
Construction Manager	\$ 337.00
Supervising Cost Estimator	\$ 350.00
Lead Cost Estimator	\$ 233.00
Resident Project Representative	\$ 305.00
Lead Inspector	\$ 259.00
Inspector	\$ 243.00
Resident Engineer	\$ 223.00
Principal Operations Specialist	\$ 335.00
Operations Lead	\$ 364.00
Operations Specialist	\$ 305.00
Field Professional	\$ 238.00

Support Staff

Senior Project Services Administrator	\$ 254.00
Project Services Administrator	\$ 202.00
Lead Document Processor	\$ 198.00
Document Processor II	\$ 172.00
Document Processor I	\$ 157.00
Administrative Assistant	\$ 141.00

Project Equipment Communication Expense (PECE) Per DL Hour **\$ 16.00**

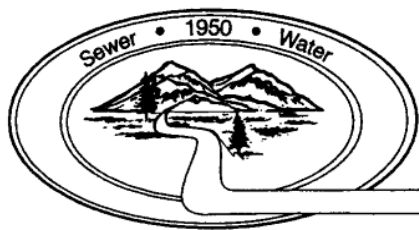
Other Direct Expenses

Travel and Subsistence	Cost + 10%
Mileage	\$ 0.70 per mile
Subconsultant	Cost + 10%
Other Direct Cost	Cost + 10%
Expert Witness	Hourly Rate x 2.0

This fee schedule is subject to annual revisions due to labor adjustments.

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BOARD AGENDA ITEM 4b

TO: Board of Directors

FROM: Trevor Coolidge, Senior Engineer

MEETING DATE: February 20, 2025

ITEM – PROJECT NAME: Keller-Heavenly Water System Improvements Project, Phase 3

REQUESTED BOARD ACTION: 1) Approve Change Order No. 7 to White Rock Construction, Inc., in the amount of <\$641,252.18>; and 2) Authorize the General Manager to execute Change Order No. 7.

DISCUSSION: Phase 3 of the Keller-Heavenly Water System Improvements Project is the third and final phase of improvements within the Keller-Heavenly area that has upsized water lines, replaced a 150,000-gallon water tank, installed a rockfall barrier to protect the new tank, and modernized multiple pressure reducing valve (PRV) stations.

The Project was awarded to White Rock Construction, Inc. on June 16, 2022.

In addition to completing the Keller-Heavenly Project work, White Rock also completed work replacing a water main on View Circle under Bid Schedule C and provided major assistance to the District during the El Dorado Storm Events at Diamond Valley Ranch and Fallen Leaf Lake under Bid Schedule E. This change order serves to make full payment for work completed on those bid schedules while also deleting a portion of the contract related to access road work at Lookout Tank. There is no change to the contract days associated with this change order.

Staff recommend that the Board approve Change Order No. 7 to White Rock Construction, Inc., resulting in a credit to the District in the amount of <\$641,252.18> and Authorize the General Manager to execute the change order.

SCHEDULE: Upon Board Approval

COSTS: Total <\$641,252.18>

ACCOUNT NO: <\$541,110.00> 20.30.7840/LOOKRD, <\$21,431.00> 20.30.8376/VIEWWL,
\$5,440.31 20.30.8370/PWGEN, <\$84,151.49> 10.30.2504/EDSTRM

BUDGETED AMOUNT AVAILABLE: N/A

IDENTIFIED CAPITAL IMPROVEMENT PROJECT (CIP): Yes No N/A

ATTACHMENTS: Change Order No. 7

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water & Sewer

GENERAL MANAGER: YES AS NO _____

CHIEF FINANCIAL OFFICER: YES AS NO _____



Change Order #: 7

Project: Keller-Heavenly Water System Improvements Project, Phase 3

Date: 2/20/2025

Purchase Order No. : 2023-380

Contractor: White Rock Construction Inc.

	Dollar Amounts	Contract Times
Original Contract	\$4,457,288.25	334
Previous Change Orders	\$1,375,782.58	508
Current Contract	\$5,833,070.83	1054
THIS CHANGE ORDER	(\$641,252.18)	0
Total Change Orders to Date	\$734,530.40	720
New Contract Total	\$5,191,818.65	1054

Accepted by
Contractor: _____ Date: _____

Reviewed by STPUD
Project Manager: _____ Date: _____

Authorized by STPUD
General Manager: _____ Date: _____



Change Order #: 7C

Project: Keller-Heavenly Water System Improvements Project, Phase 3

Bid Schedule: BID SCHEDULE C: VIEW CIRCLE WATERLINE

Date: 2/20/2025 **Purchase Order No.:** PO#2023-382

Contractor: White Rock Construction Inc.

Dollar Amounts	
Original Bid Schedule Subtotal	\$354,080.00
Previous Change Orders	\$0.00
Current Bid Schedule Subtotal	\$354,080.00
THIS CHANGE ORDER	(\$21,431.00)
Total Change Orders to Date	(\$21,431.00)
New Bid Schedule Subtotal	\$332,649.00

The Contract Shall Be Changed As Follows:

7C.1 Amend Bid Item 67 to reflect a \$2,488.10 increase to the 83 LF in the length of 8" C900 PVC Pipe - Class 235 installed. At the contract rate of \$273.00 per LF, the increase in Contract quantity results in a credit to the Contractor in the amount of \$22659.00

TOTAL FOR ITEM 7C.1 IS: \$22,659.00

7C.2 Amend Bid Item 59 to reflect a 20 LF decrease in the length of Vertical Offsets installed, for work not performed. At the contract rate of \$600.00 per LF, the reduction in Contract quantity results in a credit to the District in the amount of \$12,000.00

TOTAL FOR ITEM 7C.2 IS: (\$12,000.00)

7C.3 Amend Bid Item 60 to reflect a 1 unit increase in the quantity of 3.4" Single Water Services installed, for additional work performed. At the contract rate of \$3,300 EA, increase in Contract quantity results in a credit to the Contractor in the amount of \$3,300.00

TOTAL FOR ITEM 7C.3 IS: \$3,300.00

7C.4 Amend Bid Item 65 to reflect a 960 unit decrease in the quantity of 4-inch Trench Patch, for work not performed. At the contract rate of \$17.50 per SF, the reduction in Contract quantity results in a credit to the District in the amount of \$16,800.00

TOTAL FOR ITEM 7C.4 IS: (\$16,800.00)

7C.5 Amend Bid Item 66 to reflect a 960 unit decrease in the quantity of Pulverize & compact existing roadway, place 3" AC (PG64-28 PM), for work not performed. At the contract rate of \$11.00 per SF, the reduction in Contract quantity results in a credit to the District in the amount of \$18,590.00

TOTAL FOR ITEM 7C.5 IS: (\$18,590.00)



Change Order #: 7D

Project: Keller-Heavenly Water System Improvements Project, Phase 3

Bid Schedule: D: As Needed Water Improvements

Date: 2/20/2025 Purchase Order No.: PO#2023-383

Contractor: White Rock Construction Inc.

Dollar Amounts	
Original Bid Schedule Subtotal	\$100,000.00
Previous Change Orders	\$82,994.95
Current Bid Schedule Subtotal	\$182,994.95
THIS CHANGE ORDER	\$5,440.31
Total Change Orders to Date	\$88,435.26
New Bid Schedule Subtotal	\$188,435.26

The Contract Shall Be Changed As Follows:

7D.1 Amend Bid Item 67 to As-Needed Water System Improvements by \$5,440.31 to reflect additional work at the District's request to relocate equipment and install additional instrumentation at the Paloma Well and Keller Booster sites per T&M dated proposal dated 12/3 & 1/23/2025. The increase in Contract amount results in a credit to the Contractor in the amount of \$5,440.31

TOTAL FOR ITEM 7D.1 IS: \$5,440.31



Change Order #: 7BA1

Project: Keller-Heavenly Water System Improvements Project, Phase 3

Bid Schedule: BID ALTERNATE 1: LOOKOUT ACCESS TANK

Date: 2/20/2025

Purchase Order No.: #2023-385

Contractor: White Rock Construction Inc.

Dollar Amounts	
Original Bid Schedule Subtotal	\$541,110.00
Previous Change Orders	\$0.00
Current Bid Schedule Subtotal	\$541,110.00
THIS CHANGE ORDER	(\$541,110.00)
Total Change Orders to Date	(\$541,110.00)
New Bid Schedule Subtotal	\$0.00

The Contract Shall Be Changed As Follows:

7BA1.1 Delete Bid Alternate 1, Lookout Access Tank bid schedule in its entirety for work not performed. No work occurred on this bid schedule, bid items 69 thru 83 are deleted, resulting in a contract reduction of \$541,110.00

TOTAL FOR ITEM 7BA1.1 IS: (\$541,110.00)



Change Order #: 7E

Project: Keller-Heavenly Water System Improvements Project, Phase 3

Bid Schedule: E: AS-NEEDED EMERGENCY RESPONSE

Date: 2/20/2025

Purchase Order No.: **2023-1021**

Contractor: White Rock Construction Inc.

Dollar Amounts	
Original Bid Schedule Subtotal	\$0.00
Previous Change Orders	\$1,227,643.00
Current Bid Schedule Subtotal	\$1,227,643.00
THIS CHANGE ORDER	(\$84,151.49)
Total Change Orders to Date	\$1,143,491.51
New Bid Schedule Subtotal	\$1,143,491.51

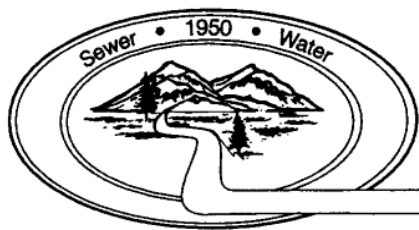
The Contract Shall Be Changed As Follows:

- 7E.1 Amend Bid Schedule E, Bid Item 84 to reflect an \$84,151.49 decrease in the As-Needed Emergency Response LS line item. The item was originally added to the contract under the Emergency Declaration made on March 16, 2023 (Resolution 3242-23). Work was completed on a time & materials basis and did not exceed the previously approved amount for work at Diamond Valley Ranch and Fallen Leaf Lake, resulting in a reduction in the line item amount of \$84,151.49.

TOTAL FOR ITEM 7E.1 IS: (\$84,151.49)

General Manager
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South Tahoe Public Utility District

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BOARD AGENDA ITEM 4c

TO: Board of Directors
FROM: Adrian Combes, Director of Operations
MEETING DATE: February 20th, 2025
ITEM – PROJECT NAME: 2025 Patch Paving Service Contract

REQUESTED BOARD ACTION: Authorize staff to advertise for construction bids for the 2025 Patch Paving Contract.

DISCUSSION: Underground Repair Water/Sewer Departments complete numerous water leaks, service installations, hydrant/blow-off installations and sewer line repairs that require excavation in asphalt. Temporary patches are made immediately to the damaged or cut asphalt using "cold-mix." A professional paving contractor must permanently repair these patches using "hot-mix," when weather permits, to the encroachment permit agency's standards.

Bid values are estimates based upon bid prices based on square footage for various size patches. The work will consist of outstanding patches from the prior dig season and patches created during the winter, as well as an estimate for new patches to be created during the 2025 dig season. Although the actual quantities and total may vary, unit bid prices will remain firm.

Staff plans to advertise for bid on February 21, 2025 with bids due on March 14, 2025 and award of the contract on April 3, 2025.

SCHEDULE: 2-21-2025

COSTS: \$750,000

ACCOUNT NO: 20.24.6052

BUDGETED AMOUNT AVAILABLE: \$343,556 (FY 25); \$600,000 (FY 26)

IDENTIFIED CAPITAL IMPROVEMENT PROJECT (CIP): Yes No N/A

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION:

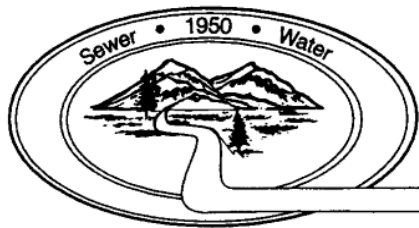
CATEGORY: Sewer/Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AS NO _____

General Manager
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BOARD AGENDA ITEM 4d

TO: Board of Directors
FROM: Donielle Morse, Grant Coordinator
MEETING DATE: February 20, 2025
ITEM – PROJECT NAME: Governing Body Resolution for the State and Local Cybersecurity Grant Program Application Package

REQUESTED BOARD ACTION: Adopt Resolution No. 3304-25 for the State and Local Cybersecurity Grant Program application package administered by the California Office of Emergency Services for the project "Strengthening Cyber Resilience."

DISCUSSION: In September 2024, STPUD staff submitted a Notice of Interest to the California Office of Emergency Services (Cal OES) for the State and Local Cybersecurity Grant Program (SLCGP) for a project titled "Strengthening Cyber Resilience." On December 24, 2024, staff received notice from Cal OES that the proposal was selected to receive funding in the amount of \$187,300. On February 4, 2025, staff received an email from the Grant Analyst for the program directing staff to prepare and submit an application package for the funding. All applicants must submit a copy of an approved Governing Body Resolution to execute their Grant Subaward agreement with Cal OES.

SCHEDULE: Upon approval

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

CURRENT CAPITAL IMPROVEMENT PROJECT? Yes No N/A

ATTACHMENTS: Resolution No. 3304-25

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AS NO _____

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RESOLUTION NO. 3304-25

**GOVERNING BODY RESOLUTION BY THE BOARD OF DIRECTORS
OF THE SOUTH TAHOE PUBLIC UTILITY DISTRICT
FOR THE STRENGTHING CYBER RESILIENCE PROJECT**

BE IT RESOLVED BY the Board of Directors of the South Tahoe Public Utility District that the General Manager, OR the Chief Financial Officer, is hereby authorized to execute for and on behalf of the South Tahoe Public Utility District, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subgranted through the State of California for the following Grant Award:

FY22/23 State & Local Cybersecurity Grant Program (SLCGP)

WE, THE UNDERSIGNED, do hereby certify that the above and foregoing Resolution No. 3304-25 was duly and regularly adopted and passed by the Board of Directors of the South Tahoe Public Utility District at a Regular meeting held on the 20th day of February, 2025, by the following vote:

AYES:

NOES:

ABSENT:

Shane Romsos, Board Vice President
South Tahoe Public Utility District

ATTEST: _____
Melonie Guttry, Executive Services Manager/
Clerk of the Board
South Tahoe Public Utility District

PAYMENT OF CLAIMS

FOR APPROVAL
February 20, 2025

Payroll	2/4/25		650,319.84	
Total Payroll			650,319.84	
ADP & Insight eTools			6,537.84	
AFLAC/WageWorks claims and fees			161.20	
Cal Bank & Trust fiscal agent fees			45.00	
Ameritas - Insurance Payments			10,779.61	
Total Vendor EFT			17,523.65	
<u>Weekly Approved Check Batches</u>		<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Wednesday, February 5, 2025		1,539,893.78	735,187.94	2,275,081.72
Total Accounts Payable Checks				2,275,081.72
Utility Management Refunds			25,743.42	
Total Utility Management Checks			25,743.42	
Grand Total			\$2,968,668.63	

<u>Payroll EFTs & Checks</u>		<u>2/4/2025</u>
EFT	CA Employment Taxes & W/H	30,557.45
EFT	Federal Employment Taxes & W/H	140,143.64
EFT	CalPERS Contributions	95,187.51
EFT	Empower Retirement-Deferred Comp	26,364.65
EFT	Stationary Engineers Union Dues	3,155.28
EFT	CDHP Health Savings (HSA)	5,973.34
EFT	Retirement Health Savings	20,483.65
EFT	Employee Direct Deposits	328,149.38
CHK	Employee Garnishments	304.94
<i>Total</i>		650,319.84



Payment of Claims

Payment Date Range 01/30/25 - 02/12/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 43721 - ACWA/JPIA									
0704981	ACWA Medical/Vision Insurance	Paid by EFT #3278		01/02/2025	02/05/2025	02/28/2025		02/05/2025	253,578.40
2nd Qtr 24/25	Workers Comp Insurance Payable	Paid by EFT #3278		01/10/2025	02/05/2025	12/31/2024		02/05/2025	56,939.63
						Vendor 43721 - ACWA/JPIA Totals	Invoices	2	<u>\$310,518.03</u>
Vendor 44039 - AFLAC									
833323	Insurance Supplement Payable	Paid by EFT #3279		01/01/2025	02/05/2025	01/31/2025		02/05/2025	892.88
						Vendor 44039 - AFLAC Totals	Invoices	1	<u>\$892.88</u>
Vendor 43949 - ALPEN SIERRA COFFEE ROASTING CO									
244594	Office Supply Issues	Paid by EFT #3280		01/28/2025	02/05/2025	01/31/2025		02/05/2025	116.75
244598	Office Supply Issues	Paid by EFT #3280		01/28/2025	02/05/2025	01/31/2025		02/05/2025	67.50
						Vendor 43949 - ALPEN SIERRA COFFEE ROASTING CO Totals	Invoices	2	<u>\$184.25</u>
Vendor 45202 - AT&T MOBILITY									
287257798939 125	Telephone	Paid by EFT #3281		01/19/2025	02/05/2025	01/31/2025		02/05/2025	184.40
						Vendor 45202 - AT&T MOBILITY Totals	Invoices	1	<u>\$184.40</u>
Vendor 50103 - AZUL ELECTRIC SUPPLY LLC									
007264	Small Tools	Paid by EFT #3282		01/16/2025	02/05/2025	01/31/2025		02/05/2025	64.11
007346	Buildings	Paid by EFT #3282		01/23/2025	02/05/2025	01/31/2025		02/05/2025	56.60
						Vendor 50103 - AZUL ELECTRIC SUPPLY LLC Totals	Invoices	2	<u>\$120.71</u>
Vendor 49702 - B&T SALES AND SERVICE INC									
33554	Service Contracts	Paid by EFT #3283		10/24/2023	02/05/2025	01/31/2025	06/30/2024	02/05/2025	1,265.00
33556	Service Contracts	Paid by EFT #3283		09/12/2024	02/05/2025	01/31/2025		02/05/2025	3,284.97
						Vendor 49702 - B&T SALES AND SERVICE INC Totals	Invoices	2	<u>\$4,549.97</u>
Vendor 49339 - BASEFORM INC									
01242025-288	Pipe - Covers & Manholes	Paid by EFT #3284		01/24/2025	02/05/2025	01/31/2025		02/05/2025	2,584.87
01242025-289	Pipe - Covers & Manholes	Paid by EFT #3284		01/24/2025	02/05/2025	01/31/2025		02/05/2025	2,430.00
						Vendor 49339 - BASEFORM INC Totals	Invoices	2	<u>\$5,014.87</u>
Vendor 48973 - HEIDI BAUGH									
MILEAGE 011525	Travel - Meetings - Education	Paid by EFT #3285		01/29/2025	02/05/2025	01/31/2025		02/05/2025	142.80
						Vendor 48973 - HEIDI BAUGH Totals	Invoices	1	<u>\$142.80</u>
Vendor 48681 - CADENCE TEAM INC									
4526	Network Equipment/Improvements	Paid by EFT #3286		01/23/2025	02/05/2025	01/31/2025		02/05/2025	14,939.15
						Vendor 48681 - CADENCE TEAM INC Totals	Invoices	1	<u>\$14,939.15</u>
Vendor 49220 - CAMPORA PROPANE									
8612860	Propane	Paid by EFT #3287		01/24/2025	02/05/2025	01/31/2025		02/05/2025	412.54
						Vendor 49220 - CAMPORA PROPANE Totals	Invoices	1	<u>\$412.54</u>
Vendor 48769 - CARSON DODGE									
5203110	Automotive	Paid by EFT #3288		12/18/2024	02/05/2025	01/31/2025		02/05/2025	157.10
						Vendor 48769 - CARSON DODGE Totals	Invoices	1	<u>\$157.10</u>
Vendor 40343 - CHEMSEARCH INC									
9007264	Service Contracts	Paid by EFT #3289		01/20/2025	02/05/2025	01/31/2025		02/05/2025	401.09
						Vendor 40343 - CHEMSEARCH INC Totals	Invoices	1	<u>\$401.09</u>



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 48948 - ROSS COLE									
HOTELREIMB011225	Travel - Meetings - Education	Paid by EFT #3290		01/28/2025	02/05/2025	01/31/2025		02/05/2025	781.30
						Vendor 48948 - ROSS COLE Totals	Invoices	1	<u>781.30</u>
Vendor 49070 - JOSEPH CONTI									
MILEAGE 020125	Upper Truckee Sewer PS Rehab	Paid by Check #114839		02/03/2025	02/05/2025	02/28/2025		02/05/2025	94.08
						Vendor 49070 - JOSEPH CONTI Totals	Invoices	1	<u>94.08</u>
Vendor 42897 - CWEA									
432465 LAB2 2025	Dues - Memberships - Certification	Paid by Check #114840		01/22/2025	02/05/2025	01/31/2025		02/05/2025	111.00
478590 LAB2 2025	Dues - Memberships - Certification	Paid by Check #114840		01/22/2025	02/05/2025	01/31/2025		02/05/2025	111.00
						Vendor 42897 - CWEA Totals	Invoices	2	<u>\$222.00</u>
Vendor 50351 - DREW DANO									
3386111	Clothes Washer Rebate Program	Paid by EFT #3291		01/31/2025	02/05/2025	01/31/2025		02/05/2025	200.00
						Vendor 50351 - DREW DANO Totals	Invoices	1	<u>\$200.00</u>
Vendor 14683 - EL DORADO COUNTY TRANSPORTATION DEPT									
#1 (25-1)	Apache Ave Waterline Improvements	Paid by EFT #0		12/20/2024	01/14/2025	01/31/2025		02/05/2025	1,331,882.00
U19594	Caltrans - City - County - Improvements	Paid by EFT #3292		01/06/2025	02/05/2025	01/31/2025		02/05/2025	5,073.39
						Vendor 14683 - EL DORADO COUNTY TRANSPORTATION DEPT Totals	Invoices	2	<u>\$1,336,955.39</u>
Vendor 50283 - EMPIRE SOUTHWEST LLC									
EMPS6694385	Automotive	Paid by EFT #3293		01/14/2025	02/05/2025	01/31/2025		02/05/2025	176.91
						Vendor 50283 - EMPIRE SOUTHWEST LLC Totals	Invoices	1	<u>\$176.91</u>
Vendor 48224 - ERA									
098732	Laboratory Supplies	Paid by EFT #3294		01/13/2025	02/05/2025	01/31/2025		02/05/2025	1,239.69
						Vendor 48224 - ERA Totals	Invoices	1	<u>\$1,239.69</u>
Vendor 48312 - ERS INDUSTRIAL SERVICES INC									
24-02A	Filters 3, 4 Rehab	Paid by EFT #3295		12/31/2024	02/05/2025	01/31/2025		02/05/2025	54,000.00
24-02AR	Filters 3, 4 Rehab Retainage	Paid by EFT #3295		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(2,700.00)
						Vendor 48312 - ERS INDUSTRIAL SERVICES INC Totals	Invoices	2	<u>\$51,300.00</u>
Vendor 48551 - EZKEM									
8877	Laboratory Supplies	Paid by EFT #3296		01/09/2025	02/05/2025	01/31/2025		02/05/2025	119.00
8935	Laboratory Supplies	Paid by EFT #3296		01/27/2025	02/05/2025	01/31/2025		02/05/2025	155.00
						Vendor 48551 - EZKEM Totals	Invoices	2	<u>\$274.00</u>
Vendor 48402 - FLYERS ENERGY LLC									
25-273615	Oil & Lubricants	Paid by EFT #3297		01/16/2025	02/05/2025	01/31/2025		02/05/2025	830.48
25-282089	Gasoline & Diesel Fuel Inventory	Paid by EFT #3297		01/24/2025	02/05/2025	01/31/2025		02/05/2025	2,642.28
25-282089A	Gasoline & Diesel Fuel Inventory	Paid by EFT #3297		01/24/2025	02/05/2025	01/31/2025		02/05/2025	2,638.93
25-282089C	Gasoline & Diesel Fuel Inventory	Paid by EFT #3297		01/24/2025	02/05/2025	01/31/2025		02/05/2025	(2,642.28)
25-283316	Secondary Equipment	Paid by EFT #3297		01/29/2025	02/05/2025	01/31/2025		02/05/2025	677.69
25-285762	Gasoline & Diesel Fuel Inventory	Paid by EFT #3297		01/29/2025	02/05/2025	01/31/2025		02/05/2025	4,823.93



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			Vendor 48402 - FLYERS ENERGY LLC Totals				Invoices	6	\$8,971.03
Vendor 41531 - GB GENERAL ENG CONTRACTOR INC									
24-05A	Pipe - Covers & Manholes	Paid by EFT #3298		12/18/2024	02/05/2025	01/31/2025		02/05/2025	39,239.13
24-05AR	Pipe - Covers & Manholes Retainage	Paid by EFT #3298		12/18/2024	02/05/2025	01/31/2025		02/05/2025	(1,961.95)
			Vendor 41531 - GB GENERAL ENG CONTRACTOR INC Totals				Invoices	2	\$37,277.18
Vendor 15600 - GRAINGER									
9375356053	Pump Stations	Paid by EFT #3299		01/16/2025	02/05/2025	01/31/2025		02/05/2025	1,112.36
9375356061	Buildings	Paid by EFT #3299		01/16/2025	02/05/2025	01/31/2025		02/05/2025	1,789.65
9375407492	Small Tools	Paid by EFT #3299		01/16/2025	02/05/2025	01/31/2025		02/05/2025	144.59
9380018409	Small Tools	Paid by EFT #3299		01/21/2025	02/05/2025	01/31/2025		02/05/2025	2,783.02
9381469361	Buildings	Paid by EFT #3299		01/22/2025	02/05/2025	01/31/2025		02/05/2025	2,751.45
9382150820	Buildings	Paid by EFT #3299		01/22/2025	02/05/2025	01/31/2025		02/05/2025	1,374.60
			Vendor 15600 - GRAINGER Totals				Invoices	6	\$9,955.67
Vendor 15800 - HACH CO									
14330883	Dead End Improvement Program	Paid by EFT #3300		01/16/2025	02/05/2025	01/31/2025		02/05/2025	5,920.09
			Vendor 15800 - HACH CO Totals				Invoices	1	\$5,920.09
Vendor 49122 - HAEN CONSTRUCTORS									
25/01AR	Valve & Hydrant Replacements Retainage	Paid by EFT #3301		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(651.30)
25/01A	Valve & Hydrant Replacements	Paid by EFT #3301		01/22/2025	02/05/2025	01/31/2025		02/05/2025	13,026.00
			Vendor 49122 - HAEN CONSTRUCTORS Totals				Invoices	2	\$12,374.70
Vendor 10103 - IDEXX DISTRIBUTION CORP									
3167890063	Laboratory Supplies	Paid by EFT #3302		01/21/2025	02/05/2025	02/28/2025		02/05/2025	77.27
			Vendor 10103 - IDEXX DISTRIBUTION CORP Totals				Invoices	1	\$77.27
Vendor 50350 - DENNIS KIRKHUFF									
2603712	Clothes Washer Rebate Program	Paid by EFT #3303		01/28/2025	02/05/2025	01/31/2025		02/05/2025	200.00
			Vendor 50350 - DENNIS KIRKHUFF Totals				Invoices	1	\$200.00
Vendor 49725 - LAKESIDE TERMITE & PEST CONTROL									
016239925	Buildings	Paid by EFT #3304		01/20/2025	02/05/2025	01/31/2025		02/05/2025	95.00
			Vendor 49725 - LAKESIDE TERMITE & PEST CONTROL Totals				Invoices	1	\$95.00
Vendor 22200 - LANGENFELD ACE HARDWARE									
Jan 25 Stmt	Buildings	Paid by EFT #3305		01/31/2025	02/05/2025	01/31/2025		02/05/2025	3.71
			Vendor 22200 - LANGENFELD ACE HARDWARE Totals				Invoices	1	\$3.71
Vendor 22550 - LIBERTY UTILITIES									
200008895654 125	Electricity	Paid by EFT #3306		01/27/2025	02/12/2025	01/31/2025		02/05/2025	168.48
200008895761 125	Electricity	Paid by EFT #3306		01/27/2025	02/12/2025	01/31/2025		02/05/2025	723.05
200008923795 125	Electricity	Paid by EFT #3306		01/27/2025	02/12/2025	01/31/2025		02/05/2025	305.28
200008928927 125	Electricity	Paid by EFT #3306		01/27/2025	02/12/2025	01/31/2025		02/05/2025	607.50
200008932457 125	Electricity	Paid by EFT #3306		01/27/2025	02/12/2025	01/31/2025		02/05/2025	27.18
200008932648 125	Electricity	Paid by EFT #3306		01/27/2025	02/12/2025	01/31/2025		02/05/2025	144.80
200008932747 125	Electricity	Paid by EFT #3306		01/27/2025	02/12/2025	01/31/2025		02/05/2025	82.81



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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
200008904134 125	Electricity	Paid by EFT #3307		01/28/2025	02/12/2025	01/31/2025		02/05/2025	119.61
200008904522 125	Electricity	Paid by EFT #3307		01/28/2025	02/12/2025	01/31/2025		02/05/2025	320.54
200008909059 125	Electricity	Paid by EFT #3307		01/28/2025	02/12/2025	01/31/2025		02/05/2025	1,237.90
200008909158 125	Electricity	Paid by EFT #3307		01/28/2025	02/12/2025	01/31/2025		02/05/2025	132.61
200008923704 125	Electricity	Paid by EFT #3308		01/28/2025	02/12/2025	01/31/2025		02/05/2025	135,857.81
200008923985 125	Electricity	Paid by EFT #3307		01/28/2025	02/12/2025	01/31/2025		02/05/2025	163.96
200008928406 125	Electricity	Paid by EFT #3307		01/28/2025	02/12/2025	01/31/2025		02/05/2025	1,138.37
200008928703 125	Electricity	Paid by EFT #3307		01/28/2025	02/12/2025	01/31/2025		02/05/2025	6,312.83
200008909257 125	Electricity	Paid by EFT #3309		01/29/2025	02/12/2025	01/31/2025		02/05/2025	2,738.36
200008928828 125	Electricity	Paid by EFT #3309		01/29/2025	02/12/2025	01/31/2025		02/05/2025	98.92
200008932168 125	Electricity	Paid by EFT #3309		01/29/2025	02/12/2025	01/31/2025		02/05/2025	4,813.46
Vendor 22550 - LIBERTY UTILITIES Totals							Invoices	18	\$154,993.47
Vendor 47903 - LINDE GAS & EQUIPMENT INC									
47502490	Shop Supplies	Paid by EFT #3310		01/21/2025	02/05/2025	01/31/2025		02/05/2025	97.14
47543108	Shop Supplies	Paid by EFT #3310		01/22/2025	02/05/2025	01/31/2025		02/05/2025	697.27
47677247	Shop Supplies	Paid by EFT #3310		01/28/2025	02/05/2025	01/31/2025		02/05/2025	54.64
47698193	Shop Supplies	Paid by EFT #3310		01/29/2025	02/05/2025	01/31/2025		02/05/2025	62.17
47733476	Shop Supplies	Paid by EFT #3310		01/31/2025	02/05/2025	01/31/2025		02/05/2025	17.57
Vendor 47903 - LINDE GAS & EQUIPMENT INC Totals							Invoices	5	\$928.79
Vendor 50346 - MISCOWater									
40569B29493	Replace Hypo Pumps	Paid by EFT #3311		12/20/2024	02/05/2025	01/31/2025		02/05/2025	9,884.86
Vendor 50346 - MISCOWater Totals							Invoices	1	\$9,884.86
Vendor 19355 - NEWARK IN ONE									
37686786	Buildings	Paid by EFT #3312		01/27/2025	02/05/2025	02/28/2025		02/05/2025	149.41
Vendor 19355 - NEWARK IN ONE Totals							Invoices	1	\$149.41
Vendor 49806 - OUTSIDE INTERACTIVE INC									
46819	Public Relations Expense	Paid by EFT #3313		12/31/2024	02/05/2025	01/31/2025		02/05/2025	2,011.00
47268	Public Relations Expense	Paid by EFT #3313		01/01/2025	02/05/2025	01/31/2025		02/05/2025	2,086.00
Vendor 49806 - OUTSIDE INTERACTIVE INC Totals							Invoices	2	\$4,097.00
Vendor 49997 - PACIFIC STEEL & RECYCLING									
8928094	Buildings	Paid by EFT #3314		01/24/2025	02/05/2025	01/31/2025		02/05/2025	778.61
Vendor 49997 - PACIFIC STEEL & RECYCLING Totals							Invoices	1	\$778.61
Vendor 49881 - QCS LLC									
28136	Buildings	Paid by EFT #3315		01/15/2025	02/05/2025	01/31/2025		02/05/2025	2,025.00
Vendor 49881 - QCS LLC Totals							Invoices	1	\$2,025.00
Vendor 49911 - SEARCHPROS STAFFING LLC									
25012833	Contractual Services	Paid by EFT #3316		01/28/2025	02/05/2025	01/31/2025		02/05/2025	566.10
Vendor 49911 - SEARCHPROS STAFFING LLC Totals							Invoices	1	\$566.10
Vendor 43552 - SHERWIN-WILLIAMS									
3507-0	Shop Supplies	Paid by EFT #3317		01/15/2025	02/05/2025	01/31/2025		02/05/2025	16.63
Vendor 43552 - SHERWIN-WILLIAMS Totals							Invoices	1	\$16.63
Vendor 43888 - SONSRAY MACHINERY LLC									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
PSO154053-1	Hyd Coupler Kit	Paid by EFT #3318		11/27/2024	02/05/2025	01/31/2025			7,110.10
		Vendor 43888 - SONSRAY MACHINERY LLC Totals					Invoices	1	\$7,110.10
Vendor 44577 - SOUNDPROS INC									
250122-44	Public Relations Expense	Paid by EFT #3319		01/22/2025	02/05/2025	02/28/2025		02/05/2025	49.00
		Vendor 44577 - SOUNDPROS INC Totals					Invoices	1	\$49.00
Vendor 23450 - SOUTH TAHOE REFUSE									
2989985	Grounds & Maintenance	Paid by EFT #3320		02/01/2025	02/12/2025	01/31/2025		02/05/2025	30.11
2990009	Refuse Disposal	Paid by EFT #3320		02/01/2025	02/12/2025	01/31/2025		02/05/2025	1,534.80
2990032	Refuse Disposal	Paid by EFT #3320		02/01/2025	02/12/2025	01/31/2025		02/05/2025	204.64
2990050	Refuse Disposal	Paid by EFT #3320		02/01/2025	02/12/2025	01/31/2025		02/05/2025	767.40
2990068	Refuse Disposal	Paid by EFT #3320		02/01/2025	02/12/2025	01/31/2025		02/05/2025	850.00
2990110	Refuse Disposal	Paid by EFT #3320		02/01/2025	02/12/2025	01/31/2025		02/05/2025	767.40
2990280	Refuse Disposal	Paid by EFT #3320		02/01/2025	02/12/2025	01/31/2025		02/05/2025	1,534.80
		Vendor 23450 - SOUTH TAHOE REFUSE Totals					Invoices	7	\$5,689.15
Vendor 45168 - SOUTHWEST GAS									
910000175915 125	Natural Gas	Paid by EFT #3321		01/22/2025	02/05/2025	01/31/2025		02/05/2025	55.12
910000639911 125	Natural Gas	Paid by EFT #3321		01/22/2025	02/05/2025	01/31/2025		02/05/2025	11.00
910000416139 125	Natural Gas	Paid by EFT #3321		01/23/2025	02/05/2025	01/31/2025		02/05/2025	184.52
910000192416 125	Natural Gas	Paid by EFT #3321		01/24/2025	02/05/2025	01/31/2025		02/05/2025	824.77
910000421501 125	Natural Gas	Paid by EFT #3321		01/27/2025	02/05/2025	01/31/2025		02/05/2025	2,483.98
910000421502 125	Natural Gas	Paid by EFT #3321		01/27/2025	02/05/2025	01/31/2025		02/05/2025	2,412.01
910000429959 125	Natural Gas	Paid by EFT #3321		01/27/2025	02/05/2025	01/31/2025		02/05/2025	228.10
910000429960 125	Natural Gas	Paid by EFT #3321		01/27/2025	02/05/2025	01/31/2025		02/05/2025	18,336.44
910000175574 125	Natural Gas	Paid by EFT #3321		01/29/2025	02/12/2025	01/31/2025		02/05/2025	1,539.66
910000175902 125	Natural Gas	Paid by EFT #3321		01/29/2025	02/12/2025	01/31/2025		02/05/2025	240.58
910000865770 125	Natural Gas	Paid by EFT #3321		01/29/2025	02/12/2025	01/31/2025		02/05/2025	191.36
		Vendor 45168 - SOUTHWEST GAS Totals					Invoices	11	\$26,507.54
Vendor 48511 - SWRCB/DWOCP									
MCDONOUGH D2 25	Dues - Memberships - Certification	Paid by Check #114841		01/29/2025	02/05/2025	01/31/2025		02/05/2025	60.00
		Vendor 48511 - SWRCB/DWOCP Totals					Invoices	1	\$60.00
Vendor 47798 - T&S CONSTRUCTION CO INC									
22-26A	Tahoe Keys PS Rehab	Paid by EFT #3322		12/31/2024	02/05/2025	01/31/2025		02/05/2025	54,021.93
22-26AR	Tahoe Keys PS Rehab Retainage	Paid by EFT #3322		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(5,402.19)
23-16A	Upper Truckee Sewer PS Rehab	Paid by EFT #3322		12/31/2024	02/05/2025	01/31/2025		02/05/2025	43,625.00
23-16AR	Upper Truckee Sewer PS Rehab Retainage	Paid by EFT #3322		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(2,181.25)
		Vendor 47798 - T&S CONSTRUCTION CO INC Totals					Invoices	4	\$90,063.49
Vendor 24050 - TAHOE BASIN CONTAINER SERVICE									
2991002	Biosolid Disposal Costs	Paid by EFT #3323		02/01/2025	02/12/2025	01/31/2025		02/05/2025	15,370.56
2991003	Refuse Disposal	Paid by EFT #3323		02/01/2025	02/12/2025	01/31/2025		02/05/2025	436.53
2991019	Refuse Disposal	Paid by EFT #3323		02/01/2025	02/12/2025	01/31/2025		02/05/2025	32.50



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
2991035	Refuse Disposal	Paid by EFT #3323		02/01/2025	02/12/2025	01/31/2025		02/05/2025	30.00
2991168	Refuse Disposal	Paid by EFT #3323		02/01/2025	02/12/2025	01/31/2025		02/05/2025	38.00
Vendor 24050 - TAHOE BASIN CONTAINER SERVICE Totals							Invoices	5	<u>\$15,907.59</u>
Vendor 24325 - TAHOE SAND & GRAVEL									
211118	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	705.00
211122	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	437.39
211125	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	895.05
211130	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	1,410.00
211131	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	447.53
211139	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	1,410.00
211152	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	1,410.00
211153	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	879.65
211157	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	440.51
211159	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	1,410.00
211162	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	445.97
211186	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	1,342.58
211187	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	1,319.96
211188	Base, Spoils, and Hauling	Paid by EFT #3324		11/13/2024	02/05/2025	01/31/2025		02/05/2025	490.00
213997	Base, Spoils, and Hauling	Paid by EFT #3324		11/21/2024	02/05/2025	01/31/2025		02/05/2025	1,097.98
214002	Base, Spoils, and Hauling	Paid by EFT #3324		11/21/2024	02/05/2025	01/31/2025		02/05/2025	630.00
215401	Base, Spoils, and Hauling	Paid by EFT #3324		11/26/2024	02/05/2025	01/31/2025		02/05/2025	450.84
Vendor 24325 - TAHOE SAND & GRAVEL Totals							Invoices	17	<u>\$15,222.46</u>
Vendor 49420 - THATCHER COMPANY OF NEVADA INC									
2025400100283	Hypochlorite	Paid by EFT #3325		01/21/2025	02/05/2025	01/31/2025		02/05/2025	11,310.00
Vendor 49420 - THATCHER COMPANY OF NEVADA INC Totals							Invoices	1	<u>\$11,310.00</u>
Vendor 50179 - THE FERGUSON GROUP									
INV3259	Contractual Services	Paid by EFT #3326		02/01/2025	02/05/2025	02/28/2025		02/05/2025	3,750.00
Vendor 50179 - THE FERGUSON GROUP Totals							Invoices	1	<u>\$3,750.00</u>
Vendor 48262 - UPS FREIGHT									
000096628045	Postage Expenses	Paid by EFT #3327		01/25/2025	02/05/2025	01/31/2025		02/05/2025	79.89
Vendor 48262 - UPS FREIGHT Totals							Invoices	1	<u>\$79.89</u>
Vendor 49947 - CUST#593278 USABBLUEBOOK									
INV00595704	Shop Supplies	Paid by EFT #3328		01/16/2025	02/05/2025	01/31/2025		02/05/2025	66.14
INV00598516	Pump Stations	Paid by EFT #3328		01/21/2025	02/05/2025	01/31/2025		02/05/2025	368.11
INV00605196	Shop Supplies	Paid by EFT #3328		01/28/2025	02/05/2025	01/31/2025		02/05/2025	118.58
Vendor 49947 - CUST#593278 USABBLUEBOOK Totals							Invoices	3	<u>\$552.83</u>
Vendor 44580 - VESTIS SERVICES LLC									
5980266707	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	80.82
5980266708	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	36.62
5980266709	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	24.33
5980266710	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	16.82
5980266711	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	10.17



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5980266712	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	15.14
5980266713	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	93.65
5980266715	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	25.44
5980266716	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	4.64
5980266717	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	76.48
5980266718	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	95.56
5980266719	Uniform Payable	Paid by EFT #3329		01/29/2025	02/05/2025	01/31/2025		02/05/2025	105.88
Vendor 44580 - VESTIS SERVICES LLC Totals							Invoices	12	\$585.55
Vendor 48586 - VINCIGUERRA CONSTRUCTION INC									
24-10A	Herbert Walkup Waterline	Paid by EFT #3330		12/31/2024	02/05/2025	01/31/2025		02/05/2025	60,000.00
24-10AR	Herbert Walkup Waterline Retainage	Paid by EFT #3330		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(3,000.00)
24-10B	Herbert Walkup Replacement	Paid by EFT #3330		12/31/2024	02/05/2025	01/31/2025		02/05/2025	11,000.00
24-10BR	Herbert Walkup Replacement Retainage	Paid by EFT #3330		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(550.00)
24-10C	Waterline, Black Bart	Paid by EFT #3330		12/31/2024	02/05/2025	01/31/2025		02/05/2025	7,500.00
24-10CR	Waterline, Black Bart Retainage	Paid by EFT #3330		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(750.00)
Vendor 48586 - VINCIGUERRA CONSTRUCTION INC Totals							Invoices	6	\$74,200.00
Vendor 48405 - WAXIE SANITARY SUPPLY									
82985507	Janitorial Supplies Inventory	Paid by EFT #3331		01/20/2025	02/05/2025	01/31/2025		02/05/2025	1,076.73
Vendor 48405 - WAXIE SANITARY SUPPLY Totals							Invoices	1	\$1,076.73
Vendor 25850 - WESTERN NEVADA SUPPLY									
11586557	Pump Stations	Paid by EFT #3332		01/13/2025	02/05/2025	01/31/2025		02/05/2025	1,165.71
31597166	Buildings	Paid by EFT #3332		01/17/2025	02/05/2025	01/31/2025		02/05/2025	73.93
31593277	Secondary Equipment	Paid by EFT #3332		01/21/2025	02/05/2025	01/31/2025		02/05/2025	23.16
31602378	Pump Stations	Paid by EFT #3332		01/22/2025	02/05/2025	01/31/2025		02/05/2025	341.50
31578360	Secondary Equipment	Paid by EFT #3332		01/23/2025	02/05/2025	01/31/2025		02/05/2025	3.76
31602356	Buildings	Paid by EFT #3332		01/28/2025	02/05/2025	01/31/2025		02/05/2025	765.77
31602394	Secondary Equipment	Paid by EFT #3332		01/28/2025	02/05/2025	01/31/2025		02/05/2025	23.16
11356026	Water Meters & Parts	Paid by EFT #3332		01/30/2025	02/05/2025	01/31/2025		02/05/2025	320.92
11564483	Dead End Improvement Program	Paid by EFT #3332		01/30/2025	02/05/2025	01/31/2025		02/05/2025	9,261.59
31502666	Buildings	Paid by EFT #3332		01/30/2025	02/05/2025	01/31/2025		02/05/2025	855.46
Vendor 25850 - WESTERN NEVADA SUPPLY Totals							Invoices	10	\$12,834.96
Vendor 49738 - WEX BANK									
102276317	Diesel Expense	Paid by EFT #3333		01/23/2025	02/05/2025	01/31/2025		02/05/2025	75.00
Vendor 49738 - WEX BANK Totals							Invoices	1	\$75.00
Vendor 42323 - WHITE ROCK CONSTRUCTION									
25-06A	FLL ES 1-3 & Stanford Camp Rehab	Paid by EFT #3334		12/31/2024	02/05/2025	01/31/2025		02/05/2025	29,170.00
25-06AR	FLL ES 1-3 & Stanford Camp Rehab Retainage	Paid by EFT #3334		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(1,458.50)
25/04A	Keller BS Generator	Paid by EFT #3334		12/31/2024	02/05/2025	01/31/2025		02/05/2025	2,058.00



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25/04AR	Keller BS Generator Retainage	Paid by EFT #3334		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(102.90)
25/04B	Paloma Well Generator	Paid by EFT #3334		12/31/2024	02/05/2025	01/31/2025		02/05/2025	3,437.00
25/04BR	Paloma Well Generator Retainage	Paid by EFT #3334		12/31/2024	02/05/2025	01/31/2025		02/05/2025	(171.85)
Vendor 42323 - WHITE ROCK CONSTRUCTION Totals						Invoices	6		\$32,931.75
Grand Totals						Invoices	171		\$2,275,081.72



SOUTH TAHOE PUBLIC UTILITY DISTRICT

Joel Henderson, Director
Nick Haven, Vice President

BOARD MEMBERS
Shane Romsos, President

Kelly Sheehan, Director
Nick Exline, Director

Paul Hughes, General Manager

Andrea Salazar, Chief Financial Officer

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT February 6, 2025 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:03 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL: Board of Directors: President Romsos, Directors Haven, Henderson, Sheehan, Exline
Staff: Paul Hughes, Andrea Salazar, Ryan Jones, Melonie Guttry, Shannon Chandler, Julie Ryan, Taylor Jaime, Adrian Combes, Chris Stanley, Trevor Coolidge, Laura Hendrickson, Brent Goligoski, Shelly Thomsen, Ryan Lee, Star Glaze, Liz Kauffman, Megan Colvey, Chris Skelly

1. **PLEDGE OF ALLEGIANCE:**
2. **COMMENTS FROM THE PUBLIC:** None
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:** None
4. **ADOPTION OF CONSENT CALENDAR:**

Moved Sheehan/Second Haven/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes
to approve the Consent Calendar as presented.

a. RETURN ACTIVATED SLUDGE PUMP STATION BUILDING REHABILITATION PROJECT

(Megan Colvey, Principal Engineer)

1) Authorized the General Manager to execute Amendment C to Task Order No. 30 to the Master Services Agreement with Carollo Engineers, Inc. in the amount of \$72,938.

b. KELLER-HEAVENLY WATER SYSTEM IMPROVEMENTS PROJECT, PHASE 3

(Trevor Coolidge, Senior Engineer)

1) Approved Change Order No. 6 to White Rock Construction, Inc., in the amount of <\$90,781.19>; and 2) Authorized the General Manager to execute Change Order No. 6.

c. SECONDARY CLARIFIER 1 REHABILITATION PROJECT

(Julie Ryan, Engineering Department Manager)

1) Approved Change Order No. 2 to T&S Construction Co., Inc. in the amount of \$116,888.46; and 2) Authorized the General Manager to execute Change Order No. 2.

d. WASTEWATER TREATMENT PLANT (WWTP) FILTERS 3 & 4 REHABILITATION PROJECT

(Taylor Jaime, Associate Engineer and Julie Ryan, Engineering Department Manager).

1) Approved Change Order No. 1 to ERS, Inc., increasing the Contract total by \$110,715.34, and adding 107 days to the Contract Time; and 2) Authorized the General Manager to execute Change Order No. 1.

e. 2024 ASPHALT PATCHING AND TRENCH PAVING SERVICES BID

(Chris Stanley, Field Operations Manager and Heidi Baugh, Purchasing Agent)

1) Approved Change Order No. 4 to GB Engineering Contractor, Inc. in the amount of <\$315,477.61>; and 2) Authorized the General Manger to execute Change Order No. 4.

f. UNIFORM & LINEN RENTAL AND LAUNDRY SERVICES

(Heidi Baugh, Purchasing Agent)

Awarded renewal of contract with Vestis in the approximate amount of \$650 per week.

g. UPPER TRUCKEE WASTEWATER PUMP STATION REHABILITATION PROJECT INSTALLMENT SALE AGREEMENT REVISION

(Andrea Salazar, Chief Financial Officer)

Approved Resolution No. 3303-25, the revised Installment Sale Agreement Resolution of the Board of Directors of the South Tahoe Public Utility District for the Upper Truckee Wastewater Pump Station Rehabilitation Project State Revolving Fund Loan.

h. CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (CUPCCAA OR UPCCAA) DOLLAR THRESHOLD UPDATE

(Andrea Salazar, Chief Financial Officer)

1) Enacted Ordinance No. 593-25 with language updates to be in line with California Public Contract Code Codes 22032 and 22034 which has recently had bidding thresholds increased effective January 1,2025 under Assembly Bill (AB) 2192; and (2) Approved Public Works Construction Purchasing Policy reflecting new bidding thresholds as enacted by AB2192.

i. DECEMBER 31, 2024 FISCAL YEAR TO DATE FINANCIAL STATEMENTS

(Andrea Salazar, Chief Financial Officer)

Received and filed the December 31, 2024 Income Statement and Balance Sheet Reports.

j. RECEIVE AND FILE PAYMENT OF CLAIMS (Greg Dupree, Accounting Manager)

Received and filed Payment of Claims in the amount of \$4,690,188.98 for period 12/12/24 – 01/08/25; and \$1,993,590.54 for period 01/08/25 – 1/29/25.

k. REGULAR BOARD MEETING MINUTES: December 19, 2024

(Melonie Guttry, Executive Services Manager/Clerk of the Board)

Approved December 19, 2024, Minutes.

5. CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION: None**6. ITEMS FOR BOARD ACTION:**

- a. Harvey Place Reservoir Aeration Line Replacement (Mark Seelos, Water Resources Manager)- **Mark Seelos** provided details regarding the Harvey Place Reservoir Aeration Line Replacement and addressed questions from the Board.

Moved Sheehan/Second Exline/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to authorize staff to advertise for construction bids for the Harvey Place Reservoir Aeration Line Replacement Project.

- b. Washoan Pressure Reducing Valve Station (Laura Hendrickson, Associate Engineer) – **Laura Hendrickson** provided details regarding Washoan Pressure Reducing Valve Station and addressed questions from the Board.

Moved Sheehan/Second Haven/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to authorize staff to advertise for construction bids for the Washoan Pressure Reducing Valve Station.

7. STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

President Romsos announced the 2025 Committee Assignments have been determined and **Melonie Guttry** read the appointments as follows:

STANDING COMMITTEES (Requires noticing prior to meetings)

- 1) Executive Committee - Romsos/Haven
- 2) Finance Committee – Sheehan/Exline
- 3) Water and Wastewater Operations Committee – Romsos/Henderson
- 4) System Efficiency and Sustainability Committee – Romsos/Exline

AD HOC COMMITTEES (Temporary in nature; no noticing requirements prior to meetings)

- 1) Lakeside Park Associates – Henderson/Sheehan
- 2) Workforce Housing – Exline/Henderson
- 3) Tahoe Keys Negotiations – Romsos/Exline

LIAISONS (Provides representation upon request by Board President)

- 1) Alpine County – Henderson
- 2) ACWA (Association of California Water Agencies) – Romsos
- 3) CASA (California Association of Sanitation Agencies) – Henderson
- 4) El Dorado County Oversight Board – Sheehan/Hughes Alternate
- 5) City and County Fire Departments – Haven/Henderson Alternate
- 6) El Dorado County – Haven
- 7) City Council – Exline
- 8) US Forest Service - Romsos

BOARD APPOINTED REPRESENTATIVES (Attends Agency Board Meetings as a voting member)

- 1) El Dorado Water Agency – Haven/Sheehan Alternate
- 2) ACWA/JPIA Board Representative – Romsos/Kauffman Alternate

Director Sheehan reported she attended the El Dorado Oversight Board meeting and provided details of the meeting.

Director Exline provided an update regarding the Tahoe Keys Negotiations meeting on February 5, 2025, where four alternatives were developed and will be presented to the Tahoe Keys Board.

8. BOARD MEMBER REPORTS:

Director Exline requested an update regarding the status of District fireline progress.

9. STAFF/ATTORNEY REPORTS:

Andrea Salazar provided an update regarding the District's private borrowings.

Shelly Thomsen provided details regarding local fire suppression and addressed questions from the Board.

Shelly Thomsen provided details regarding plans for the District's 75th Anniversary in September. The Board provided feedback regarding ideas to commemorate this anniversary including an opinion piece, recognition of awards and historical facts about the District as well as the future vision.

Shelly Thomsen provided details regarding District federal grant funding, including grant funding that may be affected through the recent federal executive order.

Mark Seelos provided a Powerpoint presentation of the State of the Groundwater Basin Water Year 2025 and addressed questions from the Board.

10. GENERAL MANAGER REPORT:

Paul Hughes reported on several items:

- The District has been discussing a safety officer position, and this is the top priority position as of today. This position will be brought to the Board for consideration no later than March 14, 2025.
- Provided information concerning Alpine County Ranchers receiving a bill from Lahontan regarding recycled water throughout the state. Staff are working with Lahontan regarding this concern and will provide an update to the Board as more information becomes available.

11. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**12. BREAK AND ADJOURN TO CLOSED SESSION:** 4:11 p.m.

Director Henderson recused himself at 4:15 p.m. as he is related through marriage to a District staff member who is a member of the Union.

RECONVENE TO OPEN SESSION: 4:29 p.m.

- a. Pursuant to Government Code Section 54957.6(a)/Conference with Labor Negotiators re: Memorandum of Understanding with Stationary Engineers, Local 39. Present at this Closed Session will be Agency Negotiators: Paul Hughes, General Manager; Andrea Salazar, Chief Financial Officer; Liz Kauffman, Human Resources Director

No reportable Board Action

- b. Pursuant to Government Code Section 54957.6(a)/Conference with Labor Negotiators re: Memorandum of Understanding with Management Group. Present at this Closed Session will be Agency Negotiators: Paul Hughes, General Manager; Andrea Salazar, Chief Financial Officer; Liz Kauffman, Human Resources Director.

No reportable Board Action

ITEM FOR BOARD ACTION

- a. Implementation of Compensation Study per Memorandums of Understanding (Liz Kauffman, Human Resources Director) – **Liz Kauffman** provided details regarding the Implementation of Compensation Study Per Memorandums of Understanding and addressed questions from the Board.

Moved Exline/Second Sheehan/Henderson Absent/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to authorize the District to enter into a Side Letter for the Union and the Management Staff, outlining the terms of implementation of the 2024 Compensation Study.

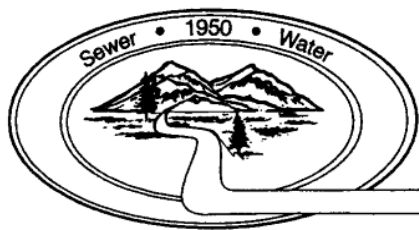
ADJOURNMENT: 4:31 p.m.

Shane Romsos, Board President
South Tahoe Public Utility District

Melonie Guttry, Executive Services Manager/
Clerk of the Board
South Tahoe Public Utility District

General Manager
Paul Hughes

Directors
Nick Haven
Shane Romsos
Joel Henderson
Kelly Sheehan
Nick Exline



South Tahoe Public Utility District

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BOARD AGENDA ITEM 7a

TO: Board of Directors

FROM: Mark Seelos, Water Resources Manager

MEETING DATE: February 20, 2025

ITEM – PROJECT NAME: Arrowhead Well Arsenic Treatment Facility Media Changeout

REQUESTED BOARD ACTION: Award the project to the lowest responsive, responsible bidder, Layne Christensen Company, in the amount of \$129,842.33.

DISCUSSION: Arrowhead Well is equipped with a cylindrical filter vessel approximately twelve feet in diameter and fifteen feet tall containing granular iron oxide media used to remove dissolved arsenic from the water. The media is designed to treat 63.3 million gallons of water. The existing media has treated approximately 90 million gallons of water. This has decreased the effectiveness of the media and puts the District at risk of exceeding the Maximum Contaminant Limit (MCL) for arsenic. This maintenance project includes removal, disposal, and replacement of the spent filter media and cleaning of the filter vessel.

On January 10, 2025, Staff advertised bids for the Arrowhead Well Arsenic Treatment Facility Media Changeout Project. Bids were opened on February 7, 2025 at 2:00 pm. Six bids were received, ranging from \$129,842 to \$ 187,999. Layne Christensen Company was determined to be the lowest responsible, responsive bidder.

If approved, the District will execute its standard maintenance contract with Layne Christensen Company setting terms and conditions for the work.

Anticipated Project Schedule:

February 20, 2025: Board Award

February 24-28, 2025: Contract Execution/Notice to Proceed

May 2025: Project Closeout

SCHEDULE: Upon Board Approval

COSTS: \$129,842.33

ACCOUNT NO: 20.30.8222

BUDGETED AMOUNT AVAILABLE: \$390,180

IDENTIFIED CAPITAL IMPROVEMENT PROJECT (CIP): Yes No N/A

ATTACHMENTS: (1) Bid Summary

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water

GENERAL MANAGER: YES AS NO _____

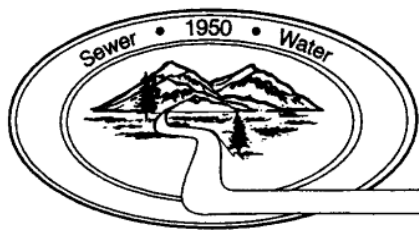
CHIEF FINANCIAL OFFICER: YES AS NO _____

Arrowhead Well Arsenic Treatment Facility Media Replacement

Advertised on 01/10/2025

Bid Due on February 07, 2025 2:00 PM (PST)

Item	Description	Unit	Quantity	Layne Christensen Company	Carbon Activated Corp.	IMC Consulting, Inc.	Engineer's Estimate
1	Mobilization/Demobilization including bonds, insurance, and cleanup. This item is limited to no more than 10% of the total bid price.	LS	1	\$8,750.00	\$5,000.00	\$10,000.00	\$5,000.00
2	Provide all labor, equipment, and materials to perform slurry removal of approximately 341 cubic feet of spent Lanxess Bayoxide E 33 Filter Media from the Arrowhead ATF filter tank.	LS	1	\$8,750.00	\$31,290.00	\$20,000.00	\$10,000.00
3	Coordinate sampling and analysis of spent media to determine the appropriate disposal strategy. Collect a single representative composite sample of the spent media. Maintain strict custody procedures and proper sampling handling and storage. Submit sample to an EPA-accredited laboratory for analysis of (1) corrosivity, (2) TCLP of Metals, and (3) any other analyses required by law or the disposal facility. Haul and dispose of spent media appropriately. For bidding purposes, assume disposal as non-hazardous waste.	LS	1	\$8,750.00	\$4,500.00	\$6,000.00	\$10,000.00
4	Clean the filter vessel following the American Water Works Association (AWWA) Standard C653-20 (Disinfection of Water Treatment Plants).	LS	1	\$8,750.00	\$3,500.00	\$4,000.00	\$10,000.00
5	Furnish and replace approximately 341 cubic feet of Lanxess Bayoxide E 33 or approved equal. Filter media should be placed in accordance with AWWA Standard B100-16 (Granular Filter Material).	LS	1	\$94,842.33	\$103,000.00	\$125,000.00	\$115,000.00
TOTAL				\$129,842.33	\$147,290.00	\$165,000.00	\$150,000.00



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BOARD AGENDA ITEM 7b

TO: Board of Directors

FROM: Mark Seelos, Water Resources Manager

MEETING DATE: February 20, 2025

ITEM – PROJECT NAME: 2025 Test Well Project

REQUESTED BOARD ACTION: (1) Approve proposed scope of work from Best Environmental Subsurface Sampling Technologies for the 2025 Test Well Project; and (2) Authorize the General Manager to execute Task Order No. 1 with Best Environmental Subsurface Sampling Technologies in the amount not to exceed \$425,407.

DISCUSSION:

The District's water system has a firm capacity shortage in the Stateline Pressure Zone of approximately 1,000 gallons per minute. Low pressures in the South Y area necessitate additional sources of supply in the west side of the zone. Test well drilling and analysis must be performed prior to the installation of a production well to determine potential yield and water quality.

Conventional zone testing is both expensive and time-consuming. The process involves drilling a single borehole, which is then sequentially filled and sealed to allow targeted pumping tests of specific aquifer zones. Due to cost constraints, typically no more than three discrete zones are tested. However, in the South Lake Tahoe area, water wells often draw from five or more water-bearing zones. As a result, conventional testing may fail to fully characterize all potential water sources.

Since water yield and quality can vary significantly between zones, this limitation increases the risk of production well failure after construction. For instance, Arrowhead Well No. 3 was tested using conventional methods, and the results suggested it met water quality standards. However, once the permanent production well was in use, arsenic levels exceeded the maximum contaminant limit of 10 parts per billion. This led to the costly construction of a treatment facility, adding an ongoing operational and maintenance burden.

The stacked dynamic profiling method for long-screened test wells (SDP method) is a cost-effective alternative to traditional zone testing, providing a detailed profile of flow

contribution and water quality across the screened section. Injecting a dye tracer into the well reveals how water moves through the aquifer and pinpoints chemical concentrations at different depths. This high-resolution profile helps in selecting the best screened intervals, maximizing well yield while ensuring water quality standards are met. This is particularly important when exploring potential wells located on small parcels where wellhead treatment is not practical, and in areas with known natural contaminants.

Best Environmental Subsurface Sampling Technologies (BESST, Inc.) holds a patent for the SDP method, which has been successfully implemented in hundreds of wells across the state, including those in the Tahoe area.

The proposed Task Order No. 1 with BESST, Inc. includes:

(1) Project Planning & Bid Support – Facilitating the advertisement and procurement process for a licensed well driller to construct three long-screened test wells.

(2) Construction Management – Overseeing and inspecting test well construction, conducting lithologic sampling, and performing pumping tests.

(3) SDP Method Implementation – Applying BESST, Inc.'s patented technology to create high-resolution flow and water quality profiles for the test wells.

(4) Comprehensive Reporting & Recommendations – Delivering detailed test well installation reports, zone testing analyses, and expert design recommendations for potential production wells.

Test well drilling is planned to occur in summer 2025 at three high-priority sites identified during the ongoing development of the District's Water Supply Master Plan. These are expected to be in the western half of the Stateline Zone on District-owned or licensed parcels.

With Board approval, staff will execute a new Master Services Agreement (MSA) with BESST, Inc. and work will be performed under Task Order No. 1 to the new MSA.

SCHEDULE: 2/20/2025 – 10/1/2025

COSTS: \$425,407

ACCOUNT NO: To be determined in FY 2026

BUDGETED AMOUNT AVAILABLE: \$1,753,000

IDENTIFIED CAPITAL IMPROVEMENT PROJECT (CIP): Yes No N/A

ATTACHMENTS: (1) Scope of Work and Cost Proposal

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AS NO _____

February 10th, 2025

To: Mr. Mark Seelos
Water Resources Manager
South Tahoe Public Utility District
Office: (530) 543-6204
Cell: (805) 340-4277
mseelos@stpud.us



Subject: Cover letter to STPUD MSA – BESST Quotation for Hydrogeological Support Services

Dear Mr. Seelos:

Thank you for your consideration of BESST’s professional hydrogeological services to be potentially contracted through South Tahoe Public Utilities District’s (STPUD) Master Services Agreement (MSA). Our understanding of your upcoming project and the services that BESST would provide STPUD are the following:

Scope of Work Justification

STPUD operates public supply wells (PSWs) in the South Lake Tahoe area, some of which have been affected by naturally occurring arsenic contamination. The location of arsenic bearing zones in the subsurface is unpredictable due to the lenticular nature of the glacial-fill and fill-rework deposits in the South Lake Tahoe area and as a result one or more of these PSWs have exceeded the Federal and CA State arsenic MCL of 10 ug/L – even after performing conventional zone testing in preceding pilot holes. STPUD desires to use a more robust pilot hole screening method called Stacked Dynamic Profiling of Long Screened Test Wells (SDP-LSTW) to substantially detail the subsurface groundwater for arsenic and other constituents before committing to the construction of one or more PSWs. Space limitations at each future drill site and the cost of treatment and land drives the economic incentive for getting more detailed data. Therefore, conventional zone test methods will not suffice since the number of depth specific zone tests is limited by the vertical length requirements to construct annular materials for each test zone – that being 50 to 100 feet long with a 20-foot long well screen placed in the center of each test zone. Use of the SDP-LSTW method is an economically practical alternative in that the equivalent of 20 to 30 zone test equivalents (ZTEs) at each LSTW location can be achieved in 30 to 50 hours. In comparison, each conventional zone test requires 24 to 36 hours of time on average.

Scope of Work

Therefore, the scope of work as we understand it is to install three LSTWs, one each at three distinct locations in the South Lake Tahoe area. The depths of each well will range from 200 to 600 Ft. BGS but will assume 600 Ft. BGS as the deepest possibility for the purpose of developing an RFP. The

size of the drilling plots is small and constrained and therefore the use of 8-inch ID “drillable fiberglass” is the preferred material for the project since this allows the PSW to be constructed in the same drill hole location as the LSTW. Fiberglass pipe is quite soft to drill, breaks down into small fragments and is NSF 61 approved for use in potable water systems. Therefore, the reamed hole drilled to remove the fiberglass pipe at a future date will remain sufficiently straight and plumb to allow the installation of a larger diameter PSW.

Under an MSA contract with STPUD, BESST will offer a range of hydrogeological services including preparation of the RFP drilling companies will use to review and bid – providing the drilling method and all the specifications for an LSTW at each site. BESST will also prepare a detailed work plan that will describe the project hierarchy, tasks, flow and timeline as well as provide on-site hydrogeological services during drilling (i.e., sample logging and selection for sieve analyses, mud and penetration rate monitoring), downhole geophysical surveying, LSTW construction and development and overall management of the drilling and other contractors. Emphasis will be placed on health and safety and a health and safety plan will be developed and provided within the workplan in collaboration with STPUD. Tail gate safety meetings will be held at the start of each workday and safety acknowledgement forms signed by all on-site staff and visitors.

Upon completion of development at each of the three LSTWs, BESST will then provide their proprietary profiling technology for detailing the zonal flow and chemistry at each well. Using the patented Tracer Flowmeter and Depth Dependent Sampler, BESST will perform the equivalent of approximately 20 downhole zone tests in 20 to 40 hours per LSTW. BESST or STPUD can contract the laboratory for performing the elemental and other chemical analyses. BESST can also provide in-field Hach DR1900 test kits for arsenic, iron and manganese since these elements are often associated with each other in the dissolved aqueous phase. Test kits for other analytes can be provided if recommended – such as uranium. This information will provide the team with an early, pre-lab understanding of elemental distribution and may even reduce the number of lab samples evaluated.

BESST will be providing two reports. One report per site will detail all the methods and results for drilling, installing and developing the LSTWs, geophysical results and sieve analyses and synthesize the zonal flow and chemistry data from the separate LSTW profiling report into recommendations for well design at each of the three sites.

All work at each site and all reporting will be overseen by a BESST California PG. Project staff and equipment support will be based out of our Sparks, Nevada office and will be led by Kim Miles, PG. (CA). We look forward to hopefully working with STPUD and providing your organization with excellent service and results. Please do not hesitate to reach out with any questions and/or comments concerning our proposal.

Sincerely,

Noah Heller, MS PG (CA 5792)

X *Noah Heller*

Noah Heller, MS PG
Principal Hydrogeologist

Principal Hydrogeologist, BESST, Inc.

M: 415.302.7354 E: nheller@besst-inc.com

Kimberly Miles, PG (CA 10141)

X *Kimberly Miles*

Kimberly Miles, PG
Senior Geologist

Senior Hydrogeologist, BESST Inc.

M: 907.723.0686 E: kmiles@besst-inc.com

BESST Quotation For: 3 LSTW's STPUD

South Lake Tahoe, CA

Quotation Date: February 10, 2025

Estimator: Kimberly Miles, PG Email: kmiles@besst-inc.com

CLIENT INFORMATION

Name: Mark Seelos, Water Resources Manager

Client Organization: South Tahoe Public Utility District

Street Address: 1275 Meadow Crest Dr.

City and State: South Lake Tahoe, CA 96150

Phone: (530) 543-6204

e-mail: mseelos@stpod.us



Payment Terms: **Net 30**

Quote Valid for 90 Days

BESST INC

50 Tiburon, Suite 7 San Rafael, CA 94901

office: 415.453.2501 / cell: 415.302.7354

lemmens@besst-inc.com

HYDROGEOLOGIC SERVICES

Item	Quantity	Unit	Price	Total
TASK 1 - PLANNING & BID SUPPORT				
Data Review, Planning and Phone Calls, Injection and Sampling Plans for Well Testing	3	wells	\$ 3,000.00	\$ 9,000.00
BID Support for Test Well Drilling, Construction, and Development	40	hrs	\$ 190.00	\$ 7,600.00
Work Plan	60	hrs	\$ 190.00	\$ 11,400.00
Planning - Senior Hydrogeologist PG	20	hrs	\$ 230.00	\$ 4,600.00
Subtotal #1				\$ 32,600.00
TASK 2 - CONSTRUCTION MANAGEMENT SERVICES				
Mob/Demob / Oversight One-Person Crew: Mob from Sparks, NV	1	ea.	\$ 668.00	\$ 668.00
Crew Swap: Every 10 Days	7	ea.	\$ 222.00	\$ 1,554.00
Per diem (Hotel, Food) Hydrogeologist 1	69	days	\$ 334.00	\$ 23,046.00
Per diem (Hotel, Food) Hydrogeologist 2, 48-hr Pump Test Only.	3	days	\$ 334.00	\$ 1,002.00
Well Drilling, Construction, and Development Oversight: 10 hr shifts - Assume 21 days per well	63	days	\$ 1,650.00	\$ 103,950.00
Analyze Geophysical Logs and Compare to Cuttings	12	hrs	\$ 190.00	\$ 2,280.00
Develop Final Recommendation for LSTW	15	hrs	\$ 190.00	\$ 2,850.00
Hach DR900 Multiparameter Colorimeter for Fe, Mn, As Field Tests	3	months	\$ 750.00	\$ 2,250.00
Hach Field Tests for Mn	50	ea.	\$ 25.00	\$ 1,250.00
Hach Field Tests for Fe	50	ea.	\$ 25.00	\$ 1,250.00
Hach Field Test for As	50	ea.	\$ 25.00	\$ 1,250.00
Full Sieve Analysis: includes 10% administrative markup on subcontracted services	60	ea.	\$ 176.00	\$ 10,560.00
Senior Hydrogeologist PG Oversight	60	hrs	\$ 190.00	\$ 11,400.00
Principal Hydrogeologist, MS PG Oversight	30	hrs	\$ 230.00	\$ 6,900.00
Perform Step Test: One Day per Well. Assumes 10-hr day.	3	days	\$ 1,650.00	\$ 4,950.00
Perform 48-Hour Pump Test-24 Pumping, 24 Recovery (Includes collecting water quality samples). 12 hr- shifts. Requires two hydrogeologists.	3	ea.	\$ 7,920.00	\$ 23,760.00
Subtotal #2				\$ 198,920.00
TASK 3 - LONG-SCREEN TEST WELL APPROACH: DAYTIME HOURS ONLY				
Mob/Demob / Includes Dynamic Flow and Chemistry Profiling Rig and Personnel	3	ea.	\$ 1,225.00	\$ 3,675.00
Unipass Setup	3	ea.	\$ 1,500.00	\$ 4,500.00
Unipass Operation: Dynamic Flow and Water Quality Profiling Requires Two Scientists. Up to	9	days	\$ 9,000.00	\$ 81,000.00
Per diem (Hotel, Food) Hydrogeologist 1	9	days	\$ 334.00	\$ 3,006.00
Per diem (Hotel, Food) Hydrogeologist 2	9	days	\$ 334.00	\$ 3,006.00
Senior Hydrogeologist PG Oversight	12	hrs	\$ 190.00	\$ 2,280.00
Principal Hydrogeologist, MS PG Oversight	9	hrs	\$ 230.00	\$ 2,070.00
Subtotal #3				\$ 99,537.00
TASK 4 - Reporting				
Test Well Installation Report with PG Signoff	3	ea.	\$ 16,000.00	\$ 48,000.00
Task 3 Well Testing Report: Summary of Zonal Chemistry and Flow with Final Production Well				
Design Recommendations	3	ea.	\$ 12,000.00	\$ 36,000.00
Subtotal #4				\$ 84,000.00
TASK 5 - INSTRUMENTATION				
Water Level Meter	3	months	\$ 600.00	\$ 1,800.00
Pressure Transducer + 1000 ft Non-Vented Cable	3	months	\$ 1,000.00	\$ 3,000.00
Multi Water Parameter Meter	3	months	\$ 1,500.00	\$ 4,500.00
Hach 2100Q Portable Turbidimeter	3	months	\$ 350.00	\$ 1,050.00
Subtotal #5				\$ 10,350.00

BESST Quotation For: 3 LSTW's STPUD**South Lake Tahoe, CA**

Quotation Date: February 10, 2025

Estimator: Kimberly Miles, PG Email: kmiles@besst-inc.com

CLIENT INFORMATION

Name: Mark Seelos, Water Resources Manager

Client Organization: South Tahoe Public Utility District

Street Address: 1275 Meadow Crest Dr.

City and State: South Lake Tahoe, CA 96150

Phone: (530) 543-6204

e-mail: mseelos@stpud.us

**Payment Terms: Net 30****Quote Valid for 90 Days****BESST INC****50 Tiburon, Suite 7 San Rafael, CA 94901****office: 415.453.2501 / cell: 415.302.7354****lemmens@besst-inc.com****HYDROGEOLOGIC SERVICES**

Item	Quantity	Unit	Price	Total
TASK 6 - OPTIONS				
Perform Step Test: One Day per Well. Assumes 10-hr day.	3	days	\$ 1,650.00	\$ 4,950.00
Perform 48-Hour Pump Test-24 Pumping, 24 Recovery (Includes collecting water quality samples)	3	ea.	\$ 7,920.00	\$ 23,760.00
Subtotal #6				\$ 28,710.00

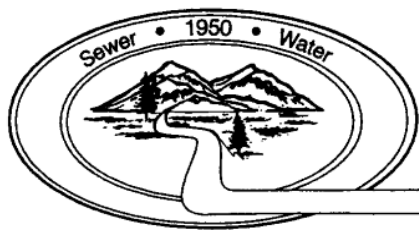
TOTAL: Excluding Options**\$ 425,407.00**

Client Purchase Order Number _____ Client Signature _____

Client Name _____ Date _____

General Manager
Paul Hughes

Directors
Nick Haven
Shane Romsos
Joel Henderson
Kelly Sheehan
Nick Exline



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BOARD AGENDA ITEM 7c

TO: Board of Directors

FROM: Trevor Coolidge, Senior Engineer
Laura Hendrickson, Associate Engineer

MEETING DATE: February 20, 2025

ITEM – PROJECT NAME: 2025 Vegetation Management Phase 1

REQUESTED BOARD ACTION: 1) Authorize staff to advertise for construction bids for the 2025 Vegetation Management Phase 1 Project; and 2) Authorize the General Manager to execute Memorandum of Understanding with Tahoe City Public Utility District and North Tahoe Public Utility District.

DISCUSSION: The 2025 Vegetation Management Phase 1 Project (the Project) is a grant funded project that will reduce fire fuels and create defensible space at critical facilities managed by South Tahoe Public Utility District (STPUD, "the District"), Tahoe City Public Utility District (TCPUD), and North Tahoe Public Utility District (NTPUD) that are adjacent to National Forest Service (NFS) Lands.

The District is the lead agency for the Tahoe Water for Fire Suppression Partnership – a partnership comprised of public and private water and sewer providers operating within the Lake Tahoe Basin. In 2021, the partnership utilized planning funds from the California Tahoe Conservancy (CTC) to work with Kennedy Jenks to develop a Fire Vulnerability Assessment (FVA) that analyzed the fire risk to water and sewer facilities owned by eight Lake Tahoe basin utilities. Building on the information in the FVA, the District collaborated with three water utilities (TCPUD, NTPUD, and Lukins Brothers Water Company (Lukins)) to develop the project titled "Critical Infrastructure Hazardous Fuels Planning Project."

In 2023, using additional CTC planning funds, the District issued an RFP for a Registered Professional Forester to develop a Vegetation Management Plan (VMP) for the highest-priority infrastructure sites within the service areas of the water/wastewater districts on the California side of the Lake Tahoe basin that participated in the FVA. Dudek Consulting (Dudek) was selected as the consultant to prepare the VMP.

Dudek collaborated with wildlife experts, biologists, and cultural resource specialists to review the wildfire risk analysis in the FVA to prioritize treatment sites. The final VMP resulted in the identification of forty-one prioritized treatment sites: twenty-two in the District's service area, eight in TCPUD's service area, and eleven in NTPUD's service area. Sites within the service area of Lukins Brothers Water Company were found to have a low vulnerability to wildfire; therefore, no vegetation management was recommended. The plan also included recommended treatment strategies, specific treatment methods, and maps for each site.

The District secured funding through the US Forest Service (USFS) for implementation of the VMP on any critical infrastructure located on USFS Lands. This includes twenty-five out of the forty-one sites detailed in the VMP: sixteen in the District's service area, five in TCPUD's service area, and four in NTPUD's service area.

The District will work jointly with both TCPUD and NTPUD to complete the fuel reduction on the twenty-five identified sites. Because the District will be contracting with a firm to perform work on both NTPUD and TCPUD sites as well as its own, the District will need to establish Memoranda of Understanding with both entities to define financial and management responsibilities and grant access to the sites. A separate Phase will utilize CTC funds for work on the sixteen remaining priority sites identified in the VMP that are not located on USFS Lands.

Plans and specifications for Phase 1 are currently being finalized by staff in advance of advertising the project at the beginning of March. A total of \$500,500 is available under a USFS grant for the Project.

SCHEDULE: Complete by July 20, 2025

COSTS: \$500,500

ACCOUNT NO: 1030/2030-6042/TREES3

BUDGETED AMOUNT AVAILABLE: \$500,500

IDENTIFIED CAPITAL IMPROVEMENT PROJECT (CIP): Yes No N/A

ATTACHMENTS: None

CONCURRENCE WITH REQUESTED ACTION: **CATEGORY:** Sewer and Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AS NO _____