OVERTON POWER DISTRICT NO. 5
BOARD MEETING
August 19, 2026
3:00 P.M.
Mesquite, Nevada

PRESENT:

Seat 2 – Logandale,	Mr. Jack Nelson, Chairman	Mrs. MeLisa Garcia, CEO / General Manager
Seat 1 – Overton,	Mr. Richard Jones, Vice-Chair	Mr. Scott Fullman, Administrative Services Manager
Seat 5 – Mesquite,	Mr. Mike Young, Sec / Treas	Mr. Randall Ozaki, Engineering Services Manager
Seat 3 – Moapa	Mr. Chad Leavitt, Trustee	Mr. Kyle Leavitt, Line Operations Manager
Seat 4 – Bunkerville,	Mr. Bob Bunker, Trustee (Online)	Mr. Keven Hansen, Substation Operations Manager
Seat 6 – Mesquite,	Mr. Dale Rust, Trustee	Mr. Jonathan Denninghoff, Financial Services Manager
Seat 7 – At-Large,	Mr. Randy Laub, Trustee	Mrs. Becky LaGrow, Executive Assistant
	Mr. Byron Mills, Attorney	Mr. Steven Brown, IT Administrator

Note: The minutes of this meeting have been tape-recorded and will remain on file in the OPD5's main office for a period of one year for public examination

A. CALL TO ORDER

At 3:00 p.m. Jack Nelson called the meeting of the Overton Power District No. 5 Board of Trustees to order. The agenda items were addressed in the following order:

B. PLEDGE OF ALLEGIANCE

Richard Jones led the attendees in the Pledge of Allegiance

C. PUBLIC COMMENTS

There were no public comments

D. ACCEPTANCE OF THE AGENDA

A motion was made by Mike Young and seconded by Dale Rust to accept the August 19, 2026 agenda as posted. The Board voted seven (7) ayes and zero (0) nays in approval.

E. APPROVAL OF THE MINUTES

A motion was made by Mike Young and seconded by Richard Jones to approve the minutes of the June 17, 2026 meeting as written. The Board voted seven (7) ayes and zero (0) nays in approval.

F. CHAIR'S REPORT

Jack Nelson reported that thank you notes have been received from four MVHS scholarship recipients. They all expressed how much these funds would help in their future education endeavors.

Jack also recognized MeLisa Garcia for attending a Leadership Program at Harvard University

G. ATTORNEY'S REPORT

Byron Mills had no report at this time

H. MANAGER REPORT'S

Line Operations

Kyle Leavitt Reported on the following items:

- *Safety*
  - *June Meeting* – The topic was Safety Data Sheets (SDS) a Worker Right to Know, Drug & Alcohol Awareness Training. Forty-eight (48) employees, four (4) summer helpers and one (1) intern
  - *July Meeting* – The topic was Fall Protection & Climbing Equipment Inspection, Power Line Hazards, Minimum Approach Distance (MAD), and Second Point of Contact. Fifty-four (54) employees attended the meeting. This included summer helpers and interns
  - *Department Trainings*
    - Mine Safety and Health Administration (MSHA) 8 hour Refresher Training was held in August and had a total of 23 attendees over the two days.
- *Outages*
  - *June 2026*
    - There were ten (10) planned outages for maintenance. There were ten (10) unplanned outages for the month.
  - *July 2026*
    - There were seven (7) planned outages for maintenance. There were three (3) unplanned outages for the month.
- *Service Installations* –
  - June – Forty-three (43) residential and three (3) commercial service installations.
  - July – Ten (10) residential and five (5) commercial service installations.
  - 2026 – A total of one hundred ninety-nine (199) commercial and residential service installations combined.
- PC Label Correction Countdown
  - This project began in April and is quite labor intensive
  - The weekly target is thirty (30) corrections per valley
  - It is estimated the project will take two years to complete
- Fleet Sales
  - Successfully executed the new sealed-bid surplus sales process developed in coordination with legal counsel
  - All equipment offered in the recent round was sold within the past week
- Paving Project - The driveway from Moapa Valley Blvd to the warehouse gate has been repaved

- Summer Helpers
  - Their help is as valuable to OPD5 as the experience they gain is to them
  - Brush Removal – This summer our helpers cleared wild growth and dry vegetation directly surrounding 220 utility poles to eliminate potential fuel sources
  - Pole Wrapping - Wrapped 70 utility poles in targeted high-risk zones with advanced, fire-preventative protective materials
  - These young men completed valuable field training, gaining hands-on experience with site work, wire pulling, wire termination, and bucket truck operations
- Employee Opening
  - Our recent hire in Mesquite unfortunately moved back to Arizona
  - We are advertising for a Journeyman Lineman / 4th Step Apprentice locally and in industry publications across the western United States

Engineering

Randall Ozaki reported on the following items:

- Tortoise – Gila 138kV Line
  - All the conductors and fiber have been pulled
  - The next tasks will be placing jumpers on dead ends and transition poles and splicing the fiber
  - Randall explained how the jumpers on the transposition pole structure swap conductor phases over long line distances (10+ miles) is a standard engineering practice designed to reduce line loss, mitigate AC induction to the ground, and optimize system efficiency
  - The goal is to have the line tested, commissioned, and energized by the end of the year
  - Budget
    - Approved budget - $17.9M
    - Cost to Date - $14.7M
    - Cost to Complete - $1M
    - Possible Savings on Budget - $500,000
    - Projected Under Budget - $2.2M – $2.7M
- Tortoise Substation 138kV Bay
  - This project is close to completion
  - Budget
    - Approved budget - $2M
    - Cost to Date - $1.6M
    - Cost to Complete - $100,000
    - Projected Under Budget275,000
- Long Drive Switchyard & Raptor Substation
  - For both locations construction is complete except for the landscaping
  - Testing is completed and being reviewed by Electrical Consultants Inc. (ECI)
  - When positive results from the review arrive, it will take approximately two weeks to energize those projects
  - Budget
    - Approved budget - $10.4M
    - Cost to Date - $12.2M
    - Cost to Complete - $220,000
    - Projected Under Budget - $690,000
  - Landscaping Bid Results – Kokopelli was the successful bidder
    - Long Drive - $58,835
    - Raptor - $22,300

- WECC Update
  - Standards
    - All internally managed WECC standards have been successfully completed and submitted
    - Engaged an outside engineering firm to complete specialized PRC protection standards testing. The consultant will run outage scenarios to verify relay response modeling and communication synchronization, fulfilling requirements that exceed internal software capabilities
  - Implementation Plan
    - WECC has added a Transmission Planner (TP) standard. An extension has been requested for this standard
  - Internal Controls
    - Compliance preparations are 93% complete, with external contractor support engaged for PRC-26 and PRC-27 standards. WECC is currently performing an informal mock audit on submitted documentation to provide constructive feedback ahead of the formal audit
- Large Project Pipeline
  - Moapa West
    - We are still waiting on the feasibility study from NV Energy(NVE). Once completed, NVE will have 60 days to review the study before releasing it
  - Bridge Source Mine
    - They are still working on acquiring a right of way
  - Data Center in Mesquite
    - The feasibility study was shared the project developer. The study estimates required infrastructure improvements at approximately $13 million for a 20 MW load, and the developer is currently seeking an end-use customer
  - Mesquite Manufacturing Facility
    - Have a signed NDA with this company
    - They are in the process of determining the site location

Substation Operations

Keven Hansen reported on the following items:

- Arrowhead Substation Update
  - The Issued for Construction (IFC) drawings have been approved
  - The concrete contractor will begin work in late August, with completion anticipated by late September
  - When concrete work is completed the in-house team will begin work on the underground construction with a completion date of February 2027
  - In early February 2027, the control building and the steel structures will arrive
  - Financial Overview
    - Approved Budget - $8.7M
    - Cost to Date - $8.25M
    - Post-estimate material price escalation has resulted in expenditures exceeding original project projections

- Tortoise T5 Project
  - The project remains on schedule and within budget. A key milestone was recently completed with the removal of the old transformer and pad, followed by the pouring of the new foundation. Delivery of the new transformer is anticipated between late October and early November, with an expected energization date of January 1, 2027
  - Financial Overview
    - Approved Budget - $5.5M
    - Cost to Date - $4.86M
    - All major high-cost project items have been fully disbursed
- Tortoise 138 kV Bay
  - Labor responsibilities are divided among specialized teams:
    - *Hunt Electric*: Doing the high voltage apparatus install.
    - *Substation Crew*: Making all the low voltage connections, apparatus testing, and commissioning
    - *3rd Party Tester*: The relay testing will be done by an independent 3rd party tester
- Dixie Power
  - They requested standby back-feed support for the Littlefield area following a failure with their supplier's transmission transformer
  - While they expect to manage the curtailment using their internal gas turbine generation, OPD5 stands ready to assist as a precautionary measure

Administrative Services

Scott Fullman reported on the following items:

- *Cyber Security Training* – 98% participation by employees in July. The topics included verify before you trust, social engineering can bypass security, and protect credentials at all times
- *Information Technology* – In July, two employees clicked on internal spam email
- *Servers* – All servers were up and running 100% of the time in July. All servers were successfully backed up and stored offsite in July
- *Electric Information Sharing and Analysis Center (E-ISAC)* – This month there were ninety-nine (99) emails giving information on cyber and physical incidents. The top three threat patterns were social engineering and credential theft, exploiting known software vulnerabilities, and physical intrusion, theft, and infrastructure surveillance

Financial Services

Jonathan Denninghoff reported on the following items:

- Gave the financial report for July 2026, a copy of which is on file

General Manager

MeLisa Garcia reported on the following items

- Employee Recognition
  - Commended four Mesquite linemen for their immediate response to a pedestrian's medical emergency on Sandhill Boulevard in June.
  - Commended Mesquite Customer Service team members for their swift response during an emergency at the office
  - Shared details of a recent non-fault vehicle collision involving an OPD5 employee

- Executive Leadership Training Update
  - *Program:* Attended the Harvard University Executive Leadership Series in Cambridge, MA (cohort of 30 national CEOs; fully sponsored by CFC, Federated, and NRTC)
  - *Focus Areas:* Industry change management, stakeholder partnership development, creating shared organizational vision, and advanced enterprise AI strategies
- Nevada Rural Electric Association (NREA) Board Meeting
  - *Rate Payer Pledge & Large Load Development*
    - Reviewed NRECA's proposed support for a national ratepayer protection pledge targeting large-scale power loads. The NREA Board of Directors declined to sign the blanket endorsement, electing to issue an independent statement advocating for balanced, load-agnostic utility principles
    - Highlighted how national data center expansion is escalating equipment shortages and vendor lead times for core utility materials (such as steel), creating procurement hurdles for local rural providers
  - *Joint Action Agency (JAA) Legislative Proposal*
    - Reported that the NREA board approved advancing a legislative proposal to authorize the formation of a statewide Joint Action Agency (JAA). The proposed legislation would enable cooperatives and public power districts to partner, combining purchasing power, grant eligibility, and operational scale. This proposal has received initial positive feedback from Governor Lombardo's office and the Governor's Office of Energy
  - *Senator Jacky Rosen Site Visit*
    - Reported an upcoming official visit with U.S. Senator Jacky Rosen on Monday, August 24th. The itinerary includes a tour of the Moapa system infrastructure to demonstrate the local project site funded through the Infrastructure Investment and Jobs Act (IIJA). Staff will discuss federal appropriation needs, regional infrastructure priorities, and ongoing support for Hoover Dam hydropower legislation, highlighting the impact of federal funding on OPD5 projects
  - *US Department of Energy (DOE) National Transmission Needs Study*
    - Reported on the OPD5's formal comments regarding the DOE's draft National Transmission Needs Study. Staff drafted a comprehensive position paper advocating for the interests of small, rural electric utilities, which are often overlooked in national transmission policy compared to investor-owned utilities (IOUs) and generation and transmission co-ops (G&Ts). Copies of the position paper were distributed to Secretary Wright, Nevada's congressional delegation, Senators Cortez Masto and Rosen; Representatives Horsford, Amodei, Lee, and Titus, Clark County Commissioner Kirkpatrick, Assemblyman Patchett, and Governor Lombardo. MeLisa emphasized the critical role of direct, grassroots legislative outreach in ensuring small public power systems have a voice in federal energy policy

I. <u>REVIEW AND POSSIBLE APPROVAL OF OPD-A-05.201 OPD5 ORGANIZATIONAL POLICY</u>

Staff presented a routine review of the OPD5 Organizational Policy which was last approved in 2013. As part of ongoing board policy updates, proposed revisions are administrative only—consisting strictly of header formatting updates and minor grammatical corrections with no alterations to operational substance. This policy was reviewed and approved by legal counsel.

After discussion by the board, a motion was made by Chad Leavitt and seconded by Mike Young to approve revisions to the OPD-A-05.201 Organization of OPD5 Policy as presented.
The Board voted seven (7) ayes and zero (0) nays in approval.

J. REVIEW AND POSSIBLE APPROVAL OF 2026 ORGANIZATIONAL CHART

Management presented a strategic staffing plan addressing four key operational positions. The proposal includes creating three new roles—a Substation Tech (Journeyman or 4th-year minimum), a Human Resources position, and a Cybersecurity/IT position and reassigning an existing Customer Service role to Engineering Support Specialist without backfilling the customer service vacancy. To improve efficiency and avoid redundant advertising, Management consolidated job postings for the open Lineman vacancy and a new Substation Technician role into a single advertisement to build a pipeline of applicants.
Mike Youg inquired whether the proposed Human Resources position could be outsourced to a third-party vendor. Management responded that while contract services are suitable for certain functions, the specific operational tasks and day-to-day responsibilities required for this position make outsourcing impractical. The new position would be filling needs that are not currently being met.
Randy Laub raised the topic of candidate recruitment incentives, asking whether the District utilizes signing bonuses or competitive enticements to attract applicants for highly specialized or hard-to-fill technical positions. Management noted that candidate signing bonuses are not currently budgeted. While relying on standard recruitment and timing, *Randy acknowledged that specialized positions are increasingly difficult to fill and suggested that OPD5 may need to consider future incentive options—such as sign-on bonuses tied to a multi-year service commitment—should recruitment challenges persist*.
Mike Young asked for a brief explanation on the need for an addition to IT. Management reported key succession risks due to pending retirements and lack of departmental backup in IT. To mitigate this, Management recommended creating an entry-level IT support position to handle daily helpdesk tasks, freeing senior staff to manage their current obligations.
After discussion by the board, a motion was made by Bob Bunker and seconded by Chad Leavitt to approve revisions to the Organizational Chart with Associated Adjustments as presented.
The Board voted seven (7) ayes and zero (0) nays in approval.

K. REVIEW AND POSSIBLE APPROVAL OF OPD-S-05.203 OPD5 SECURITY DEPOSIT POLICY

Staff presented a proposed policy revision governing deposit refunds for separating joint account holders. Under current practice, eligible deposits may be transferred to a new single-party account, potentially favoring one individual over another. The revised policy mandates that eligible deposits be refunded equally to both named account holders rather than transferred to a new account, establishing an impartial standard that protects utility financial interests, avoids ownership assumptions, and reduces dispute potential.
Bob Bunker asked what the process will be for cashing the check. MeLisa confirmed joint deposit refunds will be issued via dual-payee checks payable to both account holders. The utility will no longer transfer joint deposit balances to new individual accounts, requiring separating customers to provide new deposits for subsequent service. This policy was reviewed and approved by legal counsel.

After discussion by the board, a motion was made by Chad Leavitt and seconded by Mike Young to approve revisions to the OPD-S-05.203 Security Deposit Policy as presented.
The Board voted seven (7) ayes and zero (0) nays in approval.

L. <u>PRESENTATION OF THE WAGE AND BENEFITS COMMITTEE FINDINGS & REVIEW AND POSSIBLE APPROVAL OF OPD-P-21.000 OPD5 LONGEVITY PAY POLICY</u>

MeLisa introduced the members of the Wage & Benefits Committee; they are as follows, Shawna Marshall, Kim Watts, Boyd Evans, Shane Robison, and Scott Robison. The committee was tasked with performing a comprehensive benefits and policy benchmarking study, evaluating District offerings against local, statewide, and regional peer utilities in Nevada and Utah. Staff presented findings from a recent anonymous employee survey designed to cross-reference committee feedback with broader staff sentiment. High participation rates revealed positive overarching themes, including strong staff morale and overall satisfaction with OPD5 compensation and benefits.
As part of the Wage and Benefits Committee's review of employee compensation and benefits, employees identified a formal longevity incentive as a desired addition to OPD5's benefits package. Benchmarking showed that OPD5 currently lacks a structured Longevity program that is common among comparable employers.
The proposed Longevity Pay Policy would be effective January 1, 2027 and is intended to recognize employee loyalty, reward long-term service, and improve longevity of experienced employees. Under the proposed policy, eligible full-time employees who complete five consecutive years of service will receive an annual longevity payment equal to $100 for each completed year of service. Payments begin at $500 after five years and increase by $100 for each additional completed year of service.
Following discussion regarding Trustee options, the Board agreed to table the item until the next meeting. Staff was directed to return with additional financial figures and refined proposals for further consideration. Trustees noted that deferring the vote provides an opportunity to refine the proposal, integrate trustee feedback, and gather detailed financial data to support a final decision at the next meeting.
After discussion by the Board a motion was made by Mike Young and seconded by Richard Jones to table the agenda item OPD-P-21.000 OPD5 longevity pay policy until the September Board Meeting.
The Board voted five (5) ayes and two (2) nays by Bob Bunker and Jack Nelson. The motion passes.

**Chad Leavitt had to leave the meeting, he continued participating in the meeting online*

M. <u>PRESENTATION OF THE WAGE AND BENEFITS COMMITTEE FINDINGS & REVIEW AND POSSIBLE APPROVAL OF OPD-P-06.202 OPD5 HOLIDAY PAY POLICY</u>

During its comprehensive review of OPD5's wage and benefits package, the Wage and Benefits Committee evaluated employee feedback and compared OPD5's benefits to those offered by neighboring utilities. Employee surveys identified that the addition of paid holidays would enhance employee satisfaction, better support employee recruitment and support retention. Staff is recommending amendments to Personnel Regulation OPD-P-06.201 to:

- Add December 24 as a paid holiday
- Establish one annual Floating Holiday for eligible employees

Christmas Eve was selected due to overwhelming staff preference and low historical customer volume. The floating holiday provides flexibility for employees to observe non-designated holidays—such as Martin Luther King Jr. Day, Juneteenth, or Columbus Day—or personal days without closing OPD5 facilities. Management noted the proposal carries no direct budgetary impact, though it represents two days of operational efficiency impact, with zero customer service disruption for the floating holiday as offices remain open.

After discussion by the Board, Mike Young made a motion to approve the addition of one annual floating holiday, with consideration for a second holiday deferred to a future date. The motion died for lack of a second.

A motion was made by Randy Laub and seconded by Richard Jones to approve the proposed amendments to OPD-P-06.202 OPD5 Holiday Policy as presented. The Board voted six (6) ayes and one (1) nay by Mike Young. The motion passes.

N. PUBLIC COMMENTS

All Public Comments are recorded and are available at the OPD5 website (www.opd5.com) for a period of one year.

O. TRUSTEE COMMENTS

Richard Jones – Had questions regarding a bill on his rental property. Kristi and Crystal did a great job of resolving his problem.

Randy Laub – Commended the Line Operations team for continuing the extremely difficult and arduous task of line labeling.

Bob Bunker - Expressed his appreciation to staff for their time and patience in educating the Board on complex operational matters. He acknowledged the challenge staff faces in bringing these issues forward and emphasized the value of ongoing communication to better understand staff needs and priorities

P. APPROVAL OF THE NEXT BOARD MEETING

A motion was made by Richard Jones and seconded by Dale Rust to approve Wednesday, September 16, 2026, as the next Board Meeting date. The meeting will be held in the Overton Board Room at 3:00 p.m. The Board voted seven (7) ayes and zero (0) nays in approval.

Q. EXECUTIVE – CLOSED DOOR SESSION

A motion was made by Mike Young and seconded by Richard Jones to enter executive session. The Board voted four (4) ayes and zero (0) nays in approval.

A motion was made by Mike Young and seconded by Jack Nelson to exit executive session. The Board voted seven (7) ayes and zero (0) nays in approval.

R. <u>ADJOURNMENT</u>

At 6:28 pm, a motion was made by Richard Jones and seconded by Mike Young to adjourn the meeting. The Board voted seven (7) ayes and zero (0) nays in approval.

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Chair

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Vice Chair

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Secretary / Treasurer