

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winquest, District General Manager

FROM: Brad Underwood, Director of Public Works

SUBJECT: Set the date/time of June 14, 2023 at 6:00 p.m. for the public hearing on the proposed amendments to the Sewer and Water fee schedule and to publish the notice in accordance with the NRS 318.199 (Requesting Staff Member: Director of Public Works Brad Underwood)

**RELATED STRATEGIC
PLAN BUDGET
INITIATIVE(S):**

LONG RANGE PRINCIPLE #3 - FINANCE

The District will ensure fiscal responsibility and sustainability of service capacities through prudent fiscal management and maintaining effective financial policies for internal controls, operating budgets, fund balances, capital improvement and debt management.

Long-term Initiative #2 Prepare a five-year forecast for each major fund as a part of the annual budget development process.

Budgeted Initiatives for 2021 - 2023 #G Actively manage financial planning and reporting to inform decision making to sustain a strong financial base for operations, while maintaining care and condition of capital assets and existing infrastructure.

LONG RANGE PRINCIPLE #5 - ASSETS AND INFRASTRUCTURE

The District will practice perpetual asset renewal, replacement and improvement to provide safe and superior long term utility services and recreation venue, facilities, and services.

Budgeted Initiatives for 2021- 2023 #B

Complete Utility Rate Study to ensure the Utility Fund meets budgetary and fund balance requirements.

**RELATED DISTRICT
POLICIES, PRACTICES,**

Ordinance No. 2 – Sewer Ordinance
Ordinance No. 4 – Water Ordinance

RESOLUTIONS OR ORDINANCES

DATE: May 10, 2023

I. RECOMMENDATION

Set the date/time of June 14, 2023 at 6:00 p.m. for the public hearing on the proposed amendments to the Sewer and Water fee schedule and to publish the notice in accordance with the NRS 318.199

II. BACKGROUND

At the Board meeting of March 8, 2023, the Board had originally set the date/time of April 26, 2023 for the public hearing on the proposed amendments to the Sewer and Water fee schedule and to publish the notice in accordance with the NRS 318.199.

However, in April, staff noticed that the newspaper ad for the notice of public hearing had been erroneously published in the legal section of the Tahoe Daily Tribune. Due to this error, the District was no longer in compliance with NRS 318.199. Upon consultation with the District's legal team, BBK, the recommended course of action was to reschedule the public hearing and re-publish the notice in the Tahoe Daily Tribune.

Following is the link to the original March 8, 2023 memorandum"

<https://www.yourtahoepace.com/uploads/pdf-ivgid/G.1. - General Business - Utility Rate Study and Setting of Public Hearing.pdf>

This link is provided as a reference to the original materials that came before the Board. Since this is simply a rescheduling/change of date, Staff thought it was a wise decision to include the link but not the materials themselves.

III. BID RESULTS

There are no bid results associated with this Memorandum.

IV. FINANCIAL IMPACT AND BUDGET

The rescheduling of the public hearing will result in a change to when the updated sewer and water rates become effective. The revised schedule for the proposed rate adoption is as follows:

Utility Rate Study Schedule	Date
Set Date of Public Hearing to Adopt New Utility	March 8, 2023

Rates	
Publish Notice of Public Hearing in Newspaper	March 10, 2023
Conduct Public Hearing and Adopt New Utility Rates – <i>Revised Date from original of 4/26/2023</i>	June 14, 2023
New Utility Rates Become Effective – Pending Approval – <i>Revised Date from original of 5/19/2023</i>	June 19, 2023

V. ALTERNATIVES

Not applicable.

VI. COMMENTS

There are no additional comments associated with this Memorandum.

VII. BUSINESS IMPACT/BENEFIT

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.

Increase Water and Sewer utility rates to support the District's utility operating and capital expenses in order to continue providing adequate water and sewer service to its customers.

VIII. ATTACHMENTS

None

IX. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES

Set the date/time of June 14, 2023 at 6:00 p.m. for the public hearing on the proposed amendments to the Sewer and Water fee schedule and to publish the notice in accordance with the NRS 318.199.