



TAHOE-TRUCKEE SANITATION AGENCY
REGULAR BOARD MEETING
MAY 17, 2023



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
13720 Butterfield Drive
TRUCKEE, CALIFORNIA 96161
(530) 587-2525 • FAX (530) 587-5840

Directors

Dan Wilkins: President
Blake Tresan: Vice President
Dale Cox
David Smelser
Scott Wilson
General Manager
Richard Pallante

BOARD OF DIRECTORS REGULAR MEETING NOTICE AND AGENDA

Date: May 17, 2023

Time: 9:00 AM

Place: Board Room, Tahoe-Truckee Sanitation Agency, 13720 Butterfield Drive, Truckee, California

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code section 54953(b). The following are the teleconferencing location(s): (1) 647 Broadway, Dunedin, FL. 34698 The locations are accessible to the public, and members of the public may listen to the meeting and address the Board of Directors from the teleconference location.

Members of the public will have the opportunity to directly address the Agency Board of Directors concerning any item listed on the Agenda below before or during consideration of that item. To better accommodate members of the public and staff, some Agenda items may be considered in an order different than listed below.

I. Call to Order, Roll Call, and Pledge of Allegiance

II. Public Comment Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject that is within the jurisdiction of Tahoe-Truckee Sanitation Agency and that does not appear on the agenda. Any matter that requires action may be referred to staff for a report and action at a subsequent Board meeting. Please note there is a five (5) minute limit per person. In addition to or in lieu of public comment, any person may submit a written statement concerning Agency business to be included in the record of proceedings and filed with the meeting minutes. Any such statement must be provided to the recording secretary at the meeting.

III. Professional Achievements, Awards, and Anniversaries acknowledgement of staff for professional achievements and other awards.

IV. Consent Agenda Consent Agenda items are routine items that may be approved without discussion. If an item requires discussion, it may be removed from the Consent Agenda prior to action.

1. Approval of the minutes of the regular Board meeting on March 15, 2023 and April 19, 2023.
2. Waive First Reading and Introduce Ordinance 2-2023 Amending Ordinance 2-2015, As Amended, Making Conforming Changes To Agency Connection Charges.
3. Ratify payment of General Fund Warrants.
4. Ratify approval of Financial Statements.
5. Approval to award bids for the procurement of hydrated lime, liquid oxygen, methanol, hydrochloric acid, ferric chloride, and sodium hypochlorite.

V. Regular Agenda

1. Public hearing to receive public comments and protests concerning proposed sewer rates for 2024 through 2028.
2. Consider approval of Ordinance No. 1-2023 adopting Sewer Rates for 2024 through 2028.
3. Approval of cost-of-living adjustment and salary schedule for fiscal year 2023-2024.
4. Discussion and Review of the 2023-2024 Budget Highlights.
5. Approval to award bid for the 2022 Roof Repair Project.

VI. Management Team Report

1. Department Reports.
2. General Manager Report.

VII. Board of Director Comment Opportunity for directors to ask questions for clarification, make brief announcements and reports, provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

VIII. Closed Session

1. Closed session conference with legal counsel concerning significant exposure to litigation (Gov. Code section 54956.9(d)(2)) – one case.

IX. Adjournment

Posted and Mailed, 05/11/2023.



Roshelle Chavez
Executive Assistant/Board Clerk

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact Roshelle Chavez at 530-587-2525, 530-587-5840 (fax), or email rchavez@ttsa.ca.gov. Requests must be made as early as possible, and at least one-full business day before the start of the meeting.

Documents and material relating to an open session agenda item that are provided to the T-TSA Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the Agency's office located at 13720 Butterfield Drive, Truckee, CA.



TAHOE-TRUCKEE SANITATION AGENCY MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Michael Peak, Operations Manager
Item: I
Subject: Call to Order, Roll Call, and Pledge of Allegiance.

Background

Call to Order, Roll Call, and Pledge of Allegiance.



TAHOE-TRUCKEE SANITATION AGENCY MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Michael Peak, Operations Manager
Item: II
Subject: Public Comment.

Background

Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject that is within the jurisdiction of Tahoe Truckee Sanitation Agency and that does not appear on the agenda. Any matter that requires action may be referred to staff for a report and action at a subsequent Board meeting. There is a five (5) minute limit per person.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: III
Subject: Professional Achievements, Awards and Anniversaries.

Background

Acknowledgement of staff for professional achievements, awards and anniversaries received the previous calendar month or quarter.

1-Year, 5-Year, 10-Year, 15-Year, 20-Year, Etc. Anniversaries

5 Years

- Vicky Lufrano – May 2023
- Angelina Henson – May 2023

Fiscal Impact

None.

Attachments

None.

Recommendation

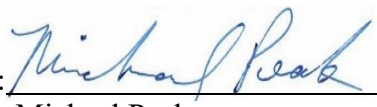
No action required.

Review Tracking

Submitted By: _____


Vicky Lufrano
Human Resources Administrator

Approved By: _____


Michael Peak
Operations Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Roshelle Chavez, Executive Assistant/Board Clerk
Item: IV-1
Subject: Approval of the minutes of the regular Board meeting on March 15, and April 19, 2023.

Background

Draft minutes from previous meeting(s) held are presented to the Board of Directors for review and approval.

Fiscal Impact

None.

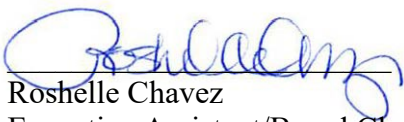
Attachments

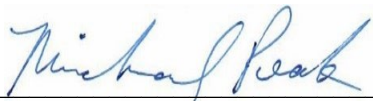
1. Minutes of the regular Board meeting on March 15, 2023.
2. Minutes of the regular Board meeting on April 19, 2023.

Recommendation

Management and staff recommend approval of the minutes of the regular Board meeting on March 15, and April 19 2023.

Review Tracking

Submitted By: 
Roshelle Chavez
Executive Assistant/Board Clerk

Approved By: 
Michael Peak
Operations Manager

**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

March 15, 2023

I. Call to Order:

Vice President Tresan called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:00 a.m. Roll call and Pledge of Allegiance followed.

Directors Present: Blake Tresan, TSD
Dale Cox, OVPSD
David Smelser, ASCWD
Scott Wilson, NTPUD

Directors Absent: Dan Wilkins, TCPUD

Staff Present: Richard Pallante, General Manager
Vicky Lufrano, Human Resources Administrator
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Tanner McGinnis, Maintenance Department
Crystal Sublet, Finance & Administrative Manager
Roshelle Chavez, Executive Assistant/Board Clerk
Andrew Ramos, Agency Counsel
Celeste Graves, Administrative Department
Paul Shouse, Maintenance Department
Luke Swann, Maintenance Department
Joel Oberly, Operations Department

Public: Shawn Koorn, HDR Engineering, Inc.

II. Public Comment

No public comment

III. Professional Achievements, Awards, and Anniversaries

Ms. Lufrano acknowledged agency staff, Joel Oberly, who received his Wastewater Treatment Plant Operator II certification and promoted to Operator II. Director Tresan congratulated him on his certification and promotion.

IV. Consent Agenda

1. Ratify approval of payment of general fund warrants
2. Ratify approval of financial statements.

MOTION by Director Smelser **SECOND** by Director Wilson to approve the Consent Agenda; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

V. Regular Agenda

1. Approval of the minutes of the regular Board meeting on February 15, 2023

MOTION by Director Wilson **SECOND** by Director Smelser to approve the minutes of the regular Board meeting on February 15, 2023; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

2. Consideration and possible action on the acceptance of the Sewer Rate Study by HDR Engineering and Setting of Public Hearing in accordance with Proposition 218 for a change in the sewer rates for 2024 through 2028 for May 17, 2023.

Shawn Koorn of HDR Engineering provided a presentation summarizing the Sewer Rate Study to the Board of Directors. The Study recommended the Agency increase sewer rates to ensure sufficient revenues and reserves to fund projected operating and capital costs. Specifically, the Study recommended rates be increased approximately 35%, 18%, 10%, 8%, and 5% over the next five years, respectively. After deliberation and discussion, the Board concurred with the recommended rate increase.

After several months of review, the Board of Directors agreed with HDR Engineering and Agency staff recommendation to increase rates on a five-year rate schedule for year 2024/2025 through 2028/2029.

MOTION by Director Wilson **SECOND** by Director Smelser to accept the Sewer Rate Study by HDR Engineering; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

Coinciding with the sewer service rates is the Proposition 218 Notice which requires a Public hearing before the rate increases are approved. The Proposition 218 notice will be sent to all property owners a minimum of 45 days prior to the public hearing. The public hearing will be held at the Board of Directors Meeting on Wednesday, May 17, 2023 at 9:00 am.

MOTION by Director Smelser **SECOND** by Director Cox to approve the setting of a Proposition 218 Public Hearing for a 5-year adjustment in sewer service charges for Wednesday, May 17, 2023; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

3. Approval to solicit bids for the 2023 Roof Repair Project

MOTION by Director Cox **SECOND** by Director Wilson for approval to solicit bids for the 2023 Roof Repair Project; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox, and Vice President Tresan..
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

4. Approval to purchase two (2) Taylor-Dunn Electric Utility Carts.

MOTION by Director Smelser **SECOND** by Director Wilson the purchase of two (2) Taylor-Dunn Electric Utility Carts; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox, and Vice President Tresan..
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

5. Approval to purchase one (1) Seepex Progressing Cavity Pump for TWAS.

MOTION by Director Wilson **SECOND** by Director Smelser to approve the purchase of one (1) Seepex Progressing Cavity Pump for TWAS; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox, and Vice President Tresan..
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

VI. Management Team Reports

1. Department Reports

Mr. Peak provided an update on the operations department.

Mr. McGinnis provided an update on the maintenance department.

Mr. Parker provided an update on the engineering department.

Ms. Sublet provided an update on the administration department.

No action was taken by the Board.

2. General Manager Report

Mr. Pallante provided an update on the status of various ongoing projects, none of which required action by the Board.

VII. Board of Directors Comment

Director Cox wished Roshelle a speedy recovery from her ankle injury. He also thanked Director Tresan for running a good meeting today and recognizing him during the meeting. Director Cox also thanked Luke, Jay and Richard for helping him with his new headphones and getting it setup with his iPad. He said it has helped him make the meeting a much more acceptable on his part.

Director Wilson also thanked staff for their hard work and he can see that it is starting to pay off.

Director Tresan thanked staff for maintaining operations during this challenging winter.

There was no action taken by the Board.

The Board went into Closed Session at 12:30 p.m.

VIII. Closed Session

1. Closed session for public employee performance evaluation of the General Manager. (Government Code, §54957.)

Closed session ended and Open Session began at 12:46 p.m. with no reportable action coming from closed session.

IX. Adjournment

There being no further business, the meeting was adjourned at 12:47 p.m.

MOTION by Director Smelser **SECOND** by Director Cox to adjourn meeting; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES:	Directors Tresan, Cox, Smelser, Wilson and President Wilkins.
NOES:	None
ABSENT:	None
ABSTAIN:	None

Motion passed.

Richard Pallante
General Manager

Approved: _____

BOARD OF DIRECTORS REGULAR MEETING MINUTES

April 19, 2023

I. Call to Order:

Dan Wilkins called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:00 a.m. Roll call and Pledge of Allegiance followed.

Directors Present: Dan Wilkins, TCPUD
Blake Tresan, TSD
Dale Cox, OVPSD
David Smelser, ASCWD
Scott Wilson, NTPUD

Staff Present:

Richard Pallante, General Manager
Vicky Lufrano, Human Resources Administrator
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Paul Shouse, Maintenance Department
Crystal Sublet, Finance & Administrative Manager
Roshelle Chavez, Executive Assistant/Board Clerk
Andrew Ramos, Agency Counsel
Michelle Mackey, Administrative Department
Celeste Graves, Administrative Department
Scott Fleming, Engineering Department
Trevor Shamblin, Engineering Department
Luke Swann, Maintenance Department
Soraya Bedout-Morz, Maintenance Department
Ryan Schultz, Maintenance Department
Dean Haines, Maintenance Department
Justin Parrish, Maintenance Department
Anthony Salinas, Maintenance Department
Jesus Zarate, Maintenance Department
Greg O'Hair, Operations Department
Brandon Dimond, Operations Department
Jessie Denham, Operations Department
Daniel Robenko, Operations Department
Joel Oberly, Operations Department
Michael Ramos, Operations Department
Brad Beatty, Operations Department

Public: Shawn Koorn, HDR Engineering, Inc.
Josiah Close, HDR Engineering, Inc.
Jonathan Foster, DavisFarr.
Meredith Anderson, Sierra Business Council
Christa Finn, Climate Transformation Alliance
David Diamond, TTAD/Self
Paco Lindsay, Truckee Resident
Annika Deurlington, Truckee Resident
Lisa Holan, Mountain Area Preservation
Jan Holan, Truckee River Legacy Foundation

II. Public Comment

Public comment was heard by David Diamond, Paco Lindsay, Annika Deurlington, Lisa Holan, and Jan Holan.

There was no action taken by the Board.

III. Professional Achievements, Awards, and Anniversaries

Ms. Lufrano acknowledged agency staff, Richard Pallante, who celebrated his five (5) year employment anniversary. She also acknowledged Paul Shouse for his promotion to Maintenance Department Manager.

Ms. Lufrano also acknowledged Agency staff Anthony Salinas, Jesus Zarate, Joel Oberly, Michael Ramos, and Justin Parrish for their First Quarter 2023 Safety Awards.

The Board acknowledged and congratulated staff for their achievements.

IV. Consent Agenda

1. Consider approval of Amendment to Resignation and Release Agreement between LaRue Griffin and Tahoe-Truckee Sanitation Agency.
2. Approval of the Alternate Work Schedule Policy
3. Approval of purchase of a Sludge Pump.
4. Ratify approval of payment of general fund warrants
5. Ratify approval of financial statements.

MOTION by Director Smelser **SECOND** by Director Wilson to approve the Consent Agenda; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Tresan, Cox, Smelser, Wilson, and President Wilkins.
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

The approval of the minutes of the regular Board meeting on March 15, 2023 were pulled from the Consent Agenda and will be brought back for approval at the May 17, 2023 Board meeting.

V. Regular Agenda

1. Approval of Resolution No. 1-2023 Commendation of T-TSA Staff for the Sodium Hypochlorite Project.

Public comment was provided by David Diamond.

MOTION by Director Tresan **SECOND** by Director Smelser to approve Resolution No. 1-2023 Commendation of T-TSA Staff for the Sodium Hypochlorite Project; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Tresan, Cox, Smelser, Wilson, and President Wilkins.
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

2. Climate Transformation Alliance Presentation.

Ms. Christa Finn and Ms. Meredith Anderson shared a PowerPoint presentation on behalf of the Climate Transformation Alliance to the Board of Directors. The Climate Transformation Alliance aims to lead the charge in climate change, adaptation, mitigation, and response, to build a more sustainable future for everyone. Many local utilities like the Town of Truckee, Truckee Tahoe Airport District, and Truckee Donner Public Utility District have joined their charter and they would like to have T-TSA join as well. There was discussion and questions for clarification. The Board of Directors gave direction to bring the Climate Transformation Alliance Charter participation and cost information back to a future meeting.

3. Presentation of the annual financial audit for fiscal year 2021-2022.

Mr. Jonathan Foster with DavisFarr prepared a review of the Agency's financial audit results for fiscal year 2021-2022 to the Board of Directors for their review and consideration. There was discussion and questions for clarification.

4. Approval to receive and file the annual financial audit for fiscal year 2021-2022.

MOTION by Director Smelser **SECOND** by Director Wilson for approval to receive and file the annual financial audit for fiscal year 2021-2022; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Tresan, Cox, Smelser, Wilson, and President Wilkins.
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

5. Discussion of 2022 Connection Fee Study.

Ms. Sublet returned to the Board of Directors with the discussion of the Agency Sewer Connection Fee Study for their review and consideration. There was discussion and questions for clarification. The Board of Directors agreed to proceed with moving forward with having HDR Engineering actively work on the Sewer Connection Fee Study.

Staff plans to return to the Board of Directors in May with an update to the Sewer Connection Fee Tables to correct the fractional billing disconnect and August with an update to the Sewer Connection Fee Study with HDR Engineering.

VI. Management Team Reports

1. Department Reports

Mr. Peak provided an update on the operations department.

Mr. Shouse provided an update on the maintenance department.

Mr. Parker provided an update on the engineering department.

Ms. Sublet provided an update on the administration department.

No action was taken by the Board.

2. General Manager Report

Mr. Pallante provided an update on the status of various ongoing projects, none of which required action by the Board.

VII. Board of Directors Comment

Director Cox stated that he wished Richard Pallante a speedy recovery for his upcoming surgery. He also asked for an update on the security breach and the Butterfield fire.

Director Wilkins had a question for Jay Parker regarding a portion of Agency property on the map during the land swap. He asked him to come back and report on a small section of it.

David Diamond made a comment public comment regarding Board of Directors comments.

The Board took a five minute break at 11:25 a.m. and went into Closed Session at 11:30 a.m.

VIII. Closed Session

1. Closed session conference with legal counsel concerning significant exposure to litigation. (Government Code, §54956.9(d)(2)) – one case.

Closed session ended and Open Session began at 11:48 a.m. with no reportable action coming from closed session.

IX. Adjournment

There being no further business, the meeting was adjourned at 11:48 a.m.

MOTION by Director Smelser **SECOND** by Director Cox to adjourn meeting; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Tresan, Cox, Smelser, Wilson, and President Wilkins.
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

Roshelle Chavez
Executive Assistant/Board Clerk

Approved: _____



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: IV-2
Subject: Waive first reading and introduce Ordinance No. 2-2023 Amending Ordinance No. 2-2015 and Ordinance No. 1-2019, as amended, making conforming changes to the Agency connection charges.

Background

Ordinance No. 2-2015 was adopted on May 13, 2015, by the Board of Directors. Ordinance No. 2-2015 set forth the rules and regulations governing the Agency's regional sewer system. This ordinance applied the rules and regulations to Sewer Service Charges and Connection Fee Charges. Ordinance No. 1-2019 was adopted on April 10, 2019, by the Board of Directors modifying Agency Connection Fee Charges and related amendments. A Connection Fee study was completed by HDR Engineering for Ordinance No. 1-2019.

At the March 16, 2022, Board of Directors meeting, there was direction provided by the board to solicit a proposal from HDR Engineering, Inc. (HDR) to perform a Sewer Connection Fee Study for review and consideration. At the April 20, 2022, Board of Directors meeting, HDR's proposal was presented and approved by the Board to enlist HDR to perform T-TSA's Sewer Connection Fee Rate Study.

At the January 18, 2023, Board of Directors meeting, HDR gave a presentation for the Connection Fee Study and it was decided at that time to focus on the Sewer Service Charge rate increases with the intention of re-visiting the Connection Fee study at a later time.

At the March 15, 2023 Board of Directors meeting, the Board accepted the Sewer Rate Study and set a public hearing date. With the potential acceptance of the Sewer Rate increases and updates to the Appendices, it was determined that it would be necessary to update the Appendices for the Connection fees at the same time so that the tables are in sync.

With Ordinance No. 2-2023, the Connection Fee Exhibit A Connection Charges table has been updated to align connection types and codes. There are no changes to the actual connection fees within this Ordinance.

Fiscal Impact

None.

Attachments

Ordinance No. 2-2023

Recommendation

Management and staff recommend the Board of Directors waive the first reading and introduce Ordinance No. 2-2023.

Review Tracking

Submitted By: Cystal A. Sublet
Crystal Sublet
Finance and Administrative Manager

Approved By: Michael Peak
Michael Peak
Operations Manager

ORDINANCE No. 2-2023

AN ORDINANCE OF THE BOARD OF DIRECTORS OF TAHOE-TRUCKEE SANITATION AGENCY AMENDING ORDINANCE 1-2019, AS AMENDED, MAKING CONFORMING CHANGES TO AGENCY CONNECTION CHARGES

BE IT ORDAINED by the Board of Directors of the Tahoe-Truckee Sanitation Agency ("Agency") as follows:

Section 1. Purpose and Authority. The purpose of this ordinance is to update and modify Agency Ordinance No. 1-2019 to conform the list of connection types for connection charges with the connection types adopted by the Agency Board of Directors for sewer rates. This ordinance is adopted pursuant to Agency Act sections 67 and 130, Government Code sections 54344, 54350, 65852.2, 66013 and 66016, Health and Safety Code section 5471, and other applicable law.

Section 2. Findings. The Board of Directors finds and determines as follows:

(a) On May 17, 2023, the Agency Board of Directors approved Ordinance No. 2-2023 making adjustments to Agency sewer service rates by amending Exhibit B of Agency Ordinance No. 1-2019. The adjustments included an updated list of recognized connection types.

(b) To ensure internal consistency within the Agency's rates and charges, this ordinance amends Ordinance No. 1-2019 to conform the existing list of recognized connection types for sewer connection charges with the updated list of connection types for sewer rates. Because the only change is to update the list of connection types, the ordinance does not constitute levying a new fee or service charge, or approval of an increase in an existing fee or service charge within the meaning of Government Code sections 66013 and 66016.

Section 3. Amendment. Agency Ordinance No. 1-2019 is amended as follows:

(a) The connection charge schedule on Exhibit A, Services Charges is amended by replacing the exhibit in its entirety with the attachment.

(b) Exhibit A, Services Charges is amended by adding Table A-5, Interim Connection Charges, by incorporating the attached exhibit.

Section 4. Interim Connection Charges. Notwithstanding anything to the contrary in Ordinance No. 1-2019 or any other Agency ordinance, connection fees for the connection types listed in Table A-5, Interim Connection Charges shall be determined according to that table and not Exhibit A.

Section 5. Supersedes Earlier Ordinances. This ordinance supersedes any other prior inconsistent Agency ordinance, resolution, policy, regulation, fee or charge.

Section 6. Effective Date. This ordinance shall take effect on July 1, 2023.

Section 7. Posting. This ordinance shall be posted within the Agency in at least three conspicuous places within 10 days after its adoption.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on the 21st day of June 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By:

Daniel Wilkins, Board President
Tahoe-Truckee Sanitation Agency

Attest:

Roshelle Chavez, Board Clerk
Tahoe-Truckee Sanitation Agency

Exhibit A Connection Charges

Exhibit A Sewer Connection Fees

Connection Type	TTSA Code	Units	Per Unit Charge (\$)
Beauty/Barber Shop	A	# of service chairs	2,500.00
Commercial Establishments (1) (unless otherwise noted)	B	# of fixture units	500.00
Dump Station	D	# of stations	5,000.00
Restaurant or Bar	F	# of seats inside	500.00
	Z	# of seats outside	175.00
	Z	# of seats banquet	175.00
Grocery	G	# of fixture units	750.00
Industrial User	I	as calculated pursuant to Table A-2	5,000.00
Car Washes	J	# of bays, Automatic	7,500.00
		# of bays, Automatic - Recycled	6,000.00
		# of bays, Self-Serve	5,000.00
		# of bays, Self-Serve - Recycled	4,000.00
Campsite with Sewer Connection	K	# of sites	2,500.00
Laundromat	L	# of washing machines	5,000.00
Motel or Hotel Unit	M	# of units	2,500.00
Motel or Hotel Unit with Kitchen	N	# of units	3,300.00
Swimming Pool or Spa	P	# of P units, see Table A-4	100.00
Campsite without Sewer Connection	Q	# of sites	1,875.00
Residential Unit ⁽²⁾	R	# of units	1,500.00
		plus # square feet of living area	1.75
Other	S	As Determined by General Manager	500.00
Assembly Hall	T	# of seats	50.00

(1) Refer to Table A-1

(2) Connection Fees for Residential living space additions greater than 500 sq.ft. where sewer connection is already established will be charged \$1.75/sq.ft.

**Table A-5
(Interim Connection Charges)**

**Table A-5
Connection Fees**

Connection Type	Code	Units	Per Unit Charge (\$)
Swimming Pool	S	base charge (up to 72,999) gallons	5,000
		per 1,000 gallons > 72,999	68
Spa	S	base charge (up to 1,000) gallons	2,000
		per 1,000 gallons > 1,000	27
Private School ³	B	# of fixture unit	250
Boarding School	B	# of fixture unit	500

³. Connection charges for public school construction are subject to the special rules in Government Code section 54999.3.

CERTIFICATE

I hereby certify that the foregoing is a full, true and correct copy of Ordinance No. 2-2023, duly and regularly adopted by the Board of Directors of Tahoe-Truckee Sanitation Agency on June 21, 2023.

Roshelle Chavez, Board Clerk
Tahoe-Truckee Sanitation Agency



TAHOE-TRUCKEE SANITATION AGENCY MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: IV-3
Subject: Ratify payment of General Fund Warrants.

Background

The Agency implemented the Caselle software program, and the report of general fund warrants is attached as prepared by Agency accounting software. It should be noted, payroll summaries are excluded from the general fund warrants and are incorporated into the financial statements.

The Finance Committee reviewed and approved payment of the general fund warrants at its recent meeting.

Fiscal Impact

Decrease in Agency funds per the warrant amounts.

Attachments

Report of general fund warrants.

Recommendation

Management and staff recommend the Board Directors ratify payment of the general fund warrants.

Review Tracking

Submitted By: Cystal A Sublet
Crystal Sublet
Finance and Administrative Manager

Approved By: Michael Peak
Michael Peak
Operations Manager

Payee	Check Number	Check Issue Date	Description	Amount
1000 BULBS				
	89627	04/06/2023	2200 Lumens 4 ft. LED	153.68
	89627	04/06/2023	T8 or T12 Lampholder	50.90
Total 1000 BULBS:				204.58
AIRGAS USA LLC				
	89628	04/06/2023	CYLINDER RENTALS	98.42
	89628	04/06/2023	CYLINDER RENTALS	68.18
	89628	04/06/2023	CYLINDER RENTALS	37.94
	89695	04/20/2023	STOCK CHEM SUITES FOR DIGESTER CLEANING	240.16
Total AIRGAS USA LLC:				444.70
ALPHA ANALYTICAL INC				
	89629	04/06/2023	1Q23 PRETREATMENT	2,090.00
	89629	04/06/2023	FEB 2023 TOC'S	200.00
	89629	04/06/2023	DIRECT ANALYSIS ICPMS METALS	210.00
	89696	04/20/2023	DIRECT ANALYSIS ICPMS METALS	210.00
	89696	04/20/2023	DISSOLVED ORGANIC CARBON	250.00
	89696	04/20/2023	MARCH 2023 TOC	450.00
Total ALPHA ANALYTICAL INC:				3,410.00
ANEEL OR ALLISON BHUSRI				
	89697	04/20/2023	CONNECTION FEE REFUND REISSUE	5,000.00
Total ANEEL OR ALLISON BHUSRI:				5,000.00
ANNIE'S CLEANING SERVICE				
	89630	04/06/2023	FEB 2023 JANITORILA SVC	3,813.33
	89630	04/06/2023	MARCH 2023 JANITORIAL SVC	3,813.33
Total ANNIE'S CLEANING SERVICE:				7,626.66
APPLIED INDUSTRIAL TECH.				
	89698	04/20/2023	STOCK AIR FILTERS FOR HEADWORKS	1,024.72
Total APPLIED INDUSTRIAL TECH.:				1,024.72
ARAMARK WORK APPAREL				
	89631	04/06/2023	MATS	213.90
	89631	04/06/2023	TOWELS	14.15
	89631	04/06/2023	SVC CHARGE	14.00
	89699	04/20/2023	MATS	213.90
	89699	04/20/2023	TOWELS	14.15
	89699	04/20/2023	SVC CHARGE	14.00
Total ARAMARK WORK APPAREL:				484.10
AT&T 530 582-0827 966 5				
	89700	04/20/2023	TELEPHONE BILL 10%	228.00
	89700	04/20/2023	TELEPHONE BILL 90%	2,051.93
Total AT&T 530 582-0827 966 5:				2,279.93

Payee	Check Number	Check Issue Date	Description	Amount
AT&T 831-000-9983 804				
	89632	04/06/2023	TELEPHONE BILL 10%	156.37
	89632	04/06/2023	TELEPHONE BILL 90%	1,407.40
Total AT&T 831-000-9983 804:				1,563.77
ATLAS COPCO COMPRESSORS LLC				
	89633	04/06/2023	STOCK FILTERS FIL20DE (21-001210)	724.28
	89633	04/06/2023	STOCK ELEMENT, REMOVABLE, VAPOR, OIL	1,994.99
	89633	04/06/2023	Stock Element, Removable, Oil, mfr# FIL20EE	850.78
Total ATLAS COPCO COMPRESSORS LLC:				3,570.05
AUTOGLASS EXPRESS TRUCKEE				
	89634	04/06/2023	WINDSHIELD REPLACEMENT FOR VHCL #25	385.21
Total AUTOGLASS EXPRESS TRUCKEE:				385.21
BARTKIEWICZ, KRONICK & SHANAHAN				
	89701	04/20/2023	MARCH 2022 FEES	8,058.02
	89701	04/20/2023	FEB 2023 FEES	5,115.40
Total BARTKIEWICZ, KRONICK & SHANAHAN:				13,173.42
BLUE WHITE				
	89635	04/06/2023	A4 TUBE FOR HYPO PUMPS	342.43
	89635	04/06/2023	QUICK DISCONNECT KIT FOR HYPO PUMPS	835.70
Total BLUE WHITE:				1,178.13
BOOT BARN INC				
	89636	04/06/2023	EMPLOYEE WINTER BOOTS	221.93
Total BOOT BARN INC:				221.93
BOUCHER LAW, PC				
	89637	04/06/2023	MARCH 2023 LEGAL FEES	1,003.00
Total BOUCHER LAW, PC:				1,003.00
CALIFORNIA STATE BOARD OF EQUALIZAT				
	4262301	04/26/2023	USE TAX ON 12X24 FILTERS FOR LAB	20.00
	4262301	04/26/2023	USE TAX ON #10 WINDOW ENVELOPES	20.00
	4262301	04/26/2023	USE TAX ON FILTERS FO BNR BLOWERS	61.00
	4262301	04/26/2023	USE TAX ON SEAL & SHAFT SLEEVE FOR CO2 COMPRESSOR	56.00
	4262301	04/26/2023	USE TAX ON HUBER PRESS SCREENING BAGS	29.00
	4262301	04/26/2023	USE TAX ON SHAFT CONNECTOR	54.00
	4262301	04/26/2023	USE TAX ON CENTRIFUGE ROTOR & STATOR	460.00
	4262301	04/26/2023	USE TAX ON STOCK EMT CONDUIT FOR E&I	10.00
	4262301	04/26/2023	USE TAX ON POOL VHCL LOGOS	132.00
	4262301	04/26/2023	USE TAX ON PROFIBUS CABLE FOR M12 NETWORK	2.00
	4262301	04/26/2023	USE TAX ON BREAKER FOR CONDENSATE PUMP	57.00
	4262301	04/26/2023	USE TAX ON H2O FILTER FOR BLDG 53	5.00
Total CALIFORNIA STATE BOARD OF EQUALIZAT:				906.00

Payee	Check Number	Check Issue Date	Description	Amount
CAROLLO				
	89638	04/06/2023	FEBRUARY 2023 GENERAL SVC	5,351.00
	89638	04/06/2023	ADDITIONAL BOILER HEATING SVC 2/1/23-2/28/23	2,343.25
	89702	04/20/2023	MARCH 2023 GENERAL SVC	787.50
Total CAROLLO:				8,481.75
CASELLE				
	89639	04/06/2023	APRIL 2023 MONTHLY SUPPORT & MAINTENANCE	3,631.00
	89703	04/20/2023	MAY 2023 MONTHLY SUPPORT & MAINT	3,631.00
Total CASELLE:				7,262.00
CASHMAN EQUIPMENT CO.				
	89640	04/06/2023	PARTS FOR BACKHOE REPAIR	1,291.88
	89640	04/06/2023	CREDIT FOR LOADER PM PARTS	98.16-
	89704	04/20/2023	VALVES FOR VHEQ #6	358.63
	89704	04/20/2023	STOCK NUTS, CAP SCREWS	938.99
Total CASHMAN EQUIPMENT CO.:				2,491.34
CDW-G				
	89641	04/06/2023	UPS FOR SEAL LAB MACHINE AND PC	774.88
	89641	04/06/2023	USB TO ETHERNET ADAPTERS FOR LAPTOPS	99.60
Total CDW-G:				874.48
CENTRAL SQUARE TECHNOLOGIES				
	89705	04/20/2023	CentralSquare Engage Annual Conference, June 4-7, 2023	919.04
Total CENTRAL SQUARE TECHNOLOGIES:				919.04
CENTRISYS CENTRIFUGE SYSTEMS				
	89706	04/20/2023	STOCK GREASE FOR CENTRIFUGE	1,363.17
Total CENTRISYS CENTRIFUGE SYSTEMS:				1,363.17
CHARD SNYDER & ASSOCIATES				
	89642	04/06/2023	COBRA FEE	17.44
	89642	04/06/2023	COBRA FEE	8.72
	89642	04/06/2023	COBRA FEE	2.18
	89642	04/06/2023	COBRA FEE	33.52
	89642	04/06/2023	COBRA FEE	8.72
	89642	04/06/2023	COBRA FEE	17.16
	89642	04/06/2023	COBRA FEE	8.72
	89642	04/06/2023	COBRA FEE	4.36
	89642	04/06/2023	COBRA FEE	2.18
	89642	04/06/2023	ADMIN FEE	41.55
	89642	04/06/2023	ADMIN FEE	15.80
	89642	04/06/2023	ADMIN FEE	6.00
	89642	04/06/2023	ADMIN FEE	77.55
	89642	04/06/2023	ADMIN FEE	26.55
	89642	04/06/2023	ADMIN FEE	59.55
	89642	04/06/2023	ADMIN FEE	15.00
	89642	04/06/2023	ADMIN FEE	9.00
	89642	04/06/2023	ADMIN FEE	3.00
	4262303	04/26/2023	FSA	30.00

Payee	Check Number	Check Issue Date	Description	Amount
	4262303	04/26/2023	HRA	65.07
	4262303	04/26/2023	FSA	10.00
	4262303	04/26/2023	HRA	12.00
	4262303	04/26/2023	FSA	317.00
	4262303	04/26/2023	HRA	100.00
	4262303	04/26/2023	HRA	86.57
	4262303	04/26/2023	HRA	409.85
	4262303	04/26/2023	HRA	63.54
	4262303	04/26/2023	HRA	147.00
	4262303	04/26/2023	HRA	520.12
	4262303	04/26/2023	FSA	35.00
	4262303	04/26/2023	HRA	55.00
	4262303	04/26/2023	HRA	243.25
	4262303	04/26/2023	HRA	5.00
	4262303	04/26/2023	FSA	238.00
	4262303	04/26/2023	HRA	157.61
	4262303	04/26/2023	HRA	454.16
	4262303	04/26/2023	FSA	10.00
	4262303	04/26/2023	HRA	35.00
	4262303	04/26/2023	HRA	225.00
	4262303	04/26/2023	HRA	78.34
	4262303	04/26/2023	HRA	97.99
	4262303	04/26/2023	DCA	192.31
	4262303	04/26/2023	HRA	53.54
	4262303	04/26/2023	HRA	515.04
	4262303	04/26/2023	FSA	97.57
	4262303	04/26/2023	HRA	35.00
	4262303	04/26/2023	FSA	2,166.60
	4262303	04/26/2023	HRA	2,373.40
	4262303	04/26/2023	HRA	41.72
	4262303	04/26/2023	HRA	89.00
	4262303	04/26/2023	FSA	462.70
	4262303	04/26/2023	HRA	1,000.00
	4262303	04/26/2023	HRA	245.57
	4262303	04/26/2023	HRA	1,689.71
	4262303	04/26/2023	FSA	31.00
	4262303	04/26/2023	HRA	1,761.34
	4262303	04/26/2023	HRA	30.00
	4262303	04/26/2023	HRA	335.00
	4262303	04/26/2023	FSA	103.45
	4262303	04/26/2023	HRA	14.00
	4262303	04/26/2023	HRA	372.40
	4262303	04/26/2023	HRA	5.00
	4262303	04/26/2023	FSA	211.19
	4262303	04/26/2023	HRA	35.00
	4262303	04/26/2023	HRA	50.00
	4262303	04/26/2023	HRA	44.89
	4262303	04/26/2023	HRA	23.28
	4262303	04/26/2023	HRA	12.00
	4262303	04/26/2023	HRA	79.09
	4262303	04/26/2023	HRA	26.24
	4262303	04/26/2023	HRA	35.00
	4262303	04/26/2023	HRA	10.00
	4262303	04/26/2023	FSA	35.00
	4262303	04/26/2023	HRA	115.00
	4262303	04/26/2023	HRA	12.00
	4262303	04/26/2023	HRA	4.50

Payee	Check Number	Check Issue Date	Description	Amount
	4262303	04/26/2023	FSA	34.87
	4262303	04/26/2023	FSA	35.00
	4262303	04/26/2023	HRA	80.00
	4262303	04/26/2023	HRA	10.00
	4262303	04/26/2023	FSA	7.68
	4262303	04/26/2023	FSA	35.00
	4262303	04/26/2023	HRA	420.00
	4262303	04/26/2023	HRA	54.00
	4262303	04/26/2023	HRA	20.00
	4262303	04/26/2023	FSA	10.00
	4262303	04/26/2023	HRA	12.00
	4262303	04/26/2023	HRA	1.59
	4262303	04/26/2023	FSA	38.29
	4262303	04/26/2023	HRA	97.25
	4262303	04/26/2023	HRA	680.00
	4262303	04/26/2023	HRA	5.94
	4262303	04/26/2023	HRA	5.67
	4262303	04/26/2023	HRA	753.24
	4262303	04/26/2023	HRA	10.00
	4262303	04/26/2023	HRA	35.00
	4262303	04/26/2023	HRA	82.14
	4302301	04/30/2023	HRA	192.31
	4302301	04/30/2023	HRA	239.73
	4302301	04/30/2023	HRA	49.26
	4302301	04/30/2023	DCA	192.31
	4302301	04/30/2023	FSA	5.00
	4302301	04/30/2023	HRA	55.00
	4302301	04/30/2023	HRA REFUND	255.39-
	4302301	04/30/2023	HRA REFUND	425.25-
Total CHARD SNYDER & ASSOCIATES:				18,540.68
CLARK PEST CONTROL				
	89643	04/06/2023	PEST AWAY 3/16/23 SVC	296.00
Total CLARK PEST CONTROL:				296.00
CORELOGIC INFORMATION SOLUTIONS, IN				
	89707	04/20/2023	MONTHLY BILL FOR MARCH 2023	506.48
Total CORELOGIC INFORMATION SOLUTIONS, IN:				506.48
CRYSTAL SUBLET				
	89708	04/20/2023	LUNCHEON REIMBUREMENT	53.86
Total CRYSTAL SUBLET:				53.86
CWEA				
	89709	04/20/2023	MEMBERSHIP RENEWAL	202.00
	89709	04/20/2023	CERTIFICATION RENEWAL	95.00
	89709	04/20/2023	MEMBERSHIP RENEWAL	202.00
Total CWEA:				499.00
DIGI-KEY				
	89644	04/06/2023	PROFIBUS STRAIGHT CONNECTORS FOR VFD DRIVES	317.61
	89644	04/06/2023	POWER SUPPLY FOR CAMERA NETWORK SWITCHES	197.49

Payee	Check Number	Check Issue Date	Description	Amount
Total DIGI-KEY:				515.10
DURAWEAR				
	89710	04/20/2023	O2 Oxygen Sensor	209.95
	89710	04/20/2023	LEL Sensor, Combustible Gases	280.25
	89710	04/20/2023	Replacement CO Carbon Monoxide Sensor	347.70
	89710	04/20/2023	Replacement H2S Hydrogen Sulfide Sensor	362.29
	89710	04/20/2023	Air Monitoring Docking Stations qty 4	6,670.27
Total DURAWEAR:				7,870.46
E&M ELECTRIC				
	89645	04/06/2023	24 V POWER SUPPLY FOR SIEMENS PLC	614.35
	89645	04/06/2023	YEAR 2 OF 3 OF HMI SOFTWARE & SUPPORT CONTRACT	26,625.00
	89711	04/20/2023	OUTPUT MODULE FOR PLANT PLC'S	4,338.04
Total E&M ELECTRIC:				31,577.39
ENDUSTRA FILTER MANUFACTURES				
	89646	04/06/2023	STOCK FILTER FOR BNR BLOWERS	846.48
Total ENDUSTRA FILTER MANUFACTURES:				846.48
FASTENAL				
	89647	04/06/2023	STANLEY STEEL BOLTS FOR STOCK	24.13
	89647	04/06/2023	GRINDER FOR MACHINE SHOP	386.30
Total FASTENAL:				410.43
FEDERAL EXPRESS CORP.				
	89648	04/06/2023	MARCH 2023 SHIPPING CHARGES	58.32
Total FEDERAL EXPRESS CORP.:				58.32
FISHER SCIENTIFIC COMPANY				
	89649	04/06/2023	EC Medium, BD Diagnostics For Lab	397.77
Total FISHER SCIENTIFIC COMPANY:				397.77
FLUID TECHNOLOGY				
	89650	04/06/2023	MECHANICAL SEAL FOR CO2 COMPRESSOR	329.00
	89650	04/06/2023	SHAFT SLEEVE FOR CO2 COMPRESSOR	367.69
Total FLUID TECHNOLOGY:				696.69
GOBLE SAMPSON ASSOCIATES				
	89651	04/06/2023	Endless Screening Bag	400.00
Total GOBLE SAMPSON ASSOCIATES:				400.00
GOVERNMENT FINANCE OFFICERS ASSOCIATION				
	89712	04/20/2023	INERACTIVE INTERNET TRAINING	85.00
	89712	04/20/2023	INTERACTIVE INTERNET TRAINING	85.00
Total GOVERNMENT FINANCE OFFICERS ASSOCIATION:				170.00

Payee	Check Number	Check Issue Date	Description	Amount
GRAINGER INC., W.W.				
	89652	04/06/2023	STOCK BROOMS, DUST PANS, BRAKE PART CLEANER	154.02
	89652	04/06/2023	STOCK JANITORIAL SUPPLIES	1,246.78
	89652	04/06/2023	STOCK H2O DISPENSER FILTERS	253.79
	89652	04/06/2023	STOCK GFI RECEPTACLE FOR E & I USE	298.77
	89652	04/06/2023	STOCK CORD CONNECTORS	38.43
	89652	04/06/2023	STOCK STRAIGHT BLADE CONNECTORS	136.88
	89652	04/06/2023	STOCK PAPER TOWELS SHEETS	148.35
	89652	04/06/2023	STOCK TOILET PAPER	235.22
	89652	04/06/2023	STOCK DISPOSABLE CUPS	507.32
	89652	04/06/2023	STOCK PAPER TOWEL BROWN ROLL	323.61
	89652	04/06/2023	STOCK HAND SOAP	268.87
	89652	04/06/2023	STOCK SUMP PUMP BLDG 51	982.07
	89652	04/06/2023	DAYTON BEAM CLAMP	288.62
	89652	04/06/2023	STOCK CHEMICAL RESISTANT GLOVES	245.57
	89652	04/06/2023	STOCK COIN CELL BATTERIES	7.47
	89652	04/06/2023	STOCK PIPE THREAD SEALANT	97.92
	89652	04/06/2023	STOCK DUCT TAPE	37.32
	89652	04/06/2023	STOCK GASKET SEALANT	195.39
	89652	04/06/2023	REPLACEMENT THERMOSTAT FOR SERVER ROOM	62.71
	89652	04/06/2023	Dayton, Variable Frequency Drive For Weld Shop Mill	741.35
Total GRAINGER INC., W.W.:				6,270.46
HACH CHEMICAL COMPANY				
	89653	04/06/2023	UNION MOUNTING HARDWARE FOR FINAL EFFLUENT	444.94
	89653	04/06/2023	CONDUCTIVITY SENSOR INPUT FOR FINAL EFFLUENT	729.61
	89653	04/06/2023	CONDUCTIVITY PROBE SYSTEM FOR FINAL EFFLUENT	654.91
	89653	04/06/2023	CONDUCTIVITY SENSOR FOR FINAL EFFLUENT	729.61
	89713	04/20/2023	Set of 3 Membrane Caps Used with Amtax	396.72
	89713	04/20/2023	Electrolyte re-fill for Amtax sc GSE electrode, 11ml	346.36
Total HACH CHEMICAL COMPANY:				3,302.15
HOME DEPOT CREDIT SERVICES				
	89654	04/06/2023	Klein Tools 5 in. Needle Nose Pliers	35.69
	89654	04/06/2023	Klein Tools: Wire Stripper and Cutter with Spring Jaw Tip Size: .3 in Joint Type: Fixed Joint	12.25
	89714	04/20/2023	Woodcutting Steel Bandsaw Blade	15.82
Total HOME DEPOT CREDIT SERVICES:				63.76
HUNT & SONS INC.				
	89655	04/06/2023	367 GAL DIESEL FUEL	1,806.95
	89655	04/06/2023	150 GAL UNLEADED GAS	662.69
	89715	04/20/2023	2,904 GAL HEATING FUEL 10%	1,369.33
	89715	04/20/2023	2,904 GAL HEATING FUEL 90%	12,324.06
Total HUNT & SONS INC.:				16,163.03
IDEXX LABORATORIES INC.				
	89656	04/06/2023	120 ML SHRINK BANDED VESSELS FOR LAB	728.86
Total IDEXX LABORATORIES INC.:				728.86
J.W. WELDING SUPPLY				
	89657	04/06/2023	CYLINDER RENTALS	237.36
	89657	04/06/2023	CYLINDER RENTALS	15.90

Payee	Check Number	Check Issue Date	Description	Amount
	89657	04/06/2023	CYLINDER RENTALS	58.65
	89657	04/06/2023	CYLINDER RENTALS	105.73
Total J.W. WELDING SUPPLY:				417.64
JACOBS ENGINEERING GROUP INC				
	89658	04/06/2023	#38 DEVELOP T-TSA SCADA STANDARDS	20,434.79
	89716	04/20/2023	#38 DEVELOP T-TSA SCADA STANDARDS	12,351.77
Total JACOBS ENGINEERING GROUP INC:				32,786.56
JOEL OBERLY				
	89717	04/20/2023	REIMBURSEMENT CERT EXAM	295.00
Total JOEL OBERLY:				295.00
LHOIST NORTH AMERICA				
	89659	04/06/2023	23.55 TON HYDRATED LIME DLVD 3/23/23	9,202.64
	89718	04/20/2023	24.83 TON HYDRATED LIME DLVD 4/6/23	9,702.82
Total LHOIST NORTH AMERICA:				18,905.46
LIBERTY UTILITIES				
	89660	04/06/2023	ELECTRIC BILL	24.62
	89660	04/06/2023	ELECTRIC BILL	39.80
	89660	04/06/2023	ELECTRIC BILL	25.73
	89719	04/20/2023	ELECTRIC BILL	43.30
	89719	04/20/2023	ELECTRIC BILL	20.65
	89719	04/20/2023	ELECTRIC BILL	22.40
Total LIBERTY UTILITIES:				176.50
LOGICALLY				
	89720	04/20/2023	MONTHLY BILLING FOR MARCH 2023	4,928.72
Total LOGICALLY:				4,928.72
MAGID GLOVE & SAFETY CO LLC				
	89661	04/06/2023	STOCK EYEWASH REFILL CARTRIDGES	817.72
Total MAGID GLOVE & SAFETY CO LLC:				817.72
MCBRIDE MACHINE, INC				
	89721	04/20/2023	WEKDAVKE EDGES TO REPAIR VHEQ#10	805.17
Total MCBRIDE MACHINE, INC:				805.17
MISCOWATER				
	89662	04/06/2023	STATOR HALF FOR SEEPEX PUMP	1,204.63
	89662	04/06/2023	ROTOR SRT FOR SEEPEX PUMP	3,117.60
	89662	04/06/2023	SET JOINT PARTS FOR SEEPEX PUMP	1,796.95
	89662	04/06/2023	CASING GASKET FOR SEEPEX PUMP	21.65
	89662	04/06/2023	MECH SEAL FOR SEEPEX PUMP	806.46
Total MISCOWATER:				6,947.29

Payee	Check Number	Check Issue Date	Description	Amount
MOTION & FLOW CONTROL PRODUCTS, INC.				
	89663	04/06/2023	HYDRAULIC FITTINGS FOR FILTER PRESS	504.70
Total MOTION & FLOW CONTROL PRODUCTS, INC.:				504.70
MOUNTAIN HARDWARE				
	89664	04/06/2023	LED LIGHT BULBS	19.48
	89664	04/06/2023	SHOVELS	47.60
	89664	04/06/2023	PIPE PEX	5.19
	89664	04/06/2023	ROOF RAKE, NUTS, BOLTS	111.80
	89722	04/20/2023	ACID MURIATIC FOR ACID USE	71.37
	89722	04/20/2023	SHOVELS FOR SNOW REMOVAL	97.41
Total MOUNTAIN HARDWARE:				352.85
MOUSER ELECTRONICS				
	89665	04/06/2023	STOCK GENERAL PURPOSE RELAYS	128.07
Total MOUSER ELECTRONICS:				128.07
MSC INDUSTRIAL SUPPLY				
	89723	04/20/2023	EYEWASH STATION FOR VHCL MAINTENANCE SHOP	299.29
Total MSC INDUSTRIAL SUPPLY:				299.29
NALCO COMPANY				
	89724	04/20/2023	55 GAL TRANSFER NEXGUARD BOILER CHEMICAL	7,628.31
Total NALCO COMPANY:				7,628.31
NAPA- SIERRA				
	89666	04/06/2023	NAPA GOLD FILTER AND ADAPTER FOR VHCL #26	226.53
Total NAPA- SIERRA:				226.53
NATIONAL FIRE PROTECTION ASSOCIATION				
	89725	04/20/2023	NFPA 70, National Electrical Code	168.27
Total NATIONAL FIRE PROTECTION ASSOCIATION:				168.27
NEWEGG INC				
	89726	04/20/2023	AWT COMPUTER	199.16
	89726	04/20/2023	OMNI GEAR FOR TV CLEANUP	60.04
Total NEWEGG INC:				259.20
OFFICE DEPOT				
	89667	04/06/2023	HP 206A Black Toner	298.29
	89667	04/06/2023	HP 206A Cyan Toner	88.65
	89667	04/06/2023	HP 206A Magenta Toner	88.65
	89667	04/06/2023	HP 414A Black Toner	201.11
	89667	04/06/2023	HP 414A Cyan Toner	130.86
	89667	04/06/2023	HP 414A Magenta Toner	130.86
	89667	04/06/2023	HP 206A Yellow Toner	88.65
	89667	04/06/2023	Bic Pens, Assorted Colors, 24 Pack	10.85
	89667	04/06/2023	Blue Sky Academic Planner 2023-2024	58.43
	89727	04/20/2023	Swingline Paper Cutter, Guillotine Trimmer, 12" Cut Length, 10 Sheet Capacity, Cl	25.14

Payee	Check Number	Check Issue Date	Description	Amount
	89727	04/20/2023	Mini Post-it, Pack of 24	10.81
	89727	04/20/2023	Post-It Flags, Assorted Colors	16.88
	89727	04/20/2023	Post-It 3x3", Pack of 24	18.81
	89727	04/20/2023	Fine Point Sharpie, pack of 12	9.86
	89727	04/20/2023	Mini Binder Clips, 12 boxes of 12	9.50
	89727	04/20/2023	Memo books, pack of 12	10.39
	89727	04/20/2023	Fine Point Dry Erase Markers, pack of 12	12.11
	89727	04/20/2023	Junior Legal pads, pack of 12	8.29
Total OFFICE DEPOT:				1,218.14
PACIFIC OFFICE AUTOMATION				
	89668	04/06/2023	1/28/23-2/28/23 OVERTIME	24.41
	89668	04/06/2023	3/3/23-4/3/23 MONTHLY BILL	164.82
	89728	04/20/2023	3/28/23-4/28/23 MONTHLY BILL	55.85
Total PACIFIC OFFICE AUTOMATION:				245.08
PAN PACIFIC SUPPLY				
	89669	04/06/2023	STOCK MECH SEALS FOR PRIMARY SCUM PUMPS	4,286.64
Total PAN PACIFIC SUPPLY:				4,286.64
PAYMENTUS CORP				
	89670	04/06/2023	FEB 2023 TRANSACTION FEES	27.00
	89729	04/20/2023	MARCH 2023 TRANSACTION FEES	26.00
Total PAYMENTUS CORP:				53.00
PDM STEEL SVC CNTRS INC-SPARKS NV				
	89671	04/06/2023	Square Structural Tubing For E & I Table	551.63
	89671	04/06/2023	1/4" Thick 4' x 8' For E & I Table	565.88
	89671	04/06/2023	1/4" Thick 1 1/2" x 1 1/2" 20' For E & I Table	128.93
	89671	04/06/2023	Ornamental Tubing 3/4" x 3/4" Square Tubing, 20' For E & I Table	82.62
	89671	04/06/2023	Freight	32.48
Total PDM STEEL SVC CNTRS INC-SPARKS NV:				1,361.54
PERS-RETIREMENT				
	4262304	04/26/2023	LOUREY REPLACEMENT BENEFIT FUND	109.26
Total PERS-RETIREMENT:				109.26
PINNACLE TOWERS INC.				
	89672	04/06/2023	MONTHLY RADIO TOWER RENTAL	819.95
Total PINNACLE TOWERS INC.:				819.95
QUADIENT				
	89730	04/20/2023	QUARTERLY METER BILL	173.66
Total QUADIENT:				173.66
QUARTZY INC				
	89673	04/06/2023	Replacement LDO Sensor Cap for Lab	310.42
	89673	04/06/2023	RESIDUE WHOLE VOLUME FOR LAB	415.94
	89673	04/06/2023	POTASSIUM ACID PHTHALATE STANDARD FOR LAB	34.10

Payee	Check Number	Check Issue Date	Description	Amount
	89673	04/06/2023	NITROGEN STANDARD 1 ML FOR LAB	43.98
	89673	04/06/2023	Boiling Granules, Non-Selenized, Hengar For Lab	408.91
	89731	04/20/2023	Phosphate Reagent Powder Pillows pk/1000 For Lab	1,925.64
	89731	04/20/2023	Nessler Color Comparison Tubes For Lab	362.36
	89731	04/20/2023	Certified Glass VOA Vials with 0.125" For Lab	352.93
	89731	04/20/2023	Dionex Autosampler PolyVials and Caps For Lab	544.24
	89731	04/20/2023	FILTER FOR TOTAL SUSPENED SOLIDS FOR LAB	582.94
	89731	04/20/2023	DISPOSABLE BOROSILICATE GLASS TUBES FOR LAB	784.79
Total QUARTZY INC:				5,766.25
RADWELL INTERNATIONAL				
	89732	04/20/2023	STOCK BOILER VALVES FOR STEAM BOILERS	1,271.85
Total RADWELL INTERNATIONAL:				1,271.85
RED WING BUSINESS ADVANTAGE ACCOUNT				
	89674	04/06/2023	EMPLOYEE SUMMER BOOTS	230.05
	89733	04/20/2023	EMPLOYEE SUMMER BOOTS	242.09
	89733	04/20/2023	EMPLOYEE SUMMER BOOTS	233.85
	89733	04/20/2023	EMPLOYEE SUMMER BOOTS	180.25
Total RED WING BUSINESS ADVANTAGE ACCOUNT:				886.24
REXEL				
	89675	04/06/2023	VARIABLE FREQUENCY DRIVE FOR TWAS PUMP	2,525.58
Total REXEL:				2,525.58
ROCKY CANYON RESCUE				
	89676	04/06/2023	First Responder Team quarterly training - Confined Space	650.00
Total ROCKY CANYON RESCUE:				650.00
ROY SMITH COMPANY				
	89734	04/20/2023	3,667 GAL LIQUID OXYGEN DLVD 3/24/23	4,950.00
	89734	04/20/2023	4,910 GAL LIQUID OXYGEN DLVD 3/9/23	6,627.90
	89734	04/20/2023	3,700 GAL LIQUID OXYGEN DLVD 4/6/23	4,994.55
	89734	04/20/2023	4,895 GAL LIQUID OXYGEN DLVD 4/4/23	6,607.66
Total ROY SMITH COMPANY:				23,180.11
SAFEWAY INC.				
	89677	04/06/2023	LUNCHEON FOR INTERVIEW PANEL	11.99
Total SAFEWAY INC.:				11.99
SEAM GROUP LLC				
	89678	04/06/2023	AF DELIVERY UPDATE	3,310.00
	89678	04/06/2023	AF ENGINEERING ANALYSIS UPDATE	2,908.00
Total SEAM GROUP LLC:				6,218.00
SHERWIN-WILLIAMS				
	89735	04/20/2023	PAINT SUPPLIES	77.42

Payee	Check Number	Check Issue Date	Description	Amount
Total SHERWIN-WILLIAMS:				77.42
SHRED-IT USA				
	89679	04/06/2023	3/15/23 & 3/22/23 SVC	158.48
Total SHRED-IT USA:				158.48
SIERRA SMOKE CHECK				
	89736	04/20/2023	CARB SMOKE TEST VHCL-17	50.00
	89736	04/20/2023	CARB SMOKE TEST VHCL-22	50.00
	89736	04/20/2023	Travel Fee	20.00
Total SIERRA SMOKE CHECK:				120.00
SJUSD/CAMP WINTHERS				
	89680	04/06/2023	LAB REFUND	10.00
Total SJUSD/CAMP WINTHERS:				10.00
SNAP-ON INDUSTRIAL				
	89681	04/06/2023	Intelligent Diagnostics Data For VHCL Maintenance	1,115.19
	89681	04/06/2023	1/4" Drive Finger Tip Round Head Ratchet For Vehicle Maintenance	44.83
	89681	04/06/2023	Telescoping Magnetic Pick-Up Tool For Vehicle Maintenance	19.28
	89737	04/20/2023	11 pc 1/4" Drive 6-Point Metric Flank Drive For VHCL Maint	362.09
Total SNAP-ON INDUSTRIAL:				1,541.39
SOLENIS				
	89738	04/20/2023	3 TOTES OF POLYMER	16,583.98
Total SOLENIS:				16,583.98
SOUTHWEST GAS CORP.				
	89739	04/20/2023	3/4/23-4/4/23 PLANT BILL 10%	776.42
	89739	04/20/2023	3/4/23-4/4/23 PLANT 90%	6,987.87
	89739	04/20/2023	3/4/23-4/4/23 MAIN 10%	730.35
	89739	04/20/2023	3/4/23-4/4/23 MAIN 90%	6,573.15
Total SOUTHWEST GAS CORP.:				15,067.79
TAHOE TRUCKEE DISPOSAL				
	89740	04/20/2023	CHEM SLUDGE & HEADWORKS SCREENING	20,998.26
	89740	04/20/2023	BIO SOLIDS	2,080.06
Total TAHOE TRUCKEE DISPOSAL:				23,078.32
TELEDYNE INSTRUMENTS INC				
	89682	04/06/2023	TUBING, 1/8" OD, GREEN TRANSLUCENT FOR LAB	99.36
	89682	04/06/2023	TUBING 1/16" OD, .04ID, CLEAR FOR LAB	27.28
	89682	04/06/2023	TUBING 1/8" OD, 0.062" FOR LAB	27.28
	89682	04/06/2023	LOTIX PERMEATION DRYER FOR LAB	313.71
	89682	04/06/2023	TUBING, FEP 1/8" OD, YELLOW TRANSLUCENT FOR LAB	57.16
	89682	04/06/2023	TUBING, FEP 1/8" OD, RED TRANSLUCENT FOR LAB	57.16
	89682	04/06/2023	LOTIX CONDENSATE LOOP FOR LAB	64.92
	89741	04/20/2023	QUARTZ BEADS, 3G FOR LAB	52.73
	89741	04/20/2023	LOTIX COMBUSTION TUBE TOP CAP	202.84

Payee	Check Number	Check Issue Date	Description	Amount
	89741	04/20/2023	COMBUSTION TUBE, LOTIX FOR LAB	131.17
	89741	04/20/2023	LOTIX NDIR SAMPLE FILTER FOR LAB	116.28
	89741	04/20/2023	TUBING, FEP 1/8" OD, BLUE TRANSLUCENT FOR LAB	57.16
	89741	04/20/2023	CYLINDER AND SWITCH ASSEMBLY FOR LAB	243.40
	89741	04/20/2023	LOTIX NEEDLE SOLENOID VALVE ASSEMBLY FOR LAB	228.53
	89741	04/20/2023	Shipping	42.22
Total TELEDYNE INSTRUMENTS INC:				1,721.20
TEXAS REFINERY CORP.				
	89683	04/06/2023	STOCK MULTI PURPOSE GREASE	522.30
Total TEXAS REFINERY CORP.:				522.30
THATCHER COMPANY OF CA INC				
	89684	04/06/2023	5,603.08 GAL SODIUM HYPOCHLORITE DLVD 3/9/23	11,875.18
	89684	04/06/2023	TAX ON INVOICE 2023400110664	967.33
	89684	04/06/2023	5,538.37 GAL SODIUM HYPOCHLORITE DLVD 3/28/23	11,692.60
	89684	04/06/2023	TAX ON INVOICE 2023400111047	956.16
	89742	04/20/2023	5,394.58 GAL SODIUM HYPOCHLORITE DLVD 3/14/23	11,438.87
	89742	04/20/2023	TAX ON INV 2023400110760	931.33
Total THATCHER COMPANY OF CA INC:				37,861.47
THOMAS AND ASSOCIATES				
	89685	04/06/2023	STOCK 2 WATER PUMP PARTS	3,776.20
Total THOMAS AND ASSOCIATES:				3,776.20
TRUCKEE DONNER PUD				
	89686	04/06/2023	2/14/23-3/14/23 ELECTRIC	74.39
	89686	04/06/2023	2/14/23-3/14/23 ELECTRIC	60.79
	89686	04/06/2023	2/14/23-3/14/23 ELECTRIC	33.06
	89686	04/06/2023	2/14/23-3/14/23 ELECTRIC 10%	10,807.12
	89686	04/06/2023	2/14/23-3/14/23 ELECTRIC 90%	97,264.15
	89686	04/06/2023	2/14/23-3/14/23 WATER 10%	14.94
	89686	04/06/2023	2/14/23-3/14/23 WATER 90%	134.55
Total TRUCKEE DONNER PUD:				108,389.00
T-TIME ENTERPRISES				
	89687	04/06/2023	Mens Medium Grey w/ logo For Board of Director	84.25
	89687	04/06/2023	Mens XL Tall Grey w/ logo For Board of Director	65.49
	89687	04/06/2023	Mens 2XL Tall Grey w/logo For Board of Director	68.74
	89687	04/06/2023	EMPLOYEE JACKET	133.52
	89687	04/06/2023	2XL- Cabernet, Cream, Black, Grey Heather	198.10
	89687	04/06/2023	XL- Smoke, Grape, Grey, Cabernet (2), Mocha	307.55
	89687	04/06/2023	Medium- Black, Grape, Grey, Mocha	182.94
	89687	04/06/2023	2XL- Navy	53.31
	89687	04/06/2023	XL- Navy (2), Grey (2)	198.10
	89687	04/06/2023	Medium- Grey	49.52
	89687	04/06/2023	2XL- Burgundy	23.82
	89687	04/06/2023	Large- Hunter, Marina Blue	40.05
	89687	04/06/2023	Medium- Hunter	20.03
	89687	04/06/2023	2XL- Mist Green, French Blue	82.27
	89687	04/06/2023	XL- Hunter	37.35
	89687	04/06/2023	2XL- Purple	41.51

Payee	Check Number	Check Issue Date	Description	Amount
	89687	04/06/2023	XL- Burgundy	37.73
	89687	04/06/2023	2XL-Navy	32.75
Total T-TIME ENTERPRISES:				1,657.03
U.S. BANK CARD DIVISION				
	4262302	04/26/2023	VERIZON BILL & EQUIP CHARGE	124.66
	4262302	04/26/2023	AUDIO CONFERENCE MONTHLY CHARGE	110.00
	4262302	04/26/2023	STOCK COFFEE, COOKWEAR	766.15
	4262302	04/26/2023	GP GAAFR RENEWAL	65.00
	4262302	04/26/2023	MARCH 2023 BOARD DAY SNACKS	35.56
	4262302	04/26/2023	3/13/23 INTERVIEW PANEL LUNCHEON	86.81
	4262302	04/26/2023	STAFF LUNCHROOM TOASTER	59.52
	4262302	04/26/2023	3/8/23 FINANCE MEETING SNACKS	32.75
	4262302	04/26/2023	VERIZON BILL	37.85
	4262302	04/26/2023	STOCK COVERALLS MED/LARGE QTY 4	476.26
	4262302	04/26/2023	STOCK COVERALLS MED/XL QTY 4	476.26
	4262302	04/26/2023	ELECTRICAL QUALIFIED PERSON TRAINING QTY 8	200.00
	4262302	04/26/2023	ELECTRICAL SAFETY QUALIFIED PERSON TRAINING QTY 2	50.00
	4262302	04/26/2023	DEMAND FLOW REG FOR DSX DOCKING STATION	3,201.49
	4262302	04/26/2023	AED OVERSIGHT ONLINE SVC	299.98
	4262302	04/26/2023	VERIZON BILL	1,205.37
	4262302	04/26/2023	PORTABLE VOICE AMPLIFIER FOR PLANT TOURS	48.70
	4262302	04/26/2023	VERIZON BILL	882.13
	4262302	04/26/2023	LABEL TAPE REPLACEMENT	41.12
	4262302	04/26/2023	FLOOR MATS FOR VHCL #8	151.53
	4262302	04/26/2023	CASTERS FOR E&I SHOP TABLE	198.04
	4262302	04/26/2023	BLINDS FOR MAINT SHOP	525.91
	4262302	04/26/2023	CUSTOM WINDOW SCREENS FOR MAINT	408.80
	4262302	04/26/2023	IPHONE CHARGE CABLE, USB CHARGING STATION	125.54
	4262302	04/26/2023	REARVIEW MIRROR FOR GOLF CART	21.60
	4262302	04/26/2023	GFI BREAKERS FOR LAB SUB PANEL	794.49
	4262302	04/26/2023	MOUNT WALL CAN & FAN HEATER	199.22
	4262302	04/26/2023	SOUNDSAFE COUPLING FLUID	51.41
	4262302	04/26/2023	SWITCH & COVER FOR SHOP MILL	49.53
	4262302	04/26/2023	VERIZON BILL	37.85
	4262302	04/26/2023	ONLINE SERVICES	360.00
	4262302	04/26/2023	AMAZON WEB MONTHLY BILL	6.59
	4262302	04/26/2023	GOOGLE CHROME DEVICE MANAGEMENT	919.80
	4262302	04/26/2023	LOG ME IN MONTHLY BILL	84.00
	4262302	04/26/2023	MICROSOFT ONLINE SERVICES	32.20
	4262302	04/26/2023	WIRELESS OFFICE HEADSET	54.12
	4262302	04/26/2023	AMAZON REFUND CLEANING VINEGAR	48.69-
	4262302	04/26/2023	STOCK MOTOR FOR BLDG 32	316.27
	4262302	04/26/2023	PUMP & MOTOR FOR CONDENSATE BLDG 32	1,741.20
	4262302	04/26/2023	STOCK BREAKER FOR CONENSATE PUMP	686.99
	4262302	04/26/2023	H2O FILTER FOR BLG 53	70.49
	4262302	04/26/2023	FLOW SWITCH FOR METHANOL FEED PUMP	582.62
	4262302	04/26/2023	STOCK HOSE FITTINGS	84.22
Total U.S. BANK CARD DIVISION:				15,653.34
ULINE				
	89743	04/20/2023	QTY 3 INDUSTRIAL STEEL DESK FOR E&I SHOP	4,200.79
Total ULINE:				4,200.79

Payee	Check Number	Check Issue Date	Description	Amount
UNIFIRST CORPORATION				
	89688	04/06/2023	UNIFORMS	173.36
	89688	04/06/2023	UNIFORMS	20.87
	89688	04/06/2023	UNIFORMS	104.01
	89688	04/06/2023	UNIFORMS	113.43
	89688	04/06/2023	UNIFORMS	34.23
	89688	04/06/2023	UNIFORMS	34.23
	89688	04/06/2023	UNIFORMS	104.01
	89688	04/06/2023	UNIFORMS	20.87
	89688	04/06/2023	UNIFORMS	173.36
	89744	04/20/2023	UNIFORMS	36.25
	89744	04/20/2023	UNIFORMS	111.54
	89744	04/20/2023	UNIFORMS	21.82
	89744	04/20/2023	UNIFORMS	184.22
	89744	04/20/2023	UNIFORMS	120.46
Total UNIFIRST CORPORATION:				1,252.66
UNITED PARCEL SERVICE, UPS				
	89689	04/06/2023	JAN 2023 SHIPPING	17.71
	89745	04/20/2023	MARCH 2023 SHIPPING	189.71
Total UNITED PARCEL SERVICE, UPS:				207.42
UNITED RENTALS				
	89690	04/06/2023	BARRIER WALL RENTAL FOR SODIUM HYPOCHLORITE	190.00
Total UNITED RENTALS:				190.00
UNIVAR USA INC.				
	89691	04/06/2023	7,002 GAL METHANOL DLVD 3/16/23	14,207.33
	89691	04/06/2023	7,002 GAL METHANOL DLVD 3/7/23	14,207.33
	89746	04/20/2023	7,001.5 GAL METHANOL DLVD 4/3/23	13,486.29
	89746	04/20/2023	7K GAL METHANOL DLVD 4/13/23	13,483.40
Total UNIVAR USA INC.:				55,384.35
USA BLUE BOOK				
	89692	04/06/2023	2-1/2" PRESSURE GAUGES FOR SODIUM HYPOCHLORITE	285.94
Total USA BLUE BOOK:				285.94
WESTERN ENV. TESTING LAB.				
	89693	04/06/2023	BIOSOLIDS RECEIVED 2/23/23	79.00
Total WESTERN ENV. TESTING LAB.:				79.00
WESTERN NEVADA SUPPLY				
	89694	04/06/2023	HURST BOILER TIE IN PARTS	2,276.39
	89694	04/06/2023	HURST BOILER TIE IN PARTS	1,636.26
	89694	04/06/2023	HURST BOILER TIE IN PARTS	469.10
	89694	04/06/2023	HUST BOILER TIE IN PARTS	369.27
Total WESTERN NEVADA SUPPLY:				4,751.02
ZORO				
	89747	04/20/2023	STOCK SURGE PROTECTOR FOR HEADWORKS	167.60

Payee	Check Number	Check Issue Date	Description	Amount
Total ZORO:				167.60
Grand Totals:				570,396.17



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: IV-4
Subject: Ratify approval of Financial Statements.

Background

Attached are the financial statements for the previous calendar month(s); each of which include (1) fund summaries, (2) end of month cash balances, (3) Local Agency Investment Fund (LAIF) statement, and (4) California Employers' Retiree Benefit Trust (CERBT) Fund statement.

Summaries of the expenditure and revenue activity are provided for Fund 10: General Fund; Fund 02: Wastewater Capital Reserve Fund; and Fund 06: Replacement, Rehabilitation and Upgrade Fund.

The end of month Combined Cash Investment table provides the end of month balances for all Agency cash accounts, which reconciles with Agency end of month fund balances.

The LAIF and CERBT statements provide a summary within the account.

The Finance Committee reviewed and approved the financial statements at its recent meeting.

Fiscal Impact

None.

Attachments

Report of financial statements.

Recommendation

Management and staff recommend the Board Directors ratify approval of the financial statements.

Review Tracking

Submitted By: Cystal A. Sublet
Crystal Sublet
Finance and Administrative Manager

Approved By: Michael Peak
Michael Peak
Operations Manager



Tahoe-Truckee Sanitation Agency
Fund 10: General Fund
Fiscal Year 2022 - 2023
Period Ending April 30, 2023

	Budget \$	Month \$	Month %	YTD \$	YTD %	Notes
REVENUE						
Income from Service Charge	13,171,000.00	867,451.28	6.6	10,350,084.46	78.6	1,2,3
Tax Revenue - Ad Valorem	4,445,000.00	0.00	0.0	2,685,073.04	60.4	2,3
Fund Interest	45,000.00	67,368.92	149.7	113,124.61	251.4	3,4
Other Revenue	65,000.00	7,034.26	10.8	59,116.43	90.9	3,5
Temporary Discharge	25,000.00	0.00	0.0	912.00	3.6	3
TOTAL REVENUE	17,751,000.00	941,854.46	5.3	13,208,310.54	74.4	
EXPENDITURE						
Salaries & Wages	6,194,000.00	448,070.20	7.2	5,324,970.64	86.0	
Employee Benefits	3,625,000.00	265,783.72	7.3	2,761,072.97	76.2	
OPEB Retiree Health Reimbursement	0.00	0.00	0.0	(450,000.00)	0.0	6
Director Fees	9,500.00	600.00	6.3	5,000.00	52.6	
Vehicle	90,000.00	7,918.21	8.8	63,745.76	70.8	
CSRMA Insurance	336,000.00	0.00	0.0	328,924.11	97.9	7
Professional Memberships	53,500.00	329.00	0.6	35,385.50	66.1	
Agency Permits & Licenses	203,000.00	0.00	0.0	201,685.27	99.4	8
Office Expense	327,000.00	35,815.41	11.0	187,959.86	57.5	
Contractual Services	2,610,000.00	210,701.42	8.1	1,977,450.42	75.8	
Professional Services	756,000.00	27,576.92	3.6	329,974.88	43.6	
Conferences & Training	126,000.00	2,454.04	1.9	26,117.13	20.7	
Utilities	1,308,000.00	143,458.24	11.0	948,836.39	72.5	
Supplies, Repairs & Maintenance	1,143,000.00	82,877.24	7.3	731,602.94	64.0	
TOTAL EXPENDITURE	16,781,000.00	1,225,584.40	7.3	12,472,725.87	74.3	
NET INCOME (LOSS)	970,000.00	(283,729.94)		735,584.67		
Unfunded Accrued Liability	1,303,500.00	0.00		1,180,894.00	90.6	

83% of the fiscal year has elapsed.
This is an unaudited status report.

Notes:

- 1 - TTSA collects the majority of its Sewer Service Charges on the county property tax bills of Placer County, El Dorado County and Nevada County. Placer County and Nevada County Sewer Service Charges are on the Teeter Schedule.
- 2 - Sewer Service Charges and Property Tax Revenue are net amounts of each County's billing fees. Teeter Schedule 55% - 1/2023, 40% 5/2023 and 5% 7/2023.
- 3 - The majority of Sewer Service Charges are collected on the County tax roll and recorded on a monthly basis according to the accrual-based accounting method. Sewer Service Charges not on the County tax roll are recorded when received.
- 4 - Interest on LAIF balances is received and recorded quarterly (10/2022, 1/2023, 4/2023 and 7/2023).
- 5 - Other Revenue includes rebates, billings and surplus items sold.
- 6 - OPEB Reimbursement received from CalPERS for FY22 retiree health insurance premiums.
- 7 - Property and Pooled liability insurance.
- 8 - SWRCB Waste discharge annual permits of \$183,851.00.



Tahoe-Truckee Sanitation Agency
Fund 06: Replacement, Rehabilitation and Upgrade
Fiscal Year 2022 - 2023
Period Ending April 30, 2023

EXPENDITURE	Budget \$	Month \$	Month %	YTD \$	YTD %	Notes
FY23 Chlorine Scrubber Improvements	1,150,000.00	475.94	0.0	300,491.33	26.1	1
FY23 Plant Coating Improvements	480,000.00	0.00	0.0	273,733.88	57.0	4
FY23 Digestion Improvements Project	387,000.00	2,343.25	0.6	92,845.75	24.0	1
FY23 LEL Equipment Replacement	320,000.00	0.00	0.0	0.00	0.0	3
FY23 River Crossing, Gravity Main	252,000.00	0.00	0.0	0.00	0.0	2
FY23 Scada/IT Replace Servers	250,000.00	0.00	0.0	0.00	0.0	3
FY23 Control Room Upgrades	185,000.00	0.00	0.0	183,960.75	99.4	4
FY23 Condition Assessment and Inspection	130,000.00	0.00	0.0	0.00	0.0	3
FY23 Plant-Wide NFPA 820 Compliance Eval	110,000.00	0.00	0.0	0.00	0.0	3
FY23 Visable Reinforcement Study	105,000.00	0.00	0.0	0.00	0.0	2
FY23 Lab Equipment Replacement	80,000.00	0.00	0.0	6,902.06	8.6	1
FY23 Centrifuge Rebuild	50,000.00	0.00	0.0	43,100.00	86.2	4
FY23 SCADA Repeater Replacement	50,000.00	0.00	0.0	0.00	0.0	3
FY23 Filter Press Feed Pump VFD	45,000.00	0.00	0.0	0.00	0.0	2
FY23 Telephone System Upgrade	40,000.00	0.00	0.0	32,564.59	81.4	4
FY23 Odorous Air VFD Replacement	35,000.00	0.00	0.0	0.00	0.0	2
FY23 Cake Discharge VFD Replacement	35,000.00	0.00	0.0	0.00	0.0	2
FY23 2-Water System Improvements	32,000.00	0.00	0.0	0.00	0.0	3
FY23 ARC Flash Study/Breaker Replacement	20,000.00	0.00	0.0	20,143.14	100.7	4
FY22 EPDM Roof Replacement	0.00	0.00	0.0	424,129.09	0.0	4
FY22 ARC Flash Study/Breaker Replacement	0.00	0.00	0.0	0.00	0.0	4
FY22 TRI Improvements	0.00	0.00	0.0	20.02	0.0	6
FY22 Chlorine Scrubber Replacement	0.00	0.00	0.0	0.00	0.0	1
FY22 MPPS VFD	0.00	0.00	0.0	27,334.11	0.0	1
SUBTOTAL EXPENDITURES	3,756,000.00	2,819.19	0.1	1,405,224.72	37.4	
Allocation of 26.8% of Bond Payment	829,862.00	0.00	0.0	89,929.25	10.8	
TOTAL EXPENDITURES	4,585,862.00	2,819.19	0.1	1,495,153.97	32.6	

83% of the fiscal year has elapsed.
This is an unaudited status report.

Notes:

- (1) Project started
- (2) Project started; no expenses invoiced
- (3) Project not started
- (4) Project completed
- (5) Project postponed to after FY23
- (6) Project cancelled



Tahoe-Truckee Sanitation Agency
Fund 02: Wastewater Capital Reserve
Fiscal Year 2022 - 2023
Period Ending April 30, 2023

	Budget \$	Month \$	Month %	YTD \$	YTD %	Notes
REVENUE						
Income from Connection Fees	2,129,000.00	24,478.88	1.1	985,482.63	46.3	
Fund Interest	191,000.00	124,245.36	65.0	306,210.75	160.3	7
TOTAL REVENUE	2,320,000.00	148,724.24	6.4	1,291,693.38	55.7	
EXPENDITURE						
FY23 Scada/IT Develop Standards	241,000.00	32,786.56	13.6	32,786.56	13.6	1
FY23 Scada/IT Improve Physical Security	147,000.00	0.00	0.0	0.00	0.0	5
FY23 Flowmeter Improvements	75,000.00	0.00	0.0	0.00	0.0	2
FY23 Manlift	60,000.00	0.00	0.0	54,142.57	90.2	4
FY23 Maintenance Carts	25,000.00	0.00	0.0	0.00	0.0	5
FY22 Operations and Maintenance Carts	0.00	0.00	0.0	25,216.56	0.0	4
SUBTOTAL EXPENDITURES	548,000.00	32,786.56	6.0	112,145.69	20.5	
Allocation of 73.2% of Bond Payment	2,266,638.00	0.00	0.0	245,627.65	10.8	
TOTAL EXPENDITURE	2,814,638.00	32,786.56	1.2	357,773.34	12.7	
NET INCOME (LOSS)	(494,638.00)	115,937.68		933,920.04		

83% of the fiscal year has elapsed.
This is an unaudited status report.

Notes:

- (1) Project started
- (2) Project started; no expenses invoiced
- (3) Project not started
- (4) Project completed
- (5) Project postponed to after FY23
- (6) Project cancelled
- (7) Interest on LAIF balances is received and recorded quarterly (10/2022, 1/2023, 4/2023 and 7/2023).

Tahoe-Truckee Sanitation Agency
Combined Cash Statement
April 30, 2023

COMBINED CASH ACCOUNTS

CASH - US BANK CHECKING	337,944.54
CASH - USB SERVICE CHARGE	80,347.24
CASH - US BANK TAX REV	25,644.98
CASH - US BANK WWCRF	22,095.65
CASH - WELLS FARGO PAYROLL	612,492.91
CASH - PETTY CASH	600.00
CASH - L.A.I.F.	27,006,553.64
MONEY MARKET INV - PERSHING	5,000,000.00
MONEY MARKET INV - ZIONS	5,000,000.00
TOTAL COMBINED CASH	<u>38,085,678.96</u>
CASH ALLOCATED TO OTHER FUNDS	<u>(38,085,678.96)</u>
TOTAL UNALLOCATED CASH	0.00

FUND	CASH ALLOCATION RECONCILIATION	April 30, 2023	March 31, 2023	Amount of Change	% of Change	April 30, 2022	Amount of Change	% of Change
02	ALLOCATION TO WASTEWATER CAPITAL RESERVE FUND	19,561,620.21	19,448,386.90	113,233.31	0.58	18,731,031.62	830,588.59	4.43
06	ALLOCATION TO R.R. & UPGRADE FUND	5,046,185.35	5,016,957.91	29,227.44	0.58	9,188,535.78	(4,142,350.43)	(45.08)
07	ALLOCATION TO EMERGENCY & CONTINGENCY FUND	4,060,479.89	4,034,707.55	25,772.34	0.64	7,284,839.62	(3,224,359.73)	(44.26)
10	ALLOCATION TO GENERAL FUND	9,417,393.51	10,546,244.13	(1,128,850.62)	(10.70)	4,541,395.89	4,875,997.62	107.37
	TOTAL ALLOCATION TO OTHER FUNDS	<u>38,085,678.96</u>	<u>39,046,296.49</u>	<u>(960,617.53)</u>	<u>(2.46)</u>	<u>39,745,802.91</u>	<u>(1,660,123.95)</u>	<u>(4.18)</u>
	ALLOCATIONS FROM COMBINED CASH	<u>(38,085,678.96)</u>	<u>(39,046,296.49)</u>			<u>(39,745,802.91)</u>		
	ZERO PROOF IF ALLOCATIONS BALANCE	0.00	0.00			0.00		

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

May 03, 2023

[LAIF Home](#)
[PMIA Average](#)
[Monthly Yields](#)

TAHOE TRUCKEE SANITATION AGENCY

TREASURER
13720 BUTTERFIELD DRIVE
TRUCKEE, CA 96161

[Tran Type Definitions](#)

Account Number: 70-31-001

April 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/3/2023	4/3/2023	RW	1725515	1685878	MICHELLE MACKEY	-700,000.00
4/6/2023	4/5/2023	RW	1725655	1686010	MICHELLE MACKEY	-10,000,000.00
4/14/2023	4/13/2023	QRD	1727028	N/A	SYSTEM	249,414.50
4/25/2023	4/25/2023	RD	1728730	1689087	MICHELLE MACKEY	160,000.00
4/25/2023	4/25/2023	RW	1728731	1689086	MICHELLE MACKEY	-300,000.00

Account Summary

Total Deposit:	409,414.50	Beginning Balance:	37,597,139.14
Total Withdrawal:	-11,000,000.00	Ending Balance:	27,006,553.64



[Investment Data](#)

[My Account Profile](#)

[Documentation/Forms](#)

Investment Allocation

Account: 5084675063 » Tahoe-Truckee Sanitation Agency

Investment Strategy	Unit Price	Number of Units	Balance
CERBT Strategy 1	19.954456	640,551.683	\$12,781,860.82
Total			\$12,781,860.82

[Download to Excel](#)



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Michael Peak, Operations Manager
Item: IV-5
Subject: Approval to award bids for the procurement of hydrated lime, liquid oxygen, methanol, hydrochloric acid, ferric chloride, and sodium hypochlorite

Background

The Agency has solicited bids for the purchase of hydrated lime, liquid oxygen, methanol, hydrochloric acid, ferric chloride, and sodium hypochlorite for the upcoming 2023-2026 fiscal years. The breakdown of submitted bids per chemical is shown below. The lowest responsive bidder is indicated by the asterisk (*) next to the bidder's name per chemical.

Hydrated Lime

<i>Bidder</i>	<i>Bid Price (\$/ton)</i>
Lhoist*	391.83

Liquid Oxygen

<i>Bidder</i>	<i>Bid Price (\$/gal)</i>
Roy Smith*	1.91
Westair Gas	3.25

Hydrochloric Acid

<i>Bidder</i>	<i>Bid Price (\$/ton)</i>
Thatcher*	400.00

Methanol

<i>Bidder</i>	<i>Bid Price (\$/gal)</i>
Thatcher*	0.8665
Univar	1.16

Sodium Hypochlorite

<i>Bidder</i>	<i>Bid Price (\$/gal)</i>
Thatcher*	2.68

Ferric Chloride

<i>Bidder</i>	<i>Bid Price (\$/ton)</i>
Pencco*	772.91

Fiscal Impact

Fiscal impact shall be dependent on quantities purchased per chemical.

The following table provides a summary comparison of the current and upcoming fiscal year costs based on agreement listed quantities. It should be noted, negative values indicate a decrease in overall costs from last fiscal year.

Chemical	FY 2022-2023 Unit Cost	FY 2023-2026 Unit Cost	Quantity	FY Cost Difference
Liquid Chlorine	\$1,840.00		88 ton	(\$161,920)
Liquid Sodium Hydroxide	480.50		120 ton	(\$7,660)
Liquid Oxygen	\$1.36	\$1.91	171,000 gal	\$94,050
Liquid Ferric Chloride	699.41	772.91	55 ton	\$4043
Methanol	\$0.6994	\$0.8665	200,000 gal	\$33,420
Hydrated Lime	\$390.77	\$391.83	850 ton	\$901
Sodium Hypochlorite		\$2.68	130,000 gal	\$348,400
Hydrochloric Acid	\$222.90	\$400.00	51 ton	\$9031
Total				\$270,265

When comparing the fiscal impact for current and the upcoming fiscal year, the Agency will see an increase of approximately **\$270,265** for fiscal year 2023-2024 in chemical costs.


Attachments

None.

Recommendation

Management and staff recommend approval to award bids for the procurement of hydrated lime, liquid oxygen, methanol, hydrochloric acid, ferric chloride, and sodium hypochlorite to the appropriate lowest responsive bidder.

Review Tracking

Submitted By: 
Michael Peak
Operations Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: V-1
Subject: Public hearing to receive public comments and protests concerning proposed sewer rates for 2024 through 2028.

Background

The Board of Directors last approved updates to the Agency's sewer rates in 2010 with Ordinance No. 1-2006. The Agency's consultant, HDR Engineering, has prepared a Sewer Rate Study and earlier drafts of the study have been presented to the Board. With the collective involvement and support of HDR's staff, T-TSA's staff and the Finance Committee, a final presentation was presented to the Board of Directors and to the public on March 15, 2023.

The rate study concludes that it would be in the best interest of the Agency and the public to increase rates to ensure proper funding for upcoming major capital projects and increasing costs due to hyper-inflation. Additionally, updated rates would help the Agency achieve target reserve balances.

At the March 15, 2023, Board of Directors meeting, the Board accepted the Sewer Rate Study and set a public hearing date for May 17, 2023, at 9:00 a.m. The Agency mailed a notice of public hearing to property owners a minimum of 45 days prior to the public hearing as required by Proposition 218.

The Agency appropriately collected, verified, and kept track of all written protests by Member District.

Fiscal Impact

None.

Attachments

HDR Engineering Presentation
Proposition 218 Protest Tally Sheet

Recommendation

Management and staff recommend the Board of Directors hear public comment and consider whether there is a majority protest.

Review Tracking

Submitted By: Cystal A Sublet
Crystal Sublet
Finance and Administrative Manager

Approved By: Michael Peak
Michael Peak
Operations Manager

Tahoe Truckee Sanitation Agency Sewer Rate Study

May 17, 2023





Purpose of the Study



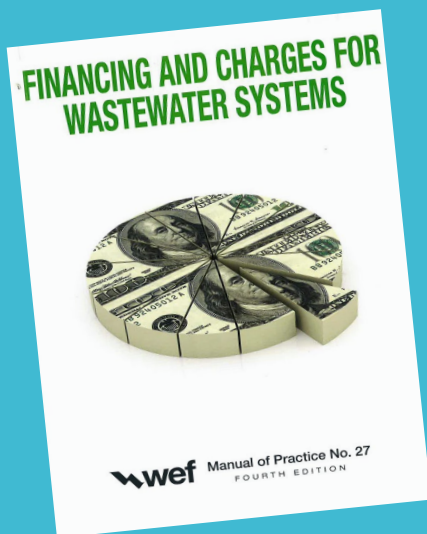
Overview of the Rate Study



Rate Study Results and Recommendations



Questions / Discussion



Purpose of the Rate Study

- Provide sufficient revenue to operate and maintain the Agency's sewer infrastructure
- Develop proposed sewer rates that are proportional and cost-based
 - Meet the intent of Proposition 218
- Reflect prudent financial planning criteria
 - Maintain target debt service coverage (DSC) ratio
 - Prudent level of rate funding for capital projects
 - Meet Agency minimum reserve balances
- Develop the study using generally accepted methodologies tailored to TTSA's system and customer characteristics

Overview of the Rate Study

Establishing Cost-Based Rates

Revenue Requirement

Compares the revenue of the utility to the expenses to evaluate the level of overall rates



Cost of Service

Allocate and distribute the revenue requirement to develop the average unit cost per equivalent unit



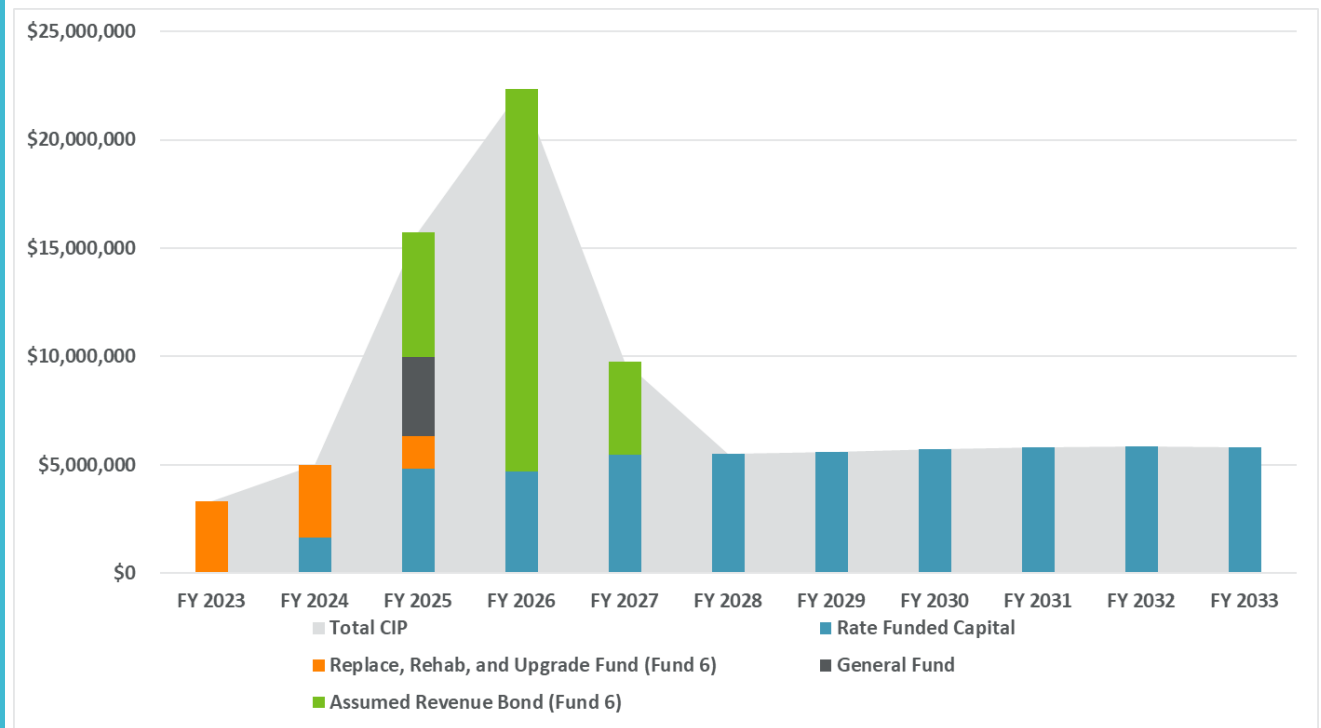
Rate Design

Design rates to meet the revenue needs and cost allocation to reflect the Agency's rate design goals and objectives

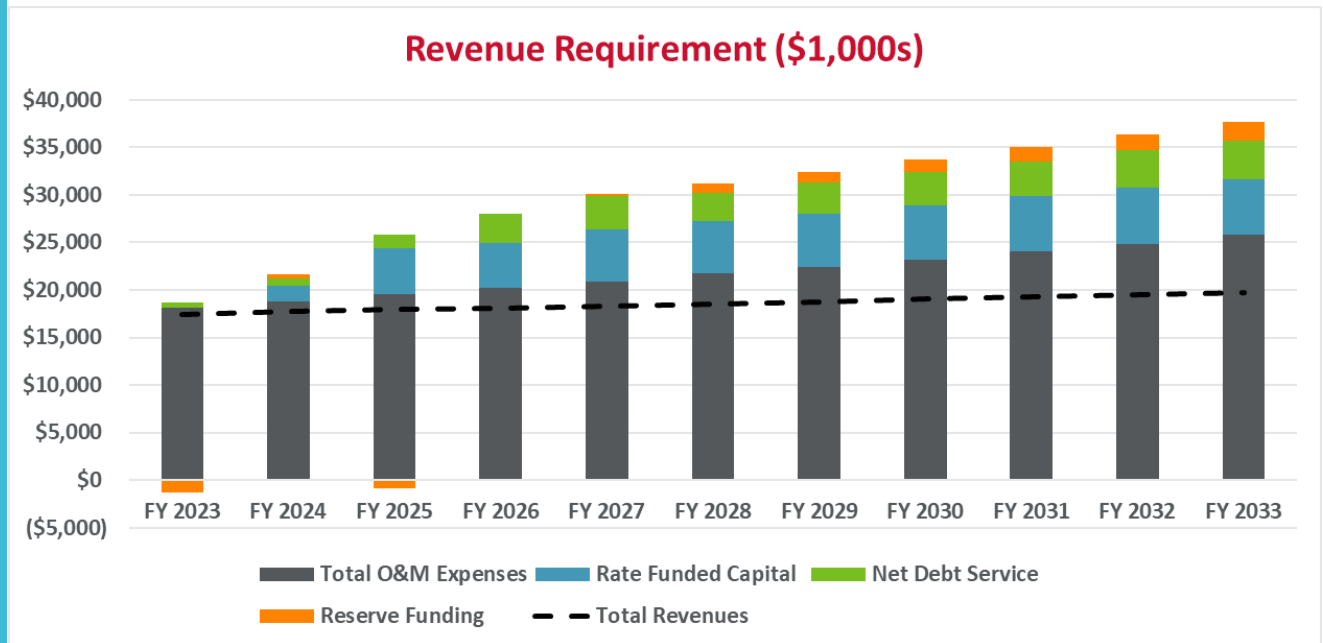
Study Results

Wastewater Capital Improvement Plan (Fund 6)

- Funding is provided through a mix of existing reserves, long—term debt, tax revenues, and annual service charge revenues
 - Service charge funding reflects industry standard approach to funding a portion, or all, of renewal and replacement needs through “rates”



Revenue Requirement Summary (\$000s)



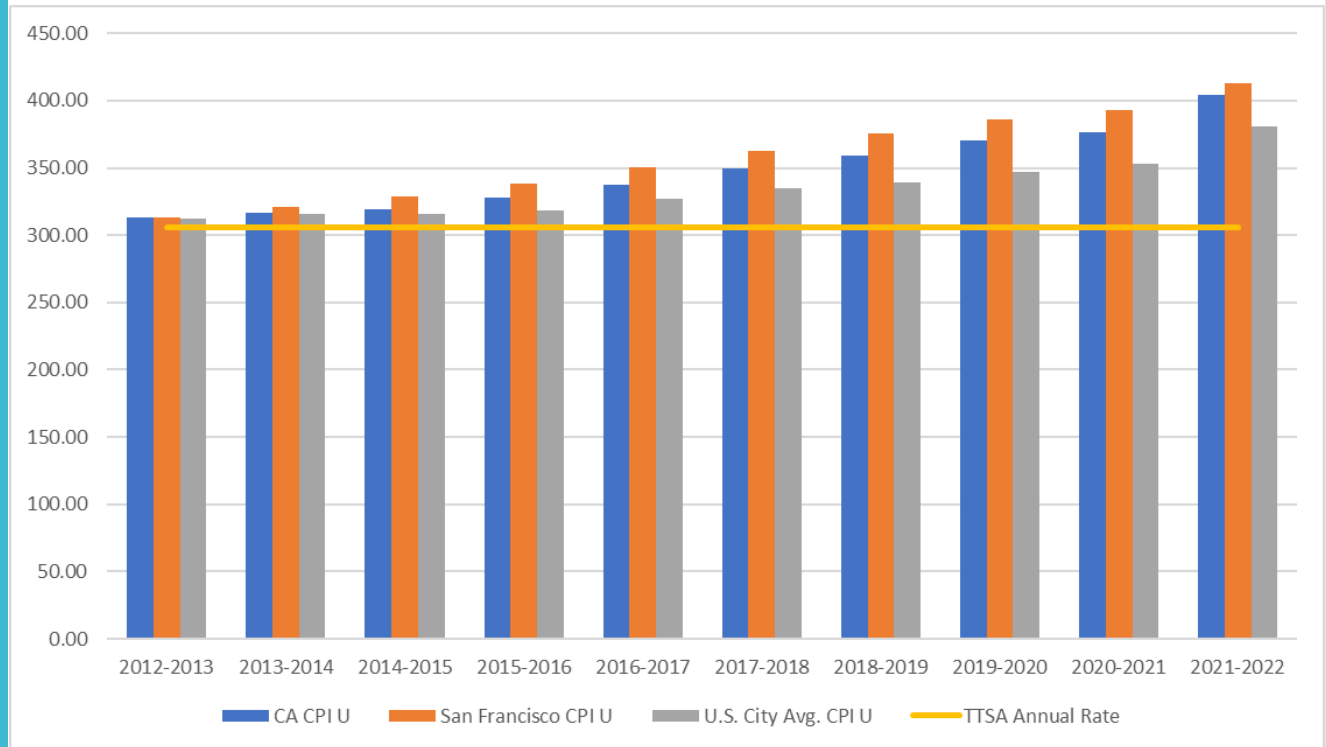
* Reflects un-restricted funding needs (Sewer Service Charge)

** Total Revenues includes annual sewer service charge revenues at current levels and other revenues (i.e., property tax revenues)

Revenue Requirement Summary – Avg. Bill Comparison

	Present	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Annual Change		\$92.00	\$74.00	\$64.00	\$46.00	\$20.00
<u>Annual</u> Customer Bill (1 EDU)	\$306.00	\$398.00	\$472.00	\$536.00	\$582.00	\$602.00
% Change		30.0%	18.5%	13.5%	8.5%	3.5%
<u>Monthly</u> Customer Bill (1 EDU)	\$25.50	\$33.17	\$39.33	\$44.67	\$48.50	\$50.17
Monthly Change		\$7.67	\$6.17	\$5.33	\$3.83	\$1.67
DSC Ratio	0.00	1.09	1.59	1.50	1.62	3.17

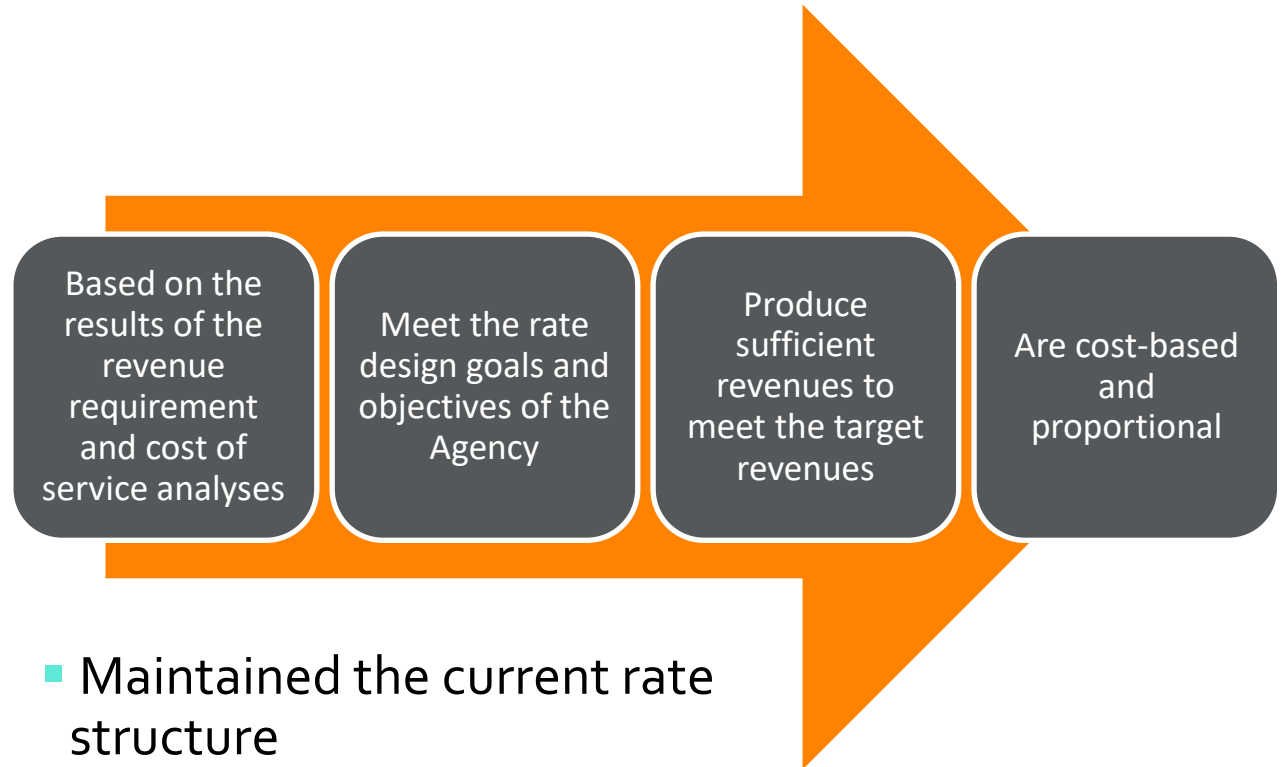
Annual CPI U and Annual TTSA Rate Projections



Summary of the Cost of Service

- Agency establishes the rate on a per EDU on an annual basis
- Study reviewed the assumptions for an EDU
 - Flow and strength
- HDR recommends maintaining the current EDU approach
- Cost of service reflects the cost on a per EDU basis
 - EDU is calculated for various customer types to reflect the estimated flows and strength levels
- Cost of service provides the basis for the proposed annual rate

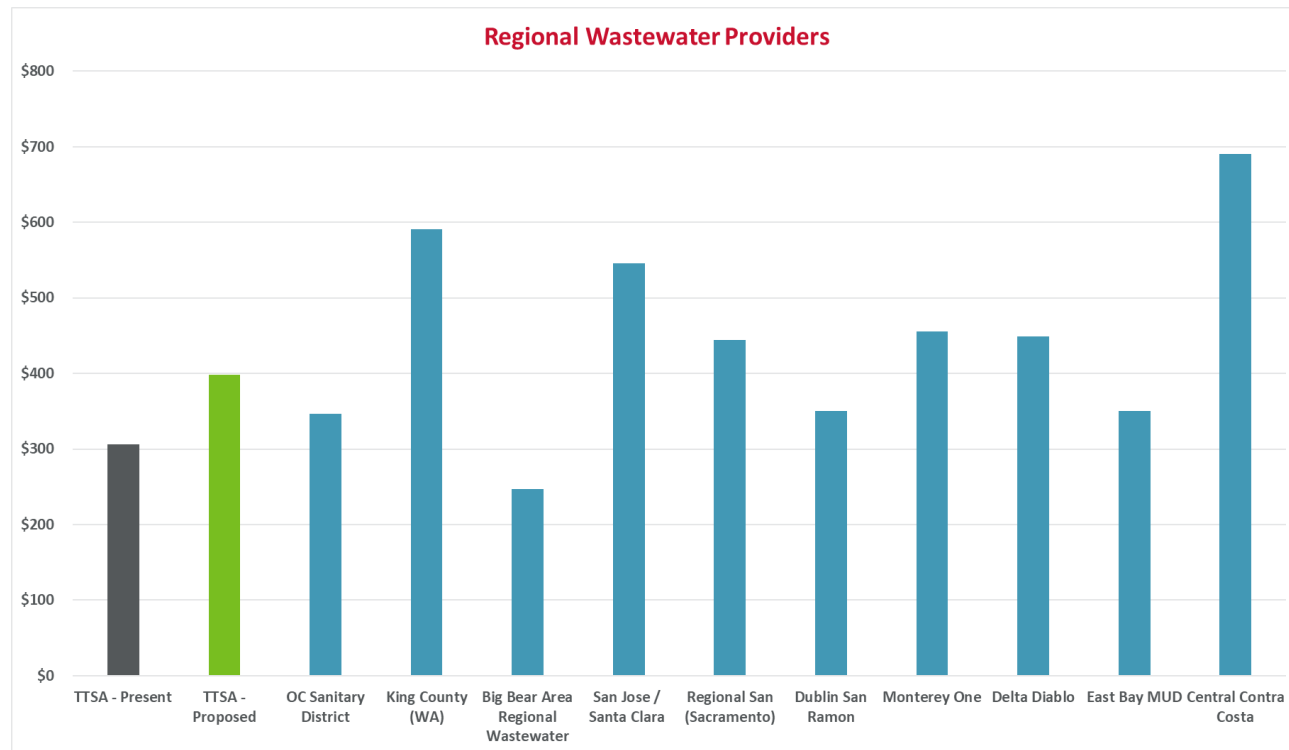
Overview of the Rate Designs



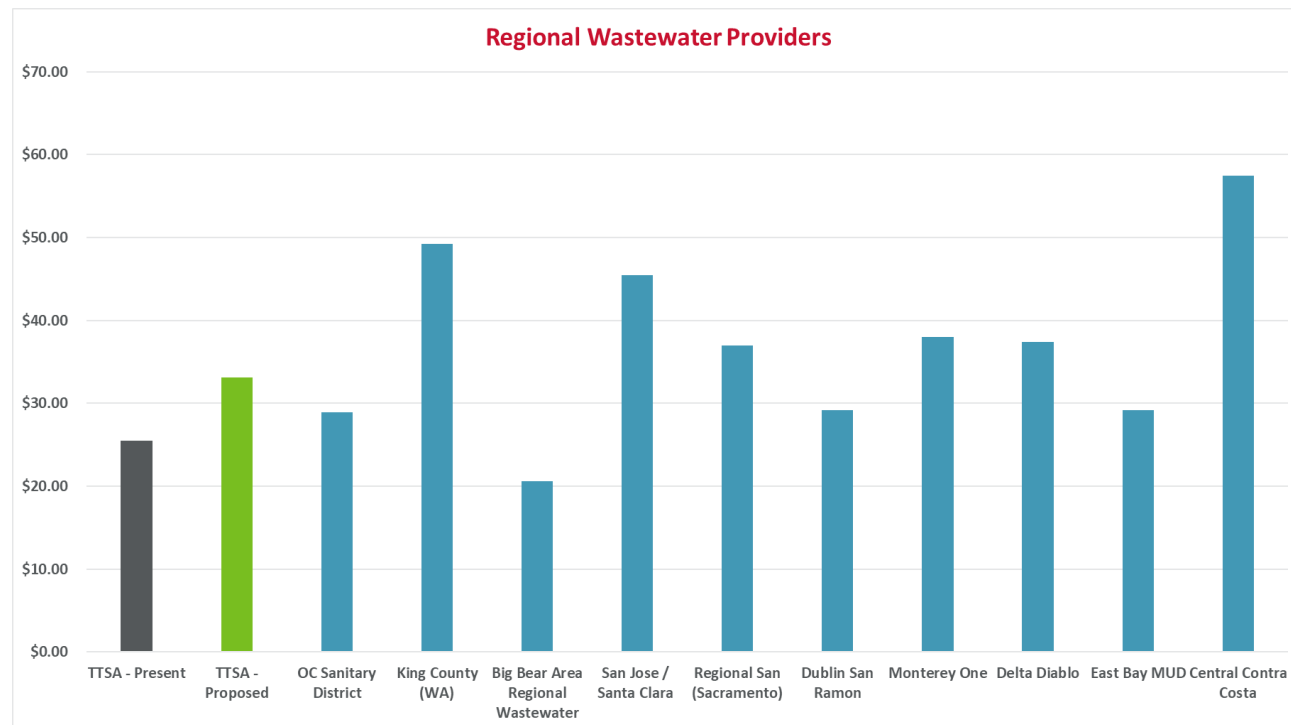
- Maintained the current rate structure
 - Minor revisions to maintain consistency between service charges and connection fees
- Propose eliminating the non-tax area schedule
 - Proposed rates are the same for all customers

Sewer Service Charge	TTSA Code	Units	Existing Per Unit Charge (\$)	Proposed FY 2024 Per Unit Charge (\$)	Proposed FY 2025 Per Unit Charge (\$)	Proposed FY 2026 Per Unit Charge (\$)	Proposed FY 2027 Per Unit Charge (\$)	Proposed FY 2028 Per Unit Charge (\$)
Beauty/Barber Shop	A	# of service chairs	\$138.36	\$179.96	\$213.42	\$242.36	\$263.16	\$272.20
Commercial Establishments (1) (unless otherwise noted)	B	# of fixture units	39.24	51.04	60.53	68.73	74.63	77.20
Dump Station	D	# of stations	306.00	398.00	472.00	536.00	582.00	602.00
Restaurant or Bar	F	# of seats inside	30.00	39.02	46.27	52.55	57.06	59.02
	Z	# of seats outside	10.80	14.05	16.66	18.92	20.54	21.25
	Z	# of seats banquet	10.80	14.05	16.66	18.92	20.54	21.25
Grocery	G	# of fixture units	60.60	78.82	93.47	106.15	115.26	119.22
Industrial User	I	as calculated pursuant to Table A-2	306.00	398.00	472.00	536.00	582.00	602.00
Car Washes	J	# of bays, Automatic	459.00	597.00	708.00	804.00	873.00	903.00
		# of bays, Automatic - Recycled	367.20	477.60	566.40	643.20	698.40	722.40
		# of bays, Self-Serve	306.00	398.00	472.00	536.00	582.00	602.00
		# of bays, Self-Serve - Recycled	244.80	318.40	377.60	428.80	465.60	481.60
Campsite with Sewer Connection	K	# of sites	164.16	213.52	253.21	287.55	312.23	322.96
Laundromat	L	# of washing machines	163.32	212.42	251.92	286.08	310.63	321.30
Motel or Hotel Unit	M	# of units	153.00	199.00	236.00	268.00	291.00	301.00
Motel or Hotel Unit with Kitchen	N	# of units	201.96	262.68	311.52	353.76	384.12	397.32
Swimming Pool or Spa	P	# of P units, see table A-1	5.64	7.34	8.70	9.88	10.73	11.10
Campsite without Sewer Connection	Q	# of sites	138.84	180.58	214.16	243.20	264.07	273.14
Residential Unit	R	# of dwelling units	306.00	398.00	472.00	536.00	582.00	602.00
Other	S	As Determined by General Manager	5.64	7.34	8.70	9.88	10.73	11.10
Assembly Hall	T	# of seats	2.28	2.97	3.52	3.99	4.34	4.49
Public Schools	---	Per 1,000 gallons	0.00	3.67	4.35	4.94	5.36	5.55

Annual Residential Treatment Customer Bill Comparison



Monthly Residential Treatment Customer Bill Comparison



Thank You
and Discussion





Tahoe-Truckee Sanitation Agency - Proposition 218 Protest Tracking

	Batch Date							Running Total
Member District	4/10/2023	4/13/2023	4/20/2023	4/26/2023	5/4/2023			
Alpine Springs CWD	2	2	3	1	3			11
North Tahoe PUD	27	32	27	4	10			100
Olympic Valley PSD	1	2	2	1	1			7
Tahoe City PUD	17	41	25	7	5			95
Truckee Sanitary District	29	30	33	11	6			109
Batch Total	76	107	90	24	25	0	0	322
GRAND TOTAL VALID PROTESTS	322							

* Will be updated for protests received through May 17th, 2023



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: V-2
Subject: Consider approval of Ordinance No. 1-2023 adopting Sewer Rates for 2024 through 2028.

Background

Ordinance No. 2-2015 was adopted on May 13, 2015, by the Board of Directors. Ordinance No. 2-2015 set forth the rules and regulations governing the Agency's regional sewer system. This ordinance applied the rules and regulations to Sewer Service Charges and Connection Fee Charges.

At the March 16, 2022, Board of Directors meeting, there was direction provided by the board to solicit a proposal from HDR Engineering, Inc. (HDR) to perform a Sewer Service Charge Study for review and consideration. At the April 20, 2022, Board of Directors meeting, HDR's proposal was presented and approved by the Board to enlist HDR to perform T-TSA's Sewer Service Charge Rate Study.

At the March 15, 2023, Board of Directors meeting, the Board accepted the Sewer Rate Study and set a public hearing date for May 17, 2023, at 9:00 a.m. The Agency mailed a notice of public hearing to property owners a minimum of 45 days prior to the public hearing as required by Proposition 218.

Assuming there is not a majority protest, the purpose of Ordinance No. 1-2023 is to update and modify Agency Ordinance No. 2-2015 to adjust charges for sewer service by the Agency and make related changes.

Fiscal Impact

Sewer Service Charge rate increases for 5-years as accepted by the Board of Directors resulting in an increase in revenue for the Agency.

Attachments

Ordinance No. 1-2023

Recommendation

Management and staff recommend the Board of Directors approve adopting Agency Ordinance No. 1-2023 to be effective in Fiscal Year 2023-2024.

Review Tracking

Submitted By: *Crystal Sublet*
Crystal Sublet
Finance and Administrative Manager

Approved By: *Michael Peak*
Michael Peak
Operations Manager

ORDINANCE No. 1-2023

AN ORDINANCE OF THE BOARD OF DIRECTORS OF TAHOE-TRUCKEE SANITATION AGENCY AMENDING ORDINANCE 2-2015, AS AMENDED, ADJUSTING SERVICE CHARGES AND MAKING RELATED CHANGES

BE IT ORDAINED by the Board of Directors of the Tahoe-Truckee Sanitation Agency ("Agency") as follows:

Section 1. Purpose and Authority. The purpose of this ordinance is to update and modify Agency Ordinance No. 2-2015 to adjust charges for sewer service by the Agency and make related changes. This ordinance is adopted pursuant to Article XIII D of the California Constitution, Agency Act sections 67 and 130, Government Code sections 54344, and 54350, Health and Safety Code section 5471, and other applicable law.

Section 2. Findings. The Board of Directors finds and determines as follows:

(a) The Agency Board of Directors has reviewed, accepted, and approved the Tahoe-Truckee Sanitation Agency Sewer Rate Study, dated March 15, 2023 (the "Study") prepared by HDR Engineering, Inc. for the Agency.

(b) On or about March 31, 2023, the Agency mailed a Notice of Public Hearing on proposed adjustments to sewer service rates to landowners of properties receiving sewer service within the Agency's territory in compliance with section 6(a) of Article XIII D of the California Constitution for a public hearing to be held on May 17, 2023.

(c) The Study identified the need for, and benefits of, implementing various adjustments to the Agency's sewer service rates so that customers pay their proportionate share of the costs incurred to provide sewer service to them.

(d) The proposed adjustments to the Agency's sewer service rates will help ensure that the Agency's financial and sewer service obligations can be met with reduced risk and uncertainty.

(e) The Study demonstrates that the revenues derived from the proposed adjustments to the Agency's sewer service rates will not exceed the funds required to provide water service to the affected parcels.

(f) As set forth in the Study, the amount of the proposed sewer service rates imposed on each affected parcel will not exceed the proportional cost of the sewer service attributable to the parcel in compliance with California law, including section 6(b)(3) of Article XIII D of the California Constitution and *Griffith v. Pajaro Valley Water Management District* ((2013) 220 Cal.App.4th 586, 601) and other relevant case law.

(g) As a result of the proposed adjustments to the Agency's sewer service rates, the Agency's customers will benefit from improved financial stability and certainty, thereby providing for more reliable sewer service.

(h) The Agency Board of Directors received presentations and public comment on the proposed adjustments at several past Board of Directors meetings.

(i) The Agency Board of Directors held a public hearing on May 17, 2023, during which it received oral and written comments, and written protests, regarding the proposed adjustments in the Agency's sewer service rates for Fiscal Years 2024 to 2028.

(j) At the close of the public hearing, the Board of Directors received less than a majority of written protests from the affected parcels, as defined by section 6(a)(2) of Article XIII D of the California Constitution.

(k) The Board of Directors has considered the comments received, as well as the number of valid written protests, and has decided to adopt and implement the proposed adjustments in the Agency's sewer service rates as more fully described in the Study.

Section 3. Amendment. Agency Ordinance No. 2-2015 is amended as follows:

(a) Section 2 is amended by adding the following defined term:

PUBLIC SCHOOL means a K or Grades 1 through 12 school operated by a public entity.

(b) Section 10.G is amended by replacing the existing subsection with the following:

G. Sewer Service Charges. All owners of parcels connected to the sewage works shall pay Agency sewer service charges, as fees for the use of, or the availability of the use of, such facilities, in accordance with the schedule set forth and attached hereto as Exhibit B and incorporated herein.

(c) Section 10.R is added with the following:

R. Public Schools. Sewer service charges for public schools served by the Agency shall be determined under this section. Sewer flows from public schools are proportional to the number of students in attendance each day multiplied by the number of days those students attend (student-days) and also proportional to the ages of the students attending. Estimated flow from public schools as follows:

- K through Grade 5: 7 gallons/student-day
- Grades 6 through 8: 12 gallons/student-day
- Grades 9 through 12: 15 gallons/student-day

Charges for public schools are calculated by multiplying the number of students by the number of days attended. This number is multiplied by the appropriate student age flow factor (above) times a rate per gallon flow (see Exhibit B, Sewer Service Charges).

Each school will maintain records of student-days during a complete fiscal year and shall report those numbers to the Agency by June 30th of the following year.

For any school that does not provide such information to the Agency by June 30th of each year, the Agency shall notify the school in writing, whereupon the school shall have thirty calendar days to provide this information to the Agency. If the Agency does not receive the required information within this 30-day period, the Agency shall have the discretion to set the fee based upon information available.

(d) Exhibit A, Connection Charge Schedule, is amended to add Table A-4 from the attachment labeled Table A-4.

(e) Exhibit B, Service Charges is amended by replacing the exhibit in its entirety with the attachment labeled Exhibit B.

Section 4. Supersedes Earlier Ordinances. This ordinance supersedes any other prior inconsistent Agency ordinance, resolution, policy, regulation, fee or charge.

Section 5. Effective Date. This ordinance shall take effect on July 1, 2023.

Section 6. Posting. This ordinance shall be posted within the Agency in at least three conspicuous places within 10 days after its adoption.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on the 17th day of May 2023, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

By:

Daniel Wilkins, Board President
Tahoe-Truckee Sanitation Agency

Attest:

Roshelle Chavez, Board Clerk
Tahoe-Truckee Sanitation Agency

Table A-4
Swimming Pools/Spas

Table A-4	
Swimming Pool "P" Units	
0 - 25,000 gallons	23
25,001 - 50,000 gallons	46
50,001 - 75,000 gallons	69
75,000 - 100,000 gallons	92
100,000 gallons and over	115
 Spa "P" Units	
0 - 1,000 gallons	16
1,001 - 2,500 gallons	39
2,501 - 5,000 gallons	78
5,001 gallons and over	116

Exhibit B Service Charges

Exhibit B Sewer Service Charges - Annual Fee

Service Type	Code	Unit Type	FY24 Per Unit Charge (\$)	FY25 Per Unit Charge (\$)	FY26 Per Unit Charge (\$)	FY27 Per Unit Charge (\$)	FY28 Per Unit Charge (\$)
Beauty/Barber Shop	A	# of service chairs	179.96	213.42	242.36	263.16	272.20
Commercial Establishments (1) (unless otherwise noted)	B	# of fixture units	51.04	60.53	68.73	74.63	77.20
Dump Station	D	# of stations	398.00	472.00	536.00	582.00	602.00
Restaurant or Bar	F	# of seats inside	39.02	46.27	52.55	57.06	59.02
	Z	# of seats outside	14.05	16.66	18.92	20.54	21.25
	Z	# of seats banquet	14.05	16.66	18.92	20.54	21.25
Grocery	G	# of fixture units	78.82	93.47	106.15	115.26	119.22
Industrial User	I	as calculated pursuant to Table A-2	398.00	472.00	536.00	582.00	602.00
Car Washes	J	# of bays, Automatic	597.00	708.00	804.00	873.00	903.00
		# of bays, Automatic - Recycled	477.60	566.40	643.20	698.40	722.40
		# of bays, Self-Serve	398.00	472.00	536.00	582.00	602.00
		# of bays, Self-Serve - Recycled	318.40	377.60	428.80	465.60	481.60
Campsite with Sewer Connection	K	# of sites	213.52	253.21	287.55	312.23	322.96
Laundromat	L	# of washing machines	212.42	251.92	286.08	310.63	321.30
Motel or Hotel Unit	M	# of units	199.00	236.00	268.00	291.00	301.00
Motel or Hotel Unit with Kitchen	N	# of units	262.68	311.52	353.76	384.12	397.32
Swimming Pool or Spa	P	# of P units, see Table A-4	7.34	8.70	9.88	10.73	11.10
Campsite without Sewer Connection	Q	# of sites	180.58	214.16	243.20	264.07	273.14
Residential Unit	R	# of dwelling units	398.00	472.00	536.00	582.00	602.00
Other	S	As Determined by General Manager	7.34	8.70	9.88	10.73	11.10
Assembly Hall	T	# of seats	2.97	3.52	3.99	4.34	4.49
Public Schools	---	Per 1,000 gallons	3.67	4.35	4.94	5.36	5.55

(1) Refer to Table A-1

CERTIFICATE

I hereby certify that the foregoing is a full, true and correct copy of Ordinance No. 1-2023, duly and regularly adopted by the Board of Directors of Tahoe-Truckee Sanitation Agency on May 17, 2023.

Roshelle Chavez, Board Clerk
Tahoe-Truckee Sanitation Agency



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: V-3
Subject: Approval of cost-of-living adjustment and salary schedule for fiscal year 2023-2024.

Background

In 2019, as part of Resolution 12-2019, Board approved annual cost-of-living (COLA) adjustments will be applied to Group B within the Salary Schedule. The COLA shall be in accordance with the California Consumer Price Index (CPI), All Urban Consumers, beginning and ending in February of the corresponding year, and be applied at the beginning of the first full pay period in the fiscal year. For the upcoming fiscal year, if approved by the Board of Directors, the COLA will be applied commencing July 02, 2023. The CPI has now been updated by the CA Department of Industrial Relations.

Resolution 12-2019 allows for the Agency to calculate the CPI as follows: 100% of the first 3% of CPI; 75% of the incremental increase between 3.01% and 6%; 50% of the incremental increase between 6.01% and 12%; over 12% will be determined by the Board of Directors.

Therefore, the posted CPI of 5.4%, will be calculated as follows:

$$\begin{array}{rcl} 3.0\% @ 100\% & = & 3.00\% \\ 2.4\% @ 75\% & = & 1.80\% \\ 5.4\% & & 4.80\% \end{array}$$

If approved, employees within Group B of the Salary Schedule at TTSA will receive a 4.8% increase in salary effective July 02, 2023.

Employees in Group A will automatically be assigned to Group B when their corresponding maximum salary in Group B exceeds their current maximum salary.

Attached is the updated Hourly Salary Schedule for review and approval.

Fiscal Impact

4.80% salary increase for employees within the TTSA Salary Schedule, Group B only.


Attachments


- State of California, Office of the Director – Research Unit, Consumer Price Index Calculator Worksheet
- Hourly Salary Schedule

Recommendation

Management and staff recommend approval of the COLA and Salary Schedule.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
Michael Peak
Operations Manager

Consumer Price Index Calculator

1. Select an Index

California

2. Select index type

All Urban Consumers

3. Select beginning month

February

4. Select beginning year

2022

5. Select ending month

February

6. Select ending year

2023

Beginning Index Value

311.048

Ending Index Value

327.819

Based upon the Index, index type, and the time period you have specified, the percent change in the Consumer Price Index is equal to:

5.4%



Tahoe-Truckee Sanitation Agency
Salary Schedule
FY 2023-2024 Hourly Salary Schedule
Approved and Adopted by Board of Directors: May 17, 2023

	Job Classification	Group	1	2	3	4	5	6	7
Administration	Accounting Supervisor	A	48.6000	49.8404	51.0981	52.3788	53.6885	55.0327	56.4058
	Accounting Supervisor	B	35.8462	37.6378	39.5167	41.4962	43.5697	45.7505	
	Accounting Technician I	B	26.5727	27.9013	29.2971	30.7666	32.3032	33.9203	
	Accounting Technician II	A	42.0462	44.1519	46.3731	48.6981	51.1327		
	Accounting Technician II	B	29.3641	30.8336	32.3703	33.9875	35.6918	37.4768	
	Customer Service Specialist I	B	26.5727	27.9013	29.2971	30.7666	32.3032	33.9203	
	Customer Service Specialist II	A	38.1288	40.0385	42.0462	44.1519	46.3731		
	Customer Service Specialist II	B	29.3641	30.8336	32.3703	33.9875	35.6918	37.4768	
	Finance and Administrative Department Manager *	B	70.9880	74.5373	78.2642	82.1774	86.2863	90.6005	
	Purchasing Agent I	B	26.5727	27.9013	29.2971	30.7666	32.3032	33.9203	
	Purchasing Agent II	B	29.3641	30.8336	32.3703	33.9875	35.6918	37.4768	
Engineering	Assistant Engineer	B	49.5687	52.0514	54.6550	57.3861	60.2513	63.2643	
	Associate Engineer	B	54.7690	57.5068	60.3856	63.4052	66.5723	69.9007	
	Engineering Department Manager *	B	76.5036	80.3285	84.3412	88.5619	92.9906	97.6409	
	Safety Officer	B	50.8235	53.3667	56.0306	58.8355	61.7746	64.8612	
	Senior Engineer *	B	63.6131	66.7939	70.1288	73.6384	77.3223	81.1873	
Maintenance	CMMS/GIS Technician	B	36.2047	38.0150	39.9158	41.9116	44.0072	46.2075	
	Electrical and Instrumentation Supervisor	B	57.5739	60.4526	63.4722	66.6462	69.9813	73.4772	
	Electrical and Instrumentation Technician I	B	38.6309	40.5635	42.5900	44.7171	46.9584	49.3002	
	Electrical and Instrumentation Technician II	B	42.6839	44.8178	47.0591	49.4075	51.8836	54.4738	
	Electrical and Instrumentation Technician III	B	47.1597	49.5150	51.9911	54.5946	57.3256	60.1909	
	Information Technology Specialist	B	48.3474	50.7697	53.3062	55.9702	58.7684	61.7074	
	Inventory Control Specialist	B	32.2830	33.8935	35.5912	37.3694	39.2348	41.2010	
	Maintenance Department Manager *	B	69.2363	72.6988	76.3358	80.1539	84.1600	88.3673	
	Maintenance Mechanic I	B	30.8672	32.4106	34.0277	35.7321	37.5169	39.3892	
	Maintenance Mechanic II	B	34.1015	35.8060	37.5976	39.4764	41.4492	43.5227	
	Maintenance Mechanic III	B	37.6781	39.5637	41.5431	43.6166	45.7975	48.0857	
	Maintenance Supervisor	B	57.5739	60.4526	63.4722	66.6462	69.9813	73.4772	
Operations	Chemist I	B	31.6455	33.2224	34.8867	36.6313	38.4631	40.3891	
	Chemist II	A	42.4212	43.4827	44.5788	45.6923	46.8519	48.0173	49.2231
	Chemist II	B	34.9603	36.7118	38.5438	40.4762	42.4961	44.6231	
	Chemist III	A	46.8462	48.0173	49.2231	50.4635	51.7269	53.0192	54.3519
	Chemist III	B	38.6309	40.5635	42.5900	44.7171	46.9584	49.3002	
	Chief Plant Operator *	B	57.5739	60.4526	63.4722	66.6462	69.9813	73.4772	
	Laboratory Director *	B	57.5739	60.4526	63.4722	66.6462	69.9813	73.4772	
	Operations Department Manager *	B	69.2363	72.6988	76.3358	80.1539	84.1600	88.3673	
	Operations Shift Supervisor	B	43.7576	45.9452	48.2467	50.6557	53.1922	55.8494	
	Operations Supervisor	B	50.8235	53.3667	56.0306	58.8355	61.7746	64.8612	
	Operator I	B	30.8672	32.4106	34.0277	35.7321	37.5169	39.3892	
	Operator II	B	34.1015	35.8060	37.5976	39.4764	41.4492	43.5227	
	Operator III	B	37.6781	39.5637	41.5431	43.6166	45.7975	48.0857	
	Operator in Training	B	27.9349	29.3306	30.8001	32.3368	33.9538	35.6516	
GM	Executive Assistant/Board Clerk	B	42.0484	44.1508	46.3583	48.6761	51.1099	53.6655	
	General Manager *	B	97.6810	102.5662	107.6928	113.0811	118.7311	124.6698	
	Human Resources Administrator *	B	58.7347	61.6673	64.7539	67.9883	71.3904	74.9602	

* = FLSA Exempt

Effective Date: July 02, 2023

Approval Signature: _____

Revision Date (if any): _____



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: V-4
Subject: Discussion and Review of the 2023-2024 Budget Highlights.

Background

An annual budget highlights have been prepared which identifies projected revenues, projected expenditures, and capital improvement projects for the upcoming fiscal year 2023-2024.

The budget highlights were previously presented to the Finance Committee and will now be presented to the Board for discussion and feedback.

A PowerPoint presentation will be presented with copies available for the public at the time of the Board meeting.

Fiscal Impact

None.

Attachments

None

Recommendation

None

Review Tracking

Submitted By: Cystal Sublet
Crystal Sublet
Finance and Administrative Manager

Approved By: Michael Peak
Michael Peak
Operations Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: V-5
Subject: Approval to award the bid for the 2023 Roof Repair project

Background

The 2023 Roof Repair project builds on the recent projects of 2018, 2019, and 2022. These projects entail repairing roof areas that have reached the end of their life cycles and need to be replaced. The focus of this phase is to rehabilitate sections of roofing over the following facilities:

- Building No. 2, AWT Lower Roof (pipe gallery)
- Building No. 2, AWT Upper Roof (main roof)

If awarded by the Board, field work is slated to occur between June 26, 2023, and September 15, 2023.

One bid for the project was received on April 20, 2023, as follows:

- CentiMark Corporation, PA: \$733,403.20

CentiMark Corporation (CentiMark) was found to be the lowest responsible and responsive bidder. Review of the bid yielded several minor irregularities in how CentiMark completed the forms. These minor irregularities were clarified by CentiMark during bid review.

Fiscal Impact

The total bid price of \$733,403.20 is less than the engineer's estimate and the budgeted amount of \$1,200,000.00 for the project. Please recall that in the March Board meeting approval was granted to shift \$1,200,000.00 from Fiscal Year 26-27 to Fiscal Year 23-24 to fund the work.



Attachments

None.

Recommendation

Management and staff recommend that the Board waive the minor bid irregularities and provide approval to award the bid for the 2023 Roof Repair project to CentiMark in the amount of \$733,403.20 and approve a contract amount of up to \$810,000.00 (\$733,403.20 bid plus approximately 10% contingency).

Review Tracking

Submitted By:  Approved By: 
Jay Parker
Engineering Manager
Michael Peak
Operations Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Michael Peak, Operations Manager
Item: VI-1
Subject: Department Reports.

Background

Department reports for previous and current month(s).

Fiscal Impact

None.

Attachments

1. Operations Department Report.
2. Maintenance Department Report.
3. Engineering Department Report.
4. Administrative Department Report.

Recommendation

No action required.

Review Tracking

Submitted By: Michael Peak
Michael Peak
Operations Manager



TAHOE-TRUCKEE SANITATION AGENCY OPERATIONS DEPARTMENT REPORT

Date: May 17, 2023
To: Board of Directors
From: Gregory O'Hair, Chief Plant Operator
Subject: Operations Department Report

Compliance:

- All plant waste discharge requirements were met for the month.

Operations:

- Plant performed well through the month.
- Sodium Hypochlorite pilot project for effluent disinfection continues to perform well.
- Water Information Management Solution (WIMS) is currently being utilized by staff and internal configuration set-up is ongoing.

Operations Work Orders:

- Completed this month: 1
- Pending: 2

Laboratory:

- Staff performed necessary laboratory testing.
- Lab staff in the process of implementing quality systems improvements. Lab assessment scheduled for May 31st.
- LIMS implementation is nearing completion.
- Lab staff supported member districts with micro testing during the month.

Laboratory Corrective Actions:

- Completed this month: 2
- Pending: 1

Plant Data:


Influent Flow Description	MG
Monthly average daily ⁽¹⁾	6.21
Monthly maximum instantaneous ⁽¹⁾	9.36
Maximum 7- day average	7.41

<i>Effluent Limitation Description ⁽²⁾</i>	<i>WDR Monthly Average</i>		<i>WDR Daily Maximum</i>	
	<i>Recorded</i>	<i>Limit</i>	<i>Recorded</i>	<i>Limit</i>
<i>Suspended Solids (mg/l)</i>	<i>1.1</i>	<i>10.0</i>	<i>1.4</i>	<i>20.0</i>
<i>Turbidity (NTU)</i>	<i>NA</i>	<i>NA</i>	<i>1.70</i>	<i>10.0</i>
<i>Total Phosphorus (mg/l)</i>	<i>0.16</i>	<i>0.80</i>	<i>0.28</i>	<i>1.50</i>
<i>Chemical Oxygen Demand (mg/l)</i>	<i>27</i>	<i>45</i>	<i>34</i>	<i>60</i>

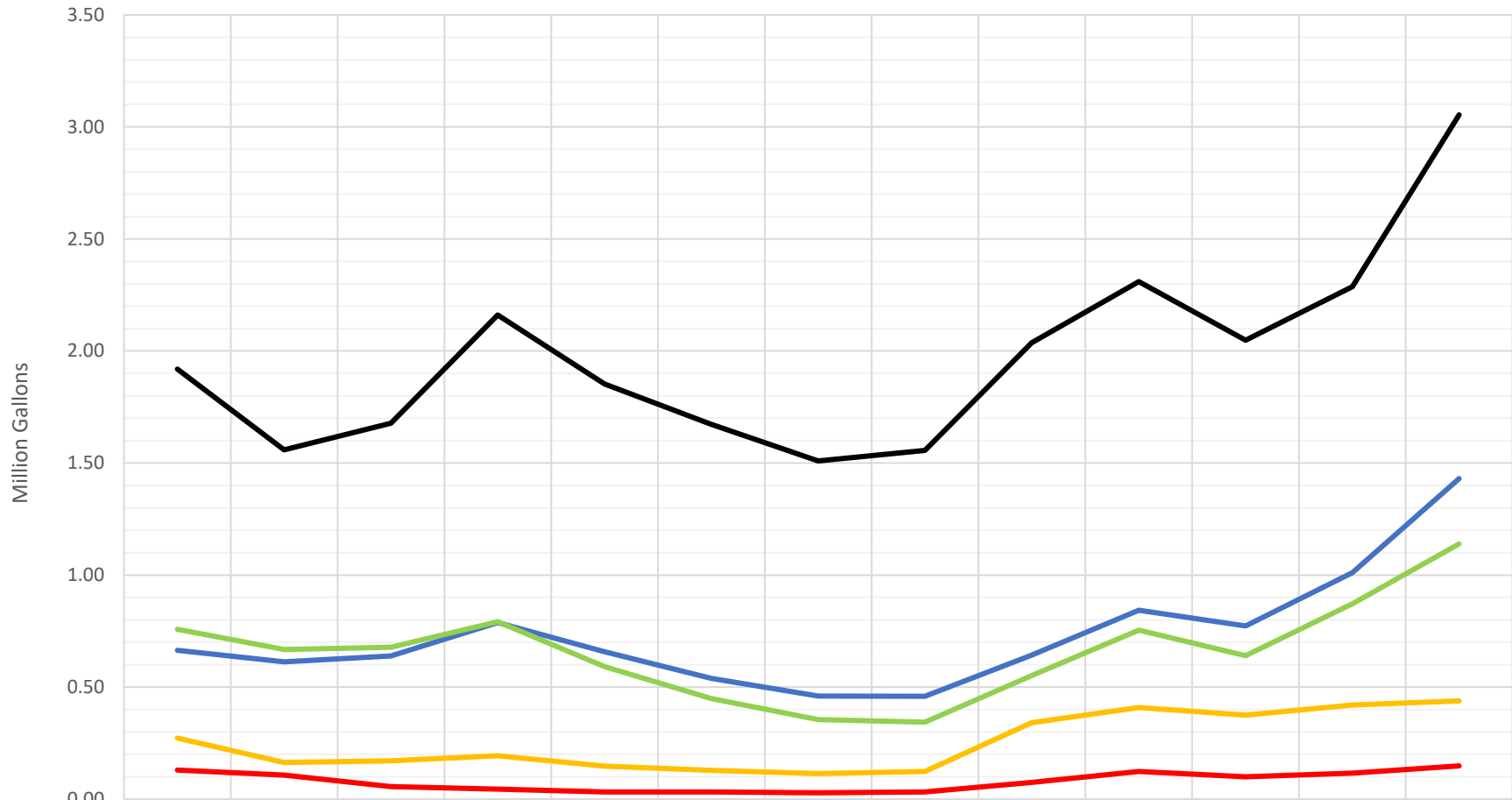
Notes: 1. Flows are depicted in the attached graph.
 2. Effluent table data per WDR reportable frequency. Attached graphs depict all recorded data.

Review Tracking:

Submitted By: 
 Gregory O'Hair
 Chief Plant Operator

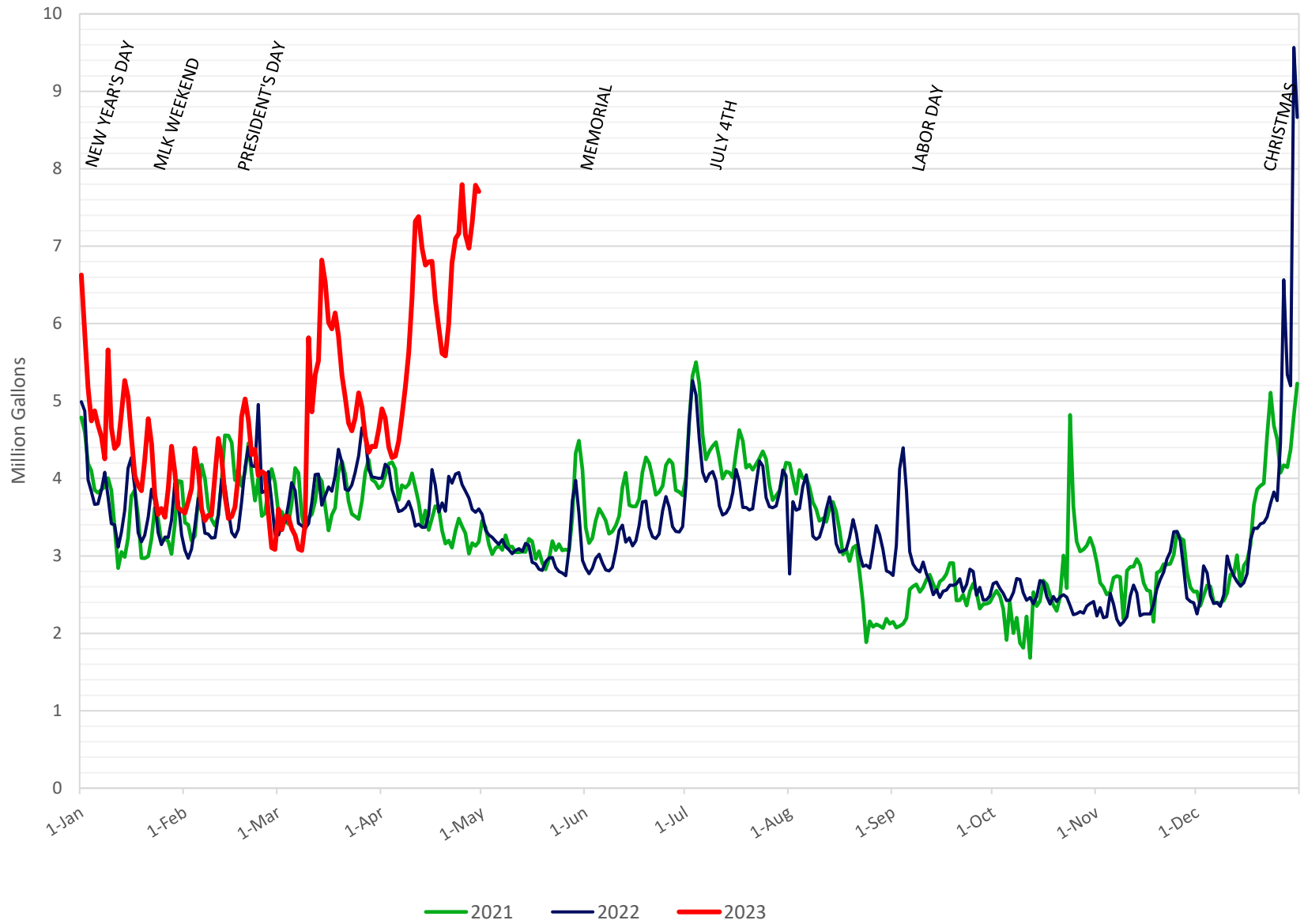
Approved By: 
 Michael Peak
 Operations Manager

Monthly Average Daily Flow (Districts)

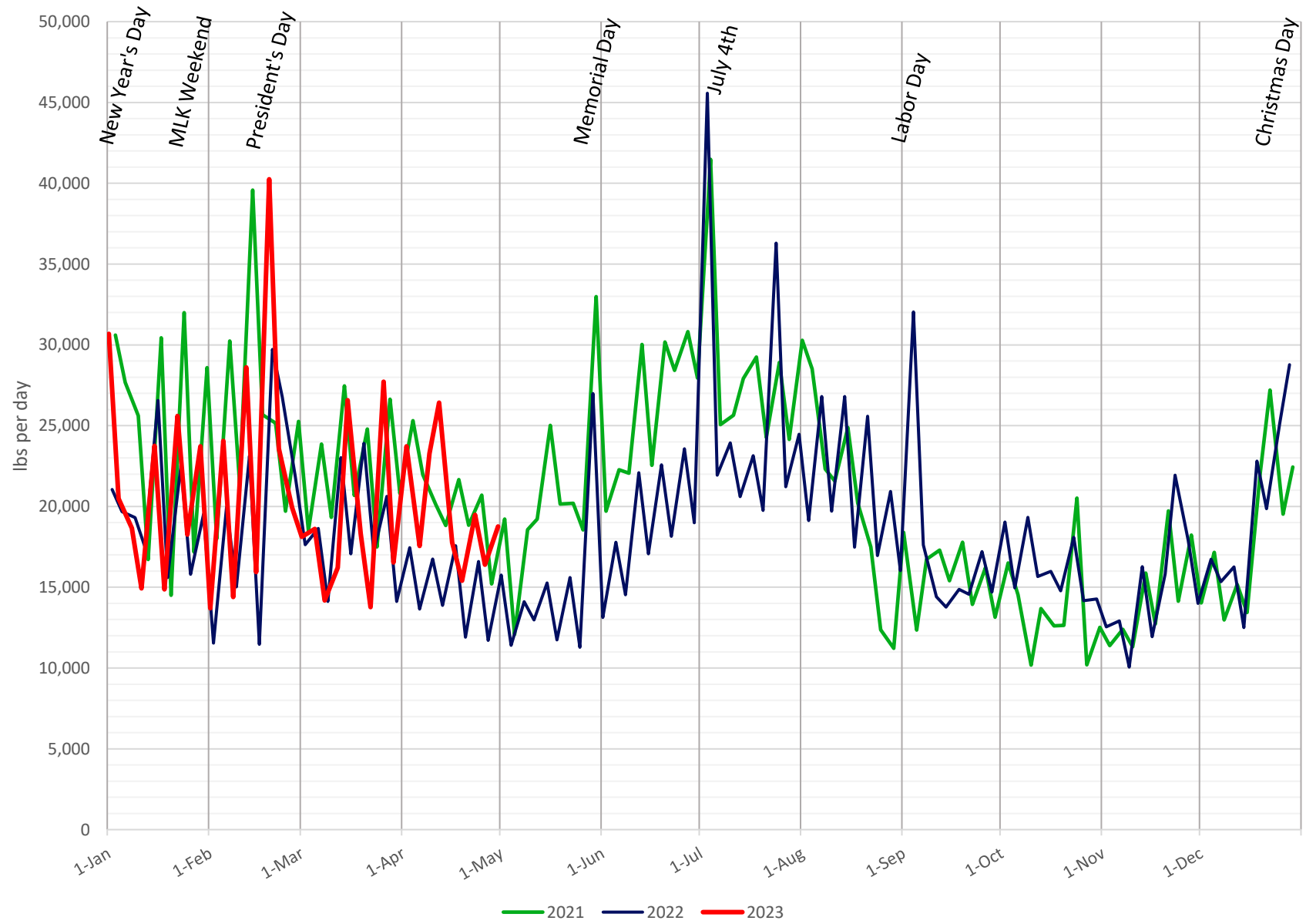


	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
NTPUD	0.66	0.61	0.64	0.79	0.66	0.54	0.46	0.46	0.64	0.84	0.77	1.01	1.43
TCPUD	0.76	0.67	0.68	0.79	0.59	0.45	0.36	0.34	0.55	0.75	0.64	0.87	1.14
ASCWD	0.13	0.11	0.06	0.04	0.03	0.03	0.03	0.03	0.07	0.12	0.10	0.12	0.15
OVPSD	0.27	0.16	0.17	0.19	0.15	0.13	0.11	0.12	0.34	0.41	0.37	0.42	0.44
TSD	1.92	1.56	1.68	2.16	1.85	1.67	1.51	1.56	2.04	2.31	2.05	2.29	3.05

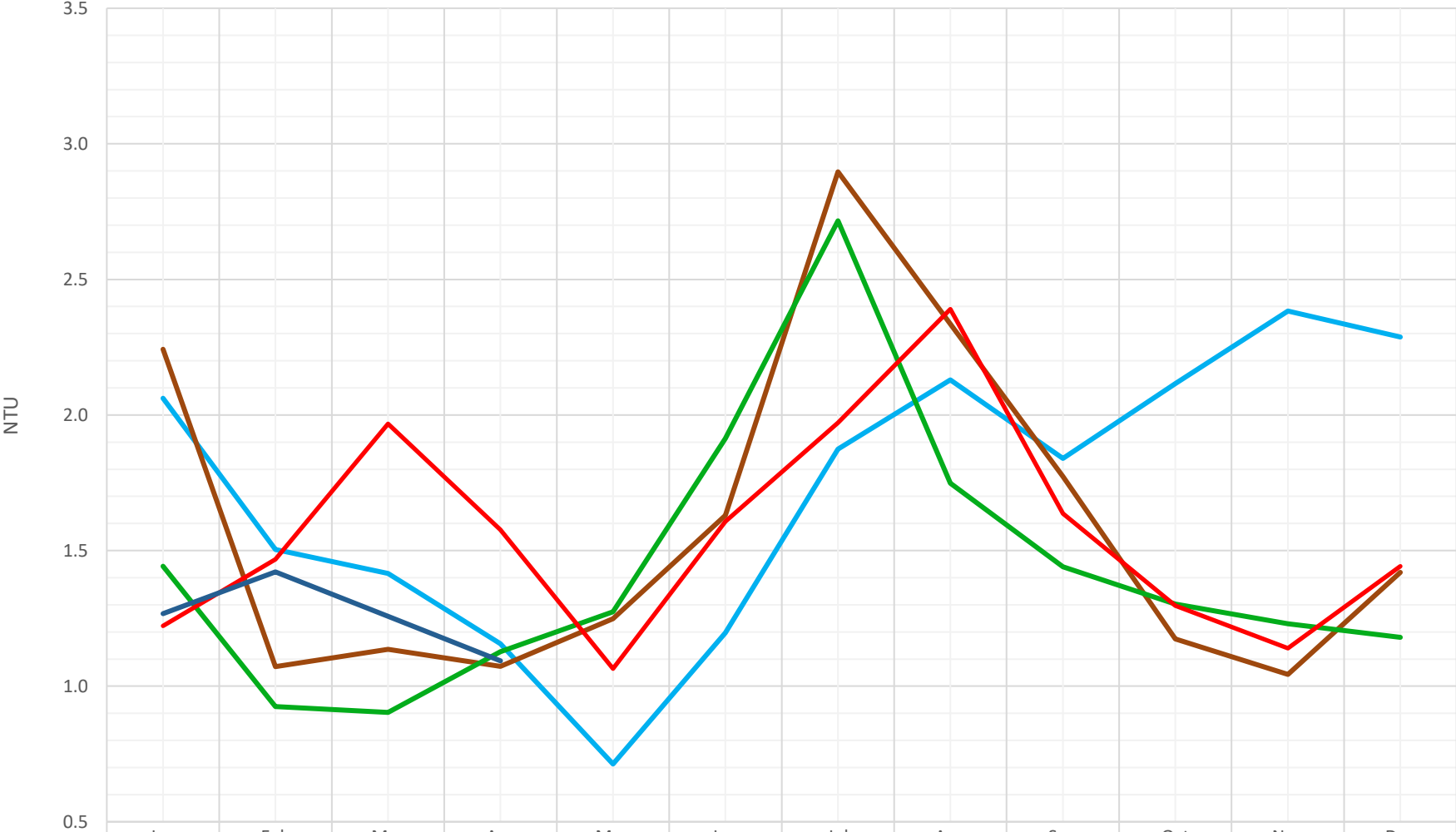
T-TSA Daily Influent Flow



COD Influent Loading

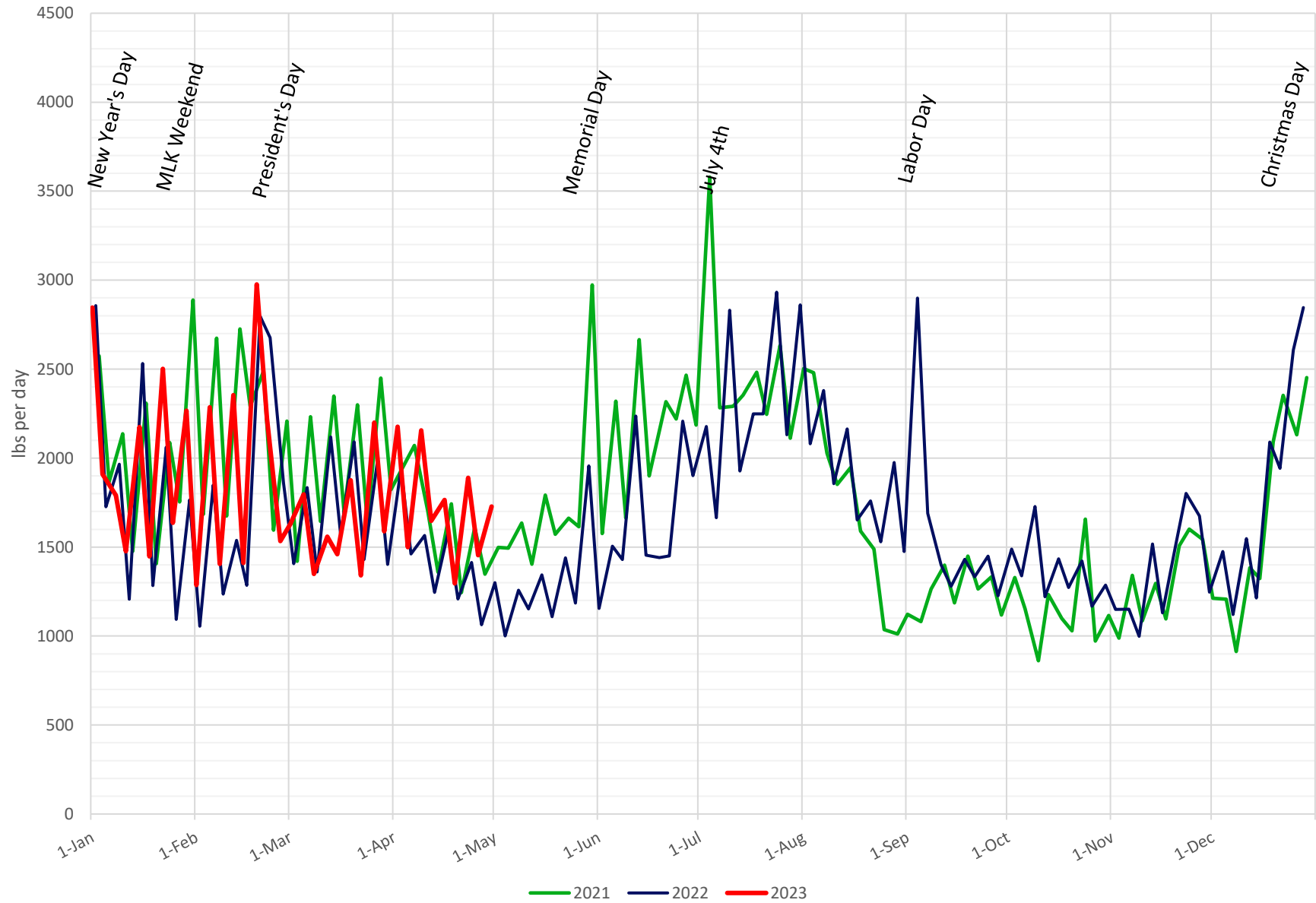


Monthly Average Daily Turbidity (Effluent)

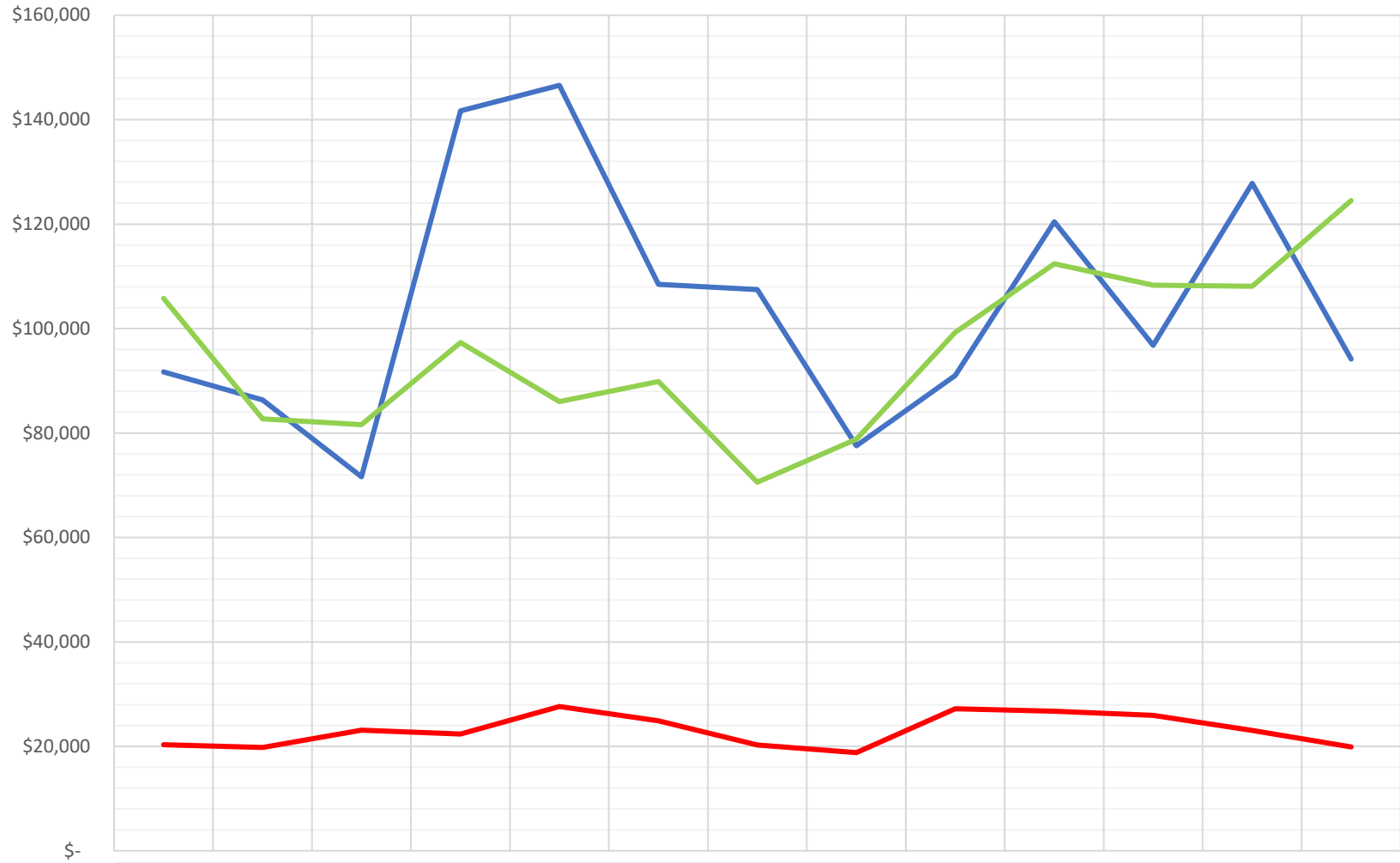


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	2.1	1.5	1.4	1.2	0.7	1.2	1.9	2.1	1.8	2.1	2.4	2.3
2020	2.2	1.1	1.1	1.1	1.2	1.6	2.9	2.3	1.8	1.2	1.0	1.4
2021	1.4	0.9	0.9	1.1	1.3	1.9	2.7	1.7	1.4	1.3	1.2	1.2
2022	1.2	1.5	2.0	1.6	1.1	1.6	2.0	2.4	1.6	1.3	1.1	1.4
2023	1.3	1.4	1.3	1.1								

TKN Influent Loading



Chemical, Power and Sludge Disposal Costs



	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
Chemical	\$91,716	\$86,354	\$71,623	\$141,666	\$146,572	\$108,468	\$107,489	\$77,582	\$91,000	\$120,444	\$96,819	\$127,789	\$94,188
Power	\$105,788	\$82,689	\$81,617	\$97,324	\$86,012	\$89,878	\$70,580	\$78,822	\$99,246	\$112,421	\$108,330	\$108,071	\$124,505
Sludge Disposal	\$20,336	\$19,784	\$23,098	\$22,347	\$27,626	\$24,891	\$20,280	\$18,808	\$27,209	\$26,725	\$25,917	\$23,068	\$19,905



TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT

Date: May 17, 2023
To: Board of Directors
From: Paul Shouse, Maintenance Manager
Subject: Maintenance Report

♦ **Project support:** During the month of April, Maintenance staff provided support for the following projects:

- Digestion Improvements.
- SCADA/IT Master Plan implementation.
- Lucy CMMS Project.
- LIMS Project Support.
- WIMS Project Support.
- Chlorine Scrubber Project HMI Integration.


♦ **Plant Maintenance activities:** Maintenance staff performed tasks on the following items:

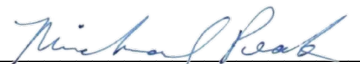
- Replaced valve on filtrate clarifier blowdown line.
- Rebuilt sprayers on phosphorus stripper 57.
- Fabricated new intermediate bearing assembly for dewatering cake conveyor.
- Several staff members attended a Boiler Operator's Workshop.
- Rebuilt 2nd stage floc mixer to eliminate leak and grinding.
- Cleaned up and thatched front lawn area.
- Installed and tested final effluent conductivity meter.
- Migrated Agency to government Microsoft systems.
- Replaced boiler condensate pumps.
- E/I shop move completed.
- Completed AWT panel modifications and cleanup.

♦ **Work Orders**

- Completed: Mechanical-98, Fleet-32, Electrical & Instrumentation-8, IT-12.
- Pending: Mechanical-105, Fleet-57, Electrical & Instrumentation-28, IT-52.

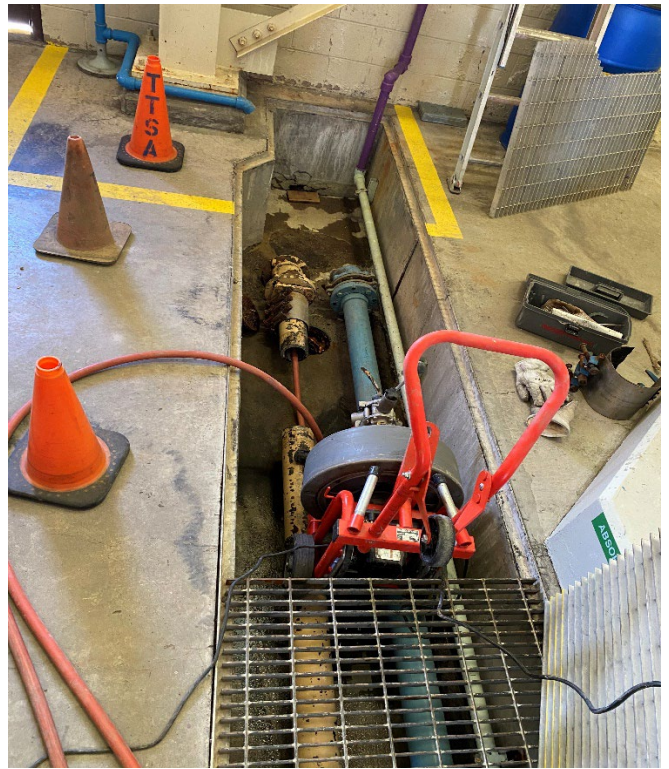
Review Tracking:

Submitted By: 
Paul Shouse
Maintenance Manager

Approved By: 
Michael Peak
Operations Manager



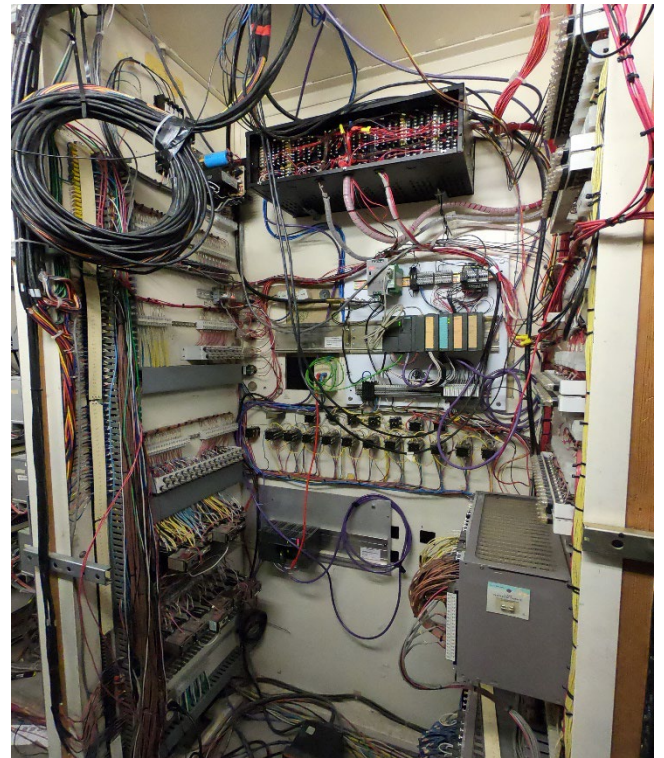
Odorous Air Sump Float Repair



Filtrate Clarifier Blowdown Line



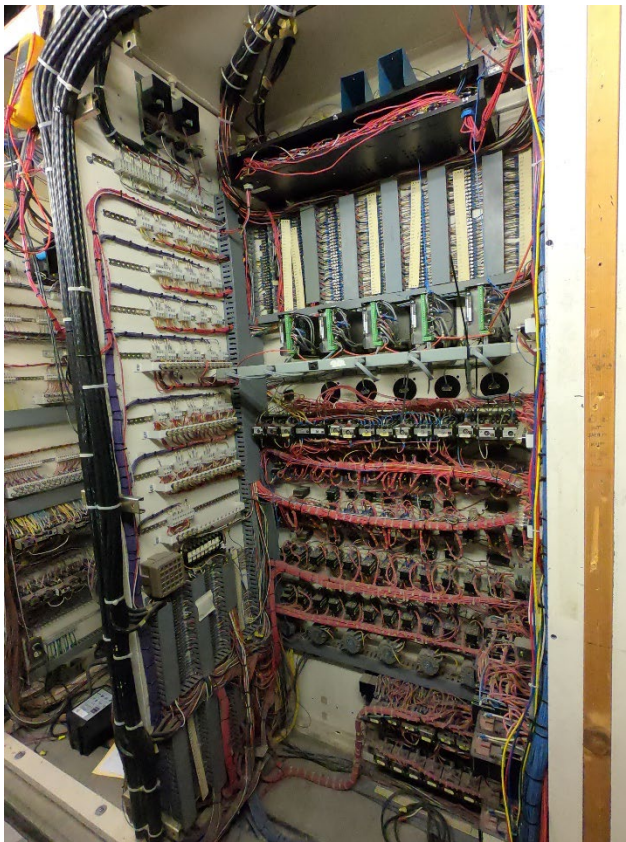
Floc Mixer Rebuild



AWT Control Panel – Before



AWT Control Panel - Before



AWT Control Panel - Before



AWT Control Panel - After



AWT Control Panel - After



TAHOE-TRUCKEE SANITATION AGENCY ENGINEERING DEPARTMENT REPORT

Date: May 17, 2023
To: Board of Directors
From: Jay Parker, Engineering Manager
Subject: Engineering Report


♦ **Projects:** In the month of April, Engineering staff continued working on the following projects:


- Digestion Improvements Project
- 2021 Chlorine Scrubber Improvements Project
- 2022 Filter Influent Condition Assessment Project
- 2022 Sodium Hypochlorite Disinfection Pilot Project
- 2022 Sodium Hypochlorite Disinfection Full Scale Project
- 2022 TRI Alpine Meadows to Olympic Valley Rehabilitation Project
- 2023 Roof Repair Project
- 2023 TRI Digital Scanning Project

♦ **Work Orders:**

- Engineering:
 - Completed this month: 0
 - Pending: 0
- Safety:
 - Completed this month: 0
 - Pending: 0

Review Tracking:

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
Michael Peak
Operations Manager



2021 Chlorine Scrubber Improvements Project
Installation of the New Chlorine Scrubber



2021 Chlorine Scrubber Improvements Project
Positioning the New Chlorine Scrubber in Building 75



2021 Chlorine Scrubber Improvements Project
Installation of the New Chlorine Scrubber Ducting



2021 Chlorine Scrubber Improvements Project
Completion of Installation of the New Chlorine Scrubber



TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATIVE DEPARTMENT REPORT

Date: May 17, 2023
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Subject: Administrative Report

- Finance
 - Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
 - Continued work on FY24 Budget.
 - Participated in Finance Committee Meeting.
 - Completed investment for CD's and Treasury Securities.
 - Working with Public Trust Advisors in setting up CalClass.
 - AP and Purchasing project.
 - Finalized FY22 Financial Audit and presented to the Board.
- Billing/Customer Service
 - General assistance with customer accounts, utility demands, adjustments, and plan review.
 - Activated new account permits and prepared letters, reports and invoices.
 - Worked on Connection Fee and Service Charge Rate Study.
 - Met with all Member Districts to discuss the Proposition 218 Notice.
- Purchasing/Administration
 - General purchasing responsibilities for monthly requisitions, purchase orders and ordering.
 - General responsibilities to customer service, front gate and front desk.
 - Continue to build positive rapport with vendors.
 - Assisted Board Clerk/Executive Assistant with preparing Board Packets.
 - A/P and Purchasing project.
 - Worked on and chemical contract addendums and bid openings.
 - Microsoft Office training.
- General Administration
 - Performed various administrative duties to assist Interim General Manager and Board of Directors.
 - Participated in Finance Committee Meeting.
 - Continued work on FY24 Budget.
 - Met with all Member Districts to discuss the Proposition 218 Notice.
 - Finalized FY22 Financial Audit and presented to the Board.

Review Tracking

Submitted By: *Crystal A Sublet*
Crystal Sublet
Finance and Administrative Manager

Approved By: *Michael Peak*
Michael Peak
Operations Manager

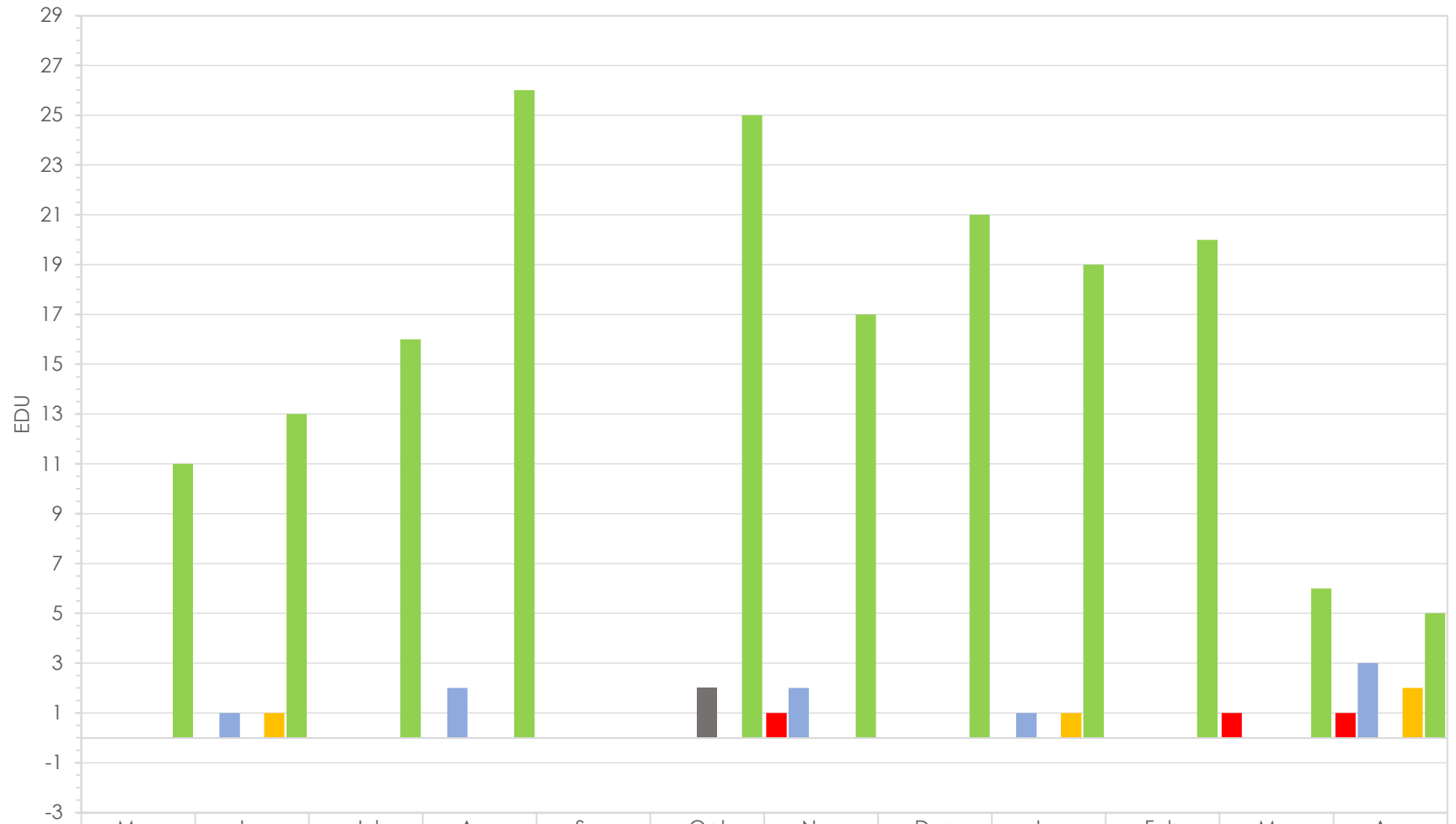
CONNECTION FEES - APRIL 2023

Connection Fee Type	MTD Count (#)	MTD Total Ft ²	MTD Total \$	YTD Count (#)	YTD Total Ft ²	YTD Total \$
Residential	4	12,783	\$ 23,280.13	27	79,472	\$ 174,485.88
Residential Ft ² Additions	1	685	\$ 1,198.75	7	6,597	\$ 11,544.75
Residential Ft ² Additions - Exempt	0	0	N/A	0	0	N/A
Accessory Dwelling Unit (ADU)	0	0	\$ -	1	502	\$ 2,378.50
Accessory Dwelling Unit (ADU) - Exempt	0	0	N/A	2	862	N/A
Commercial	0	N/A	\$ -	1	N/A	\$ 19,600.00
Industrial	0	N/A	\$ -	0	N/A	\$ -
Grand Total	5	13,468	\$ 24,478.88	38	87,433	\$ 208,009.13

INSPECTIONS - APRIL 2023

Inspection Type	MTD Count #	MTD Total	YTD Count #	YTD Total
Commercial	0	0	0	0
Residential (Drive-by of Suspended Accounts)	0		0	

Residential EDU Summary

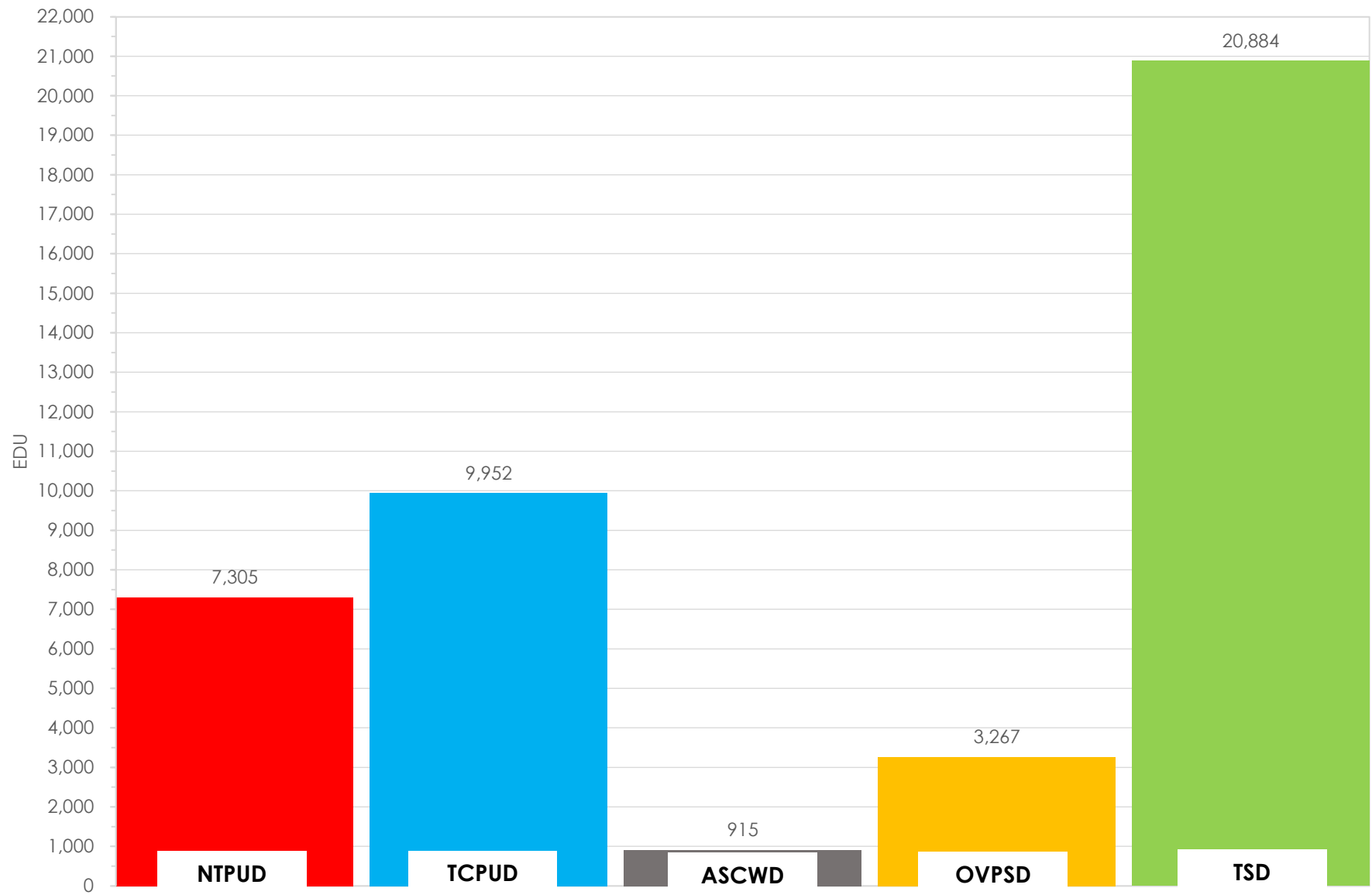


	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
■ NTPUD	0	0	0	0	0	0	1	0	0	0	1	1
■ TCPUD	0	1	0	2	0	0	2	0	1	0	0	3
■ ASCWD	0	0	0	0	0	2	0	0	0	0	0	0
■ OVSPD	0	1	0	0	0	0	0	0	1	0	0	2
■ TSD	11	13	16	26	0	25	17	21	19	20	6	5

Other EDU Summary

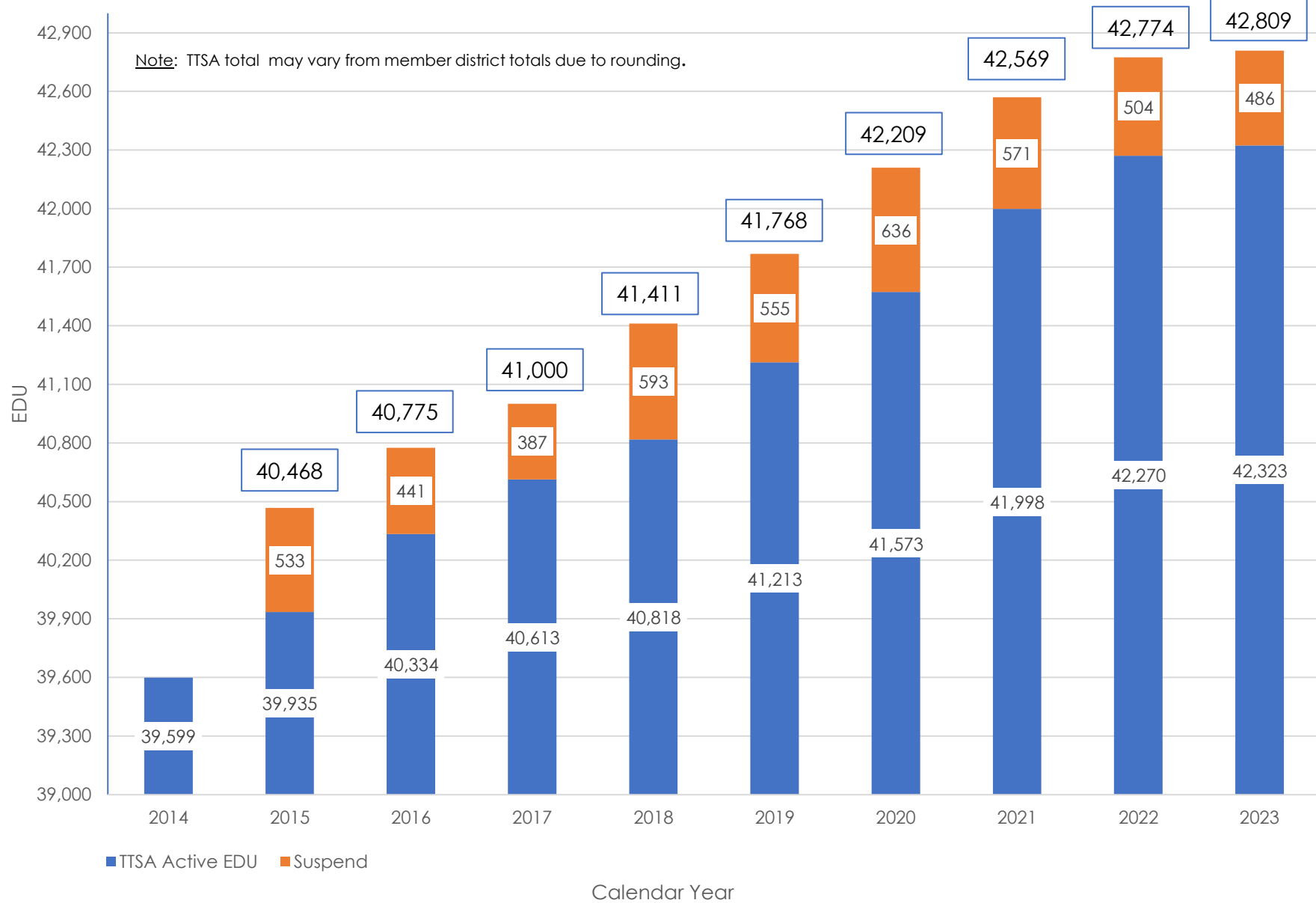


Current EDU Summary By Member District



Historical TTSA EDU Summary

Note: TTSA total may vary from member district totals due to rounding.





TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Michael Peak, Operations Manager
Item: VI-2
Subject: General Manager Report.


Task Updates

- Management and staff continued to work with consultant on Connection Fee/Rate Study.
- Management and staff continued implementation of the new software programs.
- Management and staff continued work on CIP projects.
- Management and staff continued work on upcoming budget.
- Land use research scheduled for future meeting.
- Land exchange with TTAD.

Past Month Task Focus

- HR Consultant working with select Agency staff on leadership skill building and overall work group team building.
- Continue to monitor sodium hypochlorite process and discussion of permanent dosing facility.
- Attend Truckee Tahoe Airport board meeting.

Review Tracking

Submitted By: 
Michael Peak
Operations Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Michael Peak, Operations Manager
Item: VII
Subject: Board of Director Comment.

Background

Opportunity for directors to ask questions for clarification, make brief announcements and reports, provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 17, 2023
To: Board of Directors
From: Michael Peak, Operations Manager
Item: VIII
Subject: Closed Session.

1. Closed session conference with legal counsel concerning significant exposure to litigation (Gov. Code section 54956.9(d)(2))