SOUTH TAHOE PUBLIC UTILITY DISTRICT

Joel Henderson, Director	**BOARD MEMBERS**	**Kelly Sheehan, Director**
Nick Haven, Vice President	**Shane Romsos, President**	**Nick Exline, Director**
Ryan Lee, Acting General Manager		**Andrea Salazar, Chief Financial Officer**

REGULAR MEETING OF THE BOARD OF DIRECTORS
SOUTH TAHOE PUBLIC UTILITY DISTRICT
October 15, 2026
MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:00 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, Sheehan, Henderson and Exline **Staff:** Ryan Lee, Andrea Salazar, Robert Wakefield, Melonie Guttry, Shannon Chandler, Megan Colvey, Laura Hendrickson, Anthony Gregorich, Adrian Combes, Chris Skelly, Sara Nelson, Shelly Thomsen, Lauren Benefield, Liz Kauffman, Greg Dupree, Mark Seelos

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

   a. **ENVIRONMENTAL SCIENCE RESEARCH INSTITUTE GEOGRAHIC INFORMATION SYSTEM SMALL UTILITY ENTERPRISE LICENSE AGREEMENT RENEWAL**
   (Chris Skelly, Information Technology Manager)
   Authorized staff to renew the Small Utility Enterprise License Agreement for three additional years with the Environmental Science Research Institute for access to the ESRI term license software in the amount of $112,800.

   b. **ESTABLISH DISTRICT SOFTWARE SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENT CAPITLIZATION POLICY**
   (Greg Dupree, Accounting Manager)
   Adopted Resolution No. 3346-26 in accordance with Governmental Accounting Standards Board Statement No. 96, to establish District software subscription-based information technology arrangement capitalization policy.

c. **CALPERS REQUIRED PAY LISTING BY POSITION**
(Greg Dupree, Accounting Manager)
Adopted Resolution No. 3348-26 which incorporates the Pay Listing by Position for the pay listing effective September 02, 2026.

d. **RECEIVE AND FILE PAYMENT OF CLAIMS**
(Greg Dupree, Accounting Manager)
Received and filed Payment of Claims in the amount of $2,649,771.70.

e. **REGULAR BOARD MEETING MINUTES: September 17, September 23, and October 1, 2026**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved September 17, September 23 and October 1, 2026, Minutes.

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

6. ITEMS FOR BOARD ACTION:

a. Capital Outlay Rollover Accounts (Greg Dupree, Accounting Manager) – **Greg Dupree** provided details regarding the Capital Outlay Rollover Accounts and addressed questions from the Board.

Moved Haven/Second Romsos/Haven Yes/Romsos Yes/Henderson Yes/Sheehan Yes/Exline Yes to authorize staff to direct rollover funds budgeted in 2025/2026 Fiscal Year to the 2026/2027 Fiscal Year.

b. Cash Rounding Authorization (Sara Nelson, Customer Service Supervisor) – **Sara Nelson** provided details regarding cash rounding and addressed questions from the Board.

Moved Henderson/Second Romsos/Haven Yes/Romsos Yes/Henderson Yes/Sheehan Yes/Exline Yes to approve Resolution No. 3347-26, authorizing rounding of certain cash payments to the nearest five cents and establishing related administrative procedures.

c. 2026 Water Meter Installation Project (Laura Hendrickson, Associate Engineer) – **Laura Hendrickson** provided details regarding the 2026 Water Meter Installation Project and addressed questions from the Board.

Moved Sheehan/Second Romsos/Haven Yes/Romsos Yes/Henderson Yes/Sheehan Yes/Exline Yes to 1) Approve Change Order No. 2 to White Rock Construction, Inc. in the amount of $28,137.76; and 2) Authorize the Acting General Manager to execute Change Order No. 2.

d. Asphalt Patching and Trench Paving Services (Adrian Combes, Director of Operations) – **Adrian Combes** provided details regarding the Asphalt Patching and Trench Paving Services and addressed questions from the Board.

Moved Exline/Second Henderson/Haven Yes/Romsos Yes/Henderson Yes/Sheehan Yes/Exline Yes to 1) Approve Change Order No. 1 in the amount of $132,875 to Alcorn General Engineering.

7. **STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:**
Director Sheehan reported that she and **Director Henderson** attended the Operations Committee meeting on October 6, 2026. She explained that there was lots of discussion regarding the Fleet Electrification project and it is believed that the first couple of compliance years will be focused on education. There will likely be no fines or retribution, but the committee members agreed that the District needs to err on the side of caution to keep the District compliant. **Director Henderson** provided updates regarding several projects including the stormwater pollution prevention plan and the spill prevention plan which will be coming to a close soon with a potential presentation to the Board. The October 14, 2026, El Dorado Water Agency meeting was cancelled. **Director Exline** and **President Romsos** thanked staff for the Candidate Forum held on October 6, 2026.

8. **BOARD MEMBER REPORTS:**
President Romsos reported that there was a 66.1% response rate on the Employee Survey to develop the profile for the permanent General Manager. **Director Haven** reported that there is a lot of discussion regarding super El Nino this winter and encourages District staff to get out in front of this potential Emergency as much as possible.

9. **STAFF/ATTORNEY REPORTS:**
Lauren Benefield provided an update regarding the District's social media and a recent recognition through the California Association of Public Information Officials (CAPIO) Award. The District submitted two videos and was awarded the short-story CAPIO Award for a video she shared with the Board. The Board congratulated staff on this award.

10. **ACTING GENERAL MANAGER REPORT:**
Ryan Lee reported that the Board Candidate Forum had three members of the public and ten staff who attended. There is a link on the website to watch on YouTube if you were unable to attend. He thanked **Shannon Chandler** for coordinating this event.

11. **NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**

12. **BREAK AND ADJOURN TO CLOSED SESSION:** 2:25 p.m.

Director Henderson left the meeting at 3:14 p.m.

RECONVENE TO OPEN SESSION: 3:49 p.m.

a. Pursuant to Section 54956.9(d)(2) of the California Government Code, Closed Session may be held for conference with legal counsel regarding potential litigation.

No reportable Board Action

b. Pursuant to Section 54956.9(d)(2) of the California Government Code, Closed Session may be held for conference with legal counsel regarding potential litigation.

No reportable Board Action

c. Pursuant to Section 54956.9(d)(1) of the California Government code, Closed Session may be held for conference with legal counsel regarding existing litigation: Yolo County Superior Court Case CV 2021-1686, Alpine County vs. South Tahoe Public Utility District; et al.

No reportable Board Action

d. Pursuant to Government Code Section 54957(b)(1) consider the appointment of a public employee (Interim General Manager). Provide staff with recruitment direction.

No reportable Board Action

e. Pursuant to Government Code Section 54957(b)(1) consider the appointment of a public employee (General Manager). Provide staff with recruitment direction.

No reportable Board Action

ADJOURNMENT: 3:50 p.m.

Shane Romsos, Board President
South Tahoe Public Utility District

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