



OVERTON POWER DISTRICT NO. 5

BOARD MEETING

September 17, 2025

3:00 P.M.

Overton, 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 3 – Moapa | Mr. Chad Leavitt, Trustee | Mr. Randall Ozaki, Engineering Services Manager |
| Seat 4 – Bunkerville, | Mr. Robert Bunker, Trustee | Mr. Jonathan Denninghoff, Financial Services Manager |
| Seat 5 – Mesquite, | Mr. Mike Young, Sec / Treas | Mr. Kyle Leavitt, Line Operations Manager |
| Seat 6 – Mesquite, | Mr. Dale Rust, Trustee | Mr. Keven Hansen, Substation Operations 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 ALLEGIENCE

Dale Rust 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 OPD5 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 Richard Jones and seconded by Mike Young to approve the minutes of the August 20, 2025 Board Meeting. The Board voted seven (7) ayes and zero (0) nays in approval.

F. CHAIR'S REPORT

Jack Nelson read two thank you notes from this year's scholarship recipients.

G. ATTORNEY'S REPORT

Byron Mills had no report at this time.

H. MANAGER'S REPORTS

Line Operations

Kyle Leavitt reported on the following items:

💡 *Safety*

- 💡 *August In-House Meeting* – The topics were the new OPD5 safety manual, a report on the strategic planning session, and a refresher of previously discussed topics. Fifty-five (55) employees attended the meeting
- 💡 *September Safety Meeting* – The topics included sexual harassment, workplace violence, & drug, and alcohol training. With special guest Chad Leavitt, fifty-three (53) employees attended the meeting
- 💡 *Department Trainings for August & September*
 - 💡 Zac Barnum led the discussion on outage communication scenarios
 - 💡 Layton Woods led the roundtable on the best practices of trench shoring.
 - 💡 NHP Trooper Kassebaum was a guest speaker on the topics of being responsible commercial drivers, loads, weights & tie-down procedures

💡 *Outages*

- 💡 *August 2025*
 - 💡 There were nine (9) planned outages for maintenance. There were one (1) unplanned outages for the month. The cause was a vehicle hitting a transformer

💡 *Service Installations* –

- 💡 August – Forty -two (42) residential and four (4) commercial service installations
- 💡 2025 YTD – A total of three hundred fourteen (314) commercial and residential service installations combined.

💡 *Jobs*

- 💡 The Mesquite team have been preparing for the City of Mesquite's paving of Mesquite & Sandhills Blvd. This includes underground facilities upgrades
- 💡 The Overton team has been handling the remainder of the jobs. They worked at Sunroc, upgrading a service in Overton, Logandale Ballfield expansion project, and pole changes from Overton Wash to Simplot

Engineering Services

Randall Ozaki reported on the following items:

- 💡 *Long Drive Switchyard & Raptor Substation* - The steel structures have been delivered, and the contractor will begin setting them next week. The project is on schedule to be completed by the end of the year
- 💡 *Tortoise – Gila 138kV Line* – Work continues on the project. The project is slated for completion in March of 2026
- 💡 *Valley of Fire* – The team installed a regulator for the new Valley of Fire Visitors Center that will opening next month. The regulator will maintain voltage within acceptable limits
- 💡 *Western Electricity Coordinating Council (WECC)* – Our team continues to provide information to Arizona Electric Power Cooperative (AEPCCO) in preparation for WECC compliance. A recent meeting OPD5 and AEPCCO had with NV Energy (NVE) to share transmission modeling information was unproductive as NVE was unwilling to share their information. We continue to pursue their cooperation through available avenues. WECC has confirmed that there are options for requesting an extension to our current compliance date of July 22, 2026 if OPD5 demonstrates ongoing progress and maintaining the documentation supporting the need for an extension
- 💡 *Tortoise Ring Bus & 69kV Bay Expansion* – All materials have arrived, and the contractor will begin work in mid-October. Both projects are scheduled to be completed by end of March 2026

SCADA & Substation Operations

Keven Hansen reported on the following items:

- 💡 *Arrowhead Substation* – The Bay 2 equipment is being moved to the Painted Hills Substation Bay 4. This will facilitate pouring two pads for the new transformers that are scheduled for delivery in February 2026. The control building is scheduled for delivery in January 2027. The completion date for the substation to be online is by summer of 2027
- 💡 *Painted Hills Substation Bay 4* – The transfer of equipment from Arrowhead Substation to this substation requires extensive switching and power redirection to manage capacity loss during the decommissioning. Bay 4 is projected to be online before summer of 2026
- 💡 *Falcon Ridge Substation* – The transformer drawings have been approved, and the transformer is scheduled for delivery in February 2026. These substation improvements have a final completion date before summer of 2028
- 💡 *Tortoise Substation T5 Transformer* – This projects requires pouring a new pad and moving the current transformer. The construction drawings are expected by the end of October. The T5 transformer is scheduled for delivery in September 2026, with a project completion date of January 2027.
- 💡 *Future Needs* – Whipple Substation is reaching peak capacity. Due to increased growth, Logandale is close to needing another substation. A typical distribution substation takes four to five years from conception to completion

Administrative Services

Scott Fullman and his team reported on the following items:

- 💡 *Cyber Security Training (Steven Brown)* – 94% participation by employees in August. The topics included oversharing personal life events, humans are the primary attack vector, verify before trusting unsolicited communications
- 💡 *Information Technology* – In August, no employees clicked on internal spam email. Steven also gave a brief synopsis on the multiple layer of cyber protection and other cyber security measures OPD5 servers have
- 💡 *Servers (Merlin Wollenzien)* – All servers were up and running 100% of the time in August. All servers were successfully backed up and stored offsite in August. Merlin also spoke about the work he is doing on the WECC requirements and sub requirements
- 💡 *Customer Service Department (Kristi Eames)* – Kristi reported on the number of bill pay, e-bill, phone calls, and walk-in customers for the third quarter
- 💡 *Public Relations (Vernon Robison)* – Reported on the number of Social Media and communication interactions for June through August
Mike Young asked if the newsletter had become ineffective since it is no longer reaching the entire customer base. Staff may consider the possibility of going back to a printed version of the newsletter in order to reach more customers

Financial Services

Jonathan Denninghoff reported on the financial report for August 2025, a copy of which is on file

General Manager

MeLisa Garcia reported on the following items:

- 💡 *Governor's Office of Energy (GOE)*
 - 💡 Have received a conditional award of \$90M for home energy assistance grants
 - 💡 They are working with the statewide utilities to assist in drafting the Memorandum of Understanding (MOU)
 - 💡 OPD5 is participating in those conversations and looking opportunities for OPD5 customers to receive specified assistance
 - 💡 There are other monies available that staff is looking for applications for those funds
- 💡 *NREA Annual Meeting*
 - 💡 Will be held September 24-26th at the Aliante Hotel in North Las Vegas
 - 💡 OPD5 in conjunction with NREA applied for a \$787,000 grant. The formal announcement from the GOE on the distribution of those funds will be announced at the meeting
- 💡 *Bill Tracking*
 - 💡 MeLisa and Vernon have been working on bill tracking
 - 💡 Creating a good relationship with Senator Cortez Masto and Congressman Horseford
- 💡 *Tenaska*
 - 💡 Since the activation of the Escape Solar Project, they are helping to work through the energy imbalance charges coming from NVE
 - 💡 We asked that NVE review the bill, and they admitted some calculation were incorrect and are sending an updated bill

- 💡 Tenaska is always responsive to our concerns and constantly refining our scheduling needs
- 💡 NRECA
 - 💡 MeLisa currently represents Region 9 on the Regulatory Committee
 - 💡 Utah's state director requested that we support Greg Humphries who is up for re-election
- 💡 Cooperative Finance Corporation (CFC)
 - 💡 The results from our strategic planning session have arrived
 - 💡 The plan is to submit a draft for review at the October Board Meeting and adopt the document in the November Board Meeting

I. RECOGNITION OF THE OPD5 SAFETY COMMITTEE

Previously, OPD5 has followed the American Public Power Association (APPA)safety manual best practices. This amazing team of employees has worked for several years to create an OPD5 Safety Manual that is an internal living document, accessible in the field, to be reviewed annually by employees. Thank you to Kyle Leavitt, Steve Barlow, Omar Vallejo, Luis Gonzalez, , Joni Kammerer, Luke Whitney, Kelly Cronkleton, Dave Everitt, Chad Dalton, Marianne Zaugg, and Beady Long. Safety is the key at OPD5, and the General Manager has given approval to share this document with other utilities wishing to create their own personal safety manual.

J. REVIEW AND POSSIBLE APPROVAL OF THE 2026 EMPLOYEE HEALTH & LIFE INSURANCE PLAN

OPD5 currently uses the National Rural Electric Cooperative Association (NRECA) for its employee health and life insurance program. NRECA bids for health insurance with large health care providers annually.

Each August, NRECA provides insurance costs for the next year, and insurance renewal must be completed each September. Staff have worked on adjusting coverage to keep costs down. In 2025, OPD5 is on track to spend \$1,336,336.99 for the employee health and life insurance plan. With adjustments made for retirements and new hires this is an increase of \$149,165.40 or 9% in 2026.

The 2026 insurance proposal increases the deductibles from 1650/3300 to 1700/3400 due to the new IRS minimum requirements while maintaining the same coverages that were part of last year's insurance program. The employees will continue to contribute the same amounts to insurance through regular payroll deductions.

After discussion by the Board, a motion was made by Mike Young and seconded by Chad Leavitt to approve the 2026 Employee Health & Life Insurance Plan through NRECA as presented. The Board voted seven(7) ayes and zero (0) nays in approval.

K. REVIEW AND POSSIBLE APPROVAL OF THE AEPKO CLASS D MEMBERSHIP AND LETTER OF AGREEMENT

As OPD5 works to meet compliance requirements for NERC/WECC as both a Transmission Owner (TO) and Transmission Operator (TOP) there are many new duties and/or responsibilities. The Transmission Operator (TOP) requires but is not limited to:

- Monitoring real time data 24 hours per day 365 days per year through SCADA or EMS software by NERC certified operators.
- Perform 60-minute assessments to identify potential Interconnection Reliability Operating Limit exceedances and implementation of mitigation plans.
- As well as comply with WECC audits that include evidence monitoring and mitigation with evidence retention for 12 months and 90 days for logs/voice recordings.

Arizona Electric Power Cooperative, Inc (AEPCO) is a generation and transmission cooperative providing wholesale power and energy services to not-for-profit electric cooperatives and public power utility members. Energy services include TOP services for neighboring utilities including Lincoln County Power District #1 and Metropolitan Water District of Southern California.

Performance of the TOP functions for OPD5 requires both a Class D Membership and a Letter of Agreement. The fiscal impact for AEPCO's services is \$350,000.00 annually.

After discussion by the Board, a motion was made by Mike Young and seconded by Dale Rust to approve application for Class D membership and signing of a Letter of Agreement with Arizona Electric Power Cooperative (AEPCO) as presented. The Board voted seven(7) ayes and zero (0) nays in approval.

L. REVIEW AND POSSIBLE APPROVAL OF REVISIONS TO THE 2025 ORGANIZATIONAL CHART

As OPD5 works to meet compliance requirements for NERC/WECC. A Compliance Officer that has independent access to the General Manager and Board of Trustees is required to ensure direct communication of compliance concerns to the highest levels within the organization; and that independent compliance with reliability standards is free from undue influence. As well as ensuring the GM and Board of Trustees fully support the compliance program. This new compliance officer position will be filled internally and is required to be implemented immediately.

As workload to meet these NERC/WECC compliance requirements increases staff sees the need to bring additional manpower. A newly created position, compliance officer / analyst, in the Engineering Department is also being requested. This position will report to the Manager of Engineering Services who will also act as the Compliance Officer. This allows for training, sharing of workload, as well as filling data analytics duties within the Engineering Department. The fiscal impact of this position will be approximately \$36,820 through the end of the year.

After discussion by the Board, a motion was made by Mike Young and seconded by Randy Laub to approve the revisions to the Organizational Chart with associated adjustments as presented. The Board voted seven(7) ayes and zero (0) nays in approval.

M. PUBLIC COMMENTS

There were no public comments.

N. TRUSTEE COMMENTS

Mike Young – When hiring non-operating employees, this is an overhead charge and should be received from the base service charge not tacked on to a rate class.

Richard Jones – Thanked the Safety Committee for their commitment in creating OPD5’s first official safety manual.

O. APPROVAL OF THE NEXT BOARD MEETING

A motion was made by Chad Leavitt and seconded by Bob Bunker to approve Wednesday, October 15, 2025, as the next Board Meeting date. The meeting will be held in the Mesquite Board Room at 3:00 p.m. The Board voted seven (7) ayes and zero (0) nays in approval.

P. EXECUTIVE – CLOSED DOOR SESSION

A motion was made to enter executive session
A motion was made to exit executive session

Q. ADJOURNMENT

The Board voted unanimously to adjourn at 5:33 P.M.

Chair

Vice Chair

Secretary / Treasurer