

MEMO TO: **KGID Trustees**

FROM: **Cameron McKay, General Manager**

SUBJECT: **Manager's Report for the meeting of November 17, 2020**

SPECIAL INTEREST

Beach Club

- We attempted to work with the Tahoe Beach Club (TBC) to remove an old pump pedestal and intake line on their property. Initially I had told them that KGID would attempt to use our existing MOU with the TRPA to get a grading exemption for the work and TBC would use their contractor for the work. The TRPA denied the use of this MOU for the work as they felt it was not urgent and the TBC could do it next year. I forwarded this information on to the TBC.
- In August 2019, KGID was forced to move some electrical conduit near the raw water pump station. There had been a failure to secure an easement for these conduits thus KGID was forced to move them at our cost. Once the conduits were realigned, a survey and legal description of the area was completed, and the documents were given to staff to record the easement. I went on to the County Recorders website and could not find the recorded easement. The only documents I had were emailed draft easement docs and drawings. Brandon and I did a thorough search of old file boxes but could not find the original wet-stamped drawings or descriptions. I contacted the surveyor to see if we could get new documents. The original surveyor, Bigby & Associates is no longer in service, so I sent all the information we had to Farr West to have them survey the area and get new documents for us. Once we receive these, I will have the new easement recorded.

160 Pineridge & 298 Kingsbury Grade

- Judy has a report on these buildings.

ASSOCIATIONS

Tahoe Water Suppliers Association

- The TWSA is closely monitoring the actions of both the TRPA and Lahontan regarding the Tahoe Keys Property Owners Association's invasive aquatic weed eradication.

GID/Town Managers/League of Cities

- No meetings have been held since August 4th.

Nevada/National Rural Water Association

- The NvRWA meetings and training sessions are now being held virtually.

Training & Certification

- Judy, Brandon, and I sat in on a virtual training session with POOL/PACT

Local Emergency Planning Commission, (LEPC)

- No meetings have been held since September 25th.

DISTRICT ORGANIZATION/ADMINISTRATION

- I directed Judy to bring the Out of Basin (OOB) report up to date. This report had not been updated since 2012.
- Judy and I are continuing to work on the personnel policy when we get any free time.
- We received more correspondence from Alling & Jillson regarding the previous claim from Mr. Protell of 104 Meadow Drive. All this information was forwarded to Chuck and to our insurance company. The insurance company has assigned Brent Ryman along with Erickson Thorpe as our defense counsel for this matter.
- I review and approve all pay applications for payment by the contractors doing the Juniper waterline; Aspen road rebuild; and the sealing project. Notices of completion were signed and returned for the Juniper and Andria projects.
- Office staff is now back to working the regular 5-day, 8-hour shift. The crew changed to this schedule November 1st.
- I worked with Brandon and Matt on the Andria pavement thickness issue.
- I responded to requests from Beth Kohn regarding the audit.
- One of the questions Beth had was regarding an account that held a CD with the TRPA for BMPs at Station #4. This account still had Kim Garon as the authorized access name on it. I had to go through several steps to get this changed over to Brandy and Judy. The contact information had not been updated since Kim resigned in 2012.
- We received updates on several personnel policies due to the “Families First Coronavirus Response Act”.

- I review all applications sent to the Planning Commission that will affect KGID. About 15 applications have been sent to KGID this past month. Less than 5% are within KGID's jurisdiction.
- Reviewed changes and updates to the Decant Facility.
- I have directed staff to investigate reducing the monthly bills to one page. This will require a detailed description of what the base rate includes on our website. This should simplify the bills and get away from two-page bills, cutting down on billing time in the office.

Customer issues

- We had more communication from Art Warrell, the GM at Lake Village regarding an account that had the meter information swapped between two residences. We had already communicated our stance with the owners, and they must have felt that Art would be able to convince us to dismiss some charges. We were able to work all of the issues out with the property owner.
- In early September I had a call from a resident on Kimberly Brooke about the off-road vehicles speeding along the streets. I explained that KGID has no authority over these vehicles but suggested that every time it happens, he calls the Sheriff's office and complain. That way the call will be logged and eventually something might be done about the issue. Since then the DCSO issued the following press release:

Minden, Nevada- *Due to recent events involving Off Highway Vehicles (OHV's), the Douglas County Sheriff's Office (DCSO) will focus on enforcement of OHV use violations on paved County roads under applicable Nevada Revised Statutes (NRS). DCSO wishes to remind Douglas County residents of the following Nevada laws governing OHV use on paved County roads.*

NRS 490.060 generally defines OHV's as any motor vehicle that is designed primarily for off-highway and all-terrain use. OHV's include all-terrain vehicles, all-terrain motorcycles, and dune buggies.

Only large OHV's, specifically defined under NRS 490.043 as any all-terrain vehicle that includes seating capacity for at least two people abreast, and total seating capacity for at least four people or a truck bed, can operate on paved Douglas County roads. To operate on a paved County road, the large OHV must be registered with the Department of Motor Vehicles, and must meet the equipment requirements of NRS 490.120.

The equipment requirements include:

- *At least one headlamp that illuminates objects at least 500 feet ahead of the OHV*
- *At least one tail lamp that is visible at least 500 feet behind the OHV*
- *At least one red reflector on the rear of the OHV unless the tail lamp is red and reflective*
- *A stop lamp on the rear of the OHV*
- *A muffler which is in working order and which is in constant operation when the vehicle is running*

All other OHV's, including all-terrain motorcycles and dune buggies, can only operate on paved Douglas County roads under limited circumstances which include:

- *Perpendicular crossing of the paved road from a complete stop solely for the purpose of continuing on the OHV's direction of trail travel*

- Solely for the purpose of loading or unloading the OHV from another vehicle or trailer as close as practicable to the OHV trail
- During an emergency if it is impossible or impracticable to use another vehicle
- All operators of OHV's on paved County roads must hold a valid driver's license

DCSO understands the value of living in a rural area, with access to public lands which provide recreational opportunities to Douglas County residents. Douglas County Sheriff Dan Coverley stated, "Traffic and OHV use violations in Douglas County are one of the biggest complaints my office receives daily. Traffic congestion is obvious in all parts of the county. With the increasing number of vehicles, which occupy our roads every day, I believe allowing OHV's on paved roadways, which should not be there, is a hazard that we don't need. I believe there is a balance between enjoying all that Douglas County has to offer, enjoying the freedom from government oversight, and not endangering or unduly annoying others. We must always be good neighbors and respect others, so that we can all enjoy this beautiful place we call home."

-END-

ENGINEERING

- Matt is working on some easements at the Tahoe Beach Club.
- Matt and I have been discussing future changes in the standard construction bid documents and contracts. These changes will work to alleviate any issues similar to the problems we faced during the Juniper Waterline Replacement project. The last update that was done on these documents was 2013.

SEWER COLLECTION SYSTEM

- No major issues have been brought to me.

WATER SYSTEM

- All construction permits are now issued within one week of receiving them.

ROADS/SNOW REMOVAL/STORMWATER

- See Roads Report in Brandon's report.

NOTES FROM AROUND THE COUNTY

Please see the copy of the unofficial election returns in correspondence.

Outside Activities

No outside activities have taken place during normal working hours.

Future Work/In Progress/Concerns/Heads up

- Water conservation plan update
- Personnel policy update
- <http://www.trpa.org/transportation/plans-projects-and-programs/main-street-management-plan/>
Visit this website for information regarding the Main Street Management Plan.