



Tahoe-Truckee Sanitation Agency
Regular Board Meeting
January 10, 2018

TAHOE-TRUCKEE SANITATION AGENCY

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



Directors

S. Lane Lewis: President
Dale Cox: Vice President
Jon Northrop
Dan Wilkins
Blake Tresan
General Manager
LaRue Griffin

BOARD OF DIRECTORS REGULAR MEETING NOTICE AND AGENDA

Date: January 10, 2018

Time: 9:00 AM

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

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.

III. **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 regularly scheduled Board meeting on December 13, 2017.
2. Approval of general fund warrants.
3. Approval of financial statements and status of investments.

IV. **Regular Agenda**

1. Customer appeal of sewer service charges for APN 19-090-02-000.
2. Approval to solicit bids for the 2018 Clarifier Painting project.
3. Approval of CH2M Hill Task Order No. 30.
4. Review status of State Route 89/Fanny Bridge Community Revitalization Project.

V. Management Team Report

1. Operations, Engineering, Maintenance and IT Manager Reports.
2. General Manager Report.

VI. 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.

VII. Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
2. Closed session conference with legal counsel regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case Nos. SA-CE-1017-M & SA-RR-1172-M) under Government Code section 54956.9(d)(1) (IBEW petition for recognition and unfair labor practice charge).
3. Closed session for public employee performance evaluation of the General Manager.

VIII. Adjournment

Posted and Mailed, 01/05/18



LaRue Griffin
Secretary to the Board

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 or 530-587-5840 (fax). 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.

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: I

Subject: Call to Order, Roll Call, and Pledge of Allegiance

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

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.

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: III-1

Subject: Approval of the minutes of the regularly scheduled Board meeting on December 13, 2017.

Background: Minutes from the regularly scheduled Board meeting.

Fiscal Impact: None.

Previous Board Action: None.

Recommendation: Approve the minutes of the regularly scheduled Board meeting on December 13, 2017.

BOARD OF DIRECTORS
REGULAR MEETING MINUTES

December 13, 2017

I. CALL TO ORDER:

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

Directors Present: S. Lane Lewis, NTPUD
Dale Cox, SVPSD
Jon Northrop, ASCWD
Blake Tresan, TSD
Dan Wilkins, TCPUD

Staff Present: LaRue Griffin, General Manager
Roshelle Chavez, Administrative Services Manager
Michael Peak, Operations Manager
Jason Parker, Engineering Manager
Robert Gray, IT Manager
Richard P. Shanahan, Agency Counsel
Michelle Mackey, Administration Department
Dawn Davis, Administration Department
Emily Pindar, Administration Department
Claire Parker, Administration Department
Mike Smith, Engineering Department
Aaron Carlsson, Engineering Department
Kevin Woods, IT Department
Laura Mader, Laboratory Department
Bill Pindar, Laboratory Department
Kristen Davis, Laboratory Department
Kristen Schrandt, Laboratory Department
Patrick Baird, Operations Department
Robert Holmes, Maintenance Department
Mark Heidelberger, Maintenance Department
Jim Redmond, Maintenance Department
Ryan Schultz, Maintenance Department
Mark Messerschmidt, Maintenance Department
Philip Fay, Maintenance Department
Justin Parrish, Maintenance Department
Jesus Zarate, Maintenance Department
Anthony Salinas, Maintenance Department

Public Present: Rick Thompson, IBEW 1245
Sage Sauerbrey, Moonshine Ink

II. BUSINESS:

1. Confirm resignation of Director O.R. Butterfield and appointment of Blake Tresan to the Tahoe-Truckee Sanitation Agency Board of Directors as the Truckee Sanitary District representative.

Mr. Griffin confirmed the resignation of Director O.R. Butterfield effective November 18th, 2017 and appointment of Blake Tresan to the Tahoe-Truckee Sanitation Agency Board of Directors as the Truckee Sanitary District representative. The Board of Directors and Mr. Griffin welcomed Mr. Tresan to the Board.

2. Election of Agency Board President and Vice President.

Director Lewis asked the Board if there were nominations for Board President and Vice President. Director Cox nominated Director Lewis for Board President. Director Northrop nominated Director Cox for Vice President.

MOTION by Director Cox, **SECOND** by Director Wilkins to elect Director S. Lane Lewis as Board President; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion approved.

MOTION by Director Northrop, **SECOND** by Director Wilkins to elect Director Dale Cox as Board Vice President; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion approved.

3. Public Comment.

Agency staff, Mr. Aaron Carlsson, addressed the Board and provided information regarding the union and T-TSA. He stated he was approached by an employee and was informed the intent of the union effort was to obtain higher wages and a marijuana friendly drug policy.

Agency staff, Mr. Jim Redmond, addressed the Board regarding his recent demotion from the Maintenance Department Manager position. Agency staff members, Mr. Bill Pindar & Mr. Philip Fay, addressed the Board regarding the demotion of Mr. Redmond. Mr. Pindar provided a petition signed by various staff disagreeing with the demotion.

Agency staff, Mr. Carlsson, addressed the Board and stated he was addressed by a member of the community who told him that there was a clique at T-TSA and if you are not part of that clique you will be forced out. Agency staff, Mr. Jesus Zarate, addressed the Board and stated that he works in the maintenance department and is not part of the clique and he is isolated. Agency staff, Mr. Zeb Snider, addressed the Board and agreed with Mr. Zarate's statement.

Further discussion among staff occurred about morale and attitudes. No action was taken by the Board.

4. Appeal of sewer service charges for APN19-090-02-000.

The appeal was tabled for the January 10, 2018 Board of Directors Meeting.

5. Approval of the minutes of the regularly scheduled Board meeting on November 8, 2017.

MOTION by Director Northrop, **SECOND** by Director Wilkins to approve the minutes of the regularly scheduled Board meeting on November 8, 2017; the motion was approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: Tresan

Motion passed.

6. Approval of General Fund Warrants.

MOTION by Director Northrop, **SECOND** by Director Wilkins to approve the General Fund Warrants; unanimously approved.

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

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

7. Receive and file financial statements, status of investments.

Received and filed.

8. Discussion and award of Agency Connection Fee Study.

Mr. Griffin obtained consultant proposals to revisit the Agency connection fee study to include an assessment of current fees and connection classifications. The proposals obtained were from Bartle Wells Associates in the amount \$19,000 and from HDR Engineering Consultants in the amount \$19,975. Mr. Griffin recommended awarding the connection fee study proposal to HDR Engineering Consultants.

The Board Directors had discussion regarding the Connection Fee Study, Master Plan, Strategic Planning and Affordable Housing as it relates to the Agency in the short and long term.

MOTION by Director Northrop, **SECOND** by Director Wilkins to award the connection fee study proposal to HDR Engineering Consultants in the amount of \$19,975; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

9. Approval to award bid for the purchase of ammonium analyzers and controllers.

MOTION by Director Northrop, **SECOND** by Director Tresan to award the bid of the ammonium analyzers and controllers to Hach Company in the amount of \$100,949.08; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

10. Approval of License Agreement with the Truckee River Watershed Council.

MOTION by Director Tresan, **SECOND** by Director Cox to approve the License Agreement with the Truckee River Watershed Council; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

11. Approval of Agency Table of Organization and Salary Schedule

Mr. Griffin informed the Board there were two additional positions added to the organization chart and salary schedule which would assist current staff with the operation of the Agency. The first was an Associate Engineer position who would report to the Senior Engineer and be a part of the Engineering Department. The second was a Human Resource Administrator who would report to the General Manager and be a part of the Administration Department.

MOTION by Director Lewis, **SECOND** by Director Wilkins to approve the Agency Table of Organization and Salary Schedule; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

12. Discussion of State Route 89/Fanny Bridge Community Revitalization Project-Related TRI Relocation Agreement and proposed amendment and indemnity agreement with State Department of Transportation

Mr. Griffin informed the Board that an amendment to the TRI relocation agreement and a related indemnity agreement with the State Department of Transportation have been prepared and submitted to appropriate parties for approval. Pending approval of the amendment and agreement by all parties, the TRI initially planned to be removed will instead be abandoned in place.

MOTION by Director Northrop, **SECOND** by Director Tresan to approve the CA FLAP SR 89(1) Truckee River Bridge Project-Related TRI Relocation Agreement Amendment No. 1 and Indemnity Agreement with the State Department of Transportation; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

13. Operations, Maintenance, Engineering and IT Reports

Mr. Peak provided an update on current and past projects for the operations department and reported that the all waste discharge requirements were met for the month except for a minor pH violation at Well 31.

Mr. Griffin provided an update on current and past projects for the maintenance department.

Mr. Gray provided an update on current and past projects for the IT department.

Mr. Parker provided an update on current and past projects for the engineering department.

No action was taken by the Board.

14. General Manager Report

Mr. Griffin provided a brief update on the status of various ongoing projects, none of which required action by the Board. No action was taken by the Board.

15. Comments from the Board of Directors – Reports, Announcements and Questions for clarification only

Director Wilkins provided comment regarding public comment, agenda format, and staff reports for certain items in the Board packet.

16. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 11:32 AM pursuant to Government Code Section 54956.8 for a conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25; and pursuant to Government Code Section 54956.9(d)(1) regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case No. SA-RR-1172-M) (IBEW petition for recognition and unfair labor practice charge); and pursuant to Government Code Section 54957 for a performance evaluation of General Manager

The meeting was reopened at 2:05 PM. Nothing to report from closed session.

III. ADJOURNMENT:

There being no further business, the meeting adjourned at 2:05 PM.

LaRue Griffin
Secretary to the Board

Approved: _____

DRAFT

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: III-2

Subject: Approval of general fund warrants.

Background: Warrants paid and payable for the previous calendar months.

Fiscal Impact: Decrease in Agency general fund per the warrant amounts.

Previous Board Action: None.

Recommendation: Approve general fund warrants paid and payable.

CHECK NUMBER DATE STATUS VENDOR CHECK AMT COMMENT

*CHECKS 1 - 75697 CHECK SEQUENCE BREAK

75698 12/29/17 MAN VOID 01900 AMAZON CAPITAL SERVICES 1,083.79- CHECK WAS ISSUED ON 11/08/17

*CHECKS 75699 - 75716 CHECK SEQUENCE BREAK

CHECK NUMBER	DATE	STATUS	VENDOR	CHECK AMT	COMMENT
75717	12/01/17	MAN PAID	00602 SIERRA ELECTRONICS	10,197.00	
75718	12/01/17	MAN PAID	01066 OTIS ELEVATOR CO.	4,342.08	
75719	12/01/17	MAN PAID	01952 JEANNE MCAULIFFE	4.00	
75720	12/01/17	MAN PAID	01953 JEFF STEFENS	21.00	
75721	12/01/17	MAN PAID	01954 TERENCE & TARYN MALONEY	28.28	
75722	12/01/17	MAN PAID	01955 JOSEPH MCSHERRY	32.00	
75723	12/01/17	MAN PAID	01956 SARAH & CHRISTOPHER O'CONNOR	5,000.00	
75724	12/01/17	MAN PAID	01957 TONY WEIR INDUSTRIES, LLC	341.19	
75725	12/01/17	MAN PAID	01957 TONY WEIR INDUSTRIES, LLC	170.60	
75726	12/01/17	MAN PAID	01798 ROSHELLE CHAVEZ	42.80	
75727	12/01/17	MAN PAID	00002 CH2M HILL	4,193.73	
75728	12/01/17	MAN PAID	01958 FRANCHISE TAX BOARD	400.00	
75729	12/01/17	MAN PAID	00454 TRUCKEE FIRE PROTECT DIST.- NV COUN	80.00	
75730	12/01/17	MAN PAID	01031 BLACKTOP SEALING & STRIPING, INC.	4,316.15	
75731	12/13/17	REG PAID	01942 ADAM LABORATORIES INC.	600.00	
75732	12/13/17	REG PAID	00015 AIRGAS USA, LLC	120.72	
75733	12/13/17	REG PAID	00678 ALLIANT INSURANCE SERVICES	7,150.73	
75734	12/13/17	REG PAID	00019 ALPHA ANALYTICAL	10,922.00	
75735	12/13/17	REG PAID	01900 AMAZON CAPITAL SERVICES	31.44	
75736	12/13/17	REG PAID	00025 AMERICAN SOCIETY OF CIVIL ENGINEERS	136.00	
75737	12/13/17	REG PAID	00032 AMERIPRIDE UNIFORM SERVICES	1,975.94	
75738	12/13/17	REG PAID	01843 ANTHONY SALINAS	50.00	
75739	12/13/17	REG PAID	01885 AT&T ACCT 831-000-6939 380	1,398.45	
75740	12/13/17	REG PAID	01886 AT&T ACCT #171-800-7674 001	1,001.20	
75741	12/13/17	REG PAID	01383 AT&T 530 582-0827 966 5	1,459.39	
75742	12/13/17	REG PAID	00049 AVAYA, INC.	837.48	
75743	12/13/17	REG PAID	00058 BARTKIEWICZ, KRONICK & SHANAHAN	5,612.09	
75744	12/13/17	REG PAID	00105 CALIFORNIA HYDRONICS CORP.	265.81	
75745	12/13/17	REG PAID	01610 KUROPINS CALCSCIENCE, INC.	3,060.00	
75746	12/13/17	REG PAID	01290 CLARK PEST CONTROL	275.00	
75747	12/13/17	REG PAID	01479 CONSOLIDATED ELECTRICAL DIST.	12.81	
75748	12/13/17	REG PAID	00149 CWEA	180.00	
75749	12/13/17	REG PAID	00200 FEDERAL EXPRESS CORP.	56.07	
75750	12/13/17	REG PAID	00201 FERGUSON ENTERPRISES, INC. #1423	1,199.50	
75751	12/13/17	REG PAID	00203 FISHER SCIENTIFIC COMPANY	1,931.14	
75752	12/13/17	REG PAID	00067 FLYERS ENERGY LLC	2,963.39	
75753	12/13/17	REG PAID	01578 GETGO, INC.	39.00	
75754	12/13/17	REG PAID	00225 GRAINGER INC., W.W.	1,771.09	
75755	12/13/17	REG PAID	00232 HACH CHEMICAL COMPANY	2,604.79	
75756	12/13/17	REG PAID	00789 MARK HEIDELBERGER	170.00	
75757	12/13/17	REG PAID	01112 HOPKINS TECHNICAL PRODUCTS, INC.	1,207.89	
75758	12/13/17	REG PAID	00264 INDIAN SPRINGS MFG. CO.	2,505.76	
75759	12/13/17	REG PAID	00275 JEL PRO KLEEN, INC.	2,300.00	
75760	12/13/17	REG PAID	00290 KAMAN INDUSTRIAL TECH.	219.42	
75761	12/13/17	REG PAID	00292 KDJ COMPANY	720.00	
75762	12/13/17	REG PAID	01259 LHOIST NORTH AMERICA	15,976.72	
75763	12/13/17	REG PAID	00614 LIBERTY UTILITIES	90.73	
75764	12/13/17	REG PAID	00334 R. F. MACDONALD COMPANY	1,335.88	
75765	12/13/17	REG PAID	00699 MICHELLE MACKY	445.00	

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
75766	12/13/17	REG PAID	00346	MCMASTER-CARR	675.03	
75767	12/13/17	REG PAID	00376	MOUNTAIN HARDWARE	698.28	
75768	12/13/17	REG PAID	00851	MSC INDUSTRIAL SUPPLY	11.97	
75769	12/13/17	REG PAID	00353	NAPA- SIERRA	3,357.59	
75770	12/13/17	REG PAID	00389	NEWARK ELECTRONICS	70.82	
75771	12/13/17	REG PAID	01821	NEWEGG, INC.	222.94	
75772	12/13/17	REG PAID	00959	OFFICE DEPOT	1,748.23	
75773	12/13/17	REG PAID	01609	PAYMENTUS GROUP, INC.	1,242.50	
75774	12/13/17	REG PAID	00455	PINNACLE TOWERS, INC.	654.87	
75775	12/13/17	REG PAID	00622	PRAXAIR DISTRIBUTION, INC.	58.50	
75776	12/13/17	REG PAID	01935	PRAXAIR INC.	7,450.38	
75777	12/13/17	REG PAID	00452	TRUCKEE DONNER FUD	64,652.51	
75778	12/13/17	REG PAID	00716	TOM RINNE SOLUTIONS	1,400.00	
75779	12/13/17	REG PAID	01542	ROCKWELL SOLUTIONS	1,954.53	
75780	12/13/17	REG PAID	01932	S.P. KINNEY ENGINEERS, INC.	1,408.65	
75781	12/13/17	REG PAID	00565	SAFEMAY INC.	96.72	
75782	12/13/17	REG PAID	01062	SAVE MART SUPERMARKETS	208.63	
75783	12/13/17	REG PAID	01035	SEAL ANALYTICAL, INC.	79.56	
75784	12/13/17	REG PAID	00963	SHERWIN-WILLIAMS	43.95	
75785	12/13/17	REG PAID	01744	SHRED-IT USA	252.00	
75786	12/13/17	REG PAID	00619	SIERRA SYSTEMS, INC.	600.00	
75787	12/13/17	REG PAID	01442	SIERRA OFFICE SOLUTIONS	130.23	
75788	12/13/17	REG PAID	00639	SOUTHWEST GAS CORP.	5,371.97	
75789	12/13/17	REG PAID	00117	SUDENLINK PAYMENT CENTER	86.09	
75790	12/13/17	REG PAID	00895	TAHOE SUPPLY COMPANY, LLC	697.45	
75791	12/13/17	REG PAID	00671	TAHOE TRUCKEE DISPOSAL	13,830.12	
75792	12/13/17	REG PAID	01028	TELSTAR	13,754.59	
75793	12/13/17	REG PAID	00396	TERRYBERRY COMPANY	507.19	
75794	12/13/17	REG PAID	01894	THATCHER COMPANY OF CA, INC.	14,242.30	
75795	12/13/17	REG PAID	00838	THOMSON WEST	302.56	
75796	12/13/17	REG PAID	00449	TRI-DIM FILTER CORP.	72.00	
75797	12/13/17	REG PAID	00478	TRUCKEE BAGEL CO.	112.95	
75798	12/13/17	REG PAID	00478	TRUCKEE TAHOE LUMBER	413.04	
75799	12/13/17	REG PAID	00794	ULLINE	344.26	
75800	12/13/17	REG PAID	00524	UNITED PARCEL SERVICE, UPS	4,902.16	
75801	12/13/17	REG PAID	00551	VERIZON WIRELESS	421.52	
75802	12/13/17	REG PAID	00560	VWR SCIENTIFIC, INC.	757.11	
75803	12/13/17	REG PAID	00542	WEDCO, INC.	527.80	
75804	12/13/17	REG PAID	00578	WESTERN NEVADA SUPPLY	173.20	
75805	12/13/17	REG PAID	00927	WESTERN ENV. TESTING LAB.	207.83	
75806	12/13/17	MAN PAID	00611	WORK WORLD	351.51	
75807	12/06/17	MAN PAID	00692	DALE COX	2,045.36	
75808	12/06/17	MAN PAID	00126	AT&T MOBILITY	8,822.40	
75809	12/06/17	MAN PAID	00681	STANDARD INSURANCE-LIFE	124.72	
75810	12/06/17	MAN PAID	00786	STANDARD INSURANCE-DENTAL	849.00	
75811	12/13/17	MAN PAID	01900	AMAZON CAPITAL SERVICES	849.00	
75812	12/13/17	MAN PAID	00097	CALCHAMBER, MEMBERSHIP	6,842.00	
75813	12/13/17	MAN PAID	00100	CA SPECIAL DISTRICTS ASSN	120.55	
75814	12/13/17	MAN PAID	00578	WESTERN NEVADA SUPPLY	479.00	
75815	12/13/17	MAN PAID	01370	JOBS AVAILABLE	902.00	
75816	12/13/17	MAN PAID	01204	TAHOE FOREST HOSP. DIST./TAHOE WORK	2.60	
75817	12/13/17	MAN PAID	01960	MITRA REVZAN	306.00	
75818	12/13/17	MAN PAID	01961	JAMES PIMPINELLA	188.13	
75819	12/13/17	MAN PAID	00746	PETTY CASH	242.94	
75820	12/13/17	MAN PAID	00538	IRON MOUNTAIN	44.62	
75821	12/13/17	MAN PAID	00614	LIBERTY UTILITIES		

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
75822	12/13/17	MAN PAID	00232	HACH CHEMICAL COMPANY	5,160.36	
75823	12/13/17	MAN PAID	00611	WORK WORLD	129.90	
75824	12/13/17	MAN PAID	01035	SEAL ANALYTICAL, INC.	216.60	
75825	12/13/17	MAN PAID	01064	JUSTIN PARRISH	400.00	
75826	12/13/17	MAN PAID	01663	LARUE GRIFFIN	50.00	
75827	12/13/17	MAN PAID	00959	OFFICE DEPOT	509.49	
75828	12/13/17	MAN PAID	00396	TERRYBERRY COMPANY	2,102.37	
75829	12/13/17	MAN PAID	00105	CALIFORNIA HYDRONICS CORP.	2,763.00	
75830	12/13/17	MAN PAID	00200	FEDERAL EXPRESS CORP	100.93	
75831	12/13/17	MAN PAID	01894	THATCHER COMPANY OF CA, INC.	11,287.62	
75832	12/13/17	MAN PAID	01959	OCCUMETRIC	2,000.00	
75833	12/13/17	MAN PAID	01843	ANTHONY SALINAS	400.00	
75834	12/13/17	MAN PAID	00695	JON NORTHRUP	490.00	
75835	12/13/17	MAN PAID	00692	DALE COX	100.00	
75836	12/13/17	MAN PAID	01849	DANIEL WILKINS	100.00	
75837	12/13/17	MAN PAID	00694	S. LANE LEWIS	100.00	
75838	12/13/17	MAN PAID	01871	JESSIE DENHAM	140.00	
75839	12/13/17	MAN PAID	00609	SIERRA NV MEDIA GROUP ACCT#1059511	1,058.35	
75840	12/15/17	MAN PAID	01958	FRANCHISE TAX BOARD	1,200.00	
75841	12/15/17	MAN PAID	01533	RHP MECHANICAL SYSTEMS	13,875.00	
75842	12/15/17	MAN PAID	00436	TRANE COMPANY	2,136.00	
75843	12/15/17	MAN PAID	01881	CLEAN HARBORS ENV. SERVICES	5,811.55	
75844	12/20/17	MAN PAID	00032	AMERIPRIDE UNIFORM SERVICES	1,582.84	
75845	12/20/17	MAN PAID	00021	ALPINE ROOFING CO, INC.	4,555.00	
75846	12/20/17	MAN PAID	01894	THATCHER COMPANY OF CA, INC.	15,030.02	
75847	12/20/17	MAN PAID	00663	SWRCB ACCOUNTING OFFICE	111,183.00	
75848	12/20/17	MAN PAID	00334	R.F. MACDONALD COMPANY	3,262.50	
75849	12/27/17	MAN PAID	00692	DALE COX	3,938.15	
75850	12/29/17	MAN PAID	01963	ALISON & BANDREW LEGGE	5.76	
75851	12/29/17	MAN PAID	01900	AMAZON CAPITAL SERVICES	1,083.79	
75852	12/29/17	MAN PAID	01958	FRANCHISE TAX BOARD	1,200.00	

** FINAL TOTAL

432,268.23

136 CHECKS

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
*CHECKS 1 - 1112280 CHECK SEQUENCE BREAK						
1112281	12/01/17	MAN PAID	01004	FEDERAL TAXES/EFTPS	35,804.00	
1112282	12/01/17	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	11,584.85	
1112283	12/01/17	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,000.00	
1112284	12/01/17	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	3,025.00	
1112285	12/01/17	MAN PAID	01005	PERS 457 PLAN	7,656.00	
1112286	12/01/17	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	255.20	
1112287	12/01/17	MAN PAID	00513	U.S. BANK BANK CARD DIVISION	9,828.20	
1112288	12/12/17	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	1,145.70	
1112289	12/12/17	MAN PAID	01007	PERS-HEALTH PREMIUM	125,242.24	
1112290	12/12/17	MAN PAID	01006	PERS-RETIREMENT	38,089.55	
1112291	12/15/17	MAN PAID	01004	FEDERAL TAXES/EFTPS	32,144.57	
1112292	12/15/17	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	10,338.13	
1112293	12/15/17	MAN PAID	01005	PERS 457 PLAN	8,002.00	
1112294	12/15/17	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	4,225.00	
1112295	12/15/17	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,000.00	
1112296	12/21/17	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	1,078.48	
1112297	12/21/17	MAN PAID	00513	U.S. BANK BANK CARD DIVISION	17,174.08	
1112298	12/22/17	MAN PAID	01006	PERS-RETIREMENT	35,967.47	
1112299	12/29/17	MAN PAID	01005	PERS 457 PLAN	7,827.00	
1112300	12/29/17	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	11,486.21	
1112301	12/29/17	MAN PAID	01004	FEDERAL TAXES/EFTPS	35,156.42	
1112302	12/29/17	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	443.81	
1112303	12/29/17	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	4,225.00	

** FINAL TOTAL

407,108.91 23 CHECKS

PAYROLL CHECK REGISTER
December 1, 2017 to December 31, 2017

Check Number	Check Date	Emp Number	Check Amount
54189	01-Dec-17	1929	XXXX.XX
54190	01-Dec-17	1980	XXXX.XX
54191	01-Dec-17	4225	XXXX.XX
54192	01-Dec-17	5098	XXXX.XX
54193	01-Dec-17	6626	XXXX.XX
54194	01-Dec-17	3286	XXXX.XX
54195	01-Dec-17	7570	XXXX.XX
54196	01-Dec-17	671	XXXX.XX
54197	01-Dec-17	8897	XXXX.XX
54198	01-Dec-17	8710	XXXX.XX
54199	01-Dec-17	2133	XXXX.XX
54200	01-Dec-17	8400	XXXX.XX
54201	01-Dec-17	5982	XXXX.XX
54202	01-Dec-17	1352	XXXX.XX
54203	01-Dec-17	3464	XXXX.XX
54204	01-Dec-17	934	XXXX.XX
54205	01-Dec-17	992	XXXX.XX
54206	01-Dec-17	3059	XXXX.XX
54207	01-Dec-17	411	XXXX.XX
54208	01-Dec-17	1248	XXXX.XX
54209	01-Dec-17	6171	XXXX.XX
54210	01-Dec-17	9815	XXXX.XX
54211	01-Dec-17	1730	XXXX.XX
54212	01-Dec-17	9478	XXXX.XX
54213	01-Dec-17	9268	XXXX.XX
54214	01-Dec-17	6204	XXXX.XX
54215	01-Dec-17	6930	XXXX.XX
54216	01-Dec-17	1567	XXXX.XX
54217	01-Dec-17	5526	XXXX.XX
54218	01-Dec-17	9357	XXXX.XX
54219	01-Dec-17	63	XXXX.XX
54220	01-Dec-17	65	XXXX.XX
54221	01-Dec-17	890	XXXX.XX
54222	01-Dec-17	3849	XXXX.XX
54223	01-Dec-17	572	XXXX.XX
54224	01-Dec-17	2375	XXXX.XX
54225	01-Dec-17	3433	XXXX.XX
54226	01-Dec-17	743	XXXX.XX
54227	01-Dec-17	6715	XXXX.XX
54228	01-Dec-17	8112	XXXX.XX
54229	01-Dec-17	3359	XXXX.XX
54230	01-Dec-17	8131	XXXX.XX
54231	01-Dec-17	6833	XXXX.XX
54232	01-Dec-17	773	XXXX.XX
54233	01-Dec-17	7232	XXXX.XX

54234	01-Dec-17	1766	XXXX.XX
54235	01-Dec-17	9056	XXXX.XX
54236	01-Dec-17	5476	XXXX.XX
54237	01-Dec-17	4177	XXXX.XX
54288	15-Dec-17	9906	XXXX.XX
54289	15-Dec-17	1929	XXXX.XX
54290	15-Dec-17	1980	XXXX.XX
54291	15-Dec-17	4225	XXXX.XX
54292	15-Dec-17	5098	XXXX.XX
54293	15-Dec-17	6626	XXXX.XX
54294	15-Dec-17	3286	XXXX.XX
54295	15-Dec-17	7570	XXXX.XX
54296	15-Dec-17	671	XXXX.XX
54297	15-Dec-17	8897	XXXX.XX
54298	15-Dec-17	8710	XXXX.XX
54299	15-Dec-17	2133	XXXX.XX
54300	15-Dec-17	8400	XXXX.XX
54301	15-Dec-17	5982	XXXX.XX
54302	15-Dec-17	1352	XXXX.XX
54303	15-Dec-17	3464	XXXX.XX
54304	15-Dec-17	934	XXXX.XX
54305	15-Dec-17	992	XXXX.XX
54306	15-Dec-17	3059	XXXX.XX
54307	15-Dec-17	411	XXXX.XX
54308	15-Dec-17	1248	XXXX.XX
54309	15-Dec-17	6171	XXXX.XX
54310	15-Dec-17	9815	XXXX.XX
54311	15-Dec-17	1730	XXXX.XX
54312	15-Dec-17	9478	XXXX.XX
54313	15-Dec-17	9268	XXXX.XX
54314	15-Dec-17	6204	XXXX.XX
54315	15-Dec-17	6930	XXXX.XX
54316	15-Dec-17	1567	XXXX.XX
54317	15-Dec-17	5526	XXXX.XX
54318	15-Dec-17	9357	XXXX.XX
54319	15-Dec-17	63	XXXX.XX
54320	15-Dec-17	65	XXXX.XX
54321	15-Dec-17	890	XXXX.XX
54322	15-Dec-17	3849	XXXX.XX
54323	15-Dec-17	572	XXXX.XX
54324	15-Dec-17	2375	XXXX.XX
54325	15-Dec-17	3433	XXXX.XX
54326	15-Dec-17	743	XXXX.XX
54327	15-Dec-17	6715	XXXX.XX
54328	15-Dec-17	8112	XXXX.XX
54329	15-Dec-17	3359	XXXX.XX
54330	15-Dec-17	8131	XXXX.XX
54331	15-Dec-17	6833	XXXX.XX
54332	15-Dec-17	773	XXXX.XX

54333	15-Dec-17	7232	XXXX.XX
54334	15-Dec-17	1766	XXXX.XX
54335	15-Dec-17	9056	XXXX.XX
54336	15-Dec-17	5476	XXXX.XX
54337	15-Dec-17	4177	XXXX.XX
54338	29-Dec-17	9906	XXXX.XX
54339	29-Dec-17	1929	XXXX.XX
54340	29-Dec-17	1980	XXXX.XX
54341	29-Dec-17	4225	XXXX.XX
54342	29-Dec-17	5098	XXXX.XX
54343	29-Dec-17	6626	XXXX.XX
54344	29-Dec-17	3286	XXXX.XX
54345	29-Dec-17	7570	XXXX.XX
54346	29-Dec-17	671	XXXX.XX
54347	29-Dec-17	8897	XXXX.XX
54348	29-Dec-17	8710	XXXX.XX
54349	29-Dec-17	2133	XXXX.XX
54350	29-Dec-17	8400	XXXX.XX
54351	29-Dec-17	5982	XXXX.XX
54352	29-Dec-17	1352	XXXX.XX
54353	29-Dec-17	3464	XXXX.XX
54354	29-Dec-17	934	XXXX.XX
54355	29-Dec-17	992	XXXX.XX
54356	29-Dec-17	3059	XXXX.XX
54357	29-Dec-17	411	XXXX.XX
54358	29-Dec-17	1248	XXXX.XX
54359	29-Dec-17	6171	XXXX.XX
54360	29-Dec-17	9815	XXXX.XX
54361	29-Dec-17	1730	XXXX.XX
54362	29-Dec-17	9478	XXXX.XX
54363	29-Dec-17	9268	XXXX.XX
54364	29-Dec-17	6204	XXXX.XX
54365	29-Dec-17	6930	XXXX.XX
54366	29-Dec-17	1567	XXXX.XX
54367	29-Dec-17	5526	XXXX.XX
54368	29-Dec-17	9357	XXXX.XX
54369	29-Dec-17	63	XXXX.XX
54370	29-Dec-17	65	XXXX.XX
54371	29-Dec-17	890	XXXX.XX
54372	29-Dec-17	3849	XXXX.XX
54373	29-Dec-17	572	XXXX.XX
54374	29-Dec-17	2375	XXXX.XX
54375	29-Dec-17	3433	XXXX.XX
54376	29-Dec-17	743	XXXX.XX
54377	29-Dec-17	6715	XXXX.XX
54378	29-Dec-17	8112	XXXX.XX
54379	29-Dec-17	3359	XXXX.XX
54380	29-Dec-17	8131	XXXX.XX
54381	29-Dec-17	6833	XXXX.XX

54382	29-Dec-17	773	XXXX.XX
54383	29-Dec-17	7232	XXXX.XX
54384	29-Dec-17	1766	XXXX.XX
54385	29-Dec-17	9056	XXXX.XX
54386	29-Dec-17	5476	XXXX.XX
54387	29-Dec-17	4177	XXXX.XX
54388	29-Dec-17	9427	XXXX.XX
Total for December 2017			<u><u>\$449,165.16</u></u>
53461	Void	9427	XXXX.XX
Total for December 2017		\$	449,090.72

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: III-3

Subject: Approval of financial statements and status of investments.

Background: Financial statements and status of investments for the previous calendar month.

Fiscal Impact: None.

Previous Board Action: None.

Recommendation: Approve financial statements and status of investments.

BUDGETED EXPENDITURES		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE	BUDGET %
ADMINISTRATIVE FUND		CURRENT YEAR				
45010	SALARIES AND WAGES	500,000.00	40,127.19	230,153.01	269,846.99	46.03
45020	EMPLOYEE BENEFITS	354,000.00	19,307.82	174,046.29	179,953.71	49.17
45030	DIRECTOR FEES	12,000.00	400.00	2,000.00	10,000.00	16.67
45060	TRANSPORTATION GAS AND OIL	4,000.00	64.00	897.37	3,102.63	22.43
45070	INSURANCE	110,000.00	1,739.00	57,535.15	52,464.85	52.30
45080	MEMBERSHIPS	25,000.00	7,691.00	7,890.00	17,110.00	31.56
45090	OFFICE EXPENSE	75,000.00	6,810.40	18,259.05	56,740.95	24.35
45095	FEES, LICENSES & PERMITS	150,000.00	121,540.83	134,630.55	15,369.45	89.75
45110	CONTRACTUAL SERVICES	75,000.00	6,237.00	35,695.50	39,304.50	47.59
45120	PROFESSIONAL SERVICES	250,000.00	16,918.98	102,588.58	147,411.42	41.04
45130	PRINTING AND PUBLICATIONS	15,000.00	3,172.33	6,474.55	8,525.45	43.16
45140	RENTS AND LEASES	5,000.00	3,359.94	2,642.98	2,357.02	52.86
45150	REPAIRS AND MAINTENANCE	1,000.00	0.00	19.00	981.00	1.90
45170	TRAINING	5,000.00	157.20	1,853.01	3,146.99	37.06
45180	UNCOLLECTIBLE ACCOUNTS	5,000.00	51.00	402.60	4,597.40	8.05
45190	UTILITIES	12,000.00	523.88	4,025.65	7,974.35	33.55
45300	EQUIPMENT	7,000.00	0.00	0.00	7,000.00	0.00
TOTAL ADMINISTRATIVE FUND		1,605,000.00	225,100.57	779,113.29	825,886.71	48.54
OPERATIONS AND MAINTENANCE FUND						
45010	SALARIES AND WAGES	5,561,500.00	374,036.32	2,219,426.39	3,342,073.61	39.91
45020	EMPLOYEE BENEFITS	3,485,000.00	198,220.55	1,828,720.15	1,656,279.85	52.47
45060	TRANSPORTATION GAS AND OIL	15,000.00	10.00	4,654.58	10,345.42	31.03
45080	MEMBERSHIPS	14,500.00	2,185.00	7,878.26	6,621.74	54.33
45095	FEES LICENSES & PERMITS	0.00	0.00	146.50	(146.50)	0.00
45100	SUPPLIES	1,295,000.00	55,508.95	477,195.32	817,804.68	36.85
45110	CONTRACTUAL SERVICES	567,000.00	47,649.17	249,458.95	317,541.05	44.00
45140	RENTS AND LEASES	22,000.00	826.58	5,845.03	16,154.97	26.57
45150	REPAIRS AND MAINTENANCE	261,000.00	14,435.72	120,822.80	140,177.20	46.29
45155	INSTRUMENTATION & ELECTRICAL	75,000.00	12,056.34	65,285.64	9,713.36	87.05
45160	RESEARCH & MONITORING	80,000.00	4,364.81	40,523.04	39,476.96	50.65
45170	TRAINING	46,000.00	5,902.93	23,535.24	22,464.76	51.16
45190	UTILITIES	1,273,000.00	77,197.16	436,864.31	836,135.69	34.32
45300	EQUIPMENT	0.00	0.00	447.90	(447.90)	0.00
TOTAL OPERATIONS & MAINTENANCE		12,695,000.00	792,841.44	5,480,805.11	7,214,194.89	43.17
TOTAL						
TOTAL		14,300,000.00	1,017,942.01	6,259,918.40	8,040,081.60	43.78
SRF DEBT SERVICE						
45105	INTEREST ON SRF LOAN EXPENSE	0.00	0.00	266,280.33	(266,280.33)	0.00

CASH ON HAND

CASH ACCOUNT (US BANK)
CASH - PETTY CASH
CHK ACCT (WELLS FARGO/PAYROLL)
SAVINGS (B OF A)
SERVICE CHARGE MUNI INV(US BANK)
WASTEWTR CAP RES SAVINGS (BOFA)
WASTEWATER SAVINGS-WELLS FARGO
STATE LOCAL AGENCY INVESTMT FUND

TOTAL CASH ON HAND
=====

BALANCE

7,319.75
1,600.00
4,658.72
11,902.35
7,152.14
10,789.17
332,910.08
47,835,419.54

48,211,751.75
=====

CURRENT MONTH	INCOME	EXPENSES	ACCOUNTS PAYABLE
ADMINISTRATIVE	0.13	225,100.57	39,382.37
OPERATION & MAINTENANCE	4,827.29	792,841.44	134,700.72
W.W.C.R.F.	41,282.63	2,222.68	0.00
UPGRADE REHAB	0.00	27,132.06	4,546.99
TOTAL	46,110.05	1,047,296.75	178,630.08
	=====	=====	=====

	BEGINNING BALANCE	YEAR TO DATE RECEIVED	YEAR TO DATE EXPENDED	CURRENT BALANCE
ADMINISTRATIVE	50,000.00	351,047.51	4,021,092.43	6,452.28
OPERATIONS & MAINTENANCE	250,000.00	6,126,799.44	5,714,950.68	661,848.76
WASTEWATER CAPITAL RESERVE	20,768,597.34	746,532.67	14,112.65	19,123,849.41
SRF WASTEWATER CAP RESERVE	2,917,227.28	14,482.70	0.00	2,931,709.98
UPGRADE/REHAB	26,809,008.58	121,652.19	193,440.20	25,487,891.32
TOTAL	50,794,833.20	7,360,514.51	9,943,595.96	48,211,751.75
	=====	=====	=====	=====

INTEREST INCOME

 00 ADMINISTRATIVE
 01 OPERATION & MAINTENANCE
 02 W.W.C.R.F.
 04 SRF WCRF
 06 UPGRADE/REHAB

 TOTAL INTEREST INCOME

YEAR TO DATE

8,744.58
 7,623.10
 50,563.26
 7,749.02
 68,778.21

 143,458.17
 =====

FUND INVESTMENTS:
 ADMINISTRATIVE
 OPERATION & MAINTENANCE
 W.W.C.R.F.
 SRF WCRF
 UPGRADE REHAB

 TOTAL FUND INVESTMENTS

T.C.D.	0.00	T-BILLS	0.00	L.A.I.F	169.21
	0.00		0.00		635,498.87
	0.00		0.00		18,780,150.16
	0.00		0.00		2,931,709.98
	0.00		0.00		25,487,891.32
	-----		-----		-----
	0.00		0.00		47,835,419.54
	=====		=====		=====

TAHOE-TRUCKEE SANITATION AGENCY
FINANCIAL STATEMENT
Summary
December 31, 2017

SUMMARY OF PAID & PAYABLE

Administrative and General Paid: \$839,377.14

Administrative and General Payable: \$175,630.08

Total Administrative and General Paid and Payable: \$1,015,007.22

Total Administrative and General Payroll Paid: \$449,090.72

TAHOE-TRUCKEE SANITATION AGENCY
SUMMARY OF YEAR TO DATE CHANGES IN FUND BALANCES
PERIOD ENDING 12/31/17

	ADMIN	OPERATIONS & MAINTENANCE	WASTEWATER CAP RESERVE	SRF WASTEWTR CAP RESERVE	UPGRADE REHAB	TOTAL
CASH BEG BAL	50,000.00	250,000.00	20,768,597.34	2,917,227.28	26,809,008.58	50,794,833.20
TRANSFERS	3,626,497.20	0.00	2,377,167.95-	0.00	1,249,329.25-	0.00
BEG A/R	205,124.67	496,159.72	52,031.17	6,733.68	52,873.98	812,923.22
INCOME	158,973.21	6,246,086.84	708,663.26	7,749.02	68,778.21	7,190,250.54
END A/R	13,050.37-	615,447.12-	14,161.76-	0.00	121,902.15	369,413.34
BEG A/P	31,345,466.17	1,233,119.13	0.00	0.00	12,803.15	32,591,388.45
EXPENSES	1,045,393.62	5,480,805.11	14,112.65	0.00	185,184.04	6,725,495.42
END A/P	28,369,767.36-	998,973.56-	0.00	0.00	4,546.99-	29,373,287.91-
CASH END BAL	6,452.28	661,848.76	19,123,849.41	2,931,709.98	25,487,891.32	48,211,751.75

Tahoe-Truckee Sanitation Agency
Statement of Net Assets
Month Ending Dec. 31, 2017

ASSETS

Current Assets	Balance
Cash and Cash Equivalents	
00-10020 Cash - Wells Fargo Bank Payroll	\$ (2,900.52)
00-10030 Cash - Petty Cash	1,600.00
00-10040 Cash - Bank of America Tax Revenue	7,583.59
00-10070 Cash - L.A.I.F.	169.21
01-10010 Cash - U.S. Bank Checking	7,319.75
01-10020 Cash - Wells Fargo Bank Payroll	7,559.24
01-10040 Cash - Bank of America Tax Revenue	4,318.76
01-10050 Cash - Service Charge Savings	7,152.14
01-10070 Cash - L.A.I.F.	635,498.87
06-10070 Cash - L.A.I.F.	<u>25,487,891.32</u>
Total Cash and Cash Equivalents	\$ 26,156,192.36
Accounts Receivable	
00-11010 A/R Northstar In-lieu of Tax	0.00
00-11075 A/R Admin COBRA	0.00
00-11280 A/R Brown Act Reform Reimb.	\$ 12,054.00
01-11020 Accounts Receivable Service Charges	194,669.13
01-11021 Service Charge Refunds	9,175.90
01-11065 Accounts Receivable Laboratory	525.00
01-11070 Accounts Receivable Temp. Discharge	0.00
01-11075 Accounts Receivable COBRA	411.44
01-11080 Accounts Receivable Other	3,086.30
01-11085 A/R Ammonium Sulfate	0.00
00-14850 Accrued Income	0.00
01-14850 Accrued Income	<u>0.00</u>
Total Accounts Receivable	\$ 220,918.14
Inventory	
01-12550 Chemical Inventory	\$ 95,296.15
01-12560 Fuel Inventory	<u>26,606.00</u>
Total Inventory	\$ 121,902.15
01-13060 Due From Government Agencies	<u>\$ 285,677.20</u>
Total Current Assets	\$ 26,784,689.85

Tahoe-Truckee Sanitation Agency
Statement of Net Assets
Month Ending Dec. 31, 2017

Restricted Assets		Balance
02-10060	Cash - Bank of America WWCR	\$ 10,789.17
02-10065	Cash - Wells Fargo WWCR Savings	332,910.08
02-10070	Cash - L.A.I.F.	18,780,150.16
02-10530	Cash - Certificate of Deposit	0.00
04-10070	Cash - L.A.I.F.	<u>2,931,709.98</u>
Total Cash and Cash Equivalents		\$ 22,055,559.39
02-11030	A/R Connection Fee Payment Plans	<u>\$ 14,161.76</u>
Total Restricted Assets		<u>\$ 22,069,721.15</u>
Property Plant & Equipment		
00-16010	Land	\$ 2,174,726.00
00-16020	Plant Fencing	244,732.11
00-16040	Sewage Collection Facility	14,168,430.43
00-16050	Sewage Treatment & Disposal Facility	125,093,559.93
00-16060	General Plant & Admin. Facility	3,982,615.29
00-16090	Vehicles	1,209,946.21
00-16550	Allowance for Depr. Facility	(56,036,579.38)
00-16580	Allowance for Depr. General Plant	<u>(4,685,118.00)</u>
Net Capital Assets		\$ 86,152,312.59
Deferred Pension Outflows		
00-16810	Deferred Pension Outflows	\$ 587,605.00
01-16810	Deferred Pension Outflows	<u>\$ -</u>
	Deferred Pension Outflows	\$ 587,605.00
Total Assets		<u>\$ 135,594,328.59</u>

Tahoe-Truckee Sanitation Agency
Statement of Net Assets
Month Ending Dec. 31, 2017

LIABILITIES & NET ASSETS		Balance
Current Liabilities		
00-20350	Accounts Payable - Admin.	\$ (39,382.37)
01-20350	Accounts Payable - Operations & Maint.	(134,700.72)
06-20350	Accounts Payable - Upgrade	(4,546.99)
		<u>\$ (178,630.08)</u>
00-20810	Accrued Liability for Compensated Absences	(53,885.58)
01-20810	Accrued Liability for Compensated Absences	(860,258.72)
		<u>\$ (914,144.30)</u>
01-22010	Customer Deposits Temp. Discharge Permits	<u>\$ (200.00)</u>
00-20390	Accrued Expenses - Admin.	0.00
00-20410	Retention	0.00
00-20710	Salaries and Wages Payable	0.00
00-20720	Federal Payroll Taxes Payable	0.00
00-20725	State Payroll Taxes Payable	0.00
00-20727	SDI Payable	0.00
00-20730	Pers 457 ING Retirement Payable	0.00
00-20735	Nationwide 457 Payable	0.00
00-20740	Credit Union P/R Deduction Payable	0.00
00-20750	Wage Garnishment Payable	0.00
00-20760	Life Insurance Payable	0.00
00-20770	Medicare Deduction Payable	29.28
00-20780	Survivor Benefits Payable	(4.00)
00-20785	Pers "AIR" Time Deduction Payable	0.00
00-20786	Pers Employee Paid Contribution	(527.90)
01-20390	Accrued Expenses - Operations & Maint.	0.00
01-20710	Salaries and Wages Payable	0.00
01-20720	Federal Payroll Taxes Payable	0.00
01-20725	State Payroll Taxes Payable	0.00
01-20727	SDI Payable	(0.08)
01-20730	Pers 457 ING Retirement Payable	0.00
01-20735	457 Retirement Plan Payable	0.00
01-20740	Credit Union P/R Deduction Payable	0.00
01-20750	Wage Garnishment Payable	0.00
01-20760	Life Insurance Payable	(183.30)
01-20770	Medicare Deduction Payable	0.06
01-20780	Survivor Benefits Payable	(45.00)
01-20785	Pers "AIR" Time Deduction Payable	(241.60)
01-20786	Pers Employee Paid Contribution	(3,344.20)
		<u>\$ (4,316.74)</u>
Current Restricted Liabilities		
00-20395	Accrued Interest Payable	0.00
00-23010	State Revolving Fund Loan Payable-Current	0.00
02-20350	Accounts Payable - WasteWater Cap. Reserve	0.00
		<u>\$ -</u>
Long Term Debt		
00-23020	State Revolving Fund Loan Payable-Long Term	<u>\$ (28,275,996.79)</u>
00-24010	Net Pension Liability	<u>\$ (10,678,017.00)</u>
01-24010	Net Pension Liability	<u>\$ -</u>

Tahoe-Truckee Sanitation Agency
Statement of Net Assets
Month Ending Dec. 31, 2017

Long Term Liabilities \$ (38,954,013.79)

Deferred Pension Inflows

00-24020 Deferred Pension Inflows \$ (1,965,006.00)

01-24020 Deferred Pension Inflows \$ -

Total Deferred Pension Inflows \$ (1,965,006.00)

Total Liabilities \$ (42,016,310.91)

Tahoe-Truckee Sanitation Agency
Statement of Net Assets
Month Ending Dec. 31, 2017

CAPITAL	Balance
Capital Assets	
00-25050 Contributed Capital - Capital Grants	\$ (28,336,343.44)
00-25051 Contributed Capital - Local District	(1,330,176.82)
00-25052 Contributed Capital - US Forest	(223,315.00)
00-25053 Contributed Capital - State Park	(16,341.91)
00-26010 Retained Earnings - Administrative	(13,100,375.92)
00-26020 Net Profit - Admin	<u>(2,740,076.79)</u>
	\$ (45,746,629.88)
Restricted for Wastewater Capital Reserve	
02-26010 Retained Earnings - WasteWater Capital Reserve	(20,820,628.51)
02-26020 Net Profit - WasteWater Capital Reserve	<u>1,682,617.34</u>
	\$ (19,138,011.17)
Restricted for State Loan Repayment	
04-26010 Retained Earnings - WCRF SRF	(2,923,960.96)
04-26020 Net Profit - WCRF SRF	<u>(7,749.02)</u>
	\$ (2,931,709.98)
Unrestricted	
01-26010 Retained Earnings - Service Charge	486,959.41
01-26020 Net Profit - Operations	(765,281.73)
06-26010 Retained Earnings - Upgrade Rehab	(26,849,079.41)
06-26020 Net Profit - Upgrade	<u>1,365,735.08</u>
	\$ (25,761,666.65)
Total Net Assets	<u>\$ (93,578,017.68)</u>
Total Liabilities & Net Assets	<u><u>\$(135,594,328.59)</u></u>



Tahoe-Truckee Sanitation Agency Investment Status Report

TO: LaRue

FROM: Michelle

RE: Investments for the Month Ending December 31, 2017

	AVERAGE INTEREST RATE		AMOUNT INVESTED
L.A.I.F.	1.230%		\$47,835,419.54
T-BILLS	0.000%		\$0.00
CD'S	0.0000%		\$0.00
SAVINGS	0.0949%	Weighted Yield	\$362,753.74
CHECKING	0.000%		\$11,978.47
TOTAL CASH ON HAND			<u><u>\$48,210,151.75</u></u>

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: IV-1

Subject: Customer appeal of sewer service charges for APN 19-090-02-000.

Background: Mr. Bud Haley, owner of APN 19-090-02-000, has requested an appeal for relief of sewer service charges to the Board of Directors. Attached are Mr. Haley's appeal to the Board, management's response to his initial appeal, and staff report for consideration of the appeal.

Fiscal Impact: Shall vary depending on potential relief.

Previous Board Action: Item was tabled at December 13, 2017 Board meeting.

Recommendation: Management staff recommends offering relief from compound interest totaling \$18,271.28 contingent on payment within 60 days of the balance due including service charges for 1/1/17 through 6/30/18.

December 6, 2017

Jax at the Tracks

10144 West River Street

Truckee, CA 96161

Agency Board of Directors

Tahoe-Truckee Sanitation Agency

13720 Butterfield Drive

Truckee, CA 916161

Subject: Jax Relief Provision Appeal

Dear Mr. Griffin:

As suggested, please accept the following letter as notice of a relief provision appeal request to the Agency Board of Directors.

Jax had an agreement with the TTSA and the TSD to pay all past due charges as well as required ordinance testing at the close of escrow on the property located at 10144 West River Street, Truckee, CA 96161. Escrow was intended to close in November of 2016 but became sidetracked when an unsuspected third-party encumbrance was discovered in the title search. This encumbrance took the seller, Andrew Carey, nearly a year to resolve and delayed escrow closing until December of this year.

We proposed the initial dates for payment of the \$17,537.04 outstanding charges to TTSA based on the November 2016 close of escrow. They were accepted and we made initial payments but discussed our unforeseen delay of escrow with the TTSA and TSD, which caused delayed funding for the purchase of the leasehold and leasehold improvements. With the encumbrance resolved, we had a new closing date, funding and fulfilled our original agreement (albeit a later date than originally anticipated) by paying off the balance of the \$17,537.04 in full as well as completed the TSD required ordinance testing.

We humbly request that you review the agreement and subsequent communications between, Emily Pindar, Roshelle Chavez and Larue Griffin regarding our intent and subsequent completed obligation of paying all of the outstanding TTSA past due charges on the above noted property.

Thank you for your time and consideration.

Sincerely,

Your Text Here **Bud Haley**

Jax at the Tracks

TAHOE-TRUCKEE SANITATION AGENCY



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

Directors

O.R. Butterfield
Dale Cox
S. Lane Lewis
Jon Northrop
Dan Wilkins

General Manager

LaRue Griffin

November 14, 2017

Bud Haley
JAX Truckee Diner
10114 W. River St.
Truckee, CA 96161

RE: N19-090-02-000N 10114 W. River Street JAX Diner

Dear Mr. Haley:

This letter is in response to your email correspondence dated November 9, 2017 in which you state that you have fulfilled the obligation of an agreement for payment of past due service charges entered into in December 2016. In reviewing your file and payment history, I find that you did not meet the terms stated in the original agreement, as only two payments totaling \$6,287.04 were made in the agreed time specified. Your balance remains \$24,629.65. This includes the payment of \$5,250.00 received on November 9. Enclosed you will find a current sewer service charge invoice for the balance of your account. Please contact us should you wish to see a complete breakdown of the service charges, interest, penalties, payments and adjustments.

While I appreciate your recent efforts in bringing your account more current, I am unable to extend new terms for payment or provide any relief from service charges, interest or penalties that have accrued.

Section 10.P of the T-TSA Rules and Regulations provides:

10.P Relief Provision. The Agency Board of Directors may find that by reason of special circumstances, any provision of the rules and regulations may be suspended or modified as applied to a particular parcel and may grant relief for said particular parcel. Applications requesting relief shall be made in writing to the Agency Board of Directors outlining the nature of the request, the rule or regulation which is the subject of the request and the special circumstances warranting requested relief.

Should you wish to pursue relief under the above provision from the Agency Board of Directors, please submit your application in writing consistent with the above stipulations within 30 days of the date of this notice to my attention. The T-TSA Board of Directors will hear your request

at the next regular meeting following your submission of the application. The relief provision will serve as an appeal and must be received 7 days prior to the date of the Board meeting. The Board of Directors regular meetings are normally held on the second Wednesday of each month at 9:00 AM.

Please contact me if there are any questions.

Thank you,

A handwritten signature in blue ink, appearing to read 'LR Griffin', with a long horizontal flourish extending to the right.

LaRue Griffin
General Manager

Enclosure: Sewer Service Charge Invoice

**Tahoe-Truckee Sanitation Agency**

13720 Butterfield Dr.
 Truckee, CA 96161
 (530) 587-2525
 (530) 587-5840 fax
 www.ttsa.net

Bud Haley
 JAX Truckee Diner
 10114 W. River Street
 Truckee, CA 96161

Account Information:

Account Information:

Account Number: N19-090-02-000N
 Service Address: 10114 W. River St. JAX
 Billing Codes: *** F86, Z16
 Billing Date: 11/14/2017
 Due Date: 11/30/2017
 Billing Period: 7/1/2017 to 12/31/2017

***See Reverse for Billing Codes

Account Balance:

Previous Balance: \$29,879.65
 Current Charge: \$0.00
 Delinquency Charge: \$0.00
 Other Charge: (\$5,250.00)
Total Amount Due: \$24,629.65

PLEASE DETACH AND RETURN BOTTOM PORTION WITH YOUR PAYMENT: MADE PAYABLE TO T-TSA

To ensure your account is properly credited, please return this stub with your payment and include your account number on your check or money order.

Change of Address

Name
Address

Billing Statement

Billing Date	11/14/2017
Account Number	N19-090-02-000N
Balance Due	\$24,629.65
Due Date	11/30/2017

Fees not paid by the due date listed above are delinquent and are subject to a penalty of 10% and an additional penalty at the rate of 1.5% per month, pursuant to the Health and Safety Code, Section 5473.10.

Fees not paid within 90 days of the billing date shall constitute a lien against the parcel on which the charge was imposed.

This bill is for the maintenance and operation of the T-TSA regional sewage treatment plant in Truckee, CA that treats and disposes of sewage delivered to it by the Tahoe City PUD, North Tahoe PUD, Squaw Valley PSD, Alpine Springs CWD and the Truckee Sanitary District. This bill is in ADDITION TO any charges imposed for sewage collection systems operated by the listed districts.

Please note that this bill is NOT for garbage service.

For questions regarding your garbage service, please contact the Tahoe Truckee Sierra Disposal Company at (530) 583-0148.

Special Message:

*****ON-LINE PAYMENT OPTIONS*****

Please visit our website at www.ttsa.net to make a one-time payment or set up AutoPay.

T-TSA accepts Visa, Mastercard, Discover, and E-Check.

No internet access? Call our toll free number **(855)385-4834** to make a payment by phone.

Account Balance

Account Number	N19-090-02-000N
Service Address	10114 W. River St. JAX
Due Date	11/30/2017
Total Amount Due	\$24,629.65

Bud Haley
 JAX Truckee Diner
 10114 W. River Street
 Truckee, CA 96161



TAHOE-TRUCKEE SANITATION AGENCY
 13720 BUTTERFIELD DR
 TRUCKEE, CA 96161-3316

RATES & OTHER INFORMATION

Rates schedules, rules and regulation are available upon request.

***Explanation of T-TSA Billing Codes

RESIDENTIAL BILLING CODES

R Residential unit

COMMERCIAL BILLING CODES

A Beauty Shop Service Chair
B Business Fixture Unit
C Church Seat
F Restaurant Seat, Inside
G Grocery Fixture Unit
H Barber Shop Service Chair
J Car Wash Bay (recycled water)
K Campsite with Sewer
L Laundry (10lb. Machine)
M Motel without kitchen
N Motel with kitchen
P Swimming pool & jacuzzi
Q Campsite without Sewer
S Other, as determined
T Theatre seat
W School per student K-5
X School per student 6-8
Y School per student 9 + up
Z Restaurant Seat, Outside



T-TSA Memo

Date: 1/2/2018
To: LaRue Griffin, General Manager
From: Emily Pindar, Customer Service Supervisor
RE: Request for relief of charges for N19-090-02-000N, JAX Truckee Diner

Background and Discussion:

T-TSA staff began billing Mr. Bud Haley of JAX Diner in September 2009 for sewer service charges after he subleased the former Truckee Diner from the previous lease holder. Mr. Haley made two payments totaling \$3,000.00 over a seven-year period from 9/2009 to 12/2016. T-TSA is unable to attach the delinquent charges to the Nevada County property taxes levied against the parcel annually as the property is owned by Union Pacific Railroad, and is thus exempt as a government entity. As a result, the account has accrued compound interest and penalties. A detailed transaction history of the account is attached as Exhibit 1.

On December 8, 2016, Mr. Haley contacted Staff. He offered a payment schedule that would bring the sewer service charges current in exchange for possible relief from interest and penalties. Mr. Haley proposed via email five weekly payments totaling \$17,537.04 to be paid in full by January 31, 2017. T-TSA received two payments totaling \$6,287.04. As the payment arrangements were not fulfilled in entirety, no relief from penalties and interest was granted.

Mr. Haley has recently made additional payments beginning August 29, 2017. Three additional payments totaling \$11,250.00 have been received since August 2017. While these payments do satisfy the original total due in December 2016, additional service charges, compound interest and penalties have accrued since that time. The additional sewer service charges for the billing period 1/1/2017 through 6/30/2018 are \$4,129.20.

Staff has prepared a revised billing analysis reflecting a scenario of non-compounding interest for review. Under this scenario, interest accrues up until the end of the fiscal year, mirroring the interest of a delinquent account that could be levied with the taxes. This analysis is attached as Exhibit 2. These annual totals due are then summed as a running total balance due. Exhibit 3 shows this running total balance due along with the payments made against that balance under the non-compounding scenario.

The final spreadsheet (Exhibit 4) shows a comparison between the current balance including compound interest and the revised analysis reflecting a non-compounding scenario. The current balance due including the compound interest is \$26,750.48. Under the non-compounding scenario, the balance due would be \$8,479.20. The difference under consideration is the compound interest of \$18,271.28.

Recommendation:

Staff recommends offering relief from compound interest contingent on payment within 60 days of the balance due including service charges for 1/1/17 through 6/30/18, non-compound interest and penalties totaling \$8,479.20.

Exhibit 1

Transaction History

Union Pacific / Leasee - JAX Truckee Diner

Acct# N19-090-02-000N

Date	Description	Service Charge	Interest	Penalty	Payments	Adjustments	Balance Due
7/1/2009	7/1-12/31/09	\$ 1,321.92					\$ 1,321.92
8/1/2009							\$ 1,321.92
9/1/2009							\$ 1,321.92
10/1/2009							\$ 1,321.92
11/1/2009			\$ 16.52				\$ 1,338.44
12/1/2009			\$ 16.73				\$ 1,355.17
1/1/2010	1/1-6/30/10	\$ 1,321.92	\$ 16.94				\$ 2,694.03
2/1/2010			\$ 17.15				\$ 2,711.18
3/1/2010			\$ 33.89	\$ 132.19			\$ 2,877.26
3/19/2010	Late Fee Write Off					\$ (233.42)	\$ 2,643.84
4/1/2010							\$ 2,643.84
5/1/2010			\$ 33.05				\$ 2,676.89
6/1/2010			\$ 33.46				\$ 2,710.35
7/1/2010	7/1-12/31/10	\$ 1,376.40	\$ 33.88				\$ 4,120.63
8/1/2010			\$ 34.30				\$ 4,154.93
9/1/2010			\$ 51.94	\$ 137.64			\$ 4,344.51
10/1/2010			\$ 54.31				\$ 4,398.82
11/1/2010			\$ 54.99				\$ 4,453.81
12/1/2010			\$ 55.67				\$ 4,509.48
1/1/2011	1/1-6/30/11	\$ 1,376.40	\$ 56.37				\$ 5,942.25
2/1/2011			\$ 57.07				\$ 5,999.32
3/1/2011			\$ 74.99	\$ 137.64			\$ 6,211.95
4/1/2011			\$ 77.65				\$ 6,289.60
5/1/2011			\$ 78.62				\$ 6,368.22
6/1/2011			\$ 79.60				\$ 6,447.82
7/1/2011	7/1-12/31/11	\$ 1,376.40	\$ 80.60				\$ 7,904.82
7/7/2011	Payment - Bud Haley				\$ (1,000.00)		\$ 6,904.82
8/1/2011			\$ 69.11				\$ 6,973.93
8/22/2011	Payment - Bud Haley				\$ (2,000.00)		\$ 4,973.93

Transaction History									
Union Pacific / Leasee - JAX Truckee Diner									
Acct# N19-090-02-000N									
Date	Description	Service Charge	Interest	Penalty	Payments	Adjustments	Balance Due		
9/1/2011			\$ 62.17	\$ 137.64			\$ 5,173.74		
10/1/2011			\$ 64.67				\$ 5,238.41		
11/1/2011			\$ 65.48				\$ 5,303.89		
12/1/2011			\$ 66.30				\$ 5,370.19		
1/1/2012	1/1-6/30/12	\$ 1,376.40	\$ 67.13				\$ 6,813.72		
2/1/2012			\$ 67.97				\$ 6,881.69		
3/1/2012			\$ 86.02	\$ 137.64			\$ 7,105.35		
4/1/2012			\$ 88.82				\$ 7,194.17		
5/1/2012			\$ 89.93				\$ 7,284.10		
6/1/2012			\$ 91.05				\$ 7,375.15		
7/1/2012	7/1-12/31/12	\$ 1,376.40	\$ 92.19				\$ 8,843.74		
8/1/2012			\$ 93.34				\$ 8,937.08		
9/1/2012			\$ 111.71	\$ 137.64			\$ 9,186.43		
10/1/2012			\$ 114.83				\$ 9,301.26		
11/1/2012			\$ 116.27				\$ 9,417.53		
12/1/2012			\$ 117.72				\$ 9,535.25		
1/1/2013	1/1-6/30/13	\$ 1,376.40	\$ 119.19				\$ 11,030.84		
2/1/2013			\$ 120.68				\$ 11,151.52		
3/1/2013			\$ 139.39	\$ 137.64			\$ 11,428.55		
4/1/2013			\$ 142.86				\$ 11,571.41		
5/1/2013			\$ 144.64				\$ 11,716.05		
6/1/2013			\$ 146.45				\$ 11,862.50		
7/1/2013	7/1-12/31/13	\$ 1,376.40	\$ 148.28				\$ 13,387.18		
8/1/2013			\$ 150.13				\$ 13,537.31		
9/1/2013			\$ 169.22	\$ 137.64			\$ 13,844.17		
10/1/2013			\$ 173.05				\$ 14,017.22		
11/1/2013			\$ 175.22				\$ 14,192.44		
12/1/2013			\$ 177.41				\$ 14,369.85		
1/1/2014	1/1-6/30/14	\$ 1,376.40	\$ 179.62				\$ 15,925.87		
2/1/2014			\$ 181.87				\$ 16,107.74		

Transaction History									
Union Pacific / Leasee - JAX Truckee Diner									
Acct# N19-090-02-000N									
Date	Description	Service Charge	Interest	Penalty	Payments	Adjustments	Balance Due		
3/1/2014			\$ 201.35	\$ 137.64			\$ 16,446.73		
4/1/2014			\$ 205.58				\$ 16,652.31		
5/1/2014			\$ 208.15				\$ 16,860.46		
6/1/2014			\$ 210.76				\$ 17,071.22		
7/1/2014	7/1-12/31/14	\$ 1,376.40	\$ 213.39				\$ 18,661.01		
8/1/2014			\$ 216.06				\$ 18,877.07		
9/1/2014			\$ 235.96	\$ 137.64			\$ 19,250.67		
10/1/2014			\$ 240.63				\$ 19,491.30		
11/1/2014			\$ 243.64				\$ 19,734.94		
12/1/2014			\$ 246.69				\$ 19,981.63		
1/1/2015	1/1-6/30/15	\$ 1,376.40	\$ 249.77				\$ 21,607.80		
2/1/2015			\$ 252.89				\$ 21,860.69		
3/1/2015			\$ 273.26	\$ 137.64			\$ 22,271.59		
4/1/2015			\$ 278.39				\$ 22,549.98		
5/1/2015			\$ 281.87				\$ 22,831.85		
6/1/2015			\$ 285.40				\$ 23,117.25		
7/1/2015	7/1-12/31/15	\$ 1,376.40	\$ 288.97				\$ 24,782.62		
8/1/2015			\$ 292.58				\$ 25,075.20		
9/1/2015			\$ 313.44	\$ 137.64			\$ 25,526.28		
10/1/2015			\$ 319.08				\$ 25,845.36		
11/1/2015			\$ 323.07				\$ 26,168.43		
12/1/2015			\$ 327.11				\$ 26,495.54		
1/1/2016	1/1-6/30/16	\$ 1,376.40	\$ 331.19				\$ 28,203.13		
2/1/2016			\$ 335.33				\$ 28,538.46		
3/1/2016			\$ 356.73	\$ 137.64			\$ 29,032.83		
4/1/2016			\$ 362.91				\$ 29,395.74		
5/1/2016			\$ 367.45				\$ 29,763.19		
6/1/2016			\$ 372.04				\$ 30,135.23		
7/1/2016	7/1-12/31/16	\$ 1,376.40	\$ 376.69				\$ 31,888.32		
8/1/2016			\$ 457.68				\$ 32,346.00		

Transaction History									
Union Pacific / Leasee - JAX Truckee Diner									
Acct# N19-090-02-000N									
Date	Description	Service Charge	Interest	Penalty	Payments	Adjustments	Balance Due		
9/1/2016			\$ 485.19	\$ 137.64			\$ 32,968.83		
10/1/2016			\$ 494.53				\$ 33,463.36		
11/1/2016			\$ 501.95				\$ 33,965.31		
12/1/2016			\$ 509.48				\$ 34,474.79		
12/20/2016	Payment - Bud Haley				\$ (2,537.04)		\$ 31,937.75		
1/1/2017	1/1-6/30/17	\$ 1,376.40	\$ 479.07				\$ 33,793.22		
1/9/2017	Payment - Bud Haley				\$ (3,750.00)		\$ 30,043.22		
2/1/2017			\$ 430.00				\$ 30,473.22		
3/1/2017			\$ 457.10	\$ 137.64			\$ 31,067.96		
4/1/2017			\$ 466.02				\$ 31,533.98		
5/1/2017			\$ 473.01				\$ 32,006.99		
6/1/2017			\$ 480.10				\$ 32,487.09		
7/1/2017	7/1-12/31/17	\$ 1,376.40					\$ 33,863.49		
8/1/2017			\$ 487.31				\$ 34,350.80		
8/29/2017	Payment - Bud Haley				\$ (3,000.00)		\$ 31,350.80		
9/1/2017			\$ 470.26	\$ 137.64			\$ 31,958.70		
10/1/2017			\$ 479.38				\$ 32,438.08		
10/31/2017	Payment - Bud Haley				\$ (3,000.00)		\$ 29,438.08		
11/1/2017			\$ 441.57				\$ 29,879.65		
11/9/2017	Payment - Bud Haley				\$ (5,250.00)		\$ 24,629.65		
12/1/2017			\$ 369.44				\$ 24,999.09		
1/1/2018	1/1-6/30/18	\$ 1,376.40	\$ 374.99				\$ 26,750.48		
	TOTALS	\$ 24,666.24	\$ 20,657.91	\$ 2,196.79	\$ (20,537.04)	\$ (233.42)	\$ 26,750.48		

Exhibit 2

Revised Billing Analysis - Non-Compounding Scenario

Union Pacific / Leasee - JAX Truckee Diner

Acct# N19-090-02-000N

Date	Description	Service Charge	Interest	Penalty	Adjustments	Balance Due	Payments
7/1/2009	7/1-12/31/09	\$ 1,321.92				\$ 1,321.92	
8/1/2009						\$ 1,321.92	
9/1/2009						\$ 1,321.92	
10/1/2009						\$ 1,321.92	
11/1/2009			\$ 16.52			\$ 1,338.44	
12/1/2009			\$ 16.73			\$ 1,355.17	
1/1/2010	1/1-6/30/10	\$ 1,321.92	\$ 16.94			\$ 2,694.03	
2/1/2010			\$ 17.15			\$ 2,711.18	
3/1/2010			\$ 33.89	\$ 132.19		\$ 2,877.26	
3/19/2010	Late Fee Write Off				\$ (233.42)	\$ 2,643.84	
4/1/2010						\$ 2,643.84	
5/1/2010			\$ 33.05			\$ 2,676.89	
6/1/2010	Fiscal Year End 09/10		\$ 33.46			\$ 2,710.35	
7/1/2010	7/1-12/31/10	\$ 1,376.40				\$ 1,376.40	
8/1/2010						\$ 1,376.40	
9/1/2010			\$ 17.21	\$ 137.64		\$ 1,531.25	
10/1/2010			\$ 19.14			\$ 1,550.39	
11/1/2010			\$ 19.38			\$ 1,569.77	
12/1/2010			\$ 19.62			\$ 1,589.39	
1/1/2011	1/1-6/30/11	\$ 1,376.40	\$ 19.87			\$ 2,985.66	
2/1/2011			\$ 37.32			\$ 3,022.98	
3/1/2011			\$ 37.79	\$ 137.64		\$ 3,198.41	
4/1/2011			\$ 39.98			\$ 3,238.39	
5/1/2011			\$ 40.48			\$ 3,278.87	
6/1/2011	Fiscal Year End 10/11		\$ 40.99			\$ 3,319.86	
7/1/2011	7/1-12/31/11	\$ 1,376.40				\$ 1,376.40	
7/7/2011	Payment - Bud Haley					\$ 1,376.40	\$ (1,000.00)

Revised Billing Analysis - Non-Compounding Scenario

Union Pacific / Leasee - JAX Truckee Diner

Acct# N19-090-02-000N

Date	Description	Service Charge	Interest	Penalty	Adjustments	Balance Due	Payments
8/1/2011						\$ 1,376.40	
8/22/2011	Payment - Bud Haley					\$ 1,376.40	\$ (2,000.00)
9/1/2011			\$ 17.21	\$ 137.64		\$ 1,531.25	
10/1/2011			\$ 19.14			\$ 1,550.39	
11/1/2011			\$ 19.38			\$ 1,569.77	
12/1/2011			\$ 19.62			\$ 1,589.39	
1/1/2012	1/1-6/30/12	\$ 1,376.40	\$ 19.87			\$ 2,985.66	
2/1/2012			\$ 37.32			\$ 3,022.98	
3/1/2012			\$ 37.79	\$ 137.64		\$ 3,198.41	
4/1/2012			\$ 39.98			\$ 3,238.39	
5/1/2012			\$ 40.48			\$ 3,278.87	
6/1/2012	Fiscal Year End 11/12		\$ 40.99			\$ 3,319.86	
7/1/2012	7/1-12/31/12	\$ 1,376.40				\$ 1,376.40	
8/1/2012						\$ 1,376.40	
9/1/2012			\$ 17.21	\$ 137.64		\$ 1,531.25	
10/1/2012			\$ 19.14			\$ 1,550.39	
11/1/2012			\$ 19.38			\$ 1,569.77	
12/1/2012			\$ 19.62			\$ 1,589.39	
1/1/2013	1/1-6/30/13	\$ 1,376.40	\$ 19.87			\$ 2,985.66	
2/1/2013			\$ 37.32			\$ 3,022.98	
3/1/2013			\$ 37.79	\$ 137.64		\$ 3,198.41	
4/1/2013			\$ 39.98			\$ 3,238.39	
5/1/2013			\$ 40.48			\$ 3,278.87	
6/1/2013	Fiscal Year End 12/13		\$ 40.99			\$ 3,319.86	
7/1/2013	7/1-12/31/13	\$ 1,376.40				\$ 1,376.40	
8/1/2013						\$ 1,376.40	
9/1/2013			\$ 17.21	\$ 137.64		\$ 1,531.25	
10/1/2013			\$ 19.14			\$ 1,550.39	
11/1/2013			\$ 19.38			\$ 1,569.77	

Revised Billing Analysis - Non-Compounding Scenario

Union Pacific / Leasee - JAX Truckee Diner

Acct# N19-090-02-000N

Date	Description	Service Charge	Interest	Penalty	Adjustments	Balance Due	Payments
12/1/2013			\$ 19.62			\$ 1,589.39	
1/1/2014	1/1-6/30/14	\$ 1,376.40	\$ 19.87			\$ 2,985.66	
2/1/2014			\$ 37.32			\$ 3,022.98	
3/1/2014			\$ 37.79	\$ 137.64		\$ 3,198.41	
4/1/2014			\$ 39.98			\$ 3,238.39	
5/1/2014			\$ 40.48			\$ 3,278.87	
6/1/2014	Fiscal Year End 13/14		\$ 40.99			\$ 3,319.86	
7/1/2014	7/1-12/31/14	\$ 1,376.40				\$ 1,376.40	
8/1/2014						\$ 1,376.40	
9/1/2014			\$ 17.21	\$ 137.64		\$ 1,531.25	
10/1/2014			\$ 19.14			\$ 1,550.39	
11/1/2014			\$ 19.38			\$ 1,569.77	
12/1/2014			\$ 19.62			\$ 1,589.39	
1/1/2015	1/1-6/30/15	\$ 1,376.40	\$ 19.87			\$ 2,985.66	
2/1/2015			\$ 37.32			\$ 3,022.98	
3/1/2015			\$ 37.79	\$ 137.64		\$ 3,198.41	
4/1/2015			\$ 39.98			\$ 3,238.39	
5/1/2015			\$ 40.48			\$ 3,278.87	
6/1/2015	Fiscal Year End 14/15		\$ 40.99			\$ 3,319.86	
7/1/2015	7/1-12/31/15	\$ 1,376.40				\$ 1,376.40	
8/1/2015						\$ 1,376.40	
9/1/2015			\$ 17.21	\$ 137.64		\$ 1,531.25	
10/1/2015			\$ 19.14			\$ 1,550.39	
11/1/2015			\$ 19.38			\$ 1,569.77	
12/1/2015			\$ 19.62			\$ 1,589.39	
1/1/2016	1/1-6/30/16	\$ 1,376.40	\$ 19.87			\$ 2,985.66	
2/1/2016			\$ 37.32			\$ 3,022.98	
3/1/2016			\$ 37.79	\$ 137.64		\$ 3,198.41	
4/1/2016			\$ 39.98			\$ 3,238.39	

Revised Billing Analysis - Non-Compounding Scenario
 Union Pacific / Lessee - JAX Truckee Diner

Acct# N19-090-02-000N

Date	Description	Service Charge	Interest	Penalty	Adjustments	Balance Due	Payments
5/1/2016			\$ 40.48			\$ 3,278.87	
6/1/2016	Fiscal Year End 15/16		\$ 40.99			\$ 3,319.86	
7/1/2016	7/1-12/31/16	\$ 1,376.40				\$ 1,376.40	
8/1/2016						\$ 1,376.40	
9/1/2016			\$ 20.65	\$ 137.64		\$ 1,534.69	
10/1/2016			\$ 23.02			\$ 1,557.71	
11/1/2016			\$ 23.37			\$ 1,581.08	
12/1/2016			\$ 23.72			\$ 1,604.80	
12/20/2016	Payment - Bud Haley					\$ 1,604.80	\$ (2,537.04)
1/1/2017	1/1-6/30/17	\$ 1,376.40	\$ 24.07			\$ 3,005.27	
1/9/2017	Payment - Bud Haley					\$ 3,005.27	\$ (3,750.00)
2/1/2017			\$ 45.08			\$ 3,050.35	
3/1/2017			\$ 45.76	\$ 137.64		\$ 3,233.75	
4/1/2017			\$ 48.51			\$ 3,282.26	
5/1/2017			\$ 49.23			\$ 3,331.49	
6/1/2017	Fiscal Year End 16/17		\$ 49.97			\$ 3,381.46	
7/1/2017	7/1-12/31/17	\$ 1,376.40				\$ 1,376.40	
8/1/2017						\$ 1,376.40	
8/29/2017	Payment - Bud Haley					\$ 1,376.40	\$ (3,000.00)
9/1/2017			\$ 20.65	\$ 137.64		\$ 1,534.69	
10/1/2017			\$ 23.02			\$ 1,557.71	
10/31/2017	Payment - Bud Haley					\$ 1,557.71	\$ (3,000.00)
11/1/2017			\$ 23.37			\$ 1,581.08	
11/9/2017	Payment - Bud Haley					\$ 1,581.08	\$ (5,250.00)
12/1/2017			\$ 23.72			\$ 1,604.80	
1/1/2018	1/1 - 6/30/18	\$ 1,376.40	\$ 24.07			\$ 3,005.27	
	TOTALS	\$ 24,666.24	\$ 2,386.63	\$ 2,196.79	\$ (233.42)	\$ 29,016.24	\$ (20,537.04)

Exhibit 3

Non-Compounding Scenario			
Running Total			
Year	Charges Due	Payments Made	Total Balance Due
Fiscal Year 2009/2010	\$ 2,710.35		\$ 2,710.35
Fiscal Year 2010/2011	\$ 3,319.86		\$ 6,030.21
Payment 7/7/2011		\$ (1,000.00)	\$ 5,030.21
Payment 8/22/2011		\$ (2,000.00)	\$ 3,030.21
Fiscal Year End 2011/2012	\$ 3,319.86		\$ 6,350.07
Fiscal Year End 2012/2013	\$ 3,319.86		\$ 9,669.93
Fiscal Year End 2013/2014	\$ 3,319.86		\$ 12,989.79
Fiscal Year End 2014/2015	\$ 3,319.86		\$ 16,309.65
Fiscal Year End 2015/2016	\$ 3,319.86		\$ 19,629.51
Payment 12/20/2016		\$ (2,537.04)	\$ 17,092.47
Payment 1/9/2017		\$ (3,750.00)	\$ 13,342.47
Fiscal Year End 2016/2017	\$ 3,381.46		\$ 16,723.93
Payment 8/29/17		\$ (3,000.00)	\$ 13,723.93
Payment 10/31/17		\$ (3,000.00)	\$ 10,723.93
Payment 11/9/17		\$ (5,250.00)	\$ 5,473.93
Current Fiscal Year as of 1/1/18	\$ 3,005.27		\$ 8,479.20

Exhibit 4

Union Pacific / JAX Diner			
Charge Type	Original/Actual	Revised Sample/ Non-Compounding	Difference Of
Service Charges	\$ 24,666.24	\$ 24,666.24	\$ -
Interest	\$ 20,657.91	\$ 2,386.63	\$ 18,271.28
10% Penalty	\$ 2,196.79	\$ 2,196.79	\$ -
Write off 3/2010	\$ (233.42)	\$ (233.42)	\$ -
Total Payments Made	\$ (20,537.04)	\$ (20,537.04)	\$ -
Total Balance (As of 1/1/2018)	\$ 26,750.48	\$ 8,479.20	\$ 18,271.28

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: IV-2

Subject: Approval to solicit bids for the 2018 Clarifier Painting project.

Background: The 2018 Clarifier Painting project consists of surface preparation and coating of rake arm mechanism, steel supports, miscellaneous steel, and piping for Primary Clarifier No. 2, Primary Clarifier No. 3, and Chemical Clarifier No. 2. Also included are the handling, containment, testing, and disposal of hazardous and non-hazardous materials and wastes. Attached are the project plans and staff report.

The following are proposed solicitation dates:

- Advertisements: January 17 & 24, 2018
- Bid Opening: February 5, 2018
- Notice of Award: February 14, 2018

Fiscal Impact: Engineer's estimate for construction is \$450,000.

Previous Board Action: None.

Recommendation: Approve to solicit bids for the 2018 Clarifier Painting project.



T-TSA Memo

Date: January 4, 2018
To: LaRue Griffin, General Manager
From: Jay Parker, Engineering Manager
RE: 2018 Clarifier Painting Project

A few months ago, staff embarked on a new project entitled the 2018 Clarifier Painting Project (Project). This work builds on the prior 2016 Clarifier Painting Project. Both of these projects fall into the same theme of repairing areas of the water reclamation plant that are in a state of corrosion.

In September 2015, T-TSA hired Bay Area Coating Consultants (BACC) to visit the site and help determine which of the facilities in the main process trains had the greatest need of industrial coating. BACC's opinion, with regard to clarifier corrosion, was that the chemical clarifiers and primary clarifiers were in the greatest need of recoating.

With respect to the chemical clarifiers, BACC was especially concerned about the rake arm mechanisms which were showing signs of localized pitting. This is a more severe form of corrosion than the type that spreads out evenly as seen more commonly in other clarifiers. BACC indicated that the level of corrosion seen in the chemical clarifiers outranked all other corrosion issues seen in T-TSA's other clarifiers. Thus, the need to recoat chemical clarifier rake arms is the most urgent of the clarifiers inspected.

BACC's general comments regarding the primary clarifiers were that the catwalk structures, cylindrical baffles, center support/rotating components for the clarifier mechanisms, and scum boxes were in the greatest need of recoating. The clarifier mechanism rake arms were in better shape as they appeared to be more recently coated. The level of corrosion at the rake arms would require very extensive touch-up work. It was BACC's opinion that that best approach would be to sandblast and recoat the entire rake arm assembly.

After hearing the BACC advice, staff focused on prioritizing the work for facilities and equipment that were most in need and determined that a phased project approach would work well. The focus of the 2016 Clarifier Painting Project was to rehabilitate and recoat Primary Clarifier No. 1 and Chemical Clarifier No. 1. For the current project, the scope includes the industrial coating of facilities/equipment that are most in need, namely Primary Clarifier No. 2, Primary Clarifier No. 3, and Chemical Clarifier No. 2, as shown in the accompanying plans.

The Project field work is slated to occur starting May 7, 2018 and ending October 19, 2018. Engineer's estimate for this Project is \$450,000.

I recommend that the T-TSA Board of Directors approve and release the project for advertising.

2018 CLARIFIER PAINTING PROJECT



LOCATION MAP

APPROVED:

LARUE GRIFFIN, GENERAL MANAGER
TAHOE-TRUCKEE SANITATION AGENCY



Tahoe-Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, California 96161
(530) 587-2525

Title Sheet

2018 Clarifier Painting Project

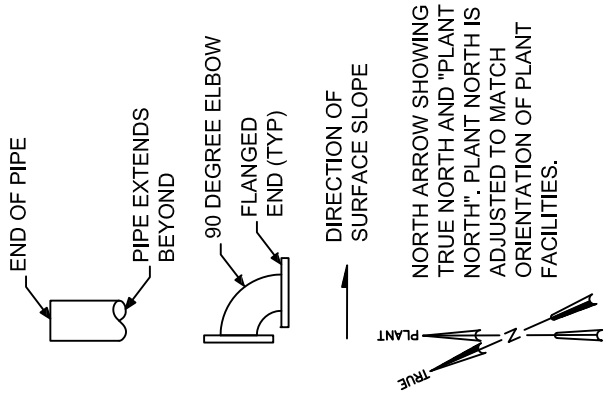
LIST OF DRAWINGS

1. TITLE SHEET
2. SITE PLAN
3. PRIMARY CLARIFIER NO. 2 & PRIMARY CLARIFIER NO. 3 PLAN
4. PRIMARY CLARIFIER NO. 2 & PRIMARY CLARIFIER NO. 3 SECTION
5. CHEMICAL CLARIFIER NO. 2 PLAN
6. CHEMICAL CLARIFIER NO. 2 SECTION

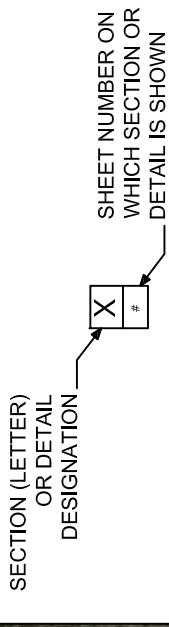
ABBREVIATIONS

- ☉ CENTERLINE
- N NORTH
- NO. NUMBER
- NTS NOT TO SCALE
- SHT SHEET
- SIM SIMILAR
- TYP TYPICAL
- W/ WITH

GENERAL SYMBOLS



DETAIL AND SECTION DESIGNATION

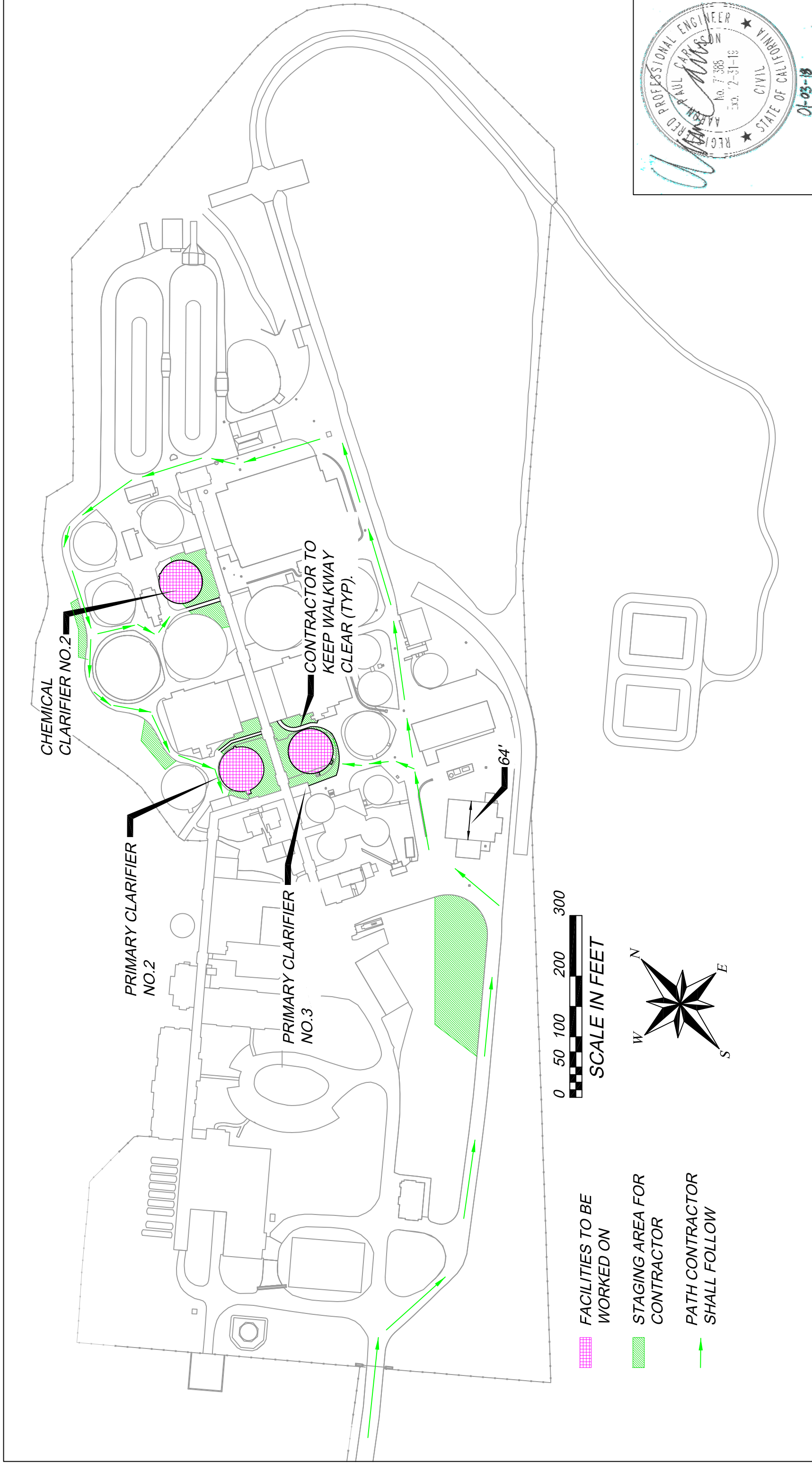





GENERAL NOTE

1. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL NECESSARY MEASUREMENTS FOR THE PREPARATION OF THE BID.

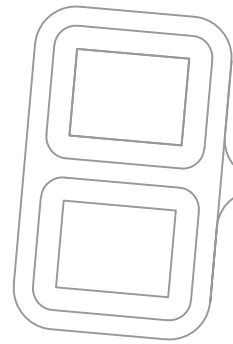
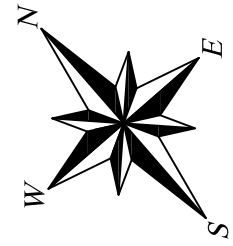


<u>Designed By:</u>	AC	<u>Revision No.:</u>	--	<u>Sheet No.:</u>	1/6
<u>Drawn By:</u>	AC	<u>Revision Date:</u>	--		
<u>Checked By:</u>	JP	<u>Revised By:</u>	--		<u>Release Date:</u>
<u>Approved By:</u>	LG	<u>Approved By:</u>	--		1/18



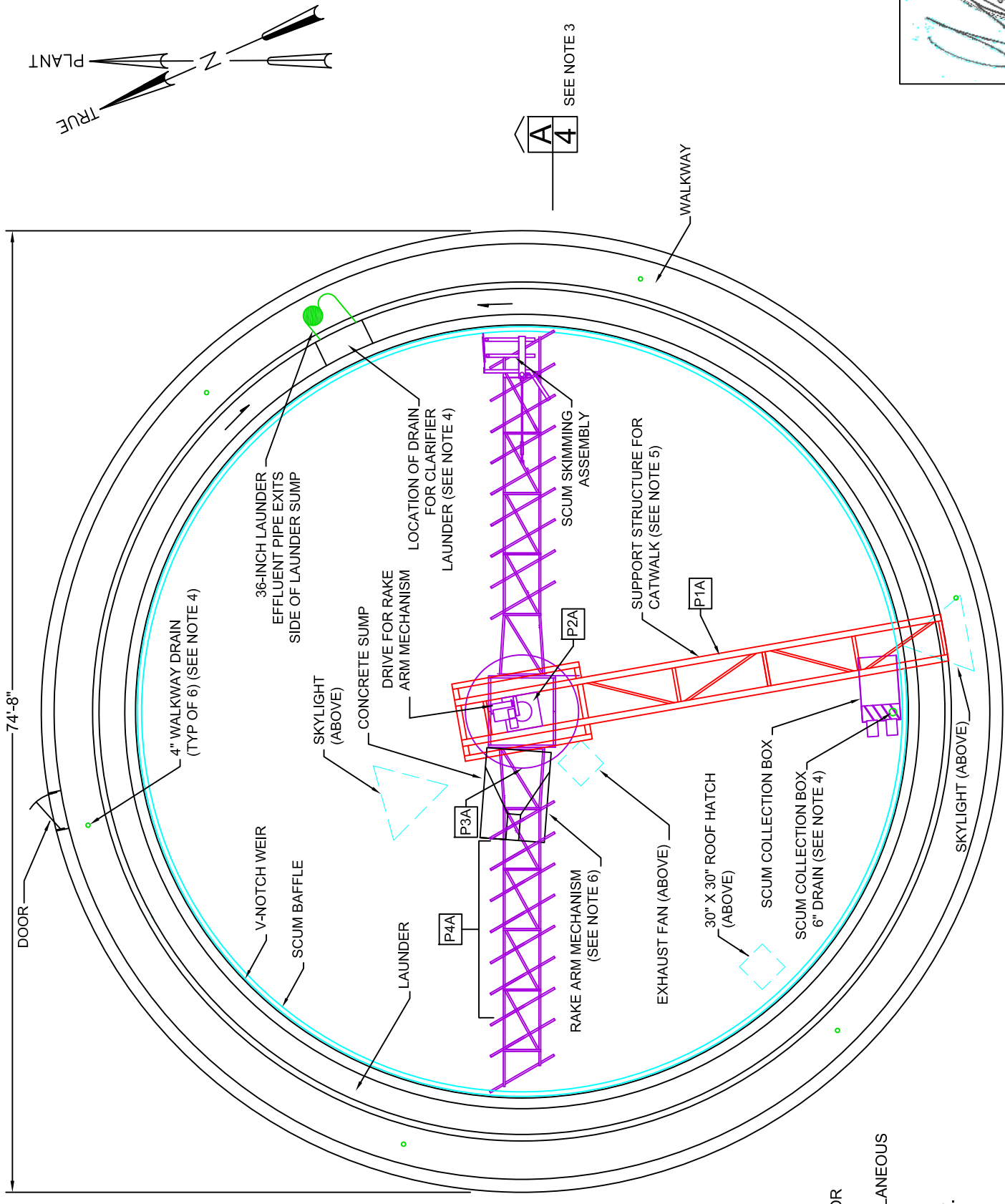
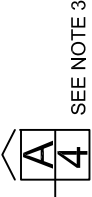
-  FACILITIES TO BE WORKED ON
-  STAGING AREA FOR CONTRACTOR
-  PATH CONTRACTOR SHALL FOLLOW

0 50 100 200 300
SCALE IN FEET



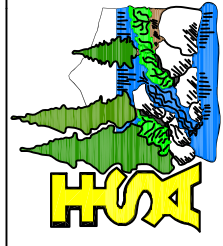
 <p>Tahoe-Truckee Sanitation Agency 13720 Butterfield Drive Truckee, California 96161 (530) 587-2525</p>	SITE PLAN		Scale 1"=150'	Designed By: AC Drawn By: AC Checked By: JP Approved By: LG	Revision No.: -- Revision Date: -- Revised By: -- Approved By: --	Sheet No.: 2/6 Release Date: 1/18
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- NOTES:**
1. PRIMARY CLARIFIER NO. 2 IS SHOWN. BUILDING FEATURES, SUCH AS BUT NOT LIMITED TO DOORS, SKY LIGHTS, ETC., MAY BE IN DIFFERENT LOCATIONS ON PRIMARY CLARIFIER NO. 3. CONTRACTOR SHALL VERIFY DURING PRE-BID MEETING.
 2. CONTRACTOR SHALL FIELD VERIFY ACTUAL LOCATIONS OF BUILDING FEATURES DURING THE PRE-BID CONFERENCE IN PRIMARY CLARIFIER NO. 2 AND PRIMARY CLARIFIER NO. 3.
 3. SECTION A IS NOT A TRUE SECTION CUT. IT IS A COMPOSITE SECTION THAT SHOWS MAJOR CLARIFIER FEATURES.
 4. DRAINS FOR CLARIFIER LAUNDER, SCUM COLLECTION BOX, AND WALKWAY ARE SOURCES OF MOISTURE. CONTRACTOR SHALL MITIGATE MOISTURE IMPACTS OF DRAINS TO PROTECT SURFACE PREPARATION AND OTHER REQUIREMENTS OF THE CONTRACT DOCUMENTS. CONTRACTOR SHALL REMOVE ALL PLUGS, IF USED, PRIOR TO PROJECT COMPLETION.
 5. GRATING, HANDRAIL, AND OTHER ITEMS ON CATWALK SUPPORT STRUCTURE WILL BE REMOVED BY AGENCY ARE NOT SHOWN FOR CLARITY. AGENCY WILL REINSTALL AFTER PROJECT COMPLETION.
 6. ORIENTATION OF RAKE ARM MECHANISM MAY BE DIFFERENT THAN SHOWN.



PRIMARY CLARIFIER NO. 2 & PRIMARY CLARIFIER NO. 3 PLAN VIEW
 $\frac{3}{32}'' = 1'$

COLOR	DESCRIPTION/REQUIREMENTS
	STEEL RAKE ARM MECHANISM AND SCUM COLLECTION SYSTEM. CONTRACTOR SHALL PAINT.
	STEEL SUPPORTS (I-BEAMS, ANGLE IRONS, STEEL PLATES, ETC.) AND MISCELLANEOUS STEEL. CONTRACTOR SHALL PAINT.
	ALUMINUM/STAINLESS STEEL/COPPER MATERIALS. CONTRACTOR SHALL NOT PAINT. CONTRACTOR SHALL PROTECT ANY ITEMS NOT REMOVED BY AGENCY.
	DRAINS/PIPING.
	FACILITIES ATTACHED TO ROOF.
	CONCRETE. CONTRACTOR SHALL NOT PAINT.
	PAINT SAMPLE LABEL AND LOCATION. SEE ATTACHMENTS D & E FOR SAMPLE RESULTS.



Tahoe-Truckee Sanitation Agency
 13720 Butterfield Drive
 Truckee, California 96161
 (530) 587-2525

**Primary Clarifier No. 2 &
 Primary Clarifier No. 3 Plan**

2018 Clarifier Painting Project

Scale
 $3/32'' = 1''$

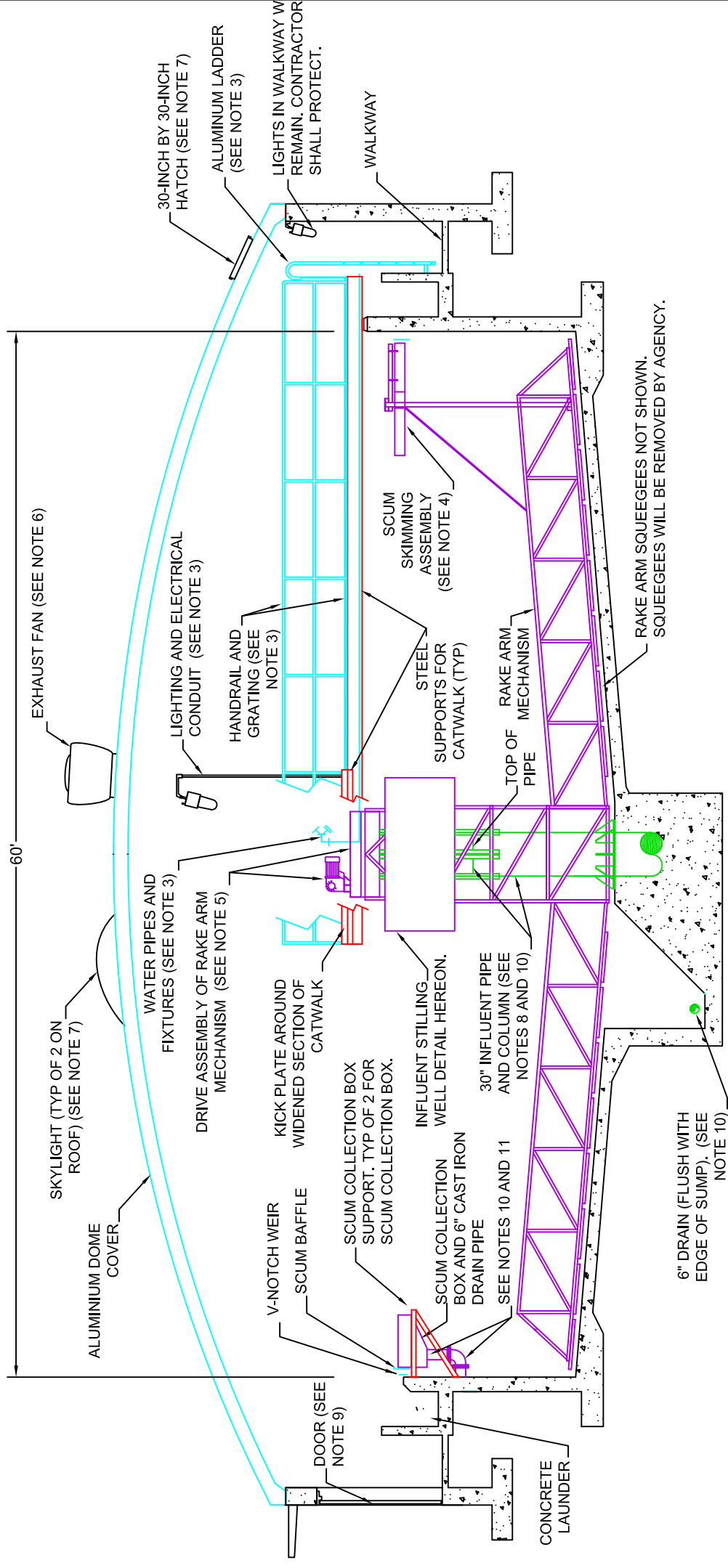
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<u>Drawn By:</u>	AC
<u>Checked By:</u>	JP
<u>Approved By:</u>	LG

<u>Revision No.:</u>	--	<u>Sheet No.:</u>	3/6
<u>Revision Date:</u>	--	<u>Release Date:</u>	1/18
<u>Revised By:</u>	--		
<u>Approved By:</u>	--		



NOTES:

1. THIS COMPOSITE SECTION IS NOT A TRUE SECTION CUT AND IS FOR PURPOSES OF SHOWING MAJOR CLARIFIER FEATURES AND SCOPE OF WORK. SEE PLAN VIEW FOR ORIENTATION OF FEATURES.
2. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL MEASUREMENTS NECESSARY FOR THE PREPARATION OF THE BID.
3. AGENCY WILL REMOVE ITEMS THAT REFER TO NOTE 3 PRIOR TO CONTRACTOR'S WORK AND AGENCY WILL REINSTALL AFTER PROJECT COMPLETION.
4. THE NON-METALLIC PARTS OF SCUM SKIMMING ASSEMBLY WILL BE REMOVED BY THE AGENCY PRIOR TO CONTRACTOR'S WORK, AND AGENCY WILL REINSTALL AFTER PROJECT COMPLETION.
5. AGENCY WILL DRAIN OIL FROM CLARIFIER MECHANISM DRIVE ASSEMBLY AND REMOVE GUARD RAIL AND CHAIN, BUT WILL LEAVE OTHER COMPONENTS IN PLACE. CONTRACTOR SHALL PAINT ALL METALLIC PARTS AND PREVENT BLAST MATERIAL AND PAINT FROM DAMAGING INTERNAL COMPARTMENTS, MACHINED PARTS, AND CLARIFIER MECHANISM SEALS. CONTRACTOR SHALL REPAIR ANY DAMAGE TO THE SATISFACTION OF THE AGENCY.
6. EXHAUST FAN WILL REMAIN IN PLACE BUT SHALL BE ELECTRICALLY LOCKED OUT BY AGENCY PRIOR TO THE CONTRACTOR'S WORK. CONTRACTOR SHALL PROVIDE ALL LABOR, EQUIPMENT, AND MATERIALS NECESSARY TO PROTECT EXHAUST FAN AND SHALL SEAL EXHAUST FAN OPENING TO FULLY CONTAIN ABRASIVE BLAST MEDIA AND EXISTING PAINT REMOVAL.
7. NOTIFY THE AGENCY REGARDING WHETHER CONTRACTOR WILL BE REMOVING THE EXISTING ROOF HATCH COVER AND WHICH, IF ANY, OF THE SKYLIGHTS THE CONTRACTOR WILL BE REMOVING. IF REMOVED, CONTRACTOR SHALL PROVIDE ALL NECESSARY LABOR, EQUIPMENT, AND MATERIALS TO PROPERLY SEAL THE OPENINGS CREATED BY THE REMOVED ROOF HATCH COVER AND SKYLIGHT(S) IN ORDER TO FULLY CONTAIN ABRASIVE BLAST MEDIA AND EXISTING PAINT REMOVAL. CONTRACTOR SHALL REINSTALL ANY SKYLIGHTS AND ROOF HATCH COVERS THAT CONTRACTOR ELECTS TO REMOVE.
8. THE CONTRACTOR SHALL NOT PAINT THE INTERIOR OF THE 30" INFLUENT PIPE. CONTRACTOR SHALL PAINT THE PIPE EXTERIOR NOT EMBEDDED IN CONCRETE AND COLUMN SUPPORT FEATURES THAT EXTEND UP FROM TOP OF PIPING.
9. CONTRACTOR IS ALLOWED TO REMOVE DOOR DURING THE COURSE OF THE WORK, BUT CONTRACTOR SHALL FULLY CONTAIN ABRASIVE BLAST MEDIA AND EXISTING PAINT REMOVAL AT DOOR OPENING AND SHALL RE-INSTALL DOOR PRIOR TO PROJECT COMPLETION.
10. CONTRACTOR SHALL MITIGATE THE MOISTURE FROM EXISTING DRAINS/PIPES TO PREVENT MOISTURE FROM ENTERING SPACE AND SHALL REMOVE PLUGS, IF USED, PRIOR TO PROJECT COMPLETION.
11. SURFACE PREPARATION FOR CAST IRON/DUCTILE PIPE AND FITTINGS SHALL BE IN ACCORDANCE WITH NAFPP 500-3.
12. CONTRACTOR SHALL CAULK FOLLOWING FINAL COAT WHERE DIRECTED BY AGENCY'S REPRESENTATIVE.



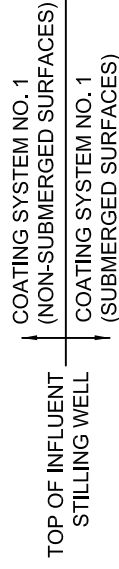
PRIMARY CLARIFIER NO. 2 & PRIMARY CLARIFIER NO. 3 COMPOSITE SECTION

1/8" = 1'

A
3

DESCRIPTION/REQUIREMENTS

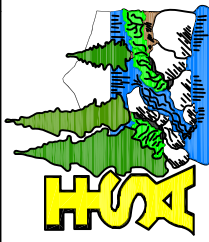
- | | |
|--------------|--|
| COLOR | DESCRIPTION/REQUIREMENTS |
| — | STEEL RAKE ARM MECHANISM AND SCUM COLLECTION SYSTEM. CONTRACTOR SHALL PAINT. |
| — | STEEL SUPPORTS (I-BEAMS, ANGLE IRONS, STEEL PLATES, ETC.) AND MISCELLANEOUS STEEL. CONTRACTOR SHALL PAINT. |
| — | STEEL INFLUENT PIPE AND COLUMN. CONTRACTOR SHALL PAINT ALL EXPOSED FEATURES ABOVE ELEVATION OF CONCRETE FLOOR. |
| — | ALUMINUM/STAINLESS STEEL/COPPER MATERIALS. CONTRACTOR SHALL NOT PAINT. CONTRACTOR SHALL PROTECT ANY ITEMS NOT REMOVED BY AGENCY. |
| — | CONCRETE. CONTRACTOR SHALL NOT PAINT. |



INFLUENT STILLING WELL DETAIL



Tahoe-Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, California 96161
(530) 587-2525



Primary Clarifier No. 2 &
Primary Clarifier No. 3 Section

2018 Clarifier Painting Project

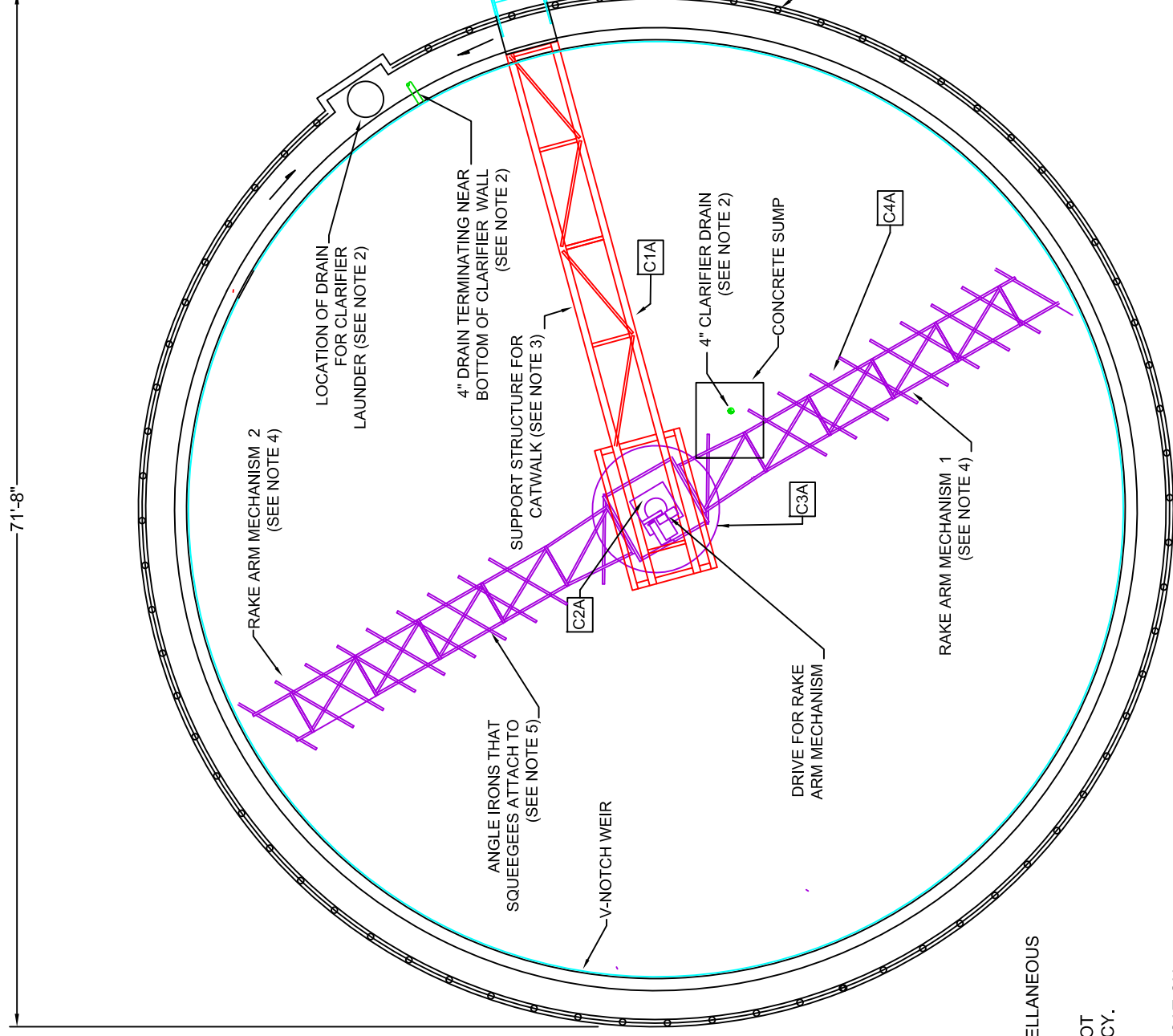
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Drawn By:	AC	Revision Date:	--	Revised By:	--
Checked By:	JP	Approved By:	LG	Release Date:	1/18

NOTES:

- SECTION A IS NOT A TRUE SECTION CUT. IT IS A COMPOSITE SECTION THAT SHOWS MAJOR CLARIFIER FEATURES.
- DRAINS SHOWN ARE SOURCES OF MOISTURE. CONTRACTOR SHALL MITIGATE MOISTURE IMPACTS OF DRAINS TO PROTECT SURFACE PREPARATION AND OTHER REQUIREMENTS OF THE CONTRACT DOCUMENTS. CONTRACTOR SHALL REMOVE ALL PLUGS, IF USED, PRIOR TO PROJECT COMPLETION.
- GRATING, HANDRAIL, AND OTHER ITEMS ON CATWALK SUPPORT STRUCTURE WHICH WILL BE REMOVED BY AGENCY ARE NOT SHOWN FOR CLARITY. AGENCY WILL REINSTALL AFOREMENTIONED ITEMS AFTER PROJECT COMPLETION.
- ORIENTATION OF RAKE ARM MECHANISM MAY BE DIFFERENT THAN SHOWN.
- ALL OF EXISTING ANGLE IRONS (18 TOTAL) THAT THE SQUEEGEES ATTACH TO ARE CORRODED AND WILL BE REMOVED BY THE AGENCY PRIOR TO CONTRACTOR'S WORK. AGENCY WILL FABRICATE NEW ANGLE IRONS TO REPLACE REMOVED ANGLE IRONS. CONTRACTOR SHALL REMOVE ALL MILL SCALE FROM AGENCY FABRICATED ANGLE IRONS AND PROVIDE SURFACE PREPARATION TO BARE STEEL PER SSPC-SP5, AS SPECIFIED. FOLLOWING CONTRACTOR'S SURFACE PREPARATION WORK AND CONTRACTOR'S APPLICATION OF PRIME COAT, AGENCY WILL INSTALL REPLACEMENT ANGLE IRONS.

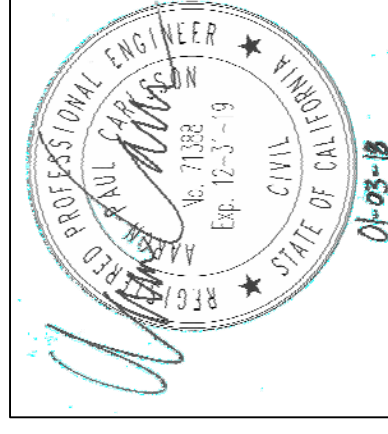
COLOR

- STEEL RAKE ARM MECHANISM. CONTRACTOR SHALL PAINT.
- STEEL SUPPORTS (I-BEAMS, ANGLE IRONS, STEEL PLATES, ETC.) AND MISCELLANEOUS STEEL. CONTRACTOR SHALL PAINT.
- ALUMINUM/STAINLESS STEEL/COPPER MATERIALS. CONTRACTOR SHALL NOT PAINT. CONTRACTOR SHALL PROTECT ANY ITEMS NOT REMOVED BY AGENCY.
- CONCRETE. CONTRACTOR SHALL NOT PAINT.
- C1A PAINT SAMPLE LABEL AND LOCATION. SEE ATTACHMENT F FOR SAMPLE LOCATION DESCRIPTIONS.



CHEMICAL CLARIFIER NO. 2 PLAN VIEW

$\frac{3}{32}'' = 1'$



Tahoe-Truckee Sanitation Agency
 13720 Butterfield Drive
 Truckee, California 96161
 (530) 587-2525

2018 Clarifier Painting Project

Chemical Clarifier No. 2 Plan

Scale
 3/32"=1'

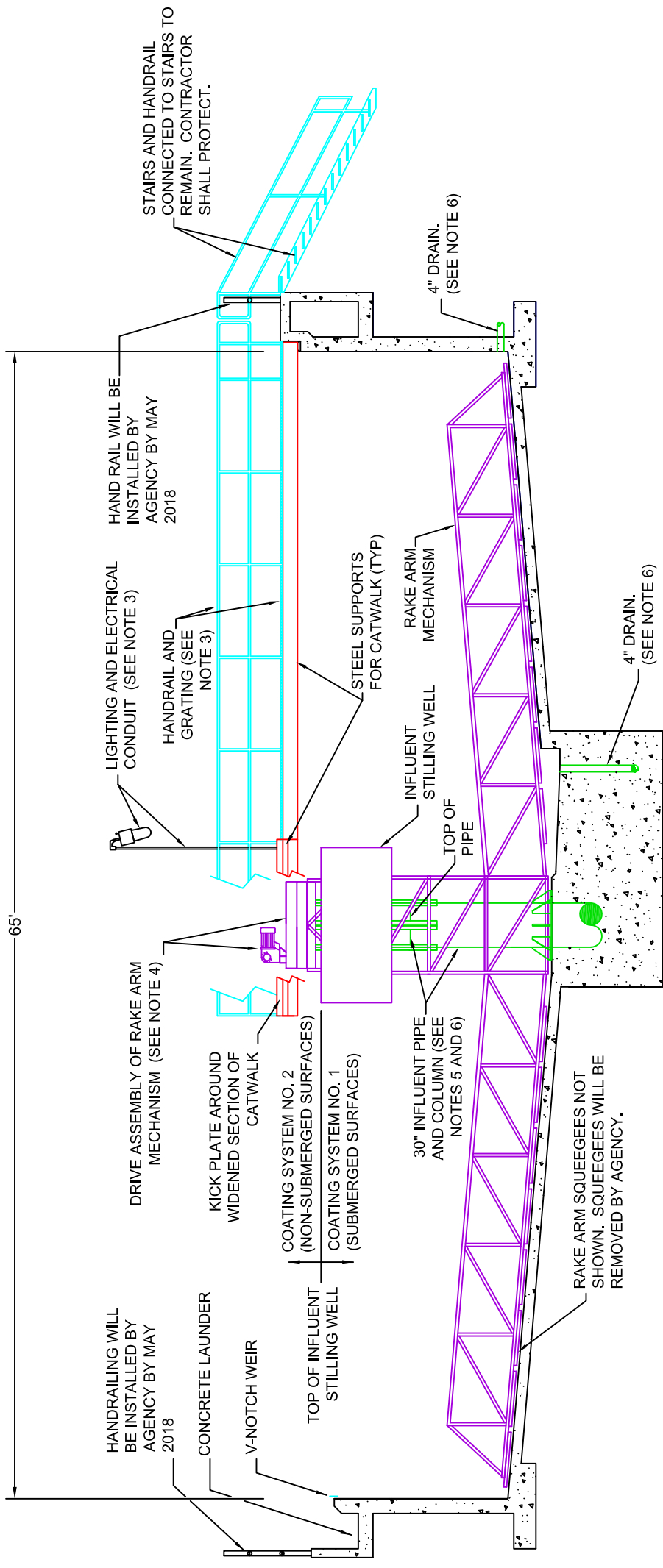
Designed By:	AC
Drawn By:	AC
Checked By:	JP
Approved By:	LG

Revision No.:	--
Revision Date:	--
Revised By:	--
Approved By:	--

Sheet No. **5/6**
 Release Date: **1/18**

NOTES:

1. THIS COMPOSITE SECTION IS NOT A TRUE SECTION CUT AND IS FOR PURPOSES OF SHOWING MAJOR CLARIFIER FEATURES AND SCOPE OF WORK. SEE PLAN VIEW FOR ORIENTATION OF FEATURES.
2. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL MEASUREMENTS NECESSARY FOR THE PREPARATION OF THE BID.
3. AGENCY WILL REMOVE ITEMS THAT REFER TO NOTE 3, SHEET 5 PRIOR TO CONTRACTOR'S WORK AND AGENCY WILL REINSTALL AFTER PROJECT COMPLETION.
4. AGENCY WILL DRAIN OIL FROM CLARIFIER MECHANISM DRIVE ASSEMBLY AND REMOVE GUARD RAIL AND CHAIN, BUT WILL LEAVE OTHER COMPONENTS IN PLACE. CONTRACTOR SHALL PAINT ALL METALLIC PARTS AND PREVENT BLAST MATERIAL AND PAINT FROM DAMAGING INTERNAL COMPARTMENTS, MACHINED PARTS, AND CLARIFIER MECHANISM SEALS. CONTRACTOR SHALL REPAIR ANY DAMAGE TO THE SATISFACTION OF THE AGENCY.
5. THE CONTRACTOR IS NOT RESPONSIBLE FOR PAINTING THE INTERIOR OF THE 30" INFLUENT PIPE. CONTRACTOR SHALL PAINT PIPE EXTERIOR NOT EMBEDDED IN CONCRETE AND COLUMN SUPPORT FEATURES THAT EXTEND UP FROM TOP OF PIPING.
6. CONTRACTOR SHALL MITIGATE THE MOISTURE FROM EXISTING DRAINS/PIPES TO PREVENT MOISTURE FROM ENTERING SPACE AND SHALL REMOVE PLUGS, IF USED, PRIOR TO PROJECT COMPLETION.
7. CONTRACTOR SHALL CAULK FOLLOWING FINAL COAT WHERE DIRECTED BY AGENCY'S REPRESENTATIVE.



COLOR

- | <u>COLOR</u> | <u>DESCRIPTION/REQUIREMENTS</u> |
|--------------|--|
| — | STEEL RAKE ARM MECHANISM. CONTRACTOR SHALL PAINT. |
| — | STEEL SUPPORTS (I-BEAMS, ANGLE IRONS, STEEL PLATES, ETC.) AND MISCELLANEOUS STEEL. CONTRACTOR SHALL PAINT. |
| — | STEEL INFLUENT PIPE AND COLUMN. CONTRACTOR SHALL PAINT ALL EXPOSED FEATURES ABOVE ELEVATION OF CONCRETE FLOOR. |
| — | ALUMINUM/STAINLESS STEEL/COPPER MATERIALS. CONTRACTOR SHALL NOT PAINT. CONTRACTOR SHALL PROTECT ANY ITEMS NOT REMOVED BY AGENCY. |
| — | CONCRETE. CONTRACTOR SHALL NOT PAINT. |

CHEMICAL CLARIFIER NO. 2 COMPOSITE SECTION

$\frac{1}{8}'' = 1'$

A
5



Tahoe-Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, California 96161
(530) 587-2525

Chemical Clarifier No. 2 Section

Scale
1/8"=1'

Designed By: AC
Drawn By: AC
Checked By: JP
Approved By: LG

Revision No.: --
Revision Date: --
Revised By: --
Approved By: --

Sheet No.: 6/6
Release Date: 1/18

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: IV-3

Subject: Approval of CH2M Hill Task Order No. 30.

Background: CH2M Hill has submitted a task order to provide architectural and engineering services associated with the administration building remodel. The remodel will consist of converting an existing storage area and a portion of the receptionist area into new office space, and reconfiguring the receptionist area. The remodel is necessary as there are currently no unoccupied administrative offices available to accommodate the HR Administrator. Attached are a staff report and Task Order No. 30.

Fiscal Impact: Cost plus expenses with a not to exceed amount of \$59,075.

Previous Board Action: None.

Recommendation: Approve CH2M Hill Task Order No. 30.



T-TSA Memo

Date: January 5, 2018
To: LaRue Griffin, General Manager
From: Jay Parker, Engineering Manager
RE: CH2M Hill Task Order No. 30, T-TSA Administrative Building Office Remodel

Additional office space is needed as there are currently no unoccupied offices. It is envisioned that an existing storage space adjacent to the Agency's reception area would be expanded and converted into an office. To enable this to occur, the reception area would be reduced in size while maintaining enough space to allow all front desk duties to be maintained.

As reflected in the diagram contained in Attachment 1 of the task order, the basic remodeling plan includes partial demolition of existing CMU and a sheetrock wall with a window in it. The new construction would entail construction of a new, relocated sheetrock wall with windows installed in both the new wall and an existing CMU wall. There would need to be the necessary accompanying improvements made to the ceiling, flooring, lighting, electrical, telecommunications, HVAC, etc. Furniture selections and purchasing would be by Agency staff.

I contacted CH2M Hill to develop a scope and fee for the minor office remodel. They would provide pre-design services, final design services, bid reviews, and services during construction. Construction inspection would be performed by Agency staff with support from CH2M Hill as necessary. The proposed scope of work and fee estimate are attached. A construction estimate will be provided by the consultant once design has been completed.

I recommend the T-TSA Board of Directors approve the attached Task Order No. 30 with a cost plus expense not-to-exceed fee estimate of \$59,075.

**Task Order No. 30
to Agreement between
Tahoe-Truckee Sanitation Agency
and
CH2M HILL, Inc.**

This TASK ORDER is for the AGREEMENT dated June 14, 1995, including subsequent Amendments dated December 11, 2002, March 25, 2003, January 1, 2009, and January 1, 2014, between Tahoe-Truckee Sanitation Agency (T-TSA or Agency) and CH2M HILL, Inc. (CH2M or Consultant). The purpose of this TASK ORDER is to provide engineering design and construction assistance to the Agency for a PROJECT generally described as follows:

T-TSA Administration Building Office Remodel

Consultant will provide architectural and engineering services associated with remodeling space within the Administration Building, at the T-TSA Water Reclamation Plant (WRP). The office remodel will generally consist of converting an existing storage area and a portion of the receptionist area into new office space, and reconfiguring the receptionist area (refer to Attachment 1).

Article 1 – Scope of Services

Task 1 – Pre-Design

Subtask 1.1 – Kickoff Meeting

Consultant's architect (Geoff Kirsten) will attend a kick-off meeting at the Agency's office. Consultant's project manager (Brad Memeo) will attend the meeting by phone. Agency personnel who will assist with the project tasks are requested to attend.

The meeting will focus on an overall review of the project scope, goals, and expectations. The Agency will provide Consultant information about the furnishings to be used in the space. The furnishings will be purchased by the Agency outside of the construction contract. Immediately after the meeting, Consultant will assess the space.

Consultant will prepare a meeting summary of the kick-off meeting. A listing of action items will also be included.

Subtask 1.2 – Schematic Design

Consultant will prepare up to two floor plan concepts for the office remodel. Option 1 will be as shown in Attachment 1. Option 2 will be discussed and agreed upon during the kick-off meeting. The Agency will review the schematic designs and select the preferred Option which will then be advanced under Task 2.

Task 2 — Final Design Services (Drawings and Specifications)

Consultant will follow a two-phase process for delivery of the final design and bid documents for the construction of the Project. This process includes producing design deliverables at two stages of the design (90 percent and bid documents). At the 90 percent design stage, Consultant will provide information for review and provide for resolution of key issues before proceeding to the next stage. The information collected and the concepts defined in each consecutive stage will form the basis for subsequent work.

The design will be based on the Project as summarized in the beginning of this document. Each phase of design will include specific deliverables, which are identified in the following subtasks.

Contract documents will be prepared assuming a single successful general contractor will furnish all equipment, materials, and labor necessary to construct the Project. The contract documents will consist of front-end documents (Bidding Requirements, Contract Forms, Abbreviations and Definitions, Instructions to Bidders, and General Conditions), general requirements (Division 1), technical specifications, and drawings. Consultant will review Agency-prepared front-end documents and provide Agency with recommendations for coordinating with the drawings and specifications. Consultant will prepare General Requirements with input from Agency on items such as summary of work, construction time period, and construction sequencing and constraints. Agency will prepare Section 01 00 13, Special Conditions for Project. All other Division 1 specifications will be prepared by Consultant.

Drawings and technical specifications will be stamped in accordance with California law and signed by licensed engineers of the appropriate disciplines. A preliminary list of design drawings and specification sections that Consultant anticipates preparing to describe the work are listed below:

- Drawings:
 - Cover Sheet and Drawing Index
 - Legend
 - Demolition Plan
 - Floor Plan
 - Reflected Ceiling Plan
 - Electrical Plan
 - Details
- Specification Sections:
 - General Requirements (Division 01)
 - Demolition
 - Hollow Metal Frames; 08 11 00
 - Gypsum Board; 09 29 00
 - Acoustical Tile Ceilings; 09 51 23
 - Resilient Tile Flooring and Base; 09 65 01
 - Painting; 09 90 04
 - Basic Electrical Requirements, 26 05 02

Consultant will prepare a Class 2 construction cost estimate based on the 90 percent submittal documents. A summary of the cost estimate will be submitted to the Agency for use in evaluating bids received on the Project.

Subtask 2.1—90 Percent Design

Consultant will prepare 90 percent complete bid documents for the Project, based on the concepts defined under Subtask 1.2. This will be the final review submittal. The 90 percent submittal will include the front-end documents, General Requirements, technical specifications, and design drawings necessary for bidding the construction contract. The Engineer's estimate of construction cost will also be included. The 90 percent review submittal is intended to be essentially bid-ready.

T-TSA will formally review this design submittal and provide written comments within 2 weeks of the submittal.

Deliverables – Electronic PDF files of 90 percent complete design drawings (half-size), specifications, and Engineer's estimate of construction cost, transmitted to Agency by email.

Subtask 2.2 – Bid Ready Design

This is the final phase of the detailed design. Review comments from the 90 percent design review will be incorporated. Consultant will prepare 100 percent complete contract documents.

Deliverables – Following are the deliverables for this subtask:

- One hard copy set of PE stamped and signed contract documents with half-size drawings.
- Electronic PDF files of Bid ready contract documents, transmitted to Agency by email.

Task 3 – Bid and Construction Phase Services

Consultant will provide the following construction phase services:

- Provide responses to technical questions and prepare addenda information during the Bid phase of the Project.
- Consultant's Project Engineer will attend preconstruction meeting by phone.
- Review shop drawing submittals and transmit written review comments to the Agency.
- Respond in writing to Requests for Information (RFI) submitted to Agency by Contractor.
- One member of Consultant's staff will make one trip to the WRP during the Construction phase to observe the construction work performed by the Contractor, address construction questions/issues, and assist the Agency in the preparation of punch list items for the Project.

Deliverables

- Technical addenda items
- Review comments pertaining to shop drawings (all electronic format)
- Responses to RFIs
- Site visit trip report
- List of final punch list items

Task 4 – Project Management and Quality Control

- **Project Management** – Consultant will provide the following project management services to facilitate efficient execution of the Project:
 - Communications with Agency staff regarding administrative, work progress, and technical issues.
 - Scheduling of Consultant staff to execute the Project and make trips to the site.
 - Scheduling, facilitating, and documenting conference calls with Agency staff to discuss Project issues.
 - Preparation of monthly progress reports and invoices.
- **Quality Control** – Senior members of the Consultant’s team will review all deliverables. Internal reviews by the senior engineer and subsequent fixup will be performed by the design team on all deliverables prior to submittal to Agency.

Assumptions

The scope and fee for this work include the following assumptions:

- Agency will prepare and assemble the front-end documents (Bidding Requirements, Contract Forms, Abbreviations and Definitions, Instructions to Bidders, and General Conditions) for this Project and email them to Consultant. Consultant will combine these Agency-provided documents with Consultant-prepared drawings and specifications into a complete set of biddable contract documents.
- Agency will provide all services associated with advertising, bidding, and awarding the construction contract for the Project, except for the noted Bid phase assistance.
- Prepare up to one addenda to Contract Documents for distribution by Agency.
- Review approximately 10 submittals (includes re-submittals), each requiring an average of about 4 hours of review and processing time.
- Respond to approximately 3 RFIs, each requiring an average of about 2 hours of review and processing time.
- Agency will handle all construction contract administration activities and onsite construction observation work.

- Agency will furnish Consultant with an electronic PDF of the fully executed contract and Addenda issued by Agency during the Bid period, for use by Consultant during the construction phase of the PROJECT.
- Drawings will be produced using Consultant's standard MicroStation software.
- No major modifications to existing HVAC, electrical, or plumbing will be necessary. For example, existing HVAC registers may need to be relocated, however no evaluations or designs for system improvements are included herein.

Article 2 – Compensation

Compensation by Agency to Consultant will be as follows:

1. Cost-Reimbursable Multiplier (Time and Expense)

For services enumerated in ARTICLE 1, Consultant's Salary Costs multiplied by a factor of 2.05 plus Direct Expenses, plus a service charge of 5 percent for Direct Expenses.

A budgetary estimate of \$59,075 has been established for services described under ARTICLE 1. It is recognized that actual costs required to complete the work may vary from the estimate provided due to additional or unforeseen requirements. The Consultant shall provide periodic progress reports to the Agency and the scope and/or fee will be adjusted as necessary to complete the work required. The authorized budgetary fee estimate amount will not be exceeded without prior authorization from the Agency's Board of Directors.

The budget is summarized below in Table 1.

Table 1. Fee Estimate

Task/Subtask	Description	Total
1	Pre-design	\$8,342
2	Final Design Services	\$34,207
3	Bid and Construction Phase Services	\$9,813
4	Project Management and Quality Control	\$6,713
Total		\$59,075

When any budget has been increased, Consultant's excess costs expended prior to such increase will be allowable to the same extent as if such costs had been incurred after the approved increase.

2. Salary Costs

Salary Costs are the amount of wages or salaries paid Consultant's employees for work directly performed on the PROJECT plus a percentage applied to all such wages

or salaries to cover all payroll-related taxes; vacation, holiday, and sick pay; group insurance; and pension plan contributions.

3. Direct Expenses

Direct Expenses are those necessary costs and charges incurred for the PROJECT including, but not limited to: (1) the direct costs of transportation, meals and lodging, mail, subcontracts, and outside services; special Agency-approved PROJECT-specific insurance, letters of credit, bonds, and equipment and supplies; (2) Consultant's current standard rate charges for direct use of Consultant's vehicles, computing systems, laboratory test and analysis, word processing, printing and reproduction services, and certain field equipment; and (3) Consultant's standard project charges for special health and safety requirements of Occupational Safety and Health Administration (OSHA) and telecommunications services.

Consultant's current standard rates for direct expenses shall be used. These rates are subject to change following internal audits and reviews.

Article 3 – Schedule

The Project schedule was developed assuming that work will begin by January 15, 2018, and be completed by January 2019. The scope of engineering services and activities associated with this Task Order will be completed in accordance with the following approximate Project milestones:

- Project Authorized and Notice to Proceed by Agency – January 2018
- Complete Predesign – February 2018
- Complete Final Design – May 2018 (earlier if possible)
- Complete Bid and Construction Services – Q4 of 2018

The scope of engineering services covered by this Task Order shall be considered complete when final deliverables are deemed acceptable by Agency. Efforts will be made by the Consultant to complete the work in a timely manner. However, it is agreed that the Consultant cannot be responsible for delays occasioned by factors beyond Consultant's control, or factors which would not reasonably have been foreseen at the time this Task Order was executed.

Other Provisions

The following provisions shall apply to this TASK ORDER:

This TASK ORDER shall be subject to the terms and conditions of the referenced AGREEMENT, as amended.

IN WITNESS WHEREOF, TASK ORDER NO. 30 is effective when approved by the Agency's Board of Directors, and is executed as shown below:

For Agency,

TAHOE-TRUCKEE SANITATION AGENCY

By: _____
LaRue Griffin

_____ General Manager
Title

Date: _____, 2018

For Consultant,

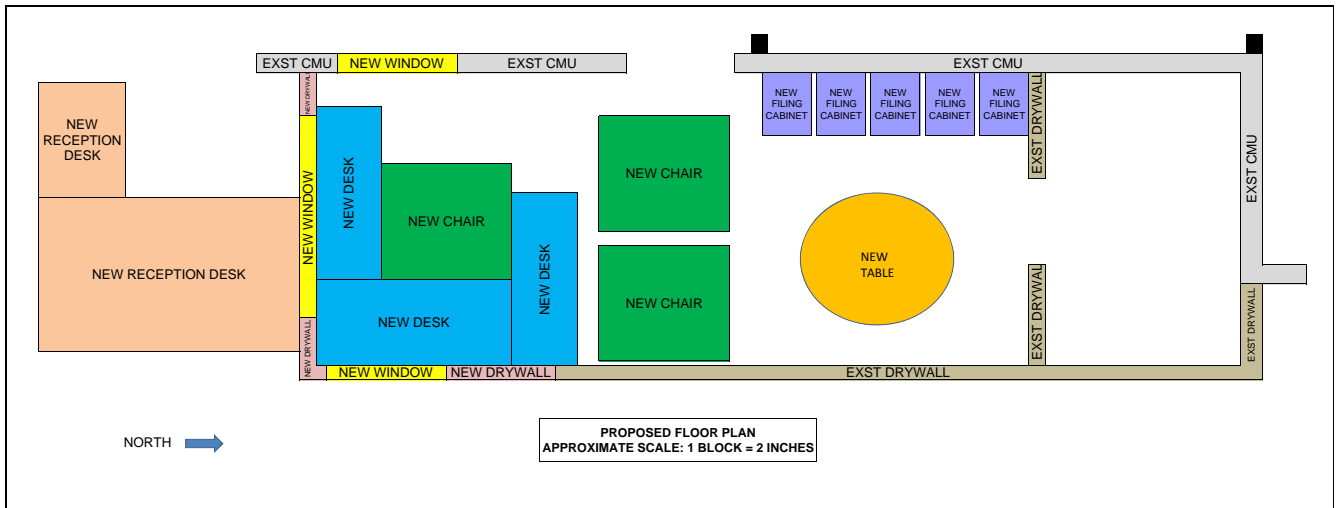
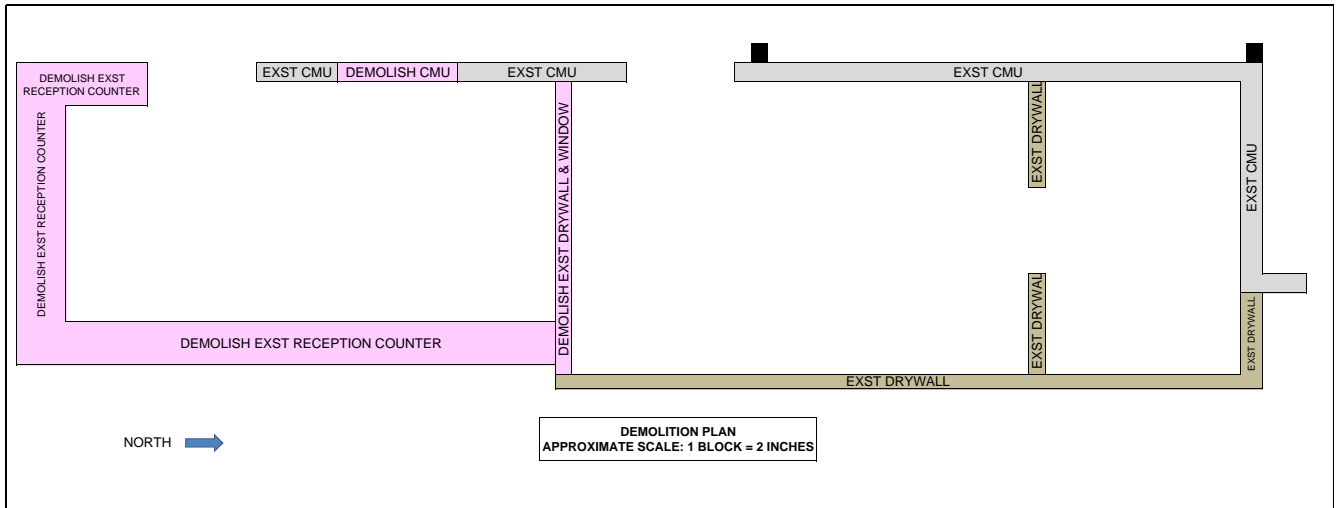
CH2M HILL, Inc.



By: _____
Brett Isbell

_____ Designated Manager
Title

Work under this Task Order will be performed under the direction of CH2M HILL Project Manager, Brad L. Memeo, P.E., who is a Civil Engineer, Certificate No. C 81778, licensed by the California Board for Professional Engineers and Land Surveyors.



From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: IV-4

Subject: Review status of State Route 89/Fanny Bridge Community Revitalization Project.

Background: An agreement between the T-TSA, North Tahoe Public Utility District (NTPUD), Tahoe City Public Utility District (TCPUD), and Central Federal Lands Highway Division has been executed to define the rights and duties of each party during the TRI relocation associated with the State Route 89/Fanny Bridge Community Revitalization Project.

An amendment to the TRI relocation agreement and a related indemnity agreement with the State Department of Transportation have been prepared and submitted to the appropriate parties for approval. Pending approval of the amendment and agreement by all parties, the TRI initially planned to be removed will instead be abandoned in place.

Fiscal Impact: None

Previous Board Action: None.

Recommendation: No action required.

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: V-1

Subject: Operations, Engineering, Maintenance and IT Manager Reports.

Background: Department Manager reports for the previous and current months.

Fiscal Impact: None.

Previous Board Action: None.

Recommendation: No action required.

Operations Board Report **December 2017**

All plant waste discharge requirements were met for the month of December, except for pH at Well #31. The pH at Well #31 is required to be within 6.5-8.5. It was recorded at 6.4. It was reported to the Regional Water Control Board (Lahontan) and is considered a minor violation.

Operations Report:

- Daily average plant influent flow for November was 3.95 MG. Maximum instantaneous flow rate was 8.31 MG.
- William (Billy) Martin is a new addition to the operations team starting 12/11/17.
- Half of the activated sludge systems were in-service during the month to accommodate flows and loadings.
- Operations checked poly styrofoam bead depth for all four denitrification cells.
- Overall, plant operations ran well.

Michael Peak
Operations Manager

BOARD OF DIRECTORS MONTHLY OPERATIONS REPORT - December of 2017

FLOW DATA		31	Days
Maximum 7-Day Average Flow	<u>5.43</u>	MGD	
Monthly Flow Average	<u>3.95</u>	MGD	
Average Flow This Month Last Year	<u>4.72</u>	MGD	
5-Year Average for This Month	<u>4.03</u>	MGD	
	<u>Dec-16</u>		

MONTHLY AVERAGE EFFLUENT QUALITY				
	5-Yr Avg - Dec	Nov-17	Dec-17	Limits
Turbidity "daily maximum"	<u>3.10</u>	<u>1.70</u>	<u>1.40</u>	10
Suspended Solids	<u>1.30</u>	<u>0.80</u>	<u>0.80</u>	10
COD	<u>31.0</u>	<u>28.0</u>	<u>26.0</u>	45
Total Nitrogen	<u>4.13</u>	<u>1.81</u>	<u>1.67</u>	
Total Phosphorus	<u>0.41</u>	<u>0.44</u>	<u>0.36</u>	0.8

COSTS	
Chemicals	<u>Nov-17</u> <u>Dec-17</u>
Power	\$55,166 \$72,845
Monthly Sludge Disposal Charge	<u>\$64,429</u> <u>\$67,239</u>
Chemical, Power & Sludge Costs/M.G.	<u>\$14,185</u> <u>\$16,261</u>
	<u>\$1,211</u> <u>\$1,278</u>

- ◆ **Projects:** In the month of December, Engineering staff continued working on the following projects:
 - 2018 Clarifier Painting Project
 - Multi-use Digester Pump
 - TRI MH 81 to 83 Improvements Project

- ◆ **Project Planning Meetings:** Engineering staff assisted in review of construction documents and/or attended coordination meetings for the following projects:
 - SR 89/Fanny Bridge Community Revitalization Project

Jay Parker
Engineering Manager

IT Monthly Report for Dec. 2017

T-TSA Plant Information System (PIS)

Daily material and energy usage being programmed in PLCs for transfer to PIS.
Work started on notification/ready status system of PIS.

T-TSA SCADA Information System (SIS)

Runtimes being configured for Powerflex equipment
Configuration of software for Web App to communication with Siemens Controllers
Power Monitoring being programmed for daily totalization upload to PIS and SIS.
Building 27
Building 81
Protocol established and modules are programmed
Programming server side Alpine Meadows Panel PLC complete

SCADA HMI Virtual Machine Development and Software Upgrade

Configuration of Wonderware Application Server being installed
Planning of Intouch (Stand alone) to (Archestra platform)
Configuration of new Historian with push forward to cloud capabilities
Virtual Machine (SCADAMAIN10) configured and ready for installation
*Installation of newest version of Wonderware and System Platform.

Telemetry Site Upgrade

Programming Raspberry PI Server application
Programming SCADA Information System integrate with PIS
Unit is installed in Alpine Springs telemetry cabinet and uploading all data through cell modem to SIS

BNR PLC Failure

PLC CPU failure for BNR system.
Replaced with only spare unit from BNR Pilot PLC
Ordered a refurbished CPU
Inventory of all spare parts and ordered missing spares from secondary market ~ \$10,000
Including:
Power Supplies
Ethernet and Profibus Comm modules
Memory modules
Interface modules
All parts have been received, and previous CPU is still getting worked on by Siemens
Test bench is being developed for verification that secondary market parts for BNR PLC are in proper working condition

Communication and Configuration with Ammonia Analyzers and Profibus Communications

With the purchase of the new Hach Ammonia Analyzers with Profibus communications, our

SCADA system needs to be programmed to receive and analyze multitude of new data that will be available.

Networking being established

PLC configuration being developed

Implement Advanced Primary Treatment Weekly Scheduling System

Programmed automation system to allow for weekly scheduling of APT, broken up into distinct daily schedules.

System has been working for over 2 weeks now and approved by Operations

Siemens/Robicon GT454 Drive Replacement

RFI received and working on compiling quotation.

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: V-2

Subject: General Manager Report.

Background: General Manager report for the previous and current months.

Fiscal Impact: None.

Previous Board Action: None.

Recommendation: No action required.



To: T-TSA Board of Directors
From: LaRue Griffin, General Manager
RE: General Manager Report – Regular Board Meeting January 10, 2018

1. Management and staff continue to monitor operations and potential impacts effecting the SAT.
2. Management and staff continue to implement the PIS program.
3. Management and staff continue project/budget management.
4. Management and staff continue Agency asset management.
5. Management drafted job descriptions for new positions.
6. Management worked with legal counsel on labor negotiations.
7. Management served as the interim maintenance department manager.

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: VI

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.

From: LaRue Griffin, General Manager

Meeting Date: January 10, 2018

Item: VII

Subject: Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8
2. Closed session conference with legal counsel regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case Nos. SA-CE-1017-M & SA-RR-1172-M) under Government Code section 54956.9(d)(1) (IBEW petition for recognition and unfair labor practice charge).
3. Closed session for public employee performance evaluation of the General Manager.