

TWSA Board Meeting – Quarter 4
Wednesday December 4, 2024 – 1:00 PM – 4:00 PM
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Agenda

- A. Introductions: New members or guests
- B. Public Comment: Conducted in accordance with Nevada Revised Statute (NRS)
- C. Presentations: None
- D. Approval of Agenda for December 4, 2024 Page 1-2
- E. Approval of Minutes from September 4, 2024 Page 3-11
- F. Reports
 - a. Staff Reports
 - i. Staff Activity Report Page 12-14
 - ii. Budget Reports Page 15
Open Gov. link for budget and expenses: <https://shorturl.at/9io75>
 - iii. TWSA Chair Report
- G. General Business (verbal updates, discussion, or for possible action):
 - a. 2025 Board Meeting Dates – For Approval
Proposed 2025 Dates: March 5, June 4, September 3, December 10
 - b. IVGID Central Services Allocation (IVGID) – General Update Page 16-18
 - c. TKPOA Control Methods Test - General Updated
 - d. ATT Lead Line Removal Project – General Update
 - e. LTRA Funding Update (STPUD) – General Update
- H. Purveyor Updates
- I. Public Comment
- J. Adjournment

TWSA Board Meetings are held on Wednesdays, quarterly, from 1:00 to 4:00 PM; virtually
Proposed 2025 Dates: March 5, June 4, September 3, December 10

TWSA Board of Directors

Suzi Gibbons (Chair)	North Tahoe Public Utility District
Kate Nelson	Incline Village General Improvement District
Cameron McKay	Glenbrook Water Cooperative
Tom White, Richard Robillard (alternate)	Douglas County Systems
Brandon Garden	Round Hill General Improvement District
Mitch Dion (Vice-Chair)	Kingsbury General Improvement District
Patrick McKay, Mike McKee (alternate)	Edgewood Water Company
Nakia Foskett	Lakeside Park Association
Kim Boyd	Tahoe City Public Utility District
Shelly Thomsen	South Tahoe Public Utility District (Non- voting)

For more information, please contact
Sarah Vidra, Interim TWSA Executive Director
1220 Sweetwater Road, Incline Village, NV 89451
775-832-1284

Certification of posting of agenda, online posting, and email delivery of notice provided one week ahead of the meeting.

Public comment is allowed, and the public is welcome to make their public comment either via e-mail (please send your comments to SGV@IVGID.org by 5:00 pm on Tuesday, December 3, 2024. Comments can be made via telephone at 775-831-1284 on the day of the meeting.

Notes: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent Calendar section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to call IVGID at 775-832-1284 at least 24 hours prior to the meeting.

TWSA agenda packets are available at the TWSA website (www.TahoeH2O.org) or the TWSA office at 1220 Sweetwater Road, Incline Village, Nevada 89451.

TWSA Board Meeting

Wednesday, September 4, 2024 – 1:00 pm to 4:00 pm

Minutes

A. Introductions

Julie Regan, TRPA

Jeff Cowen, TRPA

Donna Walden, Nevada GreenUP

Katie Senft, UC Davis, TERC

Kevin Drake, Alibi Ale Works

Mark Helleckson, IVGID

Joe Pomroy, NTPUD

Misty Moga, NTPUD

B. Public Comment

No public comments were given.

C. Presentations

1. Presentation from Nevada Green UP, Lifetime Achievement Golden Pinecone Award for Madonna Dunbar, presented by Donna Walden. Accolades were provided by Julie Regan, Jeff Cowen, Joe Pomroy, Shelly Thomsen, Mitch Dion, Kim Boyd, Nikia Foskett, and Suzi Gibbons. Celebrations of Madonna's TWSA accomplishments are provided in the TWSA Chair report.
2. Microplastics Intake Sampling Proposal – Katie Senft, UC Davis, TERC
3. DRINK TAHOE TAP® Canned Water Project Proposal, Kevin Drake, Alibi Ale Works

Roll Call of Members in Attendance

Suzi Gibbons (NTPUD and LPA), Mitch Dion (KGID), Kate Nelson (IVGID), Kim Boyd (TCPUD), Tom White (Douglas County), Patrick McKay (Edgewood), Brandon Garden (RHGID), Cameron McKay (Glenbrook), Nakia Foskett (LPA), Shelly Thomsen (STPUD).

Regulators in attendance: Reggie Lang (NDEP)

TWSA Staff in attendance: Madonna Dunbar, Sarah Vidra

D. Approval of Agenda for the September 4, 2024, TWSA Board Meeting

Motion to approve the agenda for the September 4, 2024 TWSA board meeting made by Cameron McKay, seconded by Mitch Dion, all in favor, motion carried.

E. Approval of Minutes for the June 5, 2024 TWSA Board Meeting

Motion to approve the minutes from June 5, 2024, as amended was made by Kate Nelson, second by Mitch Dion, all in favor, motion carried.

F. Reports

1. Staff Activity Report is available on pages 9-13 of the board packet. Highlights include:

- Madonna Dunbar is retiring in November 2024, and this will be her last board meeting.
- New Zealand mudsnail E-DNA sampling of tributaries throughout the member agencies' service areas. The sampling was conducted by the TRPA, and TWSA staff collected samples in partnership with NDEP and TERC.
- Perchlorate water analysis, with Texas Tech University with regional partnership UNLV. Lake Tahoe was one of 1,500 study sites.
- Annual Report data request for member surveys and data submittals.
- Kate Nelson (IVGID), additions to the staff report. In Madonna's impending retirement, IVGID will fill her shoes with an Interim, very qualified person

here at IVGID and then fill the permanent position. However, we just thought we'd do an interim until our new board is seated in 2025.

- Kate Nelson wanted to let everyone know that during the IVGIDs budgeting process, the Central Services costs have gone up, they have gone up a lot. IVGID has expanded the accounting department greatly, and our IT department is now being cost-shared through the district as well.

2. Budget Report / Open Gov. link: <https://shorturl.at/DFPW3>

The budget report can be found on Page 14 of the board packet. The reserve holds \$152K. All but two members have paid their invoices for the FY 24-25 membership.

3. TWSA Chair Report

The TWSA Chair orchestrated the celebration of Madonna at the beginning of the meeting. The celebration focused on the presentation of the Lifetime Achievement Golden Pinecone sustainability award by Donna Walden of Nevada GreenUp. Donna reviewed the history of the Nevada Green Business Network, the Golden Pinecone Sustainability Award, and the schedule of events for the 2024 celebration. The presentation concluded with Donna's final remarks: "This award is for Madonna and all the work she's doing. I really want to honor her. Thank you, Madonna, you've been a great inspiration to me."

The Executive Director of the TRPA, Julie Regan, then shared accolades for Madonna's tenure with the TWSA in the following remarks.

"I just wanted to weigh in and give you big congratulations, Madonna. I could think of nothing more appropriate than honoring you with that award for lifetime achievement and from the bottom of the heart of the agency at TRPA, plus the 80 to 100 public and private partners in the environmental improvement program. We owe you such a debt of gratitude. Your leadership in this space and being a champion of all things environment of Lake Tahoe, Drink Tahoe Tap, if anybody needs anything in the water space, we just call Madonna. I don't know what we're going to do without you.

We have grown to rely on you as a trusted partner through thick and thin and through some pretty controversial issues. The Tahoe Keys Control Methods Test, you've been so thoughtful in your partnership. And we know we can always count on you to be a straight shooter, honest broker, and represent the water purveyors so well with such professionalism, passion, and dedication. And I just wanted to offer my heartfelt congratulations for this award to you and just to say how much we have loved working with you. Jeff and I, as well as the 80-some people working at TRPA and the hundreds and hundreds of agency staff and private section nonprofit partners, thank you for all you've done for the Lake.

You made Drink Tahoe Tap something that is at the top of everybody's mind. I can tell you I'm in Carson City right now; my husband and I take care of my husband's mom down here, but we also go back and forth to the Lake, and we fill up our water jugs, and we bring them to Carson City, and Carson City's water is just fine, you know, but I think of you every time

that we lug these heavy bottles of water down to Carson City from the Lake, I think of Dirnk Tahoe Tap and your name and your presence just come to mind.

So, thank you for your tireless work on behalf of the Lake and the partnership and for being just a wonderful human being to work with. Despite all the many challenges that you've had in your life, thank you for your dedication and for all that you've done. Congratulations on this great award."

The Chair then opened the floor for board members and guests to speak.

"Madonna had been my right-hand person for many, many years, keeping me afloat, keeping Sarah afloat, both of them keep me afloat, trying to figure out all the little nuances, especially with all the work we've been doing with the Tahoe Keys CMT." Suzi Gibbons, TWSA Chair

"Ditto to everything that Julie said. I didn't know, Madonna, that I was going get quite so emotional today. I just thought it would be a polite thing, but I can't believe how long it's been and how far back in my time at the agency we go back. I went to events, saw you set up early and helping me, and even attended the community grind session at the Bonanza newspaper. Just kind of feeling your support there, and it's incredible how you've been a part of my career here at the TRPA, and again, ditto to everything Julie said." Jeff Cowen.

"Madonna, it's been a pleasure working with you all these years. Congratulations on your wonderful career and the wonderful things for Lake Tahoe, not just in water but in solid waste and for all the things for the communities in the Lake, and the things that you also do in your private life, such a pleasure working with you, congratulations, well-deserved and good luck on your retirement." Joe Pomroy, NTPUD.

"Madonna, I love working with you for 1,000 reasons. One of the very top, even though you've been in this game the longest and have been through all the challenges, you're always open to new ideas and new opportunities, pushing us to be better, be more creative, think outside the box and the whole basin benefits because of it. Congrats on your retirement. We're going to miss you." Shelly Thompson, STPUD.

"I've been able to watch from afar and up near for many, many years. I want to build on some of the statements because folks have known you a long time, a lot longer than I have, but I've been able to watch the organization and admire the leadership that you provide and steered it for so many years to bring it to where it is today. And quite frankly, I don't think anyone could have done a better job over these years than you have to bring it to where it is today. So thank you very much." Mitch Dion, KGID.

"Madonna, I agree with everything that everyone has said. And it's been such a pleasure to work with you. I think that having you receive this award is such a fitting departure that we all get to celebrate with you. Congratulations on that. You're such a warrior for Tahoe; you will definitely be missed." Kim Boyd, TCPUD.

"I just wanted to say congratulations and thank you for all your support for my small water system. When I joined LPA, it was right in the middle of a lot of things going on with the

Tahoe Keys Weeds, and there were so many questions and so much information flying around. You were so helpful. And I just appreciate you for so many reasons, and I'm sad to see that you're leaving. You're just a wonderful person, just a great human, and we're definitely going to miss you." Nakia Foskett, LPA.

"Madonna established the TWSA as a credible and professional entity recognized by the community and regulators. Advocating for the protection of Lake Tahoe. She's led the AIS projects in The Keys and throughout the Lake Tahoe basin with the mats and things. She stayed very much on top of AIS projects and kept us informed.

Also, with source water protection and monitoring to ensure we keep current and in compliance with regulators. So much so that AWWA wants to use our annual report as a template for the national template; it is quite impressive. We're very proud of Madonna for all her work on that and everything. And then also keeping us informed on if there are any spills, boats sinking, and things of that nature, these are all things that are really important to us as water purveyors with our lake intakes. It's not too good to have a boat sinking within close proximity to the lake intake. Madonna makes sure she gets the word out to all the TWSA board members.

Finally, public outreach for Drink Tahoe Tap and the trademark is all good work. Thank you for your years of dedicated service on behalf of the Tahoe Water Suppliers Association." Suzi Gibbons, TWSA Chair.

G. General Business (Verbal Updates/Discussion/For Possible Action):

1. Microplastics Research/Intake Sampling Proposal

The Board discussed the proposal and directed staff to clarify with TERC and return to The Board in December with the financial request, reporting protocol, and the reasoning behind the proposed analytical methodology.

Highlights from the discussion included:

- Anything that goes through UC Davis has a very big markup cost for administration. That's why TWSA managed the grant for the first round of sampling with NDEP.
- TWSA would need multiple funding partners to fulfill the proposed cost.
- TWSA could pick a line item and fund that part of the project, such as the \$37k for the validation.
- The initial pilot was paid for through NDEP, and we supported with the purchase of the manta ray sampling device and some laboratory fees.
- The cost is too high.
- California legislature shouldn't decide there's a problem with drinking water.
- This process is too California-centric.
- Will this data make us more vulnerable to losing our exemption?
- The human health impacts of microplastics have not been established at this time.
- The TWSA was working on the microplastics projects with the Water Quality Planning Bureau. Not the Bureau of Safe Drinking Water.
- Until you understand what's out there, you can't find solutions; you have to start somewhere. That's where we are at to measure what's out there then measure

the health impacts to steer the ship.

- Regulations shouldn't be made by seeing what's out there and then figuring out the cause.
- SB 1422 establishes the protocol, where there are select systems under that bill.
- What is the intent of this data, who will it be shared with, where will it go, and will it turn into long-term monitoring?
- Will the results from this project meet the requirements of California SB 1422?

2. Drink Tahoe Tap license agreement proposal

The Board discussed the proposal for a licensing agreement with Alibi Ale Works to use Drink Tahoe Tap® on a canned water product. The executive director worked with Alibi and the trademark attorney to draft the agreement provided on the board, packet on page 19. The board was given a presentation by Alibi Ale Works, and the TWSA Chair provided the board with an excerpt from the June 6, 2019, board meeting minutes where a similar partnership was discussed.

The board members had varied opinions, from "I would love to see this on the shelves" to "Why would we have a public brand paid for with public funds be leveraged for a product to be sold for this guy's profit." The Executive Director assured the board that Alibi's goals align with the goals of the TWSA and that the license agreement provided could be crafted to meet the needs of the board. After rounds of discussion on the use of public funds, loss of messaging control, and Drink Tahoe Tap® brand vulnerability, the board concluded they didn't want to get into the private marketplace of containerized water. The following motion was made.

Mitch Dion motioned not to accept the agreement with Alibi Ale Works to package water with the Drink Tahoe Tap trademark attached; Cameron McKay seconded the motion. After two amendments, the original motion was called with the following vote: Yes-eight, No-two, and abstain-one. The motion passed, the TWSA will not be entering into an agreement with Alibi Ale Works.

3. TWSA Executive Director and future budget considerations

IVGID provided a budget update covering an increase in the Central Service fees assessed by IVGID during the 2024-2025 budget approval. The TWSA board approved \$12,583.00 in central services at the March 6, 2024, meeting, and the IVGID board assessed the TWSA with \$29,433.00 in Central Service fees.

IVGID staff does not control the amount of the Central Services line item; the IVGD board of trustees assesses it. The full roll-up of the line item is not known at this time, but it generally includes IT, Accounting, HR, and Fleet.

Board questions on the budget include the following:

Q: NTPUD is concerned about the Central Services costs and why TWSA is paying for them, specifically for HR, which is standard overhead unrelated to TWSA, except for Madonna leaving and the cost of recruitment. And why is the amount over what the TWSA board approved in March?

A: The TWSA portion of the approved IVGID budget is provided in the board packet on page 29. The Central Services cost is \$29,433 for 2024-2025. IVGID plans to conduct a Central Services cost allocation plan made by a consultant because the venues within IVGID are not pleased with how it's currently being done. However, the assistant director of finance for IVGID has resigned, and IVGID is presently soliciting for a Director of Finance, so the plan may or may not move forward.

Q: Is this Central Services cost new? It was not present in the 22-23 budget.

A: IVGID Correct.

A: TWSA Executive Director- No, this format just started in 23-24. Central Service fees have been much lower previously. There was a two-year period when the IVGID Board of Trustees decided that Public Works wouldn't pay a Central Service cost, so it disappeared for a couple of years, but it was always there; it wasn't booked by the IVGID board discussion when Brad Underwood was the Director of Public Works. It has been there, gone way up, and was missing for a year and a half.

Q: Will the Central Services cost be consistent in the next budgeting cycle, or will it change again?

A: IVGID has three open seats up for election in November; yes, this could change after that.

Q: When the TWSA approved the 24-25 budget is that recognized here in the IVGID budget, or will something need to be done to augment the TWSA budget to meet the IVGID requirements?

A: The reason for bringing this forward is because of the timing of the budget approvals. TWSA approves our budget in March, but the IVGID Board moved their approval to later in the year, and what happened is what was proposed to the TWSA board for central services of \$12,583.00. Kate is trying to inform the TWSA Board that TWSA staff underfunded Central Services, and there will be increased costs for Central Services moving forward. That's why we're bringing it forward now, so there's not as much sticker shock in March with the next budget approval.

Q: If the Central Services line item for the TWSA budget has doubled, will the TWSA need to approve a revised 2024-2025 budget?

A: The TWSA will need to take that action in the future after selecting the new Executive Director so we know the actual costs.

Q: Are recruitment expenses accounted for in the 2024-2025 budget? Will a recruitment firm be used, or will IVGID do the recruitment?

A: There is a base recruitment line item for \$500 in the TWSA budget. Internally, we have discussed the interim executive director and then having a formal interview process in January 2025, so there may be savings there for recruiting. However, that's not where our costs come from in the grand scheme of things.

Q: When we fill the position, it should be open recruitment. Will IVGID HR charge TWSA back for their support in some type of internal charge, or is there the need to have an outside recruiting professional involved?

A: IVGID will leave that up to the TWSA Board. IVGID's HR department is more than

capable of sending out those recruitments. The process with IVGID is that HR will charge against TWSA for that recruitment, and that's how it would operate if IVGID takes on the recruitment, which we certainly can.

Q: Is there a breakdown of the Central Services cost by IVGID department that can be sent to the group? Is the Central Services cost a roll-up of line items or a percent allocation?

A: It's a percent allocation, and Kate would also like to see the detailed breakdown of the percent allocation. It was not presented to the IVGID Public Works department during the IVGID Trustee budget approval process.

Q: The services and supplies, expenditure & uses line item of \$51,800.00 is a roll-up of the TWSA budget presented in March 2024.

A: Correct

The Chair requested this item to be included in the next agenda for future information and discussion on the revised budget.

The Board discussed the Executive Director's retirement and potential vacancy until January 2025. The Chair requested that an NV and CA member join the hiring committee with IVGID, as the TWSA was represented by the Chair when the program coordinator position was in recruitment. The KGID representative questioned if the TWSA board should take action to affirm the proposed plan to appoint an interim executive director with the acknowledgment of full support from the TWSA board.

Mitch Dion motioned to accept the proposal laid out by IVGID by appointing Sarah Vidra as the interim executive director of the TWSA. Brandon Garden was second, and they were all in favor.

The Chair gave congratulations to Sarah Vidra, who gave the following remark. "Thanks, guys, I appreciate it, and I look forward to continuing the great work we do here for the watershed. It will be big shoes to fill because Madonna does a fantastic job".

The Chair recused herself from being on the hiring committee due to her area of expertise in contracts and planning, and she's looking for someone with knowledge of water quality standards and regulatory knowledge. The TWSA board appointed Brandon Garden and Nakia Foskett to assist IVGID on the hiring committee. IVGID will provide the job description to the committee in November.

4. TKPOA Control Methods Test Staff Summary

The Lahontan Regional Water Quality Control Board took a closed session during their August meeting to discuss the litigation against them from the CA Sportfishing Protection Alliance & Sierra Club. The TWSA Executive Director provided the TWSA staff summary of the litigation in the board packet for review starting on page 34.

The CMT concluded this summer with non-chemical methods, and there should be a preliminary report on year three in October 2024 and a full report in March 2025.

5. **Annual Report Microbial Quality Discussion**
Staff discussed reporting requirements for total or fecal coliform for filtration avoidance criteria. NDEP confirmed that fecal coliform is an acceptable analysis for microbial quality for raw water analysis to meet filtration avoidance criteria.
6. **Tahoe Water/Fire Partnership – general update**
The CA Senate Bill 1088 failed, which included water eligibility for fire suppression projects. However, the climate bond on the ballot in November still contains language to create a funding opportunity for those types of projects.
7. **ATT Lead Line Removal Project – general update**
There has been a push in the media about the lead line removal project in Emerald Bay. Member agencies have been getting questions from their customers about the lead contamination in the water. One of the project proponents has asked TWSA staff if they will weigh in with an option as to whether the line should stay in place or be removed. The proponent couldn't answer questions about turbidity effects and water quality impacts, and staff did not provide an option without answer to those questions.
8. **Tahoe Science Advisory Council – NALMS conference sponsorship**
The TWSA is the water bottle sponsor of the conference, and staff will be present for CEUs at the conference. The microplastic working group that TWSA is a part of will present the white paper, and panels will be held on Lake Tahoe AIS control projects.

H. Purveyor Updates

IVGID – the district is full steam ahead on the effluent pipeline replacement project on Highway 28 between HW-50 and Incline this summer. The traffic hold have been longer than anticipated at times, but significant progress is being made. The project is on target to install 2,000 linear feet more than had been planned for the construction season. Hopefully, if the project continues to move at this pace, it will conclude in 2025 and will not have to be mobilized in 2026. Additionally, the Alder Avenue water line project was completed this summer.

Douglas County is working on an influent strainer project at the Cave Rock treatment plant. They are working to get final approval from the Bureau of Safe Drinking Water to complete the project.

KGID – On September 17, 2024, KGID will celebrate their 60th year of service to the Kingsbury community. They continue to move forward with the waterline replacement project, including wrapping up the mobile home park project. KGID is working with the NDEP surface water quality branch to discuss the TMDL process, looking for more effective surface controls and updating BMPs' effectiveness over time.

Glenbrook – Glenbrook is not working on any projects at this time. They have finished their first lead service line inventory to the EPA.

TCPUD – The district continues to work on the projects reported last quarter. They are in the middle of a 5-year rate study for water and sewer. The board signed an operating agreement with the Tahoe Swiss Village utility for acquisition in 2025. They will gain 450 more customers and are looking into water meters and intertie for that community.

LPA – LPA won best-tasting water at the 2024 expo. They are looking for a part-time water operator to fill an opening on the small team.

RHGID – is working on the previously mentioned project. They have contracted with an integration firm for PLC upgrades at the water treatment plant, which have been long overdue.

NDEP – congratulations to Madonna; you are going to be sorely missed. Thanks to Mitch and KGID for hosting all the NDEP staff and trainers from the EPA Cincinnati and their contractor PAI from Colorado for the second AWOP training. This training was for distribution system optimization to monitor chlorine, pH, and temperature throughout the distribution system. The LCRR inventory is coming due in October 2024, and they are reaching out to make sure people will meet the deadline. They are working on sanitary surveys, with IVGID still to be scheduled for the Lake Tahoe systems.

NTPUD – Construction began from Speedboat to the NV State line on the Brockway project. The project is to replace the water line within a few weeks. There will be no pilot car, with 10-to-15-minute delays anticipated. They are in design for the Trout Avenue waterline replacement project. The district hired a consultant for a National Avenue water treatment plant equipment assessment. The plant has surpassed its useful life, and the assessment will see what needs to be done.

I. Public Comment

No public comments were given.

J. Adjournment

Cameron McKay motioned to adjourn the meeting, Brandon Garden seconded, all in favor, the motion carried. The meeting adjourned at 4:05 pm.

TWSA Staff Report – September, October, and November 2024

Executive Director Madonna Dunbar’s Retirement

October 2024 was the month of Madonna; staff celebrated with her at multiple events, including the Green Galla on October 10, 2024, at the Wilbur D. May Arboretum in Reno. Madonna received the first Lifetime Achievement Golden Pinecone Award in sustainability from GreenUP Nevada, alongside friends and colleagues from throughout the watershed. Madonna also gave a lunch and learned to the IVGID Public Works department, focusing on source water protection, Drink Tahoe Tap®, and Waste Not programming. The Tahoe Daily Tribune published



an article on her career, leaving us with the perfect words to sum up her time with IVIGD/TWSA: "What they (IVGID) really needed was somebody with a big mouth, a lot of passion, a science background and a passion for educating and motivating.", we wish her the best as she continues her adventure as a "badass old lady."

The Tahoe Daily Tribune article can be found on their website: [Tahoe champion Madonna Dunbar heads back to her ‘rolling roots’](#).

TWSA Watershed Control Program Annual Report

The Watershed Control Program Annual Report 2024 development was the top priority during the fourth quarter of 2024. Production is in progress with anticipated publication in December 2024. This report fulfills the EPA filtration exemption permit requirements for an Annual Watershed Control Program (WCP) report. The WCP is writing to comply with the requirements of Nevada Administrative Code (NAC) 445A.525 and 40 Code of Federal Register (CFR) §141.71 and §141.520. For Nevada, the Bureau of Safe Drinking Water Project number is WA-0007357-23A-RI.

All Turbidity and Microbial Quality results for the purveyors are within filtration avoidance criteria, with annual maximums coordinating to weather events throughout the reporting year.

The Executive Director completed the narrative sections prior to her retirement. Staff continue to edit the data management section and will publish the report in December, with hard copies distributed.

The previous TWSA Annual Reports are posted at: https://www.yourtahoepace.com/uploads/pdf-publicworks/TWSA_AR_2023_-_narrative_data_only_for_web.pdf

Water Quality Presentations

Staff presented the Incline Village/ Crystal Bay Citizens Advisory Board (CAB) with a water quality presentation on October 7, 2024. The presentation focused on the Consumer Confidence Reports, watershed protection, Drink Tahoe Tap®, and microplastic. CAB members had questions about microplastic pollution sources, water supply resiliency, state of the science on microplastic and human health effects, aquatic invasive species, and Harmful Algae Blooms.

Drink Tahoe Tap, Programs

The TWSA board authorized a \$30,000 funding allocation from reserves for the water refilling station grant program for the fiscal year 2024-2025 at the 3/6/2024 board meeting. Staff has processed several applications during the fiscal year, with one completed installation at the South Tahoe PUD administrative offices.

Water Bottle Filling Station Grant Program Information is posted at:

[https://www.yourtahoeplace.com/uploads/pdfivgid/Water_Bottle_Filling_Station_Updated_amounts_TWSA_TF_GRANT_Program_whole_packet_UPDATED_for_2023-24_\(with_bitly_shortcut\).pdf](https://www.yourtahoeplace.com/uploads/pdfivgid/Water_Bottle_Filling_Station_Updated_amounts_TWSA_TF_GRANT_Program_whole_packet_UPDATED_for_2023-24_(with_bitly_shortcut).pdf)

Microplastic Sampling with Tahoe Environmental Research Center

In October, staff were informed that Katie Senft of the Tahoe Environmental Research Center (TERC) is no longer with UC Davis TERC. The microplastic project is on hold until TERC provides direction on their future participation.

Ongoing Outreach

A Take Care funded billboard is featured along westbound Interstate 80 near Gold Ranch/Nevada and electronic billboards on the Basin entryways.

Expanded TWSA messaging on Drink Tahoe Tap and dog waste collection are being further developed in the Take Care partnership workgroup for use on the Take Care and TWSA outreach platforms.

LAKE-WIDE PARTNERSHIPS

LAKE TAHOE VISITOR AUTHORITY co-brands with DRINK TAHOE TAP® to purchase and distribute 35,000 custom high-quality aluminum refillable bottles in 2024 (lodging partners, conferences) in support of the City of SLT single-use water bottle ban. This is a \$250,000 marketing program with a \$0 cost to TWSA. The program includes a fill-it-forward watershed protection donation program (\$10,000) that participants use via the app to refill.

North American Lakes Management Society Symposium

The TWSA was the water bottle sponsor for the November 2024 North American Lakes Management Society 2024 annual symposium held at the Tahoe Blue Event Center, State Line, NV. Staff provided 550 Drink Tahoe Tap tumblers to event organizers for distribution.

The conference focused on lake management strategies, including AIP, HABs, nutrient loading, and wildfire impacts. TWSA partners and their projects were the focus of the final day of the conference,

with the Tahoe Environmental Observatory Network, Tahoe Keys Plant Management, and Lake Tahoe Water Quality.

RALEY'S / DRINK TAHOE TAP ® COLLABORATION

Reinvigorated in 2024. Take Care / Tahoe Fund has reinitiated Drink Tahoe Tap promotions with Raley's. New bottles are available in the regional stores.

HAWS WATER BOTTLE REFILL STATIONS

An industry discount is being offered. Through the Tahoe Fund, HAWS Corporation will offer a 30% discount to purchasers of water bottle fillers for use in the region. The parties are developing a flyer and possible special graphics for the station. Details to follow.

WATER BOTTLE REFILL STATIONS MAP

To make refilling easier for residents and visitors alike, the Tahoe Fund and Tahoe Water Suppliers Association have launched the Drink Tahoe Tap Water Refill Network, as an interactive map feature on the Take Care Tahoe website. The water bottle filling station web map is located at:

<https://takecaretahoe.org/water-stations>.

The map provides a quick reference to locations where visitors and residents can fill up their refillable water bottles with award-winning Tahoe Tap water.

Truckee locations are being integrated under a Drink Truckee Tap type campaign, calling out their unique, high-quality water sources, which is currently being developed.

Mobile Water Stations

Staff are waiting on usage statistics from partner organizations that have generously hosted water stations for the year. Total Calendar Year 2024 usage statistics will be included at the end of December.

Incline Village General Improvement Dist

YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

20002899 Utilities TWSA Administration

28 TWSA

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
4417	Service & User Fees	-186,188.00	-186,188.00	-10,512.00	0.00	0.00	-175,676.00	5.60
5010	Salary	75,447.00	75,447.00	13,770.67	0.00	0.00	61,676.33	18.30
5012	Hourly	0.00	0.00	14,412.18	0.00	0.00	-14,412.18	100.00
5013	Other Earnings	0.00	0.00	438.76	0.00	0.00	-438.76	100.00
5014	Overtime	0.00	0.00	35.06	0.00	0.00	-35.06	100.00
5020	Other Earnings	979.00	979.00	325.16	0.00	0.00	653.84	33.20
5050	Taxes	6,083.00	6,083.00	2,252.35	0.00	0.00	3,830.65	37.00
5100	Retirement Fringe Ben	13,219.00	13,219.00	5,013.83	0.00	0.00	8,205.17	37.90
5200	Medical Fringe Ben	12,874.00	12,874.00	4,445.73	0.00	0.00	8,428.27	34.50
5250	Dental Fringe Ben	958.00	958.00	346.43	0.00	0.00	611.57	36.20
5300	Vision Fringe Ben	97.00	97.00	35.61	0.00	0.00	61.39	36.70
5400	Life Ins Fringe Ben	144.00	144.00	112.41	0.00	0.00	31.59	78.10
5500	Disability Fringe Ben	378.00	378.00	12.84	0.00	0.00	365.16	3.40
5600	Unemployment Fringe Ben	1,191.00	1,191.00	443.42	0.00	0.00	747.58	37.20
5700	Work Comp Fringe Ben	5,770.00	5,770.00	2,185.25	0.00	0.00	3,584.75	37.90
7010	Advertising - Paid	11,000.00	11,000.00	628.86	0.00	0.00	10,371.14	5.70
7415	Operating	27,000.00	27,000.00	15,199.86	0.00	15.52	11,784.62	56.40
7470	Printing & Publishing	10,500.00	10,500.00	4,357.00	0.00	0.00	6,143.00	41.50
7680	Training & Education	3,300.00	3,300.00	0.00	0.00	0.00	3,300.00	0.00
7840	Telephone	200.00	200.00	0.00	0.00	0.00	200.00	0.00
7980	Central Services Allocation Cs	29,433.00	29,433.00	2,061.00	0.00	0.00	27,372.00	7.00
	Total 28 TWSA	12,385.00	12,385.00	55,564.42	0.00	15.52	-43,194.94	448.80
	Total 20002899 Utilities TWSA Admin	12,385.00	12,385.00	55,564.42	0.00	15.52	-43,194.94	448.80
	Total 200 Utility Fund	12,385.00	12,385.00	55,564.42	0.00	15.52	-43,194.94	448.80
	Revenue Total	-186,188.00	-186,188.00	-10,512.00	0.00	0.00	-175,676.00	5.60
	Expense Total	198,573.00	198,573.00	66,076.42	0.00	15.52	132,481.06	33.30
	Grand Total	12,385.00	12,385.00	55,564.42	0.00	15.52	-43,194.94	448.80

** END OF REPORT - Generated by Sarah Vidra **

TWSA Staff Memo

TO: TWSA Board
FROM: Kate Nelson, PE
IVGID Public Works Director
SUBJECTS: IVGID Central Services Allocation
DATE: November 22, 2024

- 1) The TWSA board requested additional information on the Central Service Allocation budget line item during the September 4, 2024, meeting. IVGID staff requested Central Services Allocation details from the IVGID accounting department and were provided with the attached line items from the FY 2024/25 budget year. I have also attached the Central Services Allocation from the previous FY 2023/24 budget for comparison. The IVGID accounting department states that the TWSA represents 2% of the IVGID Utility budget; TWSA staff has verified that this percentage is based on FTEs for the three staff members assigned to the TWSA: Public Works Director, Resource Conservationist, and Public Works Program Coordinator.
- 2) Historically, the annual Central Service Cost Allocation Plan has been limited to costs attributed to Finance/Accounting and Human Resources activities. Finance and Accounting provide support to District operations through budgeting, accounting, financial reporting, accounts payable processing, and cash management, while Human Resources provides direct support through recruitment, employment, training, benefits administration, and payroll. The IVGID Central Services Allocation Plan was updated during the FY 2024/25 IVGID budget process to include cost allocations to the entire District for Information Technology (IT) services, since they also provide support to District operations. IVGID previously funded the Information Technology (IT) services solely through the General Fund. The Utility Fund's Central Service Cost Allocation increased approximately 43% year over year due to adding the allocation for IT services as well as additional resources required within IVGID's Finance and Accounting team.

Attachments

- A) FY 2023/24 IVGID Central Service Allocation
- B) FY 2024/25 IVGID Central Service Allocation

Attachment A

**Incline Village General Improvement District
Central Services Cost Allocation Plan
For the Fiscal Year Ending June 30, 2024
Final Budget - May 2023**

	General	Utility	Championship Golf	Mountain Golf	Facilities	Ski	Recreation Center	Parks	Tennis	Comm. Services Admin	Beach	Internal Services	Total District																				
Base Cost																																	
Budgeted FTE by Fund Allocation	36.3 13.23%	41.2 15.02%	31.1 11.32%	11.6 4.23%	9.2 3.34%	76.9 28.04%	22.7 8.28%	0.0 0.00%	2.2 0.80%	3.8 1.38%	24.0 8.74%	15.4 5.61%	274.4 100%																				
Budgeted Wages by Fund Allocation	\$ 2,986,417 17.24%	\$ 3,707,626 21.41%	\$ 1,610,711 9.30%	\$ 447,736 2.59%	\$ 529,702 3.06%	\$ 3,859,439 22.28%	\$ 1,252,601 7.23%	\$ - 0.00%	\$ 163,175 0.94%	\$ 200,675 1.16%	\$ 921,146 5.32%	\$ 1,639,353 9.47%	\$ 17,318,581 100%																				
Budgeted Benefits by Fund Allocation	\$ 1,615,985 21.56%	\$ 2,005,123 26.75%	\$ 506,648 6.76%	\$ 166,540 2.22%	\$ 287,554 3.84%	\$ 1,341,389 17.90%	\$ 374,753 5.00%	\$ - 0.00%	\$ 25,734 0.34%	\$ 76,403 1.02%	\$ 240,855 3.21%	\$ 854,844 11.40%	\$ 7,495,828 100%																				
Budgeted Services & Supplies by Fund Allocation	\$ 2,543,654 13.96%	\$ 5,383,112 29.54%	\$ 2,000,619 10.98%	\$ 622,750 3.42%	\$ 918,588 5.04%	\$ 3,704,107 20.32%	\$ 879,455 4.83%	\$ - 0.00%	\$ 179,085 0.98%	\$ 69,740 0.38%	\$ 905,909 4.97%	\$ 1,017,709 5.58%	\$ 18,224,728 100%																				
Budgeted Accounting - Invest. Int.	<table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td>\$</td> <td>1,348,940</td> </tr> </table>													\$	1,348,940																		
\$	1,348,940																																
Percentage of Costs Allocated	<table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td>80%</td> </tr> </table>													80%																			
80%																																	
Allocation based on Services & Supplies	150,619	318,754	118,464	36,875	54,393	219,334	52,076	-	10,604	4,130	53,642	60,262	\$ 1,079,152																				
Blended Allocation	17%	21%	9%	3%	3%	23%	7%	0%	1%	1%	6%	9%	100%																				
Information Technology	<table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td></td> <td></td> </tr> </table>																																
Budgeted Human Resources	<table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td>\$</td> <td>1,203,936</td> </tr> </table>													\$	1,203,936																		
\$	1,203,936																																
HR + IT + 20% Accounting	<table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td>\$</td> <td>1,473,724</td> </tr> </table>													\$	1,473,724																		
\$	1,473,724																																
Based on Wages, Benefits & FTE	255,601	310,378	134,510	44,382	50,285	335,115	100,772	-	10,254	17,488	84,846	130,093	\$ 1,473,724																				
Central Services Cost Allocation	\$ 596,576	\$ 629,131	\$ 252,974	\$ 81,257	\$ 104,678	\$ 554,449	\$ 152,848	\$ -	\$ 20,858	\$ 21,618	\$ 138,488		\$ 2,552,876																				
Annual Billing for Adopted Budget	<table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td>\$</td> <td>629,131</td> <td>\$</td> <td>252,974</td> <td>\$</td> <td>81,257</td> <td>\$</td> <td>104,678</td> <td>\$</td> <td>554,449</td> <td>\$</td> <td>152,848</td> <td>\$</td> <td>20,858</td> <td>\$</td> <td>21,618</td> <td>\$</td> <td>138,488</td> <td>\$</td> <td>1,956,300</td> </tr> </table>													\$	629,131	\$	252,974	\$	81,257	\$	104,678	\$	554,449	\$	152,848	\$	20,858	\$	21,618	\$	138,488	\$	1,956,300
\$	629,131	\$	252,974	\$	81,257	\$	104,678	\$	554,449	\$	152,848	\$	20,858	\$	21,618	\$	138,488	\$	1,956,300														
Baseline budget	<table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td>\$</td> <td>43,039,137</td> </tr> </table>													\$	43,039,137																		
\$	43,039,137																																
Overhead Rate for Charging vs Actuals	5.7%	6.1%	6.6%	6.0%	6.2%	6.1%			5.7%	6.2%	6.7%		6.5%																				

Prepared and calculated in accordance with NRS 354.613 Subsection 1c and IVGID Board Policy 18.1.0

By: Paul Navazio, Director of Finance

Attachment B

05/31 - Supplemental Item G.3.B.

**Incline Village General Improvement District
Central Services Cost Allocation Plan
For the Fiscal Year Ending June 30, 2025**

	General	Utility	Championship Golf	Mountain Golf	Facilities	Ski	Recreation Center	Tennis	Comm. Services Admin	Beach	Internal Services	Total District																				
Base Cost																																
Budgeted Information Technology	<table border="1"> <tr> <td>\$</td> <td>1,462,079</td> </tr> </table>												\$	1,462,079																		
\$	1,462,079																															
Percentage of Costs Allocated	80%																															
Allocation based on Services & Supplies	114,419	440,363	112,310	39,699	36,624	253,645	55,772	7,571	4,220	51,731	53,308	1,169,663																				
Budgeted Accounting - Invest. Int.	<table border="1"> <tr> <td>\$</td> <td>2,273,984</td> </tr> </table>												\$	2,273,984																		
\$	2,273,984																															
Percentage of Costs Allocated	80%																															
Allocation based on Services & Supplies	177,957	684,900	174,677	61,745	56,962	394,496	86,742	11,775	6,564	80,457	82,911	\$ 1,819,187																				
Blended Allocation	13%	23%	10%	3%	4%	24%	7%	1%	1%	6%	9%	100%																				
Budgeted Human Resources	<table border="1"> <tr> <td>\$</td> <td>1,068,652</td> </tr> </table>												\$	1,068,652																		
\$	1,068,652																															
HR + 20% Accounting	<table border="1"> <tr> <td>\$</td> <td>1,523,449</td> </tr> </table>												\$	1,523,449																		
\$	1,523,449																															
Based on Wages, Benefits & FTE	198,841	346,385	146,388	45,312	53,426	358,327	109,137	11,608	18,971	92,236	142,819	\$ 1,523,449																				
Central Services Cost Allocation	\$ 770,256	\$ 1,471,647	\$ 433,374	\$ 146,757	\$ 147,012	\$ 1,006,468	\$ 251,651	\$ 30,954	\$ 29,756	\$ 224,424		\$ 4,512,299																				
Annual Billing for Adopted Budget	<table border="1"> <tr> <td>\$</td> <td>1,471,647</td> <td>\$</td> <td>433,374</td> <td>\$</td> <td>146,757</td> <td>\$</td> <td>147,012</td> <td>\$</td> <td>1,006,468</td> <td>\$</td> <td>251,651</td> <td>\$</td> <td>30,954</td> <td>\$</td> <td>29,756</td> <td>\$</td> <td>224,424</td> <td>\$</td> <td>3,742,044</td> </tr> </table>												\$	1,471,647	\$	433,374	\$	146,757	\$	147,012	\$	1,006,468	\$	251,651	\$	30,954	\$	29,756	\$	224,424	\$	3,742,044
\$	1,471,647	\$	433,374	\$	146,757	\$	147,012	\$	1,006,468	\$	251,651	\$	30,954	\$	29,756	\$	224,424	\$	3,742,044													
Baseline budget																																
	\$ 46,193,707																															
Overhead Rate for Charging vs Actuals	<table border="1"> <tr> <td></td> <td>10.7%</td> <td>10.2%</td> <td>11.3%</td> <td>10.1%</td> <td>10.0%</td> <td>9.2%</td> <td>9.2%</td> <td>8.0%</td> <td>10.4%</td> <td></td> <td></td> <td>10.6%</td> </tr> </table>													10.7%	10.2%	11.3%	10.1%	10.0%	9.2%	9.2%	8.0%	10.4%			10.6%							
	10.7%	10.2%	11.3%	10.1%	10.0%	9.2%	9.2%	8.0%	10.4%			10.6%																				