



Tahoe-Truckee Sanitation Agency  
Regular Board Meeting  
March 13, 2019

# 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:** March 13, 2019

**Time:** 9:00 AM

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

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

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

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

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

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

1. Approval of the minutes of the regular Board meeting on February 13, 2019.
2. Approval of general fund warrants.

### **IV. Regular Agenda**

1. Approval for the General Manager to negotiate a contract or contracts with a qualified contractor or contractors to perform the Administration Building Office Remodel project.

**V. Management Team Report**

1. Department 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 to hear complaints or charges brought against an employee by another person.
3. Closed session for public employee discipline/dismissal/release.

**VIII. Regular Agenda (continued)**

1. Consider approval of Resolution 1-2019 ratifying appointment of hearing officer for employee termination appeal hearing.

**IX. Adjournment**

Posted and Mailed, 03/07/19



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.



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** I  
**Subject:** Call to Order, Roll Call, and Pledge of Allegiance

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### **Background**

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



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** II  
**Subject:** Public Comment

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### **Background**

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



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Services Manager  
**Item:** III-1  
**Subject:** Approval of the minutes of the regular Board meeting on February 13, 2019

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### **Background**

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

### **Fiscal Impact**

None.


### **Attachments**

Minutes of the regular Board meeting on February 13, 2019.

### **Recommendation**

Management recommends approval of the minutes of the regular Board meeting on February 13, 2019.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Services Manager

Approved By:   
LaRue Griffin  
General Manager

**BOARD OF DIRECTORS  
REGULAR MEETING MINUTES**

February 13, 2019

I. Call to Order:

Vice President Cox called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:06 AM. Roll call and Pledge of Allegiance followed.

Directors Present: S. Lane Lewis, NTPUD (arrived at 9:10 AM)  
Dale Cox, SVPSD  
Jon Northrop, ASCWD  
Dan Wilkins, TCPUD  
Blake Tresan, TSD

Staff Present: LaRue Griffin, General Manager  
Roshelle Chavez, Administrative Services Manager  
Jay Parker, Engineering Manager  
Michael Peak, Operations Manager  
Bob Gray, Information and Technology Manager  
Vicky Lufrano, Human Resources Administrator  
Richard P. Shanahan, Agency Counsel via teleconference  
Aaron Carlsson, Engineering Department  
Scott Fleming, Engineering Department  
Mike Smith, Engineering Department  
Dawn Davis, Administration Department  
Tiffany Hambrick, Administration Department  
Paul Shouse, Maintenance Department  
Robert Holmes, Maintenance Department  
Jim Redmond, Maintenance Department  
Justin Parrish, Maintenance Department  
Mark Messerschmidt, Maintenance Department  
Anthony Salinas, Maintenance Department  
Jaime Garcia, Maintenance Department  
Dean Haines, Maintenance Department  
Ryan Schultz, Maintenance Department

Tobin Fuchs, Maintenance Department  
Laura Mader, Operations Department  
Collin Fischer, Operations Department  
Jessie Denham, Operations Department

Public Present: Shawn Koorn, HDR Engineering, Inc.  
Sarah Coolidge, Public  
Carol Northrop, Public

II. Public Comment:

Agency staff, Mr. Jim Redmond, addressed the Board of Directors and provided a copy of his previously submitted letter at the January 16, 2019 Board of Directors meeting to Directors Cox and Northrop as they participated in the January meeting via teleconference.

There was no public comment. No action was taken by the Board.

III. Consent Agenda

1. Approval of the minutes of the special Board meeting on January 16, 2019.

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve the minutes of the special Board meeting on January 16, 2019; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

2. Approval of general fund warrants.

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve the general fund warrants; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.



3. Approval of financial statements and status of investments.

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve the financial statements and status of investments; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

IV. Regular Agenda

1. Discussion and update of the Compensation and Classification Study.

Mrs. Shellie Anderson of Bryce Consulting, Inc. provided an update to the Board of Directors on the status of the Compensation and Classification Study and discussed the compensation breakdown. The next anticipated steps are to have Agency staff review job descriptions, conduct an employee review process, and present the draft Classification Study to the Board of Directors for approval.

President Lewis arrived at 9:10 AM.

Most of the Agency employees left the meeting following the discussion.

2. Discussion and update of the Sewer Connection Fee Study.

Mr. Shawn Koorn of HDR Engineering, Inc. provided an analysis and options for a revised residential connection fee based on a base fee plus a square footage unit fee as opposed to the flat fee currently utilized by the Agency. After discussion, the Board of Directors directed staff to proceed with Option 3A which consists of a \$1,500 base fee plus a \$1.75 fee per square foot for residential living units.

Further discussion was had regarding residential additions and accessory dwelling units (ADU). For existing residential units that expand their residential square footage with an addition in excess of 500 square feet, the Board of Directors recommended the connection fee be assessed at the fee of \$1.75 per square foot provided the addition is not defined as an ADU or a second residential unit. For existing residential units that expand their residential square footage with an addition of 500 square feet or less, the connection fee will not be assessed provided the addition is not defined as an ADU or a second residential unit. For new or existing residential units that add an ADU or a second residential unit, the assessed connection fee will be a \$1,500 base fee plus a \$1.75 charge per square foot provided the ADU is not exempted from connection fees.

It was also discussed that there may be other minor revisions to the non-residential connection fees to simplify implementation.

3. Approval to advertise and solicit bids for the 2019 Plant Concrete Repair project.

**MOTION** by Director Tresan, **SECOND** by Director Northrop for approval to advertise and solicit bids for the 2019 Plant Concrete Repair Project; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

4. Approval of Consultant Services Agreement with Carollo Engineers, Inc. for the Agency Master Sewer Plan.

**MOTION** by Director Northrop, **SECOND** by Director Cox to approve the Consultant Services Agreement with Carollo Engineers, Inc. for the Agency Master Sewer Plan; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

5. Approval of the Agreement to Terminate the Agreement for the Road Maintenance and Snow Removal Respecting the Relocated Joerger Drive.

**MOTION** by Director Northrop, **SECOND** by Director Tresan to approve the Agreement to Terminate the Agreement for the Road Maintenance and Snow Removal Respecting the Relocated Joerger Drive; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

6. Approval of the AIMS Team, LLC. proposal for a modular asset management application.

**MOTION** by Director Cox, **SECOND** by Director Northrop to approve the AIMS Team, LLC. proposal for a modular asset management application; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

7. Discussion of video recording and web hosting Board of Directors meetings.

Mr. Griffin provided Agency website statistics for the past month and informed the Board of Directors that the financial impact to video record and web host the Board of Directors meetings is minimal. The Board of Directors directed the next Board of Directors meeting be video recorded and there be a future follow up discussion to review and discuss the video recording.

8. Discussion of the sewer service charge billing and invoice process.

Mrs. Roshelle Chavez provided a cost comparison of the Agency's current sewer service charge billing process versus collecting sewer service charges on county tax rolls. After further discussion, the Board of Directors directed staff to implement appropriate actions to collect sewer service charges through the county tax rolls in phases as staff determines may be appropriate.

V. Management Team Reports

1. Department 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.

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

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

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

Mrs. Chavez provided an update on current and past projects for the administration department.

No action was taken by the Board.

2. General Manager Report

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

No action was taken by the Board.

VI. Board of Director Comment

Director Cox provide at update to the SVPSD siphon project and President Lewis asked the January 16, 2019 minutes be amended to reflect Director Wilkins was appointed to the TCPUD Board of Directors.

VII. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 12:16 AM.

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 to hear complaints or charges brought against an employee by another person.
3. Closed session for public employee discipline/dismissal/release.

The meeting was reopened at 1:07 PM.

VIII. Regular Agenda (continued)

1. Consider adoption of resolution or motion appointing hearing officer for employee termination appeal hearing.

President Lewis appointed Director Cox and Director Wilkins to an ad hoc committee to select a third-party hearing officer for Mr. Fay's termination appeal hearing.

**MOTION** by Director Cox, **SECOND** by Director Northrop to approve the appointment of Director Cox and Director Wilkins to an ad hoc committee to select a third-party hearing officer for Mr. Fay's termination appeal hearing; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

IX. ADJOURNMENT

There being no further business, the meeting adjourned at 1:08 PM.

LaRue Griffin  
Secretary to the Board

Approved: \_\_\_\_\_

DRAFT

Documents  
received by the  
Board from  
meeting attendees  
during the Board  
meeting

James Redmond  
P.O. Box 10496  
Truckee, CA 96162  
530-913-0344  
[rredmond@lto.com](mailto:rredmond@lto.com)

January 16, 2019

Tahoe Truckee Sanitation Agency  
Board of Directors  
13720 Butterfield Drive  
Truckee, CA 96161

Dear Directors,

I am writing today to express my concerns and disappointment with the continued harassment, discrimination, and retaliatory behavior at TTSA, specifically within the maintenance department. Below is my personal account of just such an instance of harassment and retaliation. My hope is that the board of directors will read this letter, listen to its' employees and take to heart the pleas to make a change for the betterment of this organization.

Early in October 2018, I was asked by Richard Pallante if I was going to be involved with the snow removal crew this season. I told Mr. Pallante that I did not wish to be on the snow removal crew. I explained that I have been part of the snow removal crew for many years and that I now wished to spend time with my family on weekends and holidays. In addition, I suggested that some of the new employees might like the opportunity for more hours. At which time, Mr. Pallante told me that the department budget was being looked at and if I did not agree to be on the snow removal crew that TTSA would no longer pay me the \$100.00 CDL (commercial drivers license) monthly compensation. He said that his decision was based on the snow removal pay policy in the 2016 employee handbook. The 2016 handbook only speaks to the snow removal pay, I am asked to use my CDL on a weekly basis for the Agency; driving and operating the vector truck and the ten wheel dump truck. I have to maintain my CDL by passing a biannual physical and keeping my driving record clean. Additionally, if this policy is based solely on snow removal why is the compensation for all 12 months of the year? I discussed these points with Mr. Pallante and he said he would get back to me with the status of the CDL compensation and that the handbook was currently being updated. In response, I suggested that this would be a good time to discuss the idea of other employees who have a CDL and use it for work other than snow removal, be compensated. Finally, I let Mr. Pallante know that I was more than willing to use my CDL during my normal work hours for all the equipment, including snow removal, if needed and that in my opinion wasn't it in the best interest of the Agency to have as many CDL drivers at his disposal as possible? He agreed.

At this point, I feel that I have been discriminated against because I would not agree to do snow removal.

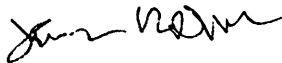
Ten days later I had not heard from Mr. Pallante in regards to my compensation questions, so I asked him the status. He said he would check in with human resources. I was called back 15 minutes later to Mr. Pallante's office where I was informed that I needed to take the DATCO drug test. I was then escorted to the hospital to provide a sample. Being escorted to the hospital has never been the procedure in all my previous years of being "randomly" pulled for testing. In addition, the timing of this drug test seemed to be incredibly suspicious considering my request for answers. No other employee has been treated in this manner for testing, again just me. Of course, I passed.

A week later Mr. Pallante and Vicky from human resources informed me that if I do not participate in the snow removal crew that I would not be compensated for having a CDL. Mr. Pallante then told me that I could be on call for snow removal, but when the call comes in I could say I was not available. This way I would still receive my compensation. I told him that I was being honest and upfront about not wanting to participate and the reasons why and I would not abuse the policy in that way. The paper work for this change was not ready in human resources and I was told it could take a few days. When the time came for me to sign the paper work noting the change in my compensation, the form was mostly blank with only the words "remove snow removal pay" and the effective date. I requested that the figures be included on the paper work and was told that payroll did not want any amounts on the form. This did not make sense and I was not willing to sign such a thing. I had to insist that Vicky put an amount, so she hand wrote my Mech 3 step wage. I felt like I was being harassed into signing something that wasn't complete.

In conclusion, I ask again that the TTSA board of directors hear what your employees are saying and take action against this behavior. I believe that this all starts with LaRue Griffin using his subordinates to punish the rank and file employees. Situations like I have described above and others have caused the agency to operate in a constant state of divisiveness and hostility that continues to worsen as time passes. Please act now.

Thank you for your time and dedication to the future of TTSA.

Sincerely,



James Redmond





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Services Manager  
**Item:** III-2  
**Subject:** Approval of general fund warrants

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### **Background**

Warrants paid and payable for the previous calendar month(s).

### **Fiscal Impact**

Decrease in Agency general fund per the warrant amounts.


### **Attachments**

Report of general fund warrants.

### **Recommendation**

Management recommends approval of the general fund warrants paid and payable.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Services Manager

Approved By:   
LaRue Griffin  
General Manager

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
-----												
2081 VIRGINIA FISHER												
77580	MAN	VOID	P111-230-12-00	1/08/19	99	000	11021		1,989.00-		SERVICE CHARGE REFUND	
				1/16/19								
									* CHECK TOTAL	1,989.00-		1,989.00-
-----												
2081 VIRGINIA FISHER												
77610	MAN	PAID	P111-230-12-00	1/08/19	99	000	11021		1,989.00		SERVICE CHARGE REFUND	
				2/04/19								
									* CHECK TOTAL	1,989.00		1,989.00
-----												
146 CSRMA % ALLIANT INSURANCE SERVICES												
77611	MAN	PAID	6398	12/27/18	99	800	45070	305	50,588.00		00012200-POOLED DEPOSITS	
				2/06/19								
									* CHECK TOTAL	50,588.00		50,588.00
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786 STANDARD INSURANCE-DENTAL												
77612	MAN	PAID	514558-020119	2/01/19	99	860	45020	485	787.56		DENTAL INSURANCE PREMIUMS	
77612	MAN	PAID	514558-020119	2/01/19	99	870	45020	485	7,516.44		DENTAL INSURANCE PREMIUMS	
77612	MAN	PAID	514558-020119	2/01/19	99	940	45020	485	471.24		DENTAL INSURANCE PREMIUMS	
				2/06/19								
									* CHECK TOTAL	8,775.24		8,775.24
-----												
681 STANDARD INSURANCE-LIFE												
77613	MAN	PAID	471482-020119	2/01/19	99	000	20760		187.20		LIFE INSURANCE PREMIUMS	
77613	MAN	PAID	471482-020119	2/01/19	99	860	45020	465	205.92		LIFE INSURANCE PREMIUMS	
77613	MAN	PAID	471482-020119	2/01/19	99	870	45020	465	1,739.76		LIFE INSURANCE PREMIUMS	
				2/06/19								
									* CHECK TOTAL	2,132.88		2,132.88
-----												
692 DALE COX												
77614	MAN	PAID	MARCH PART D	2/06/19	99	940	45020	475	58.70		00011007-MARCH PRT D, DALE	
77614	MAN	PAID	MARCHUNITEDDALE	2/06/19	99	940	45020	475	179.30		00011007-MARCHUNITED, DALE	
77614	MAN	PAID	REIMBJANHUMANA	1/07/19	99	940	45020	475	29.90		00011007-REIMBJANHUMANA	
77614	MAN	PAID	REIMBJANMEDICAR	1/07/19	99	940	45020	475	152.85		00011007-REIMBJANMEDICARE	
				2/06/19								
									* CHECK TOTAL	420.75		420.75
-----												
2073 TIFFANY HAMBRICK												
77615	MAN	PAID	MANAGERS LUNCH	2/06/19	99	920	45170	375	77.01		00012701 MANAGERS LUNCH	
				2/06/19								
									* CHECK TOTAL	77.01		77.01
-----												
15 AIRGAS USA, LLC												
77616	REG	PAID	9084204205	1/08/19	99	765	45100	405	99.52		01035800 SAFETY GLASSES	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
77616	REG	PAID	9084459095	1/15/19	99	765	45100	405	1,071.33		01035800-PPE	
				2/13/19				* CHECK TOTAL	1,170.85			1,170.85
678 ALLIANT INSURANCE SERVICES												
77617	REG	PAID	1010250	1/28/19	99	800	45070	435	100.00		00012200-DAN WILKINS BOND	
				2/13/19				* CHECK TOTAL	100.00			100.00
19 ALPHA ANALYTICAL, INC												
77618	REG	PAID	27828	1/07/19	99	160	45160	290	650.00		01052550-FINAL EFFLUENT	
77618	REG	PAID	27829	1/07/19	99	160	45160	290	75.00		01052550- DI WATER METALS	
77618	REG	PAID	27852	1/09/19	99	160	45160	290	50.00		01052550-TOC'S	
77618	REG	PAID	27864	1/11/19	99	160	45160	290	450.00		01052550-FINAL EFFLUENT	
				2/13/19				* CHECK TOTAL	1,225.00			1,225.00
1900 AMAZON CAPITAL SERVICES												
77619	REG	PAID	1CQF-HF-JW-3M3C	1/22/19	99	150	45150	120	19.77		01042108-CART#8 BATTERY	
77619	REG	PAID	1VYP-G4YR-3TNV	12/05/18	99	100	45155	165	129.49		01074760-FLAG POLE LIGHT	
77619	REG	PAID	1YLX-T6DG-YV3H	12/31/18	99	100	45150	145	106.63		01064800-DEWALT DRILL	
77619	REG	PAID	17X3-7FRGJ-9K3C	1/15/19	99	765	45100	400	259.21		SAFETY SUPPLIES	
				2/13/19				* CHECK TOTAL	515.10			515.10
32 AMERIPRIDE UNIFORM SERVICES												
77620	REG	PAID	1102119489	1/14/19	99	765	45150	407	327.73		UNIFORM/MATS	
77620	REG	PAID	1102119489	1/14/19	99	120	45150	140	194.72		UNIFORM/MATS	
77620	REG	PAID	1102123011	1/21/19	99	765	45150	407	351.81		UNIFORMS/MATS	
77620	REG	PAID	1102123011	1/21/19	99	120	45150	140	14.90		UNIFORMS/MATS	
				2/13/19				* CHECK TOTAL	889.16			889.16
1843 ANTHONY SALINAS												
77621	REG	PAID	DD1218 ANTHONY	12/01/18	99	870	45020	490	25.00		01061009-REIMB DD ANTHONY	
				2/13/19				* CHECK TOTAL	25.00			25.00
840 APPLIED FLOW TECHNOLOGY												
77622	REG	PAID	2019-1543	1/24/19	99	740	45150	175	960.00		01082404-FATHOM SOFTWARE	
				2/13/19				* CHECK TOTAL	960.00			960.00
1885 AT&T ACCT 831-000-6939 380												
77623	REG	PAID	7342016406	1/19/19	99	930	45110	325	1,320.69		01042904-PHONE BILL	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19			* CHECK TOTAL		1,320.69			1,320.69
1886 AT&T ACCT #171-800-7674 001												
77624	REG	PAID	1344375406	1/19/19	99	930	45110	325	962.16		01042904-PHONE BILL	
				2/13/19			* CHECK TOTAL		962.16			962.16
1383 AT&T 530 582-0827 966 5												
77625	REG	PAID	827966-JAN19	1/14/19	99	140	45190	300	598.88		00012904,01042904-PHONE	
77625	REG	PAID	827966-JAN19	1/14/19	99	140	45190	300	598.88		00012904,01042904-PHONE	
				2/13/19			* CHECK TOTAL		1,197.76			1,197.76
976 BABCOCK LABORATORIES, INC.												
77626	REG	PAID	BA91192-6315M	1/11/19	99	160	45160	325	400.00		01052553-ANNUAL DI WATER	
				2/13/19			* CHECK TOTAL		400.00			400.00
60 BATTERIES PLUS												
77627	REG	PAID	351-P10999401	1/16/19	99	150	45150	120	2,708.79		BATTERIES FOR CART #6&10	
				2/13/19			* CHECK TOTAL		2,708.79			2,708.79
779 CHAD BENTLEY												
77628	REG	PAID	VI0219 ROBIN	1/22/19	99	870	45020	495	190.00		01061012-REIMB VI ROBIN	
77628	REG	VOID	VI0219 ROBIN	1/22/19	99	870	45020	495	190.00-		01061012-REIMB VI ROBIN	
				2/13/19			* CHECK TOTAL					
2072 BRYCE CONSULTING, INC.												
77629	REG	PAID	3084	12/31/18	99	800	45120	325	937.20		00012604-COMP STUDY	
				2/13/19			* CHECK TOTAL		937.20			937.20
115 CASHMAN EQUIPMENT CO.												
77630	REG	PAID	INPS2886210	1/07/19	99	150	45150	145	228.73		01062106-VHCT 6 PARTS	
77630	REG	PAID	INPS2888407	1/22/19	99	150	45150	145	78.76		01062106-VHCT#6 PARTS	
				2/13/19			* CHECK TOTAL		307.49			307.49
1290 CLARK PEST CONTROL												
77631	REG	PAID	23337136	1/30/19	99	120	45110	325	550.00		01012504-CLARK PEST BILL	
				2/13/19			* CHECK TOTAL		550.00			550.00
1479 CONSOLIDATED ELECTRICAL DIST.												
77632	REG	PAID	8802-489655	1/09/19	99	100	45155	165	248.02		01073760- GALV STEEL	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19					* CHECK TOTAL	248.02		248.02
1925 CUTTING IMAGE LLC												
77633	REG	PAID	27169	1/11/19	99	800	45090	335	129.50		00012503-OFFICE SUPPLIES	
				2/13/19					* CHECK TOTAL	129.50		129.50
157 DATCO SERVICES CORP.												
77634	REG	PAID	143316	1/01/19	99	800	45110	325	78.00		01011020-EMPLOYEE SCREEN	
				2/13/19					* CHECK TOTAL	78.00		78.00
1101 DAWN DAVIS												
77635	REG	PAID	VI020219 ALLIE	2/02/19	99	870	45020	495	108.22		01061012-REIMB VI ALLIE	
				2/13/19					* CHECK TOTAL	108.22		108.22
1847 DEAN HAINES												
77636	REG	PAID	REIMB BOOTS0119	1/18/19	99	765	45100	405	203.78		01072506- REIMB BOOTSDEAN	
				2/13/19					* CHECK TOTAL	203.78		203.78
825 BRANDON DIMOND												
77637	REG	PAID	DD1219 NANMAIRE	1/07/19	99	870	45020	490	25.00		01041009-REIMB DD NANMARI	
77637	REG	PAID	DS0119 NANMARIE	1/07/19	99	870	45020	490	470.70		01041009-REIMB DS NANMARI	
				2/13/19					* CHECK TOTAL	495.70		495.70
2004 DRAKE CONTROLS- WEST LLC												
77638	REG	PAID	FI0001499	1/28/19	99	100	45150	120	2,042.45		01074410-GOVENOR FOR CAT	
				2/13/19					* CHECK TOTAL	2,042.45		2,042.45
203 FISHER SCIENTIFIC COMPANY												
77639	REG	PAID	1767779	1/10/19	99	160	45160	290	157.10		01055320-LAB SUPPLIES	
77639	REG	PAID	2105070	1/11/19	99	160	45160	290	624.10		01055320-LAB SUPPLIES	
				2/13/19					* CHECK TOTAL	781.20		781.20
1578 GETGO, INC.												
77640	REG	PAID	1207428985	12/16/18	99	930	45110	325	39.43		01012401-GETGO MONTHLYBIL	
77640	REG	PAID	1207459503	1/16/19	99	930	45110	325	39.00		01012401-GETGO MONTHLYBIL	
				2/13/19					* CHECK TOTAL	78.43		78.43
1043 GFS CHEMICALS, INC.												
77641	REG	PAID	CINV-024808	12/28/18	99	160	45160	290	129.80		01055320-POTASSIUMCHLORID	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19	* CHECK TOTAL				129.80			129.80
225 GRAINGER INC., W.W.												
77642	REG	PAID	1341537549	1/18/19	99	100	45150	125	863.85-		01064802-CM MOBILE GEAR	
77642	REG	PAID	9060844223	1/17/19	99	100	45150	125	863.85		01064802-MOBIL GEAR	
77642	REG	PAID	9068697458	1/25/19	99	100	45150	100	36.24		01064330-SLEEVE COUPLING	
77642	REG	PAID	9069077940	1/25/19	99	100	45150	120	81.77		01064280-SELAS, SHAFT	
				2/13/19	* CHECK TOTAL				118.01			118.01
1663 LARUE GRIFFIN												
77643	REG	PAID	VI013119LAUREN	1/31/19	99	860	45020	495	43.31		00011012-REIMB VI LAUREN	
				2/13/19	* CHECK TOTAL				43.31			43.31
232 HACH CHEMICAL COMPANY												
77644	REG	PAID	11270139	12/21/18	99	100	45155	165	4,371.86		01073770-FILTRAX MAINTKIT	
77644	REG	PAID	2161024	12/20/18	99	100	45110	325	1,639.89-		01073770-CREDIT NITRATA	
				2/13/19	* CHECK TOTAL				2,731.97			2,731.97
789 MARK HEIDELBERGER												
77645	REG	PAID	VI0119 MARK H	1/10/19	99	870	45020	495	400.00		01061012-REIMB VI MARK H	
				2/13/19	* CHECK TOTAL				400.00			400.00
1738 ILEANA VASSILIOU												
77646	REG	PAID	835	2/03/19	99	920	45170	375	1,400.00		00012604- ADMIN ILEANA	
77646	REG	PAID	835.	2/03/19	99	920	45170	375	800.00		01062604-MAINT. ILEANA	
				2/13/19	* CHECK TOTAL				2,200.00			2,200.00
1573 INFOSEND												
77647	REG	PAID	147691	1/04/19	99	900	45110	433	15,157.59		01012500-SEMI ANNUAL BILL	
				2/13/19	* CHECK TOTAL				15,157.59			15,157.59
275 J&L PRO KLEEN, INC.												
77648	REG	PAID	27566	1/16/19	99	120	45110	325	2,300.00		01062504- JANITORIAL SVC	
				2/13/19	* CHECK TOTAL				2,300.00			2,300.00
1817 JOSE DE JESUS ZARATE												
77649	REG	PAID	VI013119	1/31/19	99	870	45020	495	85.00		01061012-REIMB VI JUNIEL	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
77649	REG	PAID	VI013119 JULIAN	1/31/19	99	870	45020	495	227.31		01061012-REIMB VI JULIAN	
77649	REG	PAID	VI013119JULIAN	1/31/19	99	870	45020	495	85.00		01061012-REIMB VI JULIAN	
				2/13/19				*	CHECK TOTAL	397.31		397.31
1259 LHOIST NORTH AMERICA												
77650	REG	PAID	1190200762	1/11/19	99	310	45100	205	8,408.61		01042510-HYDRATED LIME	
77650	REG	PAID	1190200763	1/14/19	99	310	45100	205	8,769.17		01042510-HYDRATED LIME	
				2/13/19				*	CHECK TOTAL	17,177.78		17,177.78
614 LIBERTY UTILITIES												
77651	REG	PAID	4282287	1/31/19	99	140	45190	280	24.66		01042901-ELECTRIC BILL	
77651	REG	PAID	4282415	1/31/19	99	140	45190	280	20.61		01042901-ELECTRIC BILL	
77651	REG	PAID	4286876	2/04/19	99	140	45190	280	20.39		01042901-ELECTRIC BILL	
77651	REG	PAID	4287368	2/04/19	99	140	45190	280	19.93		01042901-ELECTRIC BILL	
				2/13/19				*	CHECK TOTAL	85.59		85.59
78 LINDE, LLC LOS ANGELES												
77652	REG	PAID	2100231351	12/31/18	99	310	45100	240	4,071.99		01042517-CARBON DIOXIDE	
				2/13/19				*	CHECK TOTAL	4,071.99		4,071.99
2002 VICKY LUFRANO												
77653	REG	PAID	JAN2019PHONE	2/13/19	99	140	45190	300	42.80		00012904-REIMB CELL VICKY	
77653	REG	PAID	REIMB CONF 1218	12/20/18	99	920	45170	375	399.00		00012700-REIMB CONF VICKY	
77653	REG	PAID	REIMB MTG 0119	1/10/19	99	920	45170	375	59.98		00012701-REIMBMTG LUFRANO	
				2/13/19				*	CHECK TOTAL	501.78		501.78
346 MCMASTER-CARR												
77654	REG	PAID	83649786	1/14/19	99	100	45150	145	59.23		01064809- 3WAY SAFETY	
77654	REG	PAID	84536990	1/23/19	99	100	45150	115	1,422.61		01064130-PRESSURE VALVE	
				2/13/19				*	CHECK TOTAL	1,481.84		1,481.84
376 MOUNTAIN HARDWARE												
77655	REG	PAID	N26302	1/11/19	99	150	45150	120	122.27		01064800-SNOHOE, SCRAPER	
77655	REG	PAID	N29019	1/29/19	99	100	45150	150	22.36		01063780-DOOR STOP, HINGE	
				2/13/19				*	CHECK TOTAL	144.63		144.63
353 NAPA- SIERRA												
77656	REG	PAID	507817	1/14/19	99	100	45150	100	85.89		HEADLIGHT, MOTOR OIL	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19			* CHECK TOTAL		85.89			85.89
959 OFFICE DEPOT												
77657	REG	PAID	239674857001.	11/30/18	99	800	45090	335	64.27		00012503-OFFICE SUPPLY	
77657	REG	PAID	253690976001	1/03/19	99	800	45090	335	224.95		00012401- OFFICE SUPPLIES	
77657	REG	PAID	261839518001	1/18/19	99	810	45090	335	293.05		00012401-CALCULATORS	
				2/13/19			* CHECK TOTAL		582.27			582.27
780 JAY PARKER												
77658	REG	PAID	VI011219JASON	1/12/19	99	870	45020	495	136.39		01021012-REIMB VI JASON	
77658	REG	PAID	VI11219JENNIFER	1/12/19	99	870	45020	495	99.16		01021012-REIMB VI JENNIFE	
				2/13/19			* CHECK TOTAL		235.55			235.55
466 PDM STEEL SVC CNTRS, INC.-SPARKS NV												
77659	REG	PAID	365864-01	12/27/18	99	100	45150	150	452.07		01064730- PIPE SIZE TUBE	
77659	REG	PAID	365933-01	1/08/19	99	100	45150	150	411.75		01064730- FLANGE	
				2/13/19			* CHECK TOTAL		863.82			863.82
689 BILL PINDAR												
77660	REG	PAID	VI012819 EMILY	1/28/19	99	870	45020	495	210.00		01051012-REIMB VI EMILY	
77660	REG	PAID	VI013019 EMILY	1/30/19	99	870	45020	495	190.00		01051012-REIMB VI EMILY	
				2/13/19			* CHECK TOTAL		400.00			400.00
455 PINNACLE TOWERS INC.												
77661	REG	PAID	26935447	2/01/19	99	752	45140	360	687.61		01012507- TOWER RENTAL	
				2/13/19			* CHECK TOTAL		687.61			687.61
1641 PLATT ELECTRIC COMPANY												
77662	REG	PAID	I219106	1/11/19	99	740	45155	175	121.77		01084849-POLYESTER LABELS	
				2/13/19			* CHECK TOTAL		121.77			121.77
622 PRAXAIR DISTRIBUTION, INC.												
77663	REG	PAID	87175660	1/21/19	99	100	45140	360	65.40		01062505-CYLINDER RENT	
				2/13/19			* CHECK TOTAL		65.40			65.40
452 TRUCKEE DONNER PUD												
77664	REG	PAID	1408270025JAN19	1/23/19	99	140	45190	280	52.97		01042901-ELECTRIC BILL	



CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
77664	REG	PAID	1408290024JAN19	1/23/19	99	140	45190	280	64.91		01042901- ELECTRIC BILL	
77664	REG	PAID	1408310024JAN19	1/23/19	99	140	45190	280	27.32		01042901-ELECTRIC BILL	
77664	REG	PAID	500920024 JAN19	1/23/19	99	140	45190	280	80,374.44		01042901,2902-ELECTRICBIL	
77664	REG	PAID	500920024 JAN19	1/23/19	99	140	45190	282	113.40		01042901,2902-ELECTRICBIL	
				2/13/19					* CHECK TOTAL	80,633.04		80,633.04
771 JAMES REDMOND												
77665	REG	PAID	VI0119MOLLY	1/12/19	99	870	45020	495	268.00		01061012- REIMB VI MOLLY	
				2/13/19					* CHECK TOTAL	268.00		268.00
526 REXEL												
77666	REG	PAID	S123308238.001	1/11/19	99	100	45155	145	4,966.87		01074800-THERMAL IMAGER	
				2/13/19					* CHECK TOTAL	4,966.87		4,966.87
1798 ROSHELLE CHAVEZ												
77667	REG	PAID	JAN2019PHONE	2/13/19	99	140	45190	300	42.80		00012904-REIMBCELLCHAVEZ	
				2/13/19					* CHECK TOTAL	42.80		42.80
2007 ROY SMITH COMPANY												
77668	REG	PAID	2100119857	11/30/18	99	310	45100	245	1,969.55-		01042518-CM LIQUID OXYGEN	
77668	REG	PAID	2100251615	1/08/19	99	310	45100	245	3,346.58		01042518- LIQUID OXYGEN	
77668	REG	PAID	2100255906	1/10/19	99	310	45100	245	3,377.00		01042518-LIQUID OXYGEN	
77668	REG	PAID	2100310358	1/28/19	99	310	45100	245	1,680.36		01042518-LIQUID OXYGEN	
77668	REG	PAID	2100310359	1/28/19	99	310	45100	245	1,698.05		01042518-LIQUID OXYGEN	
77668	REG	PAID	2100314630	1/29/19	99	310	45100	245	2,124.69		01042518-LIQUID OXYGEN	
77668	REG	PAID	2100314631	1/29/19	99	310	45100	245	1,248.78		01042518-LIQUID OXYGEN	
				2/13/19					* CHECK TOTAL	11,505.91		11,505.91
565 SAFEWAY INC.												
77669	REG	PAID	106261-012019	1/26/19	99	920	45170	375	321.45		01012701-SAFEWAY BILL	
77669	REG	PAID	106261-1218	12/29/18	99	920	45170	375	418.86		01012701- SAFEWAY BILL	
				2/13/19					* CHECK TOTAL	740.31		740.31
1035 SEAL ANALYTICAL, INC.												
77670	REG	PAID	39008	1/11/19	99	160	45160	290	94.77		01055420-LAB SUPPLIES	
				2/13/19					* CHECK TOTAL	94.77		94.77
963 SHERWIN-WILLIAMS												
77671	REG	PAID	9297-7	1/14/19	99	100	45150	155	225.72		01064813-PAINT SUPPLIES	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
77671	REG	PAID	9315-7	1/15/19	99	100	45150	155	325.94		01064813- PAINT	
				2/13/19			* CHECK TOTAL		551.66			551.66
1744 SHRED-IT USA												
77672	REG	PAID	8126484130	1/22/18	99	800	45110	325	248.90		00012503- SHRED IT BILL	
				2/13/19			* CHECK TOTAL		248.90			248.90
602 SIERRA ELECTRONICS												
77673	REG	PAID	AR14375	1/15/19	99	752	45155	185	86.60		01074801-RADIO BATTERIES	
77673	REG	PAID	AR14512	1/23/19	99	752	45155	185	259.80		01074801-RADIO BATTERIES	
				2/13/19			* CHECK TOTAL		346.40			346.40
619 SIERRA SYSTEMS, INC.												
77674	REG	PAID	FEB2019SVC	2/01/19	99	800	45110	325	600.00		00012602-SIERRA SYSTEMS	
				2/13/19			* CHECK TOTAL		600.00			600.00
1442 SIERRA OFFICE SOLUTIONS												
77675	REG	PAID	IN277614	12/07/18	99	900	45110	365	8.14		01012503- SIERRA OFFICE	
77675	REG	PAID	IN292945	1/09/19	99	900	45110	365	2.25		01012503-SIERRA OFFICE	
77675	REG	PAID	IN294593	1/14/19	99	900	45110	365	139.46		01012503-SIERRA OFFICE	
				2/13/19			* CHECK TOTAL		149.85			149.85
639 SOUTHWEST GAS CORP.												
77676	REG	PAID	1098646-0219	2/05/19	99	140	45190	310	1,185.88		01042903-90% NATURAL GAS	
77676	REG	PAID	1098646-022019	2/05/19	99	140	45190	310	131.76		00012903-10% NATURAL GAS	
77676	REG	PAID	1098651-0219	2/05/19	99	140	45190	310	4,387.64		01042903-90% NATURAL GAS	
77676	REG	PAID	1098651-022019	2/05/19	99	140	45190	310	487.52		00012903-10% NATURAL GAS	
				2/13/19			* CHECK TOTAL		6,192.80			6,192.80
2049 CYBER MARKETING NETWORK, INC												
77677	REG	PAID	500887005	1/07/19	99	765	45150	405	207.02		01042506-SAFETYBOOTS,TROY	
				2/13/19			* CHECK TOTAL		207.02			207.02
117 SUDDENLINK PAYMENT CENTER												
77678	REG	PAID	705848301-0219	2/01/19	99	930	45110	325	301.94		01012503-SUDDENLINK	
				2/13/19			* CHECK TOTAL		301.94			301.94
663 SWRCB ACCOUNTING OFFICE												
77679	REG	PAID	SW-0165458	1/10/19	99	800	45095	435	1,400.00		00012250-SB ISSUED SW IND	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19			* CHECK TOTAL		1,400.00			1,400.00
1133 SWRCB ACCOUNTING OFFICE												
77680	REG	PAID	EA0319-1144	12/12/18	99	160	45160	435	5,294.00		01052250-ANNUAL ELAP FEE	
				2/13/19			* CHECK TOTAL		5,294.00			5,294.00
1237 TAHOE FOREST HOSPITAL												
77681	REG	PAID	314000232105	1/01/19	99	870	45020	390	188.50		01011020-EMPLOYEE SCREEN	
				2/13/19			* CHECK TOTAL		188.50			188.50
895 TAHOE SUPPLY COMPANY, LLC												
77682	REG	PAID	1000438-01&02	1/31/19	99	100	45150	140	95.16		01064812-JANITORIAL SUPP.	
77682	REG	PAID	1004218	1/15/19	99	100	45150	140	889.92		01064812- JANITORIAL SUPP.	
77682	REG	PAID	1004218-01	1/29/19	99	100	45150	140	172.12		01064812-JANITORIAL SUPP.	
				2/13/19			* CHECK TOTAL		1,157.20			1,157.20
671 TAHOE TRUCKEE DISPOSAL												
77683	REG	PAID	0000126730	1/31/19	99	490	45110	325	15,720.32		01042508-CENTRIFUGE	
77683	REG	PAID	0000126731	1/31/19	99	490	45110	325	2,897.06		01042508-SLUDGE	
				2/13/19			* CHECK TOTAL		18,617.38			18,617.38
1894 THATCHER COMPANY OF CA, INC.												
77684	REG	PAID	CM506157	9/10/18	99	310	45100	255	1,198.56-		01042520-CM METHANOL	
77684	REG	PAID	260681	1/01/19	99	310	45100	255	13,176.22		01042520-METHANOL	
77684	REG	PAID	260682	1/08/19	99	310	45100	255	13,615.12		01042520-METHANOL	
77684	REG	PAID	261205	1/21/19	99	310	45100	255	13,351.04		01042520-METHANOL	
77684	REG	PAID	5044887	12/20/18	99	310	45100	255	4,330.00-		01042520-CREDIT EMPTIES	
				2/13/19			* CHECK TOTAL		34,613.82			34,613.82
815 THOMSON WEST												
77685	REG	PAID	839542682	12/31/18	99	800	45090	335	317.69		00012409- THOMSON WEST	
				2/13/19			* CHECK TOTAL		317.69			317.69
1099 TRACE ANALYTICS, INC.												
77686	REG	PAID	18-21444	12/07/18	99	765	45100	400	88.00		01032505- AIR COMPRESSOR	
				2/13/19			* CHECK TOTAL		88.00			88.00
464 TRUCKEE RENTS, INC.												
77687	REG	PAID	412065	1/23/19	99	150	45150	120	553.54		01064809-VHSNOW 09 PARTS	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19					* CHECK TOTAL	553.54		553.54
524 UNITED PARCEL SERVICE, UPS												
77688	REG	PAID	0000886867019.	1/05/19	99	800	45090	380	70.16		00012407- POSTAGE/SHIP	
				2/13/19					* CHECK TOTAL	70.16		70.16
2019 VEOLIA ENVIRONMENTAL SERVICES												
77689	REG	PAID	901499115	1/18/19	99	765	45150	400	4,501.64		01032504-HAZARD WASTE DP	
				2/13/19					* CHECK TOTAL	4,501.64		4,501.64
551 VERIZON WIRELESS												
77690	REG	PAID	9822638713	1/20/19	99	140	45190	300	38.52		00012904- VERIZON #0795	
77690	REG	PAID	9822638713.	1/20/19	99	140	45190	300	580.74		01042904-VERIZON BILL	
				2/13/19					* CHECK TOTAL	619.26		619.26
560 VWR SCIENTIFIC, INC.												
77691	REG	PAID	8084871549	1/10/19	99	160	45160	290	378.17		01055310-LAB SUPPLIES	
				2/13/19					* CHECK TOTAL	378.17		378.17
1381 WESTECH												
77692	REG	PAID	70588	1/08/19	99	100	45150	120	1,901.40		01063030-CONE LINER	
				2/13/19					* CHECK TOTAL	1,901.40		1,901.40
578 WESTERN NEVADA SUPPLY												
77693	REG	PAID	77723326	1/04/19	99	100	45150	150	84.33		01064780-FLANGES	
77693	REG	PAID	77723335	1/08/19	99	100	45150	150	71.64		01064149-PRESSURE VALVE	
				2/13/19					* CHECK TOTAL	155.97		155.97
611 WORK WORLD												
77694	REG	PAID	64715-109	1/15/19	99	765	45100	405	184.03		01042506-BOOTS ALLAN	
				2/13/19					* CHECK TOTAL	184.03		184.03
570 YP												
77695	REG	PAID	8104566285JAN19	1/31/19	99	140	45190	300	10.64		01012904- DEXYP BILLING	
				2/13/19					* CHECK TOTAL	10.64		10.64
2038 ZORO												
77696	REG	PAID	INV5431392	1/09/19	99	100	45155	165	103.78		01074800-MIN MAGNET	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
77696	REG	PAID	INV5451566	1/14/19	99	100	45150	150	65.29		01064810-NOZZLE GRIP	
77696	REG	PAID	INV5492492	1/23/19	99	100	45155	165	1,735.95		01074800-PUNCH DRIVER	
				2/13/19			* CHECK TOTAL		1,905.02			1,905.02
771 JAMES REDMOND												
77697	MAN	PAID	VI012019	1/22/19	99	870	45020	495	190.00		01061012-REIMB VI ROBIN	
				2/13/19			* CHECK TOTAL		190.00			190.00
695 JON NORTHROP												
77698	MAN	PAID	CAROL MED012019	2/13/19	99	940	45020	475	135.50		00011007-CAROL MED REIMB	
77698	MAN	PAID	CAROL RX 012019	2/13/19	99	940	45020	475	84.30		00011007-CAROL RX REIMB	
77698	MAN	PAID	JON MED 012019	2/13/19	99	940	45020	475	135.50		00011007-JON MED REIMB	
77698	MAN	PAID	JON RX 012019	2/13/19	99	940	45020	475	84.30		00011007-JON RX REIMB	
77698	MAN	PAID	021319MEETING	2/13/19	99	940	45030	385	100.00		00011050-FEB BOARD MTG	
				2/13/19			* CHECK TOTAL		539.60			539.60
692 DALE COX												
77699	MAN	PAID	DALE 022019	2/13/19	99	940	45020	475	134.00		00011007- DALE MED REIMB	
77699	MAN	PAID	021319MEETING	2/13/19	99	940	45030	385	100.00		00011050-FEB BOARD MTG	
				2/13/19			* CHECK TOTAL		234.00			234.00
694 S. LANE LEWIS												
77700	MAN	PAID	021319 MEETING	2/13/19	99	940	45030	385	100.00		00011050-FEB BOARD MTG	
				2/13/19			* CHECK TOTAL		100.00			100.00
1849 DANIEL WILKINS												
77701	MAN	PAID	021319 MEETING	2/13/19	99	940	45030	385	100.00		00011050-FEB BOARD MTG	
				2/13/19			* CHECK TOTAL		100.00			100.00
1967 BLAKE TRESAN												
77702	MAN	PAID	021319 MEETING	2/13/19	99	940	45030	385	100.00		00011050-FEB BOARD MTG	
				2/13/19			* CHECK TOTAL		100.00			100.00
1076 TOTAL COMPENSATION SYSTEMS, INC.												
77703	MAN	PAID	OPTION 2 2019	1/30/19	99	800	45110	325	1,620.00		00012604-GASB75 VALUEOPT2	
				2/13/19			* CHECK TOTAL		1,620.00			1,620.00
1872 LEWELLYN TECHNOLOGY, LLC												
77704	MAN	PAID	PS-032774	1/31/19	99	100	45110	325	4,095.00		BLD 27 UPGRADE	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19			* CHECK TOTAL		4,095.00			4,095.00
2003 HUNT & SONS INC.												
77705	MAN	PAID	987943	1/28/19	99	150	45060	275	1,050.51		01062000-DIESEL, UNLEADED	
77705	MAN	PAID	987943	1/28/19	99	150	45060	275	1,063.28		01062000-DIESEL, UNLEADED	
77705	MAN	PAID	987943	1/28/19	99	150	45060	275	265.82		01062000-DIESEL, UNLEADED	
				2/13/19			* CHECK TOTAL		2,379.61			2,379.61
2100 ANGELINA HENSON												
77706	MAN	PAID	DD 11192018	11/19/18	99	870	45020	490	25.00		01011018-REIMBDD ANGELINA	
77706	MAN	PAID	DS 11192018	11/19/18	99	870	45020	490	420.00		01011018-REIMBDS ANGELINA	
				2/13/19			* CHECK TOTAL		445.00			445.00
1988 KONICA MINOLTA BUSINESS SOLUTIONS U												
77707	MAN	PAID	9005390728	2/02/19	99	800	45090	335	263.09		00012408-QTRYLY KONICA	
77707	MAN	PAID	9005392188	2/03/19	99	800	45090	335	116.38		00012408-MONTHLY KONICA	
				2/13/19			* CHECK TOTAL		379.47			379.47
389 NEWARK ELECTRONICS												
77708	MAN	PAID	30903189	10/22/18	99	740	45150	175	581.15		01084805-24V POWER SUPPLY	
77708	MAN	PAID	309356620	10/31/18	99	740	45150	175	139.90		01084805-24V POWER SUPPLY	
				2/13/19			* CHECK TOTAL		721.05			721.05
2097 ROLAND BRECEK												
77709	MAN	PAID	N17-192-14-000	2/06/19	99	000	11021		153.00		01000193-SVC CHARGE RFND	
				2/13/19			* CHECK TOTAL		153.00			153.00
771 JAMES REDMOND												
77710	MAN	PAID	VI02072019	2/07/19	99	870	45020	495	229.00		01061012-REIMB VI JANE	
				2/13/19			* CHECK TOTAL		229.00			229.00
2 CH2M HILL												
77711	MAN	PAID	133841CH002	2/11/19	99	800	45120	320	8,962.07		01022600-TASK ORDER #29	
77711	MAN	PAID	133841CH003	2/11/19	99	800	45120	750	3,333.71		060915003-TASK ORDER #3	
77711	MAN	PAID	133841CH004	2/11/19	99	800	45120	705	17,148.96		01022600-ENGIN.PROF SVC	
77711	MAN	PAID	133841CH005	2/11/19	99	800	45120	740	5,572.62		021017002-53%TSKORDER27.1	
77711	MAN	PAID	133841CH005.	2/11/19	99	800	45120	740	4,941.75		060915009-47%TSKORDER27.1	
				2/13/19			* CHECK TOTAL		39,959.11			39,959.11
58 BARTKIEWICZ, KRONICK & SHANAHAN												
77712	MAN	PAID	58020001JAN19	2/06/19	99	800	45120	315	4,523.25		00012601-LEGAL SCV BARTK	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19					* CHECK TOTAL			4,523.25
538	IRON MOUNTAIN											
77713	MAN	PAID	AKYR305	1/31/19	99	800	45140	360	351.17		01012507-IRON MOUNTAIN	
				2/13/19					* CHECK TOTAL			351.17
19	ALPHA ANALYTICAL, INC											
77714	MAN	PAID	27947	1/28/19	99	160	45160	290	710.00		01052550-ALPHA ANALYTICAL	
				2/13/19					* CHECK TOTAL			710.00
191	ENVIRONMENTAL EXPRESS											
77715	MAN	PAID	1000541242	1/29/19	99	160	45160	290	866.59		01055320-ENV. EPRESS	
				2/13/19					* CHECK TOTAL			866.59
588	WATER ENVIRONMENT FEDERATION											
77716	MAN	PAID	01814250	2/01/19	99	920	45080	455	328.00		01062222-WEFRENEWPALLANTE	
				2/13/19					* CHECK TOTAL			328.00
1237	TAHOE FOREST HOSPITAL											
77717	MAN	PAID	314000249907	2/05/19	99	870	45020	390	125.00		01011020-EMPLOYEE SCREEN	
				2/13/19					* CHECK TOTAL			125.00
696	CORELOGIC INFORMATION SOLUTIONS, IN											
77718	MAN	PAID	30409058	1/31/19	99	800	45090	345	786.34		00012404-CORELOGIC	
				2/13/19					* CHECK TOTAL			786.34
153	DAMORE, HAMRIC & SCHNEIDER											
77719	MAN	PAID	148551	12/31/18	99	800	45110	415	3,400.00		00012603-AUDIT FINANCE ST	
				2/13/19					* CHECK TOTAL			3,400.00
692	DALE COX											
77720	MAN	PAID	MEDREIMB032019	1/05/19	99	940	45020	475	406.50		00011007-QTRLY A&B DALE	
				2/13/19					* CHECK TOTAL			406.50
2102	ANDREA ERWIN											
77721	MAN	PAID	N45-580-43-000	2/11/19	99	000	11021		41.00		01000193-SVC CHARGE RFND	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
				2/13/19			* CHECK TOTAL		41.00			41.00
1609 PAYMENTUS GROUP, INC.												
77722	MAN	PAID	US19010159	1/31/19	99	900	45110	431	15,416.50		01012500- JAN TRANS FEES	
				2/13/19			* CHECK TOTAL		15,416.50			15,416.50
191 ENVIRONMENTAL EXPRESS												
77723	MAN	PAID	1000540839	1/25/19	99	160	45160	290	595.17		01055320-ENV. EXPRESS	
				2/13/19			* CHECK TOTAL		595.17			595.17
2105 NADINE MILHAM												
77724	MAN	PAID	P92-120-07-000	2/21/19	99	00	0193		284.36		SERVICE CHARGE REFUND	
				2/25/19			* CHECK TOTAL		284.36			284.36
603 WILEY, PRICE & RADULOVICH												
77725	MAN	PAID	29445	1/31/19	99	01	2601		13,547.00		WILEY PRICE	
				2/25/19			* CHECK TOTAL		13,547.00			13,547.00
1735 HDR ENGINEERING, INC.												
77726	MAN	PAID	1200173694	2/15/19	99	02	2600		3,005.54		HDR PROFESSIONAL SVC	
				2/25/19			* CHECK TOTAL		3,005.54			3,005.54
							** FINAL TOTALS		403,850.24			403,850.24



CHECK	TYPE	CK	STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
809 EMPLOYMENT DEVELOPMENT DEPARTMENT													
1112551	MAN	PAID	PR	020119	2/01/19	99	000	20725		1,664.08		STATE TAX DEPOSIT	
1112551	MAN	PAID	PR	020119	2/01/19	99	000	20725		8,817.94		STATE TAX DEPOSIT	
1112551	MAN	PAID	PR	020119	2/01/19	99	000	20727		263.00		STATE TAX DEPOSIT	
1112551	MAN	PAID	PR	020119	2/01/19	99	000	20727		1,920.19		STATE TAX DEPOSIT	
					2/01/19			* CHECK TOTAL		12,665.21			12,665.21
1004 FEDERAL TAXES/EFTPS													
1112552	MAN	PAID	PR	020119	2/01/19	99	000	20720		4,006.83		FEDERAL TAX DEPOSIT	
1112552	MAN	PAID	PR	020119	2/01/19	99	000	20720		22,165.06		FEDERAL TAX DEPOSIT	
1112552	MAN	PAID	PR	020119	2/01/19	99	000	20770		381.35		FEDERAL TAX DEPOSIT	
1112552	MAN	PAID	PR	020119	2/01/19	99	000	20770		381.35		FEDERAL TAX DEPOSIT	
1112552	MAN	PAID	PR	020119	2/01/19	99	000	20770		2,784.29		FEDERAL TAX DEPOSIT	
1112552	MAN	PAID	PR	020119	2/01/19	99	000	20770		2,784.29		FEDERAL TAX DEPOSIT	
					2/01/19			* CHECK TOTAL		32,503.17			32,503.17
1038 FIRST US COMMUNITY CREDIT UNION													
1112553	MAN	PAID	PR	020119	2/01/19	99	000	20740		3,200.00		PAYROLL DEPOSITS	
					2/01/19			* CHECK TOTAL		3,200.00			3,200.00
679 NATIONWIDE RETIREMENT SOLUTIONS													
1112554	MAN	PAID	PR	020119	2/01/19	99	000	20735		941.66		DEFERRED COMP DEPOSIT	
1112554	MAN	PAID	PR	020119	2/01/19	99	000	20735		3,458.30		DEFERRED COMP DEPOSIT	
					2/01/19			* CHECK TOTAL		4,399.96			4,399.96
1005 PERS 457 PLAN													
1112555	MAN	PAID	PR	020119	2/01/19	99	000	20730		200.00		DEFERRED COMP DEPOSIT	
1112555	MAN	PAID	PR	020119	2/01/19	99	000	20730		6,865.66		DEFERRED COMP DEPOSIT	
					2/01/19			* CHECK TOTAL		7,065.66			7,065.66
1007 PERS-HEALTH PREMIUM													
1112556	MAN	PAID	020119	HEALTH	1/14/19	99	860	45020	475	7,990.34		HEALTH PREMIUMS FOR FEB	
1112556	MAN	PAID	020119	HEALTH	1/14/19	99	870	45020	475	91,990.66		HEALTH PREMIUMS FOR FEB	
1112556	MAN	PAID	020119	HEALTH	1/14/19	99	870	45020	505	50,891.01		HEALTH PREMIUMS FOR FEB	
1112556	MAN	PAID	020119	HEALTH	1/14/19	99	860	45020	505	2,567.78		HEALTH PREMIUMS FOR FEB	
1112556	MAN	PAID	020119	HEALTH	1/14/19	99	940	45020	505	791.48		HEALTH PREMIUMS FOR FEB	
					2/06/19			* CHECK TOTAL		154,231.27			154,231.27
1532 NAVIA BENEFIT SOLUTIONS													
1112557	MAN	PAID	DEBIT	020419	2/04/19	99	860	45020	477	35.59		HRA DISBURSEMENTS	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
1112557	MAN	PAID	DEBIT 020419	2/04/19	99	870	45020	477	506.90		HRA DISBURSEMENTS	
1112557	MAN	PAID	SHELTON ADJUST	2/04/19	99	870	45020	477	258.79-		HRA DISBURSEMENT ADJUST	
1112557	MAN	PAID	10180586	1/31/19	99	860	45020	477	58.28		PLAN-PARTICIPANT COBRA	
1112557	MAN	PAID	10180586	1/31/19	99	870	45020	477	801.32		PLAN-PARTICIPANT COBRA	
1112557	MAN	PAID	10180586	1/31/19	99	800	45020	515	70.00		PLAN-PARTICIPANT COBRA	
1112557	MAN	PAID	14228180	2/04/19	99	860	45020	477	60.00		HRA DISBURSEMENTS	
1112557	MAN	VOID	DEBIT 020419	2/04/19	99	860	45020	477	35.59-		HRA DISBURSEMENTS	
1112557	MAN	VOID	DEBIT 020419	2/04/19	99	870	45020	477	506.90-		HRA DISBURSEMENTS	
1112557	MAN	VOID	SHELTON ADJUST	2/04/19	99	870	45020	477	258.79		HRA DISBURSEMENT ADJUST	
1112557	MAN	VOID	10180586	1/31/19	99	860	45020	477	58.28-		PLAN-PARTICIPANT COBRA	
1112557	MAN	VOID	10180586	1/31/19	99	870	45020	477	801.32-		PLAN-PARTICIPANT COBRA	
1112557	MAN	VOID	10180586	1/31/19	99	800	45020	515	70.00-		PLAN-PARTICIPANT COBRA	
1112557	MAN	VOID	14228180	2/04/19	99	860	45020	477	60.00-		HRA DISBURSEMENTS	
				2/06/19							* CHECK TOTAL	

1006 PERS-RETIREMENT

1112558	MAN	PAID	PR 020119	2/01/19	99	860	45020	440	2,669.98		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119	2/01/19	99	870	45020	440	28,559.53		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119	2/01/19	99	000	20780		3.00		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119	2/01/19	99	000	20780		30.00		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119 PEPRA	2/01/19	99	000	20786		666.25		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119 PEPRA	2/01/19	99	000	20786		3,247.85		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119 PEPRA	2/01/19	99	860	45020	440	756.76		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119 PEPRA	2/01/19	99	870	45020	440	3,689.07		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119 PEPRA	2/01/19	99	000	20780		2.00		FOR PAYROLL ENDING 013119	
1112558	MAN	PAID	PR 020119 PEPRA	2/01/19	99	000	20780		15.00		FOR PAYROLL ENDING 013119	
				2/08/19							* CHECK TOTAL	39,639.44

1532 NAVIA BENEFIT SOLUTIONS

1112559	MAN	PAID	DEBIT 020419	2/04/19	99	860	45020	477	35.59		HRA DISBURSEMENTS	
1112559	MAN	PAID	DEBIT 020419	2/04/19	99	870	45020	477	506.90		HRA DISBURSEMENTS	
1112559	MAN	PAID	10180586	1/31/19	99	860	45020	477	58.28		PLAN-PARTICIPANT COBRA	
1112559	MAN	PAID	10180586	1/31/19	99	870	45020	477	801.32		PLAN-PARTICIPANT COBRA	
1112559	MAN	PAID	10180586	1/31/19	99	800	45020	515	70.00		PLAN-PARTICIPANT COBRA	
1112559	MAN	PAID	14228180	2/04/19	99	860	45020	477	60.00		HRA DISBURSEMENTS	
				2/11/19							* CHECK TOTAL	1,532.09

1532 NAVIA BENEFIT SOLUTIONS

1112560	MAN	PAID	DEBIT 021119	2/11/19	99	870	45020	477	70.87		01051010 HRA DISBURSEMENT	
1112560	MAN	PAID	14277158	2/11/19	99	870	45020	477	807.77		01041010 HRA DISBURSEMENT	
				2/12/19							* CHECK TOTAL	878.64

1005 PERS 457 PLAN

1112561	MAN	PAID	PR 021519	2/15/19	99	000	20730		200.00		DEFERRED COMP DEPOSIT	
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EE ELECTRONIC PAYMENTS

A/P CHECK REGISTER  
 DETAIL DISTRIBUTION  
 FROM 2/01/19 THRU 2/28/19

RUN DATE 3/04/19  
 RUN TIME 09:53:26

(APM020)  
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CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
1112561	MAN	PAID PR	021519	2/15/19	99	000	20730		6,865.66		DEFERRED COMP DEPOSIT	
				2/15/19			* CHECK TOTAL		7,065.66			7,065.66
1038 FIRST US COMMUNITY CREDIT UNION												
1112562	MAN	PAID PR	021519	2/15/19	99	000	20740		3,200.00		PAYROLL DEPOSITS	
				2/15/19			* CHECK TOTAL		3,200.00			3,200.00
1004 FEDERAL TAXES/EFTPS												
1112563	MAN	PAID PR	021519	2/15/19	99	000	20720		3,957.66		FEDERAL TAX DEPOSIT	
1112563	MAN	PAID PR	021519	2/15/19	99	000	20720		22,643.73		FEDERAL TAX DEPOSIT	
1112563	MAN	PAID PR	021519	2/15/19	99	000	20770		378.40		FEDERAL TAX DEPOSIT	
1112563	MAN	PAID PR	021519	2/15/19	99	000	20770		378.40		FEDERAL TAX DEPOSIT	
1112563	MAN	PAID PR	021519	2/15/19	99	000	20770		2,826.74		FEDERAL TAX DEPOSIT	
1112563	MAN	PAID PR	021519	2/15/19	99	000	20770		2,826.74		FEDERAL TAX DEPOSIT	
				2/15/19			* CHECK TOTAL		33,011.67			33,011.67
679 NATIONWIDE RETIREMENT SOLUTIONS												
1112564	MAN	PAID PR	021519	2/15/19	99	000	20735		941.66		DEFERRED COMP DEPOSIT	
1112564	MAN	PAID PR	021519	2/15/19	99	000	20735		3,458.30		DEFERRED COMP DEPOSIT	
				2/15/19			* CHECK TOTAL		4,399.96			4,399.96
809 EMPLOYMENT DEVELOPMENT DEPARTMENT												
1112565	MAN	PAID PR	021519	2/15/19	99	000	20725		1,643.13		STATE TAX DEPOSIT	
1112565	MAN	PAID PR	021519	2/15/19	99	000	20725		9,145.65		STATE TAX DEPOSIT	
1112565	MAN	PAID PR	021519	2/15/19	99	000	20727		260.97		STATE TAX DEPOSIT	
1112565	MAN	PAID PR	021519	2/15/19	99	000	20727		1,949.47		STATE TAX DEPOSIT	
				2/15/19			* CHECK TOTAL		12,999.22			12,999.22
1006 PERS-RETIREMENT												
1112566	MAN	PAID PR	021519	2/15/19	99	860	45020	440	2,669.98		FOR PAYROLL ENDIND 021519	
1112566	MAN	PAID PR	021519	2/15/19	99	870	45020	440	28,462.16		FOR PAYROLL ENDIND 021519	
1112566	MAN	PAID PR	021519	2/15/19	99	000	20780		3.00		FOR PAYROLL ENDIND 021519	
1112566	MAN	PAID PR	021519	2/15/19	99	000	20780		30.00		FOR PAYROLL ENDIND 021519	
1112566	MAN	PAID PR	021519 PEPRA	2/15/19	99	000	20786		666.25		FOR PAYROLL ENDING 021519	
1112566	MAN	PAID PR	021519 PEPRA	2/15/19	99	000	20786		3,252.45		FOR PAYROLL ENDING 021519	
1112566	MAN	PAID PR	021519 PEPRA	2/15/19	99	860	45020	440	756.76		FOR PAYROLL ENDING 021519	
1112566	MAN	PAID PR	021519 PEPRA	2/15/19	99	870	45020	440	3,694.28		FOR PAYROLL ENDING 021519	
1112566	MAN	PAID PR	021519 PEPRA	2/15/19	99	000	20780		2.00		FOR PAYROLL ENDING 021519	
1112566	MAN	PAID PR	021519 PEPRA	2/15/19	99	000	20780		15.00		FOR PAYROLL ENDING 021519	
				2/19/19			* CHECK TOTAL		39,551.88			39,551.88
513 U.S. BANK BANK CARD DIVISION												
1112567	MAN	PAID	0945 012519	1/25/19	99	01	2222		100.00		CREDIT CARD PAYMENT	

CHECK	TYPE	CK STAT	INVOICE	INV/CHK DATE	CO	DEPT	ACCT	SUB	DISTRIBUTION AMOUNT	DISCOUNT TAKEN	DESCRIPTION	CHECK TOTAL
1112567	MAN	PAID	0945 012519	1/25/19	99	01	2250		209.00		CREDIT CARD PAYMENT	
1112567	MAN	PAID	0945 012519	1/25/19	99	01	2407		24.70		CREDIT CARD PAYMENT	
1112567	MAN	PAID	0945 012519	1/25/19	99	09	15005		257.19		CREDIT CARD PAYMENT	
1112567	MAN	PAID	0945 012519	1/25/19	99	01	2025		59.41		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	03	2504		106.00		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	07	3760		286.47		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	07	4320		859.86		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	06	3180		595.81		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	06	4730		165.00		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	07	4410		211.16		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	07	4800		352.00		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	01	2406		688.01		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	03	2504		576.23		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	06	4849		204.56		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	03	5810		334.90		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	06	4813		220.73		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	06	4780		415.07		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	07	4710		55.20		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	04	4800		47.98		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	07	4310		64.90		CREDIT CARD PAYMENT	
1112567	MAN	PAID	1065 012519	1/25/19	99	06	4799		99.99-		CREDIT RETURNED ITEMS	
1112567	MAN	PAID	6741 012519	1/25/19	99	09	15003		948.93		CREDIT CARD PAYMENT	
1112567	MAN	PAID	8079 012519	1/25/19	99	08	2404		2,395.30		CREDIT CARD PAYMENT	
1112567	MAN	PAID	8079 012519	1/25/19	99	08	2403		514.22		CREDIT CARD PAYMENT	
1112567	MAN	PAID	8997 012519	1/25/19	99	08	2404		292.51		CREDIT CARD PAYMENT	
				2/27/19			* CHECK TOTAL		9,885.15			9,885.15
1532 NAVIA BENEFIT SOLUTIONS												
1112568	MAN	PAID	DEBIT-021819	2/18/19	99	01	1010		15.00		HRA DISBURSEMENTS	
1112568	MAN	PAID	DEBIT-021819	2/18/19	99	04	1010		363.36		HRA DISBURSEMENTS	
1112568	MAN	PAID	DEBIT-022519	2/25/19	99	01	1010		35.00		HRA DISBURSEMENTS	
1112568	MAN	PAID	14326390	2/18/19	99	04	1010		80.71		HRA DISBURSEMENTS	
1112568	MAN	PAID	14379091	2/25/19	99	04	1010		1,187.62		HRA DISBURSEMENTS	
1112568	MAN	PAID	14379091	2/25/19	99	06	1010		79.60		HRA DISBURSEMENTS	
				2/28/19			* CHECK TOTAL		1,761.29			1,761.29
							** FINAL TOTALS		367,990.27			367,990.27

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMP #	EMPLOYEE NAME	CHECK AMOUNT	DIRECT DEPOSIT
55731	2/1/2019	1929			
55732	2/1/2019	1980			X
55733	2/1/2019	4225			X
55734	2/1/2019	9745			X
55735	2/1/2019	3741			X
55736	2/1/2019	6626			X
55737	2/1/2019	7570			X
55738	2/1/2019	671			X
55739	2/1/2019	8897			X
55740	2/1/2019	8710			X
55741	2/1/2019	2133			X
55742	2/1/2019	8400			X
55743	2/1/2019	5982			X
55744	2/1/2019	3464			X
55745	2/1/2019	934			X
55746	2/1/2019	3059			X
55747	2/1/2019	612			X
55748	2/1/2019	411			X
55749	2/1/2019	8401			X
55750	2/1/2019	1248			X
55751	2/1/2019	6171			X
55752	2/1/2019	9815			X
55753	2/1/2019	1730			X
55754	2/1/2019	9478			X
55755	2/1/2019	4817			X
55756	2/1/2019	9268			X
55757	2/1/2019	6930			X
55758	2/1/2019	1567			X
55759	2/1/2019	5526			X
55760	2/1/2019	9906			X
55761	2/1/2019	9357			X
55762	2/1/2019	63			X
55763	2/1/2019	65			X
55764	2/1/2019	3328			X
55765	2/1/2019	890			X
55766	2/1/2019	572			X
55767	2/1/2019	2375			X
55768	2/1/2019	3433			X
55769	2/1/2019	743			X
55770	2/1/2019	6715			X
55771	2/1/2019	3359			X
55772	2/1/2019	8131			X
55773	2/1/2019	6833			X

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMP #	EMPLOYEE NAME	CHECK AMOUNT	DIRECT DEPOSIT
55774	2/1/2019	773			X
55775	2/1/2019	1196			X
55776	2/1/2019	7232			X
55777	2/1/2019	1766			X
55778	2/1/2019	9056			X
55779	2/1/2019	5476			X
55780	2/1/2019	4177			X
55781	2/15/2019	1929			
55782	2/15/2019	1980			X
55783	2/15/2019	4225			X
55784	2/15/2019	9745			X
55785	2/15/2019	3741			X
55786	2/15/2019	6626			X
55787	2/15/2019	7570			X
55788	2/15/2019	671			X
55789	2/15/2019	8897			X
55790	2/15/2019	8710			X
55791	2/15/2019	2133			X
55792	2/15/2019	8400			X
55793	2/15/2019	5982			X
55794	2/15/2019	3464			X
55795	2/15/2019	934			X
55796	2/15/2019	3059			X
55797	2/15/2019	612			X
55798	2/15/2019	411			X
55799	2/15/2019	8401			X
55800	2/15/2019	1248			X
55801	2/15/2019	6171			X
55802	2/15/2019	9815			X
55803	2/15/2019	1730			X
55804	2/15/2019	9478			X
55805	2/15/2019	4817			X
55806	2/15/2019	9268			X
55807	2/15/2019	6930			X
55808	2/15/2019	1567			X
55809	2/15/2019	5526			X
55810	2/15/2019	9906			X
55811	2/15/2019	9357			X
55812	2/15/2019	63			X
55813	2/15/2019	65			X
55814	2/15/2019	3328			X
55815	2/15/2019	890			X
55816	2/15/2019	572			X

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMP #	EMPLOYEE NAME	CHECK AMOUNT	DIRECT DEPOSIT
55817	2/15/2019	2375			X
55818	2/15/2019	3433			X
55819	2/15/2019	743			X
55820	2/15/2019	6715			X
55821	2/15/2019	3359			X
55822	2/15/2019	8131			X
55823	2/15/2019	6833			X
55824	2/15/2019	773			X
55825	2/15/2019	1196			X
55826	2/15/2019	7232			X
55827	2/15/2019	1766			X
55828	2/15/2019	9056			X
55829	2/15/2019	5476			X
55830	2/15/2019	4177			X
				<u>\$321,493.89</u>	



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Jay Parker, Engineering Manager  
**Item:** IV-1  
**Subject:** Approval for the General Manager to negotiate a contract or contracts with a qualified contractor or contractors to perform the Administration Building Office Remodel project

---

### Background

The Administration Building Office Remodel project provides additional office space adjacent to the Agency's reception area. The reception area would be reduced in size and the existing storage space immediately adjacent to it would be expanded and converted into an office. As reflected in the attached contract drawings, the remodeling plan includes modifications to the architectural, structural, electrical, and telecommunication features of the existing space. This remodeling work is intended to be performed by a general contractor.

In addition to the work described above, T-TSA will be installing a number of improvements, modifications, and additions to various facilities to improve accessibility for the disabled. This work is shown on the attached ADA Compliance Map.

The Board of Directors approved the advertisement and solicitation of bids for the project at the January 16, 2019 meeting. Unfortunately, the Agency did not receive any bids from the initial solicitation. Subsequently, the Agency solicited bids a second time and again, did not receive any bids.

In accordance with Agency Ordinance No. 3-2015, if "no responsive bids are received by the bid deadline, the Contracting Agent (T-TSA) may authorize the work by negotiating and approving a contract or contracts with a qualified contractor or contractors".

### Fiscal Impact

The engineer's construction cost estimate for the project is \$60,000.


### Attachments

Contract drawings and ADA Compliance Map.

### Recommendation

Management and staff recommends approval for the General Manager to negotiate a contract or contracts with a qualified contractor or contractors to perform the Administration Building Office Remodel project.

### Review Tracking

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY



## REGIONAL WATER RECLAMATION PLANT ADMINISTRATION BUILDING OFFICE REMODEL



### INDEX TO DRAWINGS

SHEET	DRAWING	TITLE
1	01-G-0001	COVER SHEET, LOCATION MAP AND INDEX TO DRAWINGS
2	01-G-0002	GENERAL LEGEND
3	01-D-1101	DEMOLITION FLOOR PLAN AND REFLECTED CEILING PLAN
4	01-A-1101	FLOOR PLAN AND REFLECTED CEILING PLAN
5	01-A-2001	FURNITURE PLAN, INTERIOR ELEVATIONS, AND DETAILS
6	01-A-3001	SCHEDULES AND DETAILS
7	01-E-1101	ELECTRICAL PLAN

APPROVED:

*[Signature]*  
 LARUE GRIFFIN, GENERAL MANAGER  
 TAHOE-TRUCKEE SANITATION AGENCY  
 13720 BUTTERFIELD DRIVE  
 TRUCKEE, CALIFORNIA 96161

JUNE 2018 - BID SET

DIGITALLY SIGNED  
ON 06/12/2018



NO.	DATE	DR	REVISION	CHK	BY
					B MEMEO
					G KIRSTEN
					C MCCOY

2525 AIRPARK DRIVE  
 REDDING, CA 96001  
 (530) 243-5831

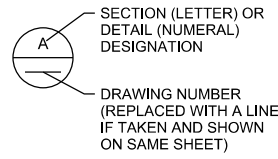
ADMINISTRATION BUILDING OFFICE REMODEL  
 TRUCKEE, CALIFORNIA  
 TAHOE-TRUCKEE SANITATION AGENCY



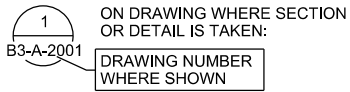
GENERAL  
 COVER SHEET, LOCATION MAP  
 AND INDEX TO DRAWINGS

AS SHOWN
VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
DATE JUNE 2018
PROJ 133841
DWG 01-G-0001
SHEET 1 of 7

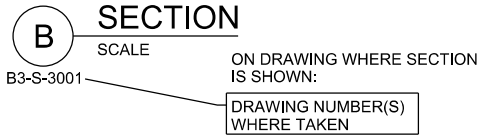
**SECTION / DETAIL DESIGNATIONS**



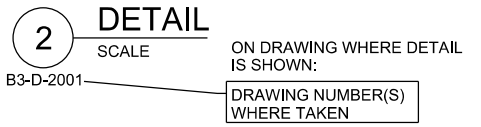
SECTION (LETTER) OR DETAIL (NUMERAL) DESIGNATION  
DRAWING NUMBER (REPLACED WITH A LINE IF TAKEN AND SHOWN ON SAME SHEET)



ON DRAWING WHERE SECTION OR DETAIL IS TAKEN:  
DRAWING NUMBER WHERE SHOWN

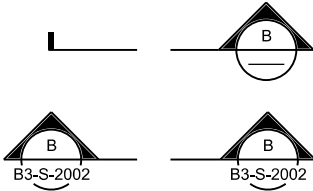


**SECTION**  
SCALE ON DRAWING WHERE SECTION IS SHOWN:  
DRAWING NUMBER(S) WHERE TAKEN

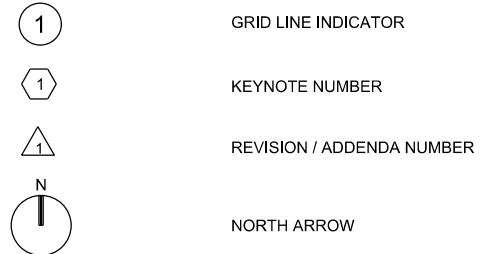


**DETAIL**  
SCALE ON DRAWING WHERE DETAIL IS SHOWN:  
DRAWING NUMBER(S) WHERE TAKEN

**DRAWING TITLE**  
SCALE ON DRAWING WHERE ONLY A TITLE IS REQUIRED WITH NO REFERENCE (eg: ELEVATIONS)

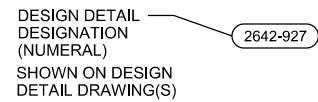


SECTION CALLOUT WHERE SECTION IS ON THE SAME SHEET AND CUT EXTENDS TO A FIXED LIMIT  
SECTION CALLOUT WHERE SECTION IS ON ANOTHER SHEET AND CUT EXTENDS THROUGHOUT ENTIRE SHEET



GRID LINE INDICATOR  
KEYNOTE NUMBER  
REVISION / ADDENDA NUMBER  
NORTH ARROW

**DESIGN DETAIL DESIGNATION**



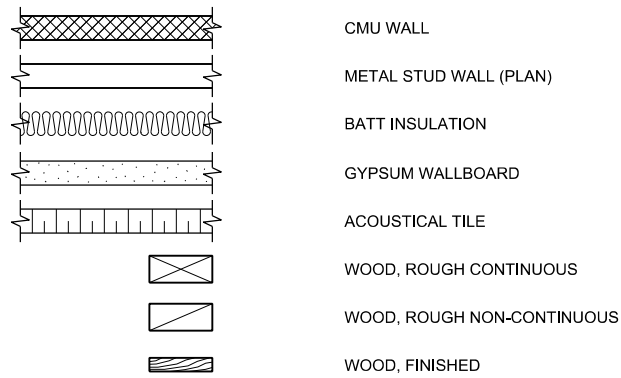
DESIGN DETAIL DESIGNATION (NUMERAL)  
SHOWN ON DESIGN DETAIL DRAWING(S)

- NOTES:**
- ALL DESIGN DETAILS ARE TYPICAL AND MUST BE USED IF DESIGN DETAIL DESIGNATION IS NOT SHOWN.
  - THE TERM STANDARD DETAIL, OR A FORM OF IT, IS SYNONOMOUS WITH DESIGN DETAIL. THE DESIGN DETAILS REPRESENT THE CHARACTER AND NATURE OF THE WORK REQUIRED THROUGHOUT THE PROJECT. ALL ASSOCIATED WORK SHALL BE IN ACCORDANCE WITH THE DESIGN DETAILS SHOWN WHETHER THE DETAILS ARE SPECIFICALLY REFERENCED OR NOT.

**GENERAL ARCHITECTURAL NOTES**

- UNLESS OTHERWISE INDICATED, PLAN DIMENSIONS ARE TO NOMINAL SURFACE OF MASONRY, FACE OF STUD WALLS.
- "FLOOR LINE" REFERS TO TOP ON CONCRETE SLABS. FINISH FLOORING IS INSTALLED ABOVE THE FLOOR LINE.
- REPETITIVE FEATURES ARE NOT DRAWN IN THEIR ENTIRETY AND SHALL BE COMPLETELY PROVIDED AS IF DRAWN IN FULL.
- AT WALLS WITH SOUND ATTENUATION BLANKETS, SEAL BOTH SIDES WITH ACOUSTIC SEALANT; TOP, BOTTOM, INTERSECTION, RELIGHT FRAMES, AND OTHER PENETRATIONS.
- VERIFY ALL ROUGH-IN DIMENSIONS FOR EQUIPMENT PROVIDED IN THIS CONTRACT, OR BY OTHERS.
- REFER TO ARCHITECTURAL, ELECTRICAL AND OTHER CATEGORIES OR DRAWINGS FOR ADDITIONAL NOTES.
- VERIFY SIZE AND LOCATION OF, AND PROVIDE REQUIRED OPENINGS THROUGH FLOORS AND WALLS, FURRING, ANCHORS AND INSERTS. PROVIDE ALL BASES AND BLOCKING REQUIRED FOR ACCESSORIES, ELECTRICAL AND OTHER EQUIPMENT.

**ARCHITECTURAL / STRUCTURAL MATERIAL SYMBOLS**



**ARCHITECTURAL LEGEND**

SYMBOL	LEGEND
ROOM NAME 101	ROOM IDENTIFIER
R-1	RELIGHT IDENTIFIER
A	WALL TYPE

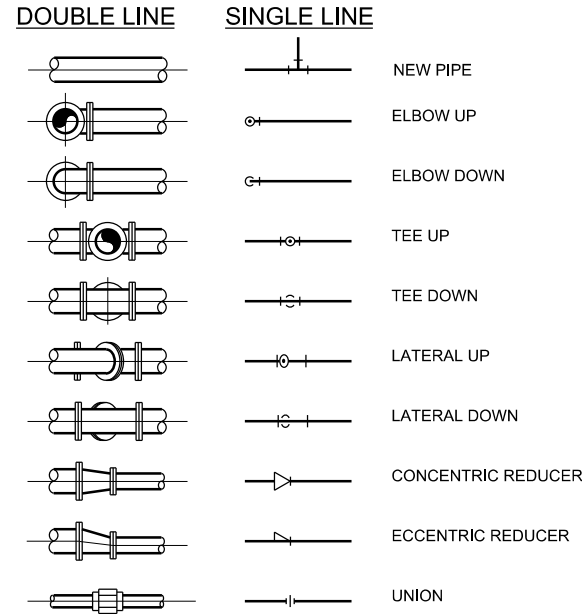
**CODE DATA**

<b>BUILDING CODE:</b>	2016 CALIFORNIA BUILDING CODE
<b>FACILITY:</b>	OPERATIONS BUILDING
<b>DESCRIPTION OF WORK:</b>	INTERIOR ALTERATION - NEW OFFICE ADDED BY EXPANDING STORAGE SPACE WITH NO CHANGE TO OCCUPANCY OR EGRESS.

**ABBREVIATIONS**

ACT	ACOUSTICAL TILE	EXST	EXISTING
APVD	APPROVED	GAVL	GALVANIZED
ARWB	ABUSE RESISTANT WALL BAORD	GWB	GYPSUM WALL BOARD
CHK	CHECKED	HGT	HEIGHT
CLR	CLEAR	HM	HOLLOW METAL
CMU	CONCRETE MASONRY UNIT	MATL	MATERIAL
COL	COLOR	MO	MASONRY OPENING
CONC	CONCRETE	NO.	NUMBER
CPT	CARPET	NTS	NOT TO SCALE
CT	CERAMIC TILE	PROJ	PROJECT
DR	DRAWN	RO	ROUGH OPENING
DWG	DRAWING	TYP	TYPICAL
EQ	EQUAL		

**HEATING, VENTILATING, AND AIR CONDITIONING PIPE AND FITTING SYMBOLS**



- NOTES:**
- ONLY FLANGED FITTINGS ARE SHOWN FOR DOUBLE LINE PIPING. FITTINGS WITH OTHER END PATTERNS ARE SIMILAR.
  - EXISTING PIPING AND EQUIPMENT ARE SHOWN LIGHT LINED AND/OR SCREENED AND IS NOTED AS EXISTING. NEW PIPING AND EQUIPMENT ARE SHOWN HEAVY-LINED.

**HVAC EQUIPMENT IDENTIFICATION**

AC	AIR CONDITIONING UNIT
CU	AIR-COOLED CONDENSING UNIT

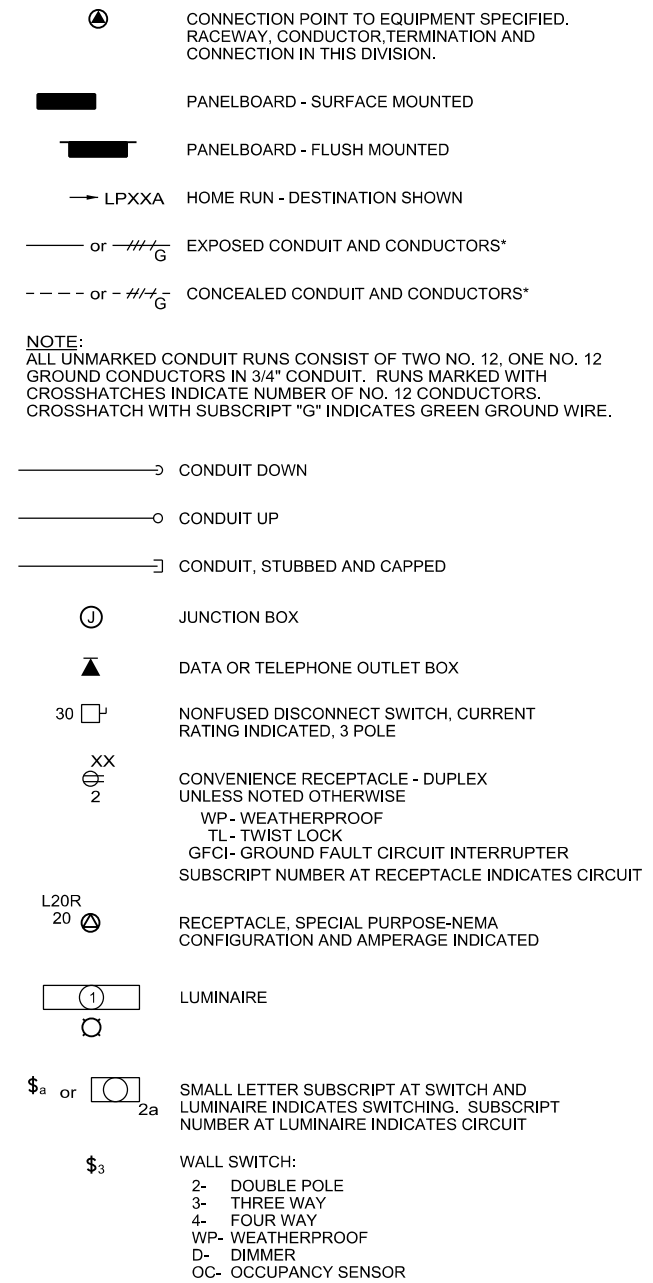
**FLOW STREAM IDENTIFICATION**

IDENTIFICATION	SERVICE
CD	CONDENSATE DRAIN
RL	REFRIGERANT LIQUID
RS	REFRIGERANT SUCTION

**HEATING, VENTILATING, AND AIR CONDITIONING SYMBOLS**



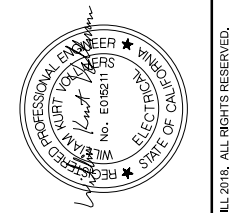
**ELECTRICAL PLAN**



**NOTE:**  
ALL UNMARKED CONDUIT RUNS CONSIST OF TWO NO. 12, ONE NO. 12 GROUND CONDUCTORS IN 3/4" CONDUIT. RUNS MARKED WITH CROSSHATCHES INDICATE NUMBER OF NO. 12 CONDUCTORS. CROSSHATCH WITH SUBSCRIPT "G" INDICATES GREEN GROUND WIRE.

- RECEPTACLE, SPECIAL PURPOSE-NEMA CONFIGURATION AND AMPERAGE INDICATED  
LUMINAIRE  
SMALL LETTER SUBSCRIPT AT SWITCH AND LUMINAIRE INDICATES SWITCHING. SUBSCRIPT NUMBER AT LUMINAIRE INDICATES CIRCUIT  
WALL SWITCH:  
2- DOUBLE POLE  
3- THREE WAY  
4- FOUR WAY  
WP- WEATHERPROOF  
D- DIMMER  
OC- OCCUPANCY SENSOR

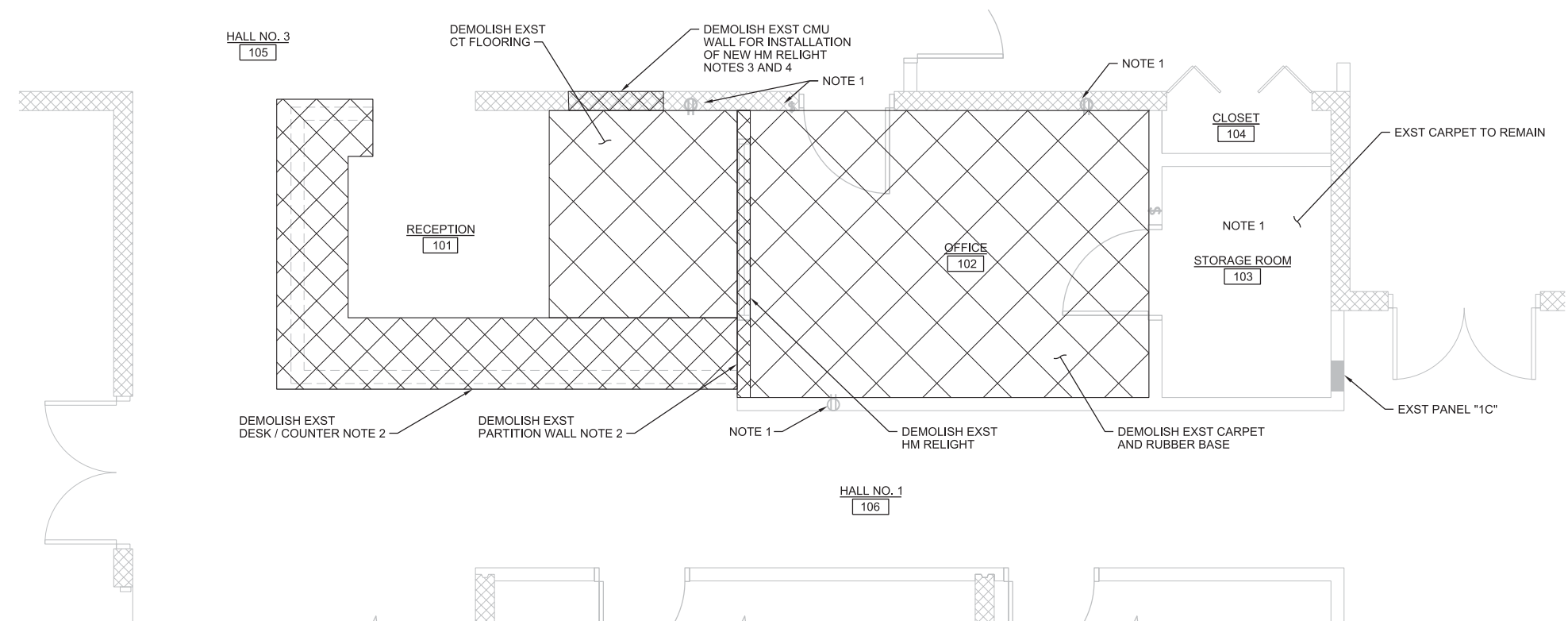
DIGITALLY SIGNED  
ON 11/29/2018



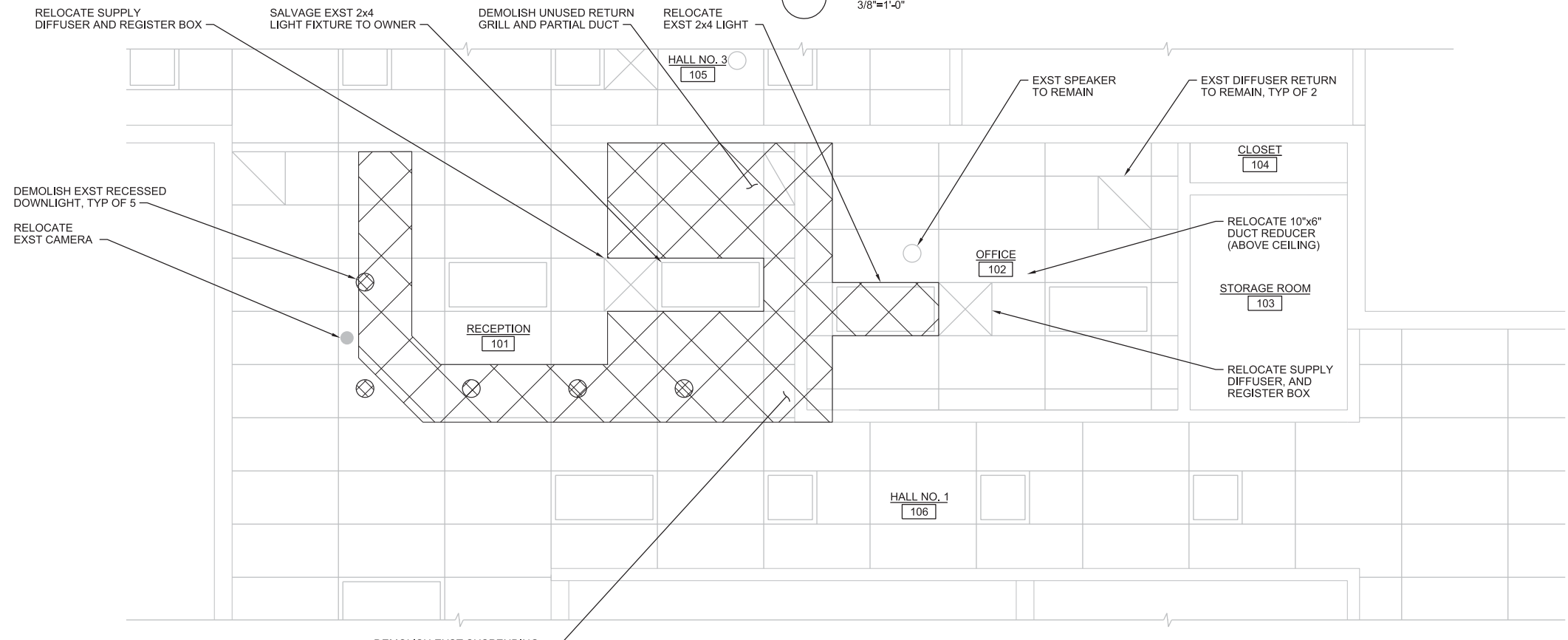
NO.	DATE	DR	CHK	BY	MEMO

2525 AIRPARK DRIVE  
REDDING, CA 96001  
(530) 243-6631  
ADMINISTRATION BUILDING OFFICE REMODEL  
TRUCKEE, CALIFORNIA  
TAHOE-TRUCKEE SANITATION AGENCY

AS SHOWN	
VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2018
PROJ	133841
DWG	01-G-0002
SHEET	2 of 7



**DEMOLITION FLOOR PLAN**  
3/8"=1'-0"



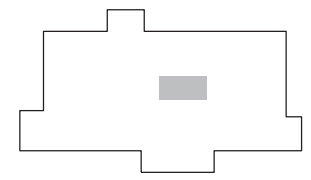
**DEMOLITION REFLECTED CEILING PLAN**  
3/8"=1'-0"

**EXISTING REFLECTED CEILING PLAN LEGEND**

- EXISTING SUSPENDED 2'X4' ACOUSTICAL TILE CEILING SYSTEM
- EXISTING WALL
- EXISTING RECESSED DOWNLIGHT
- EXISTING RECESSED LUMINAIRE,
- EXISTING EXHAUST, RETURN AIR OR TRANSFER GRILLE
- EXISTING SUPPLY AIR GRILLE OR CEILING DIFFUSER

**SHEET NOTES**

1. EXISTING LIGHT FIXTURES, LIGHT SWITCHES, AND RECEPTACLES TO REMAIN, UNLESS NOTED OTHERWISE.
2. DISCONNECT POWER AND DATA CABLES FROM THE DESK / COUNTER AND WALL, PULL BACK INTO THE CEILING SPACE OR TO THE REMAINING WALL. IDENTIFY POWER CIRCUITS FOR FUTURE USE. PRESERVE AND PROTECT WIRING AND CABLES.
3. ACCORDING TO THE ORIGINAL DRAWINGS, THE EXISTING CMU WALLS ARE SOLID GROUT FILL.
4. THE WALL REINFORCING IN THE VICINITY OF THE NEW WALL CONSISTS OF #4 BARS @ 32" HORIZONTAL AND #5 BARS @ 24" VERTICAL.



KEY PLAN



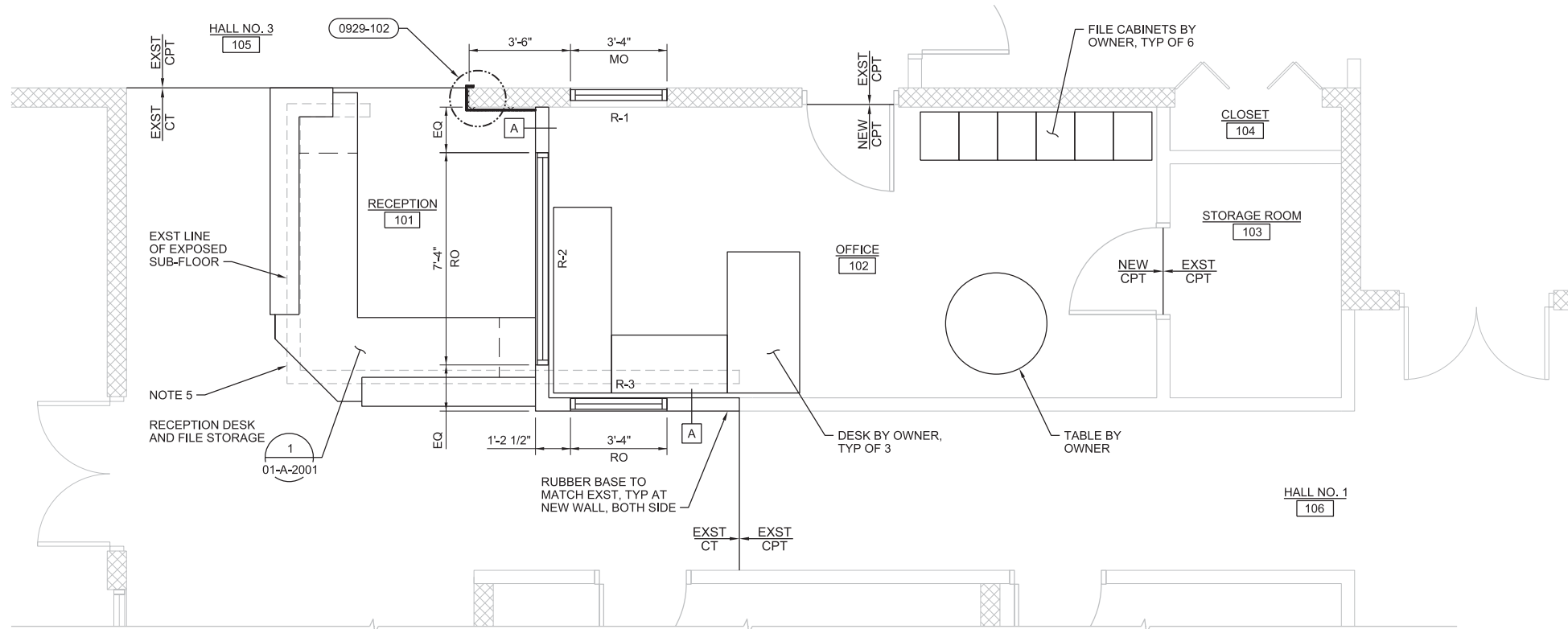
NO.	DATE	DGN	DR	REVISION	CHK	BY	APVD
		M RANDAL G KIRSTEN	M RANDAL G KIRSTEN			B TAVERNA	B MEMEO

2525 AIRPARK DRIVE  
REDDING, CA 96001  
(530) 243-5631

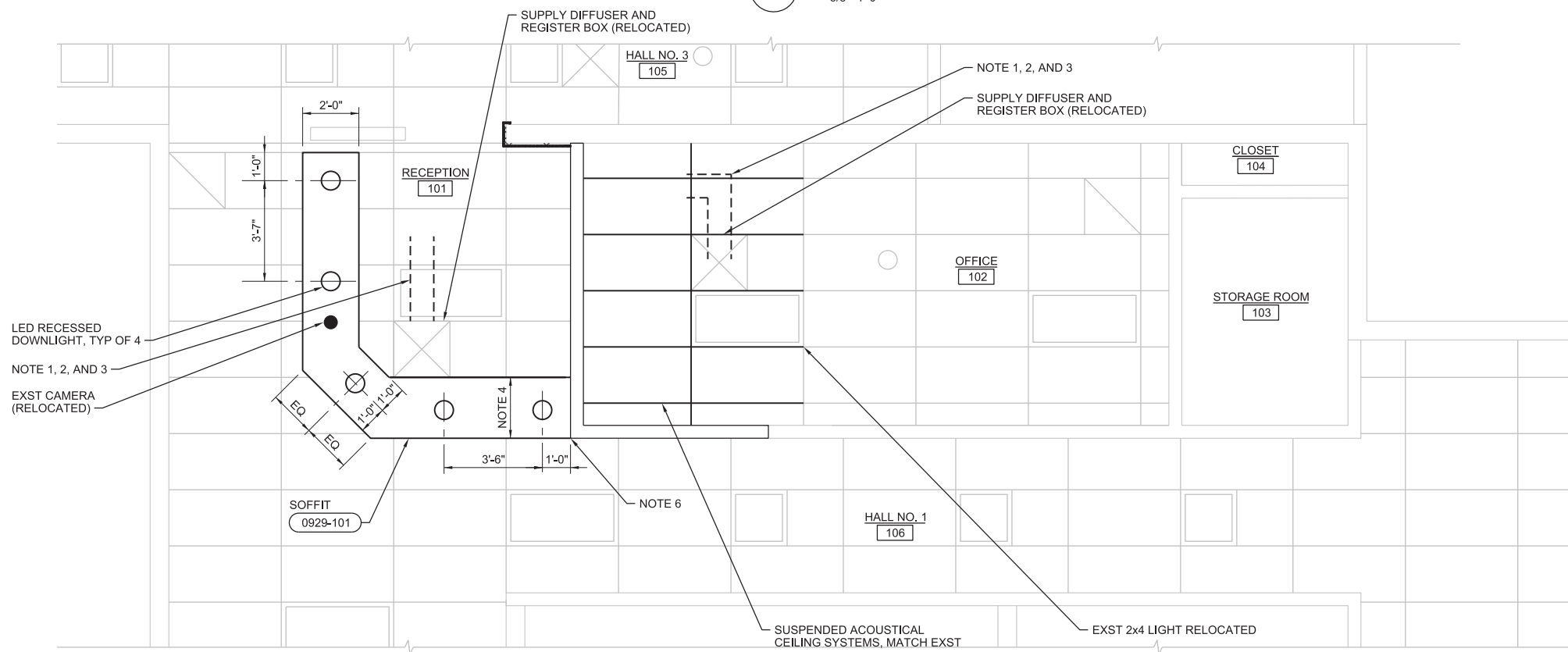
ADMINISTRATION BUILDING OFFICE REMODEL  
TRUCKEE, CALIFORNIA  
TAHOE-TRUCKEE SANITATION AGENCY

<b>ch2m</b>	
DEMOLITION <b>DEMOLITION FLOOR PLAN AND REFLECTED CEILING PLAN</b>	
VERIFY SCALE BAR IS ONE INCH ON ORIGINAL DRAWING. 0 1"	
DATE	JUNE 2018
PROJ	133841
DWG	01-D-1101
SHEET	3 of 7

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**FLOOR PLAN**  
3/8"=1'-0"



**REFLECTED CEILING PLAN**  
3/8"=1'-0"

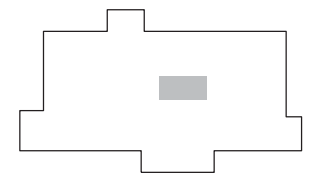
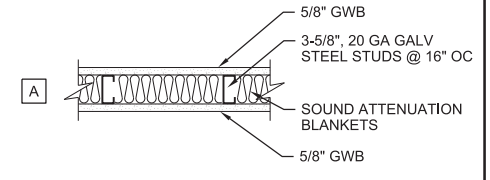
**REFLECTED CEILING PLAN LEGEND**

- SUSPENDED 2'X4' ACOUSTICAL TILE CEILING SYSTEM
- INTERIOR METAL FRAMED WALLS WITH GWB, EXTEND STUDS TO 6" ABOVE SUSPENDED CEILING AND BRACE TO STRUCTURE
- RECESSED DOWNLIGHT OR SURFACE MOUNTED PENDANT, SEE ELECTRICAL DRAWINGS
- RECESSED LUMINAIRE, SEE ELECTRICAL DRAWINGS
- EXHAUST, RETURN AIR OR TRANSFER GRILLE
- SUPPLY AIR GRILLE OR CEILING DIFFUSER

**SHEET NOTES**

1. CONNECT EXISTING 10" ROUND SUPPLY DUCT TO RELOCATED SUPPLY REGISTER BOX. UTILIZE 10"x8" REDUCER TO MAKE TRANSITION TO ROUND 8" REGISTER BOX.
2. MATERIALS OF CONSTRUCTION SHALL CONSIST OF COMMERCIAL GRADE PRODUCTS AND CONFORM TO THE FOLLOWING:  
  
FLEXIBLE DUCT: UL 181 CLASS 1, NFPA 90A AND NFPA 90B, FIRE RETARDANT REINFORCED METALIZED VAPOR BARRIER OUTER JACKET, TRI-LAMINATE INNER LINER, GALVANIZED STEEL WIRE HELIX REINFORCING, MINIMUM INSULATION VALUE OF R-6, MINIMUM WORKING PRESSURE OF 4-INCH WATER COLUMN.  
  
ELBOWS: SHALL BE IN ACCORDANCE WITH SHEET METAL AND AIR CONDITIONING CONTRACTORS NATIONAL ASSOCIATION (SMACNA) MANUAL STANDARDS, SHALL BE SEGMENTED OR PLEATED.  
  
HANGERS AND SUPPORTS: SHALL BE IN ACCORDANCE WITH SMACNA MANUAL.
3. CONNECTIONS SHALL BE MADE PER MANUFACTURER'S RECOMMENDATIONS.
4. SOFFIT DIMENSION TO EXTEND FROM CORNER OF WALL AND EXISTING CEILING GRID. (APPROXIMATELY 2'-3")
5. PATCH FLOOR WITH TILE TO MATCH EXISTING.
6. PROVIDE VERTICAL CONTROL JOINT WHERE SOFFIT ABUTS FULL HEIGHT WALL

**WALL TYPES**



KEY PLAN

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ON 06/12/2018



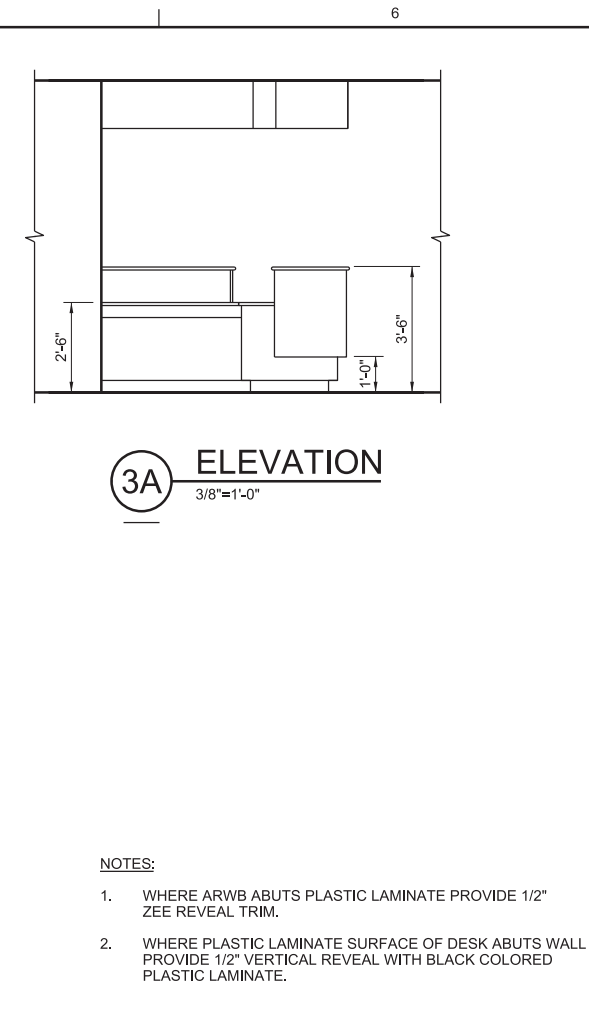
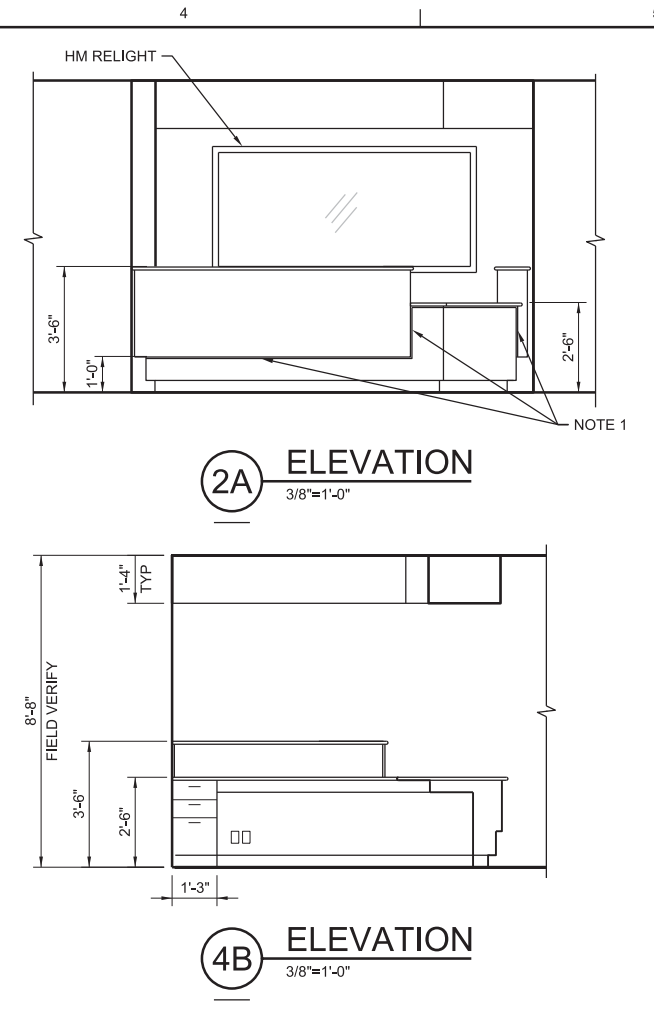
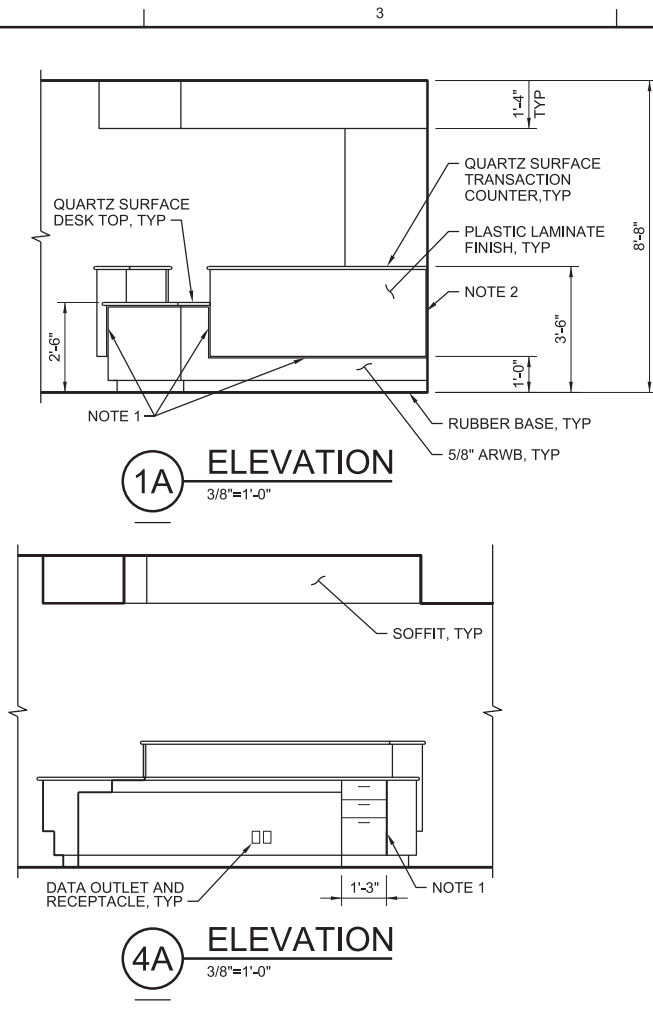
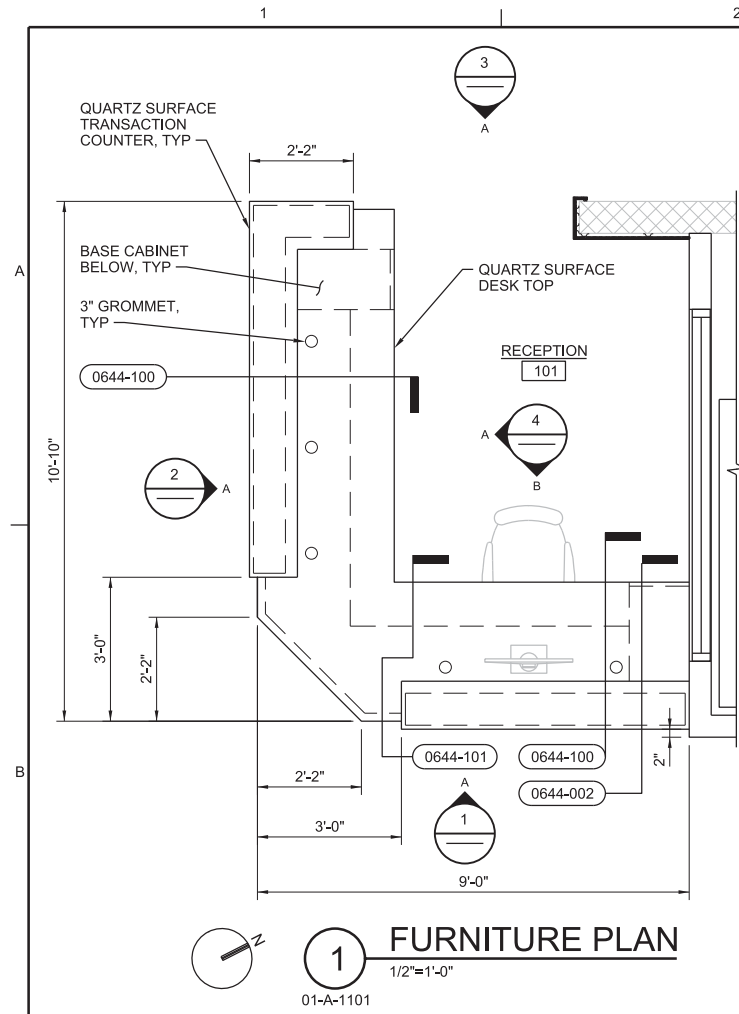
NO.	DATE	DSGN	CHK	REV	BY	MEMO
					APVD	B TAVERNA
					APVD	M COLLINS
					DR	G KRSTEN

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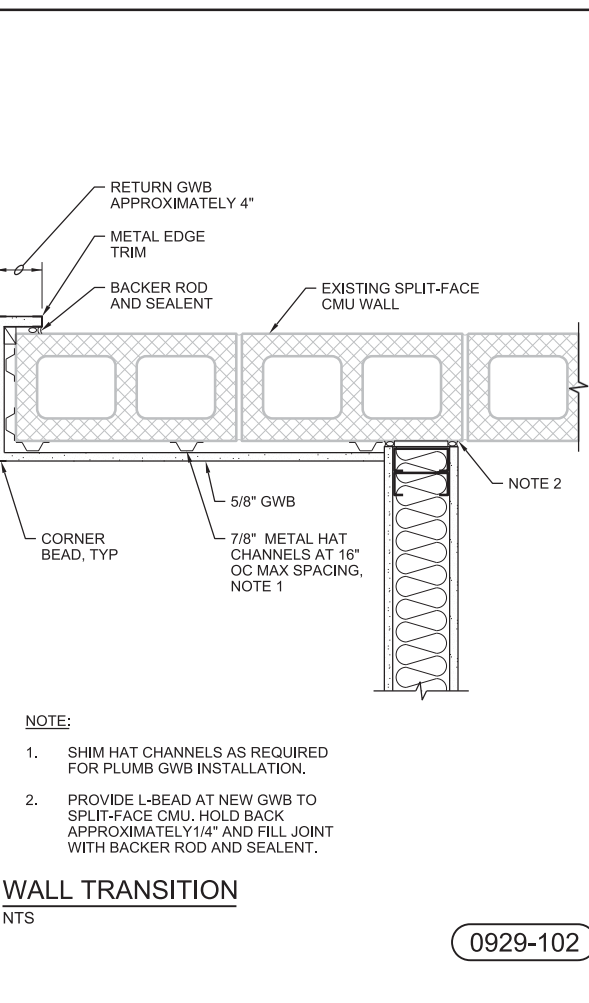
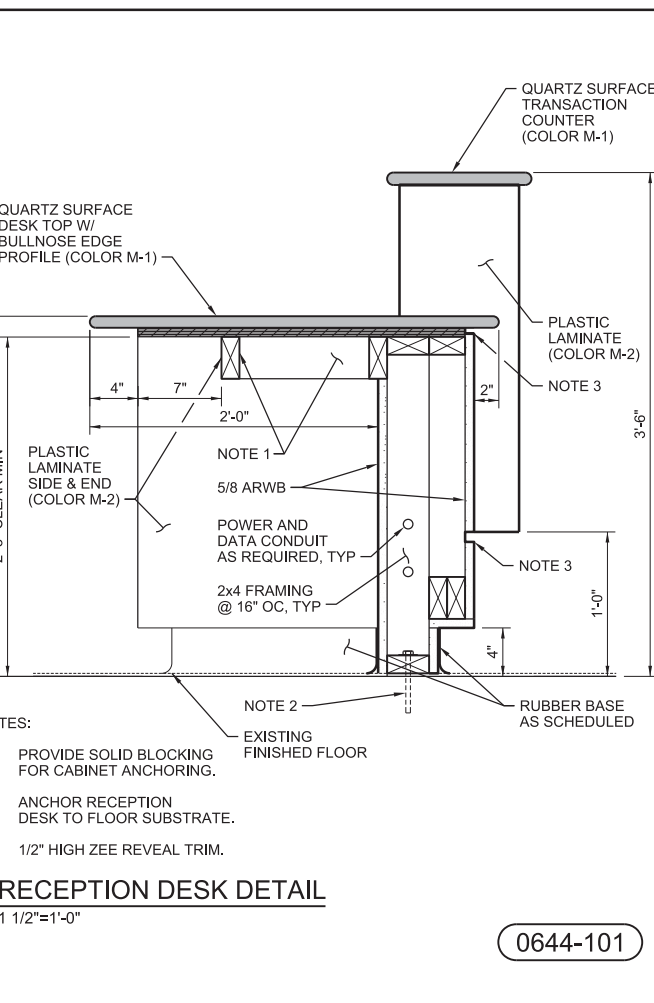
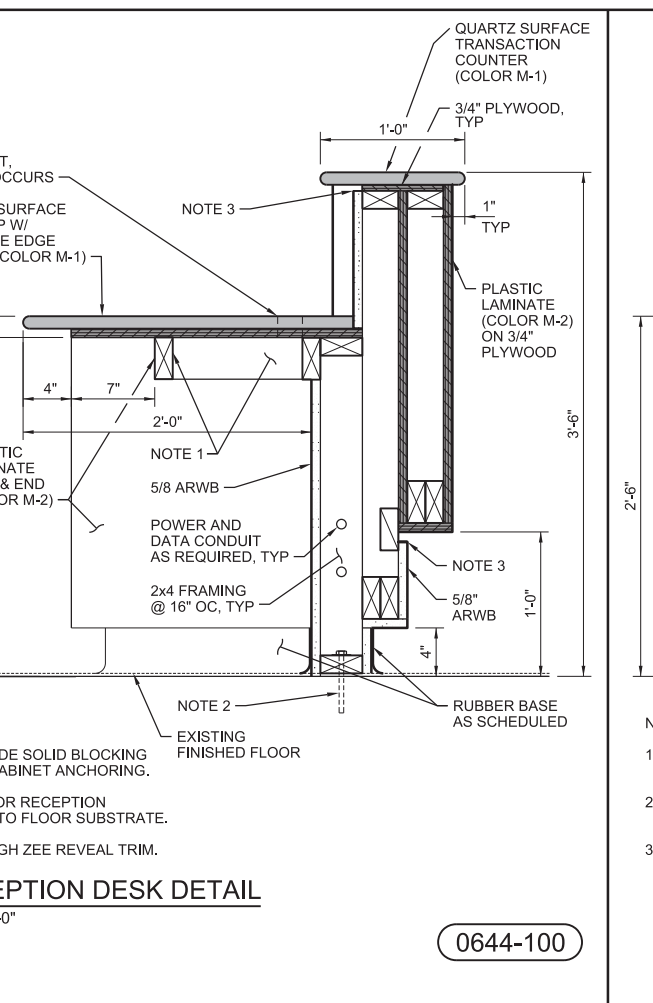
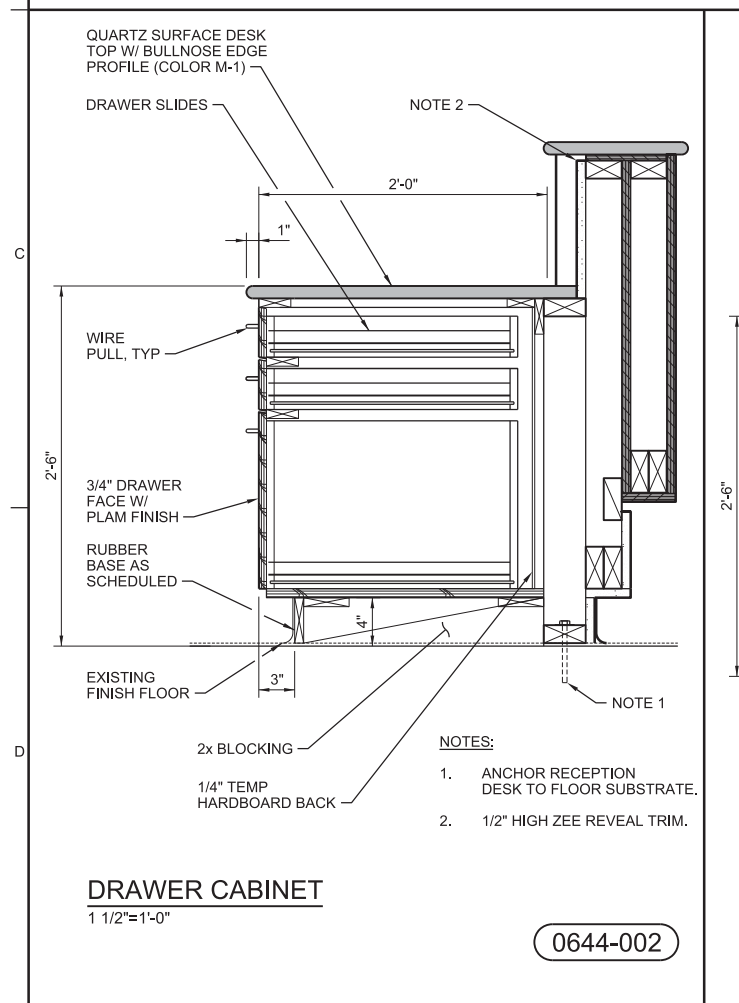
ADMINISTRATION BUILDING OFFICE REMODEL  
TRUCKEE, CALIFORNIA

TAHOE-TRUCKEE SANITATION AGENCY

ARCHITECTURAL		<b>ch2m</b>
FLOOR PLAN AND REFLECTED CEILING PLAN		
VERIFY SCALE BAR IS ONE INCH ON ORIGINAL DRAWING. 0 1"		
DATE	JUNE 2018	
PROJ	133841	
DWG	01-A-1101	
SHEET	4 of 7	



- NOTES:**
- WHERE ARWB ABUTS PLASTIC LAMINATE PROVIDE 1/2" ZEE REVEAL TRIM.
  - WHERE PLASTIC LAMINATE SURFACE OF DESK ABUTS WALL PROVIDE 1/2" VERTICAL REVEAL WITH BLACK COLORED PLASTIC LAMINATE.



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ADMINISTRATION BUILDING OFFICE REMODEL  
TRUCKEE, CALIFORNIA

TAHOE-TRUCKEE SANITATION AGENCY

ARCHITECTURAL  
**ch2m**  
FURNITURE PLAN,  
INTERIOR ELEVATIONS AND DETAILS

VERIFY SCALE  
BAR IS ONE INCH ON ORIGINAL DRAWING.

DATE JUNE 2018  
PROJ 133841  
DWG 01-A-2001  
SHEET 5 of 7

NO. DATE DSGN DR APVD BY APVD  
G KIRSTEN M COLLINS B TAVERNA  
REVISION CHK

B MEMEO

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FILENAME: 01-A-2001\_133841.dgn PLOT DATE: 6/12/2018 PLOT TIME: 10:23:06 AM

# INTERIOR FINISH SCHEDULE

<b>ABBREVIATIONS:</b> ACT ACOUSTICAL TILE AS AS SELECTED CLR CLEAR CMU CONCRETE MASONRY UNIT COL COLOR CONC CONCRETE	CPT CARPET CT CERAMIC TILE E EAST EXP EXPOSED STRUCTURE EXST EXISTING FCTY FACTORY	FNSH FINISH GWB GYPSUM WALL BOARD GLZ GLAZING HGT HEIGHT MATL MATERIAL MET METAL	N NORTH QS QUARTZ SURFACE PLAM PLASTIC LAMINATE RUB RUBBER BASE S SOUTH W WEST	<b>NOTES:</b> NO. 1 NUMBERS IN THE FNSH COLUMN REFER TO PAINT SYSTEMS IN SPECIFICATION SECTION 09 90 00. NO. 2 CODES IN COL COLUMN REFER TO COLOR LIST ON THIS SHEET. NO. 3 FOR RELIGHT FINISHES, SEE RELIGHT SCHEDULE ON THIS SHEET. NO. 4 REPLACE EXISTING ACOUSTICAL TILES DAMAGED DURING CONSTRUCTION. NO. 5 SEE RECEPTION DESK DETAILS FOR ADDITIONAL MATERIAL AND FINISH REQUIREMENTS.
--	---	---	---	---

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ON 06/12/2018



NO.	SPACE NAME	FLOOR		BASE AND WAINSCOT				TYPICAL WALL			OTHER WALL			CEILING				MISCELLANEOUS			OTHER REQUIREMENTS				
		SUB FL	FINISH	COL	HGT	MATL	FINISH	COL	WALLS	MATL	FINISH	COL	WALL	MATL	FINISH	COL	HGT	MATL	FINISH	COL		ITEM	MATL	FINISH	COL
101	RECEPTION	EXST CONC	EXST CT	--	4"	RUB	FCTY	F-2	E.N	GWB	115	P-1	--	--	--	--	8'-8"	EXST ACT/ACT/GWB	FCTY / 115	WHITE / P-2	DESK WORK SURFACE / DESK CABINET / DESK DRYWALL	QS / PLAM / ARWB	FCTY / 115	M-1 / M-2 / P-4	NOTE 4, 5
102	OFFICE	EXST CONC	CPT	F-1	4"	RUB	FCTY	F-2	ALL	EXST GWB	115	P-1	W, S	GWB	115	P-1	8'-8"	EXST ACT/ACT	FCTY	WHITE					NOTE 4
103	STORAGE ROOM	EXST CONC	EXST CPT	--	--	EXST RUB	--	--	--	EXST GWB	--	--	--	--	--	--	8'-8"	EXST ACT	--	--					NO CHANGE TO ROOM
105	HALLWAY NO. 3	EXST CONC	EXST CPT	--	--	EXST RUB	--	--	--	EXST CMU	109	P-1	--	--	--	--	8'-8"	EXST ACT	--	--					
106	HALLWAY NO. 1	EXST CONC	EXST CT / CPT	--	4"	EXST RUB / RUB	FCTY	F-2	N	EXST GWB	--	--	N	GWB	115	P-1	8'-8"	EXST ACT	--	--					NOTE 4

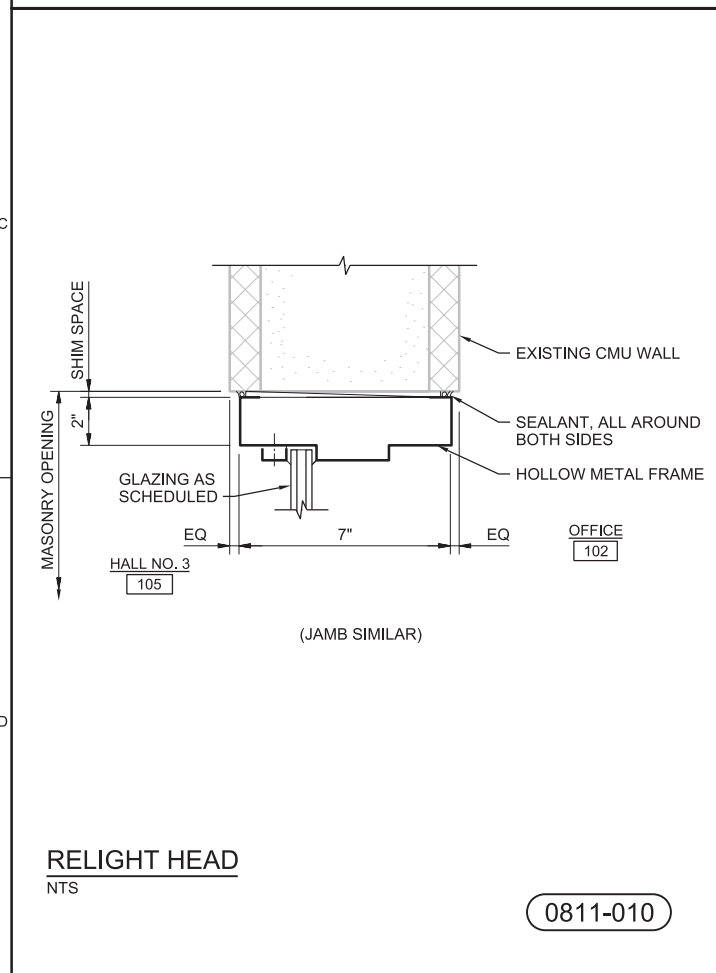
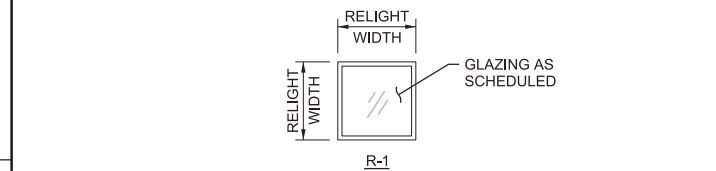
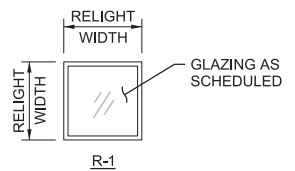
## RELIGHT SCHEDULE

<b>RELIGHT TYPE ABBREVIATIONS:</b> F FIXED	<b>OTHER ABBREVIATIONS:</b> AFF ABOVE FINISH FLOOR (AT GROUND LEVEL) EXST EXISTING HM HOLLOW METAL IG-A INSULATING ACOUSTICAL GLASS	<b>NOTES:</b> NO. 1 FOR FRAME TYPES, SEE RELIGHT TYPES ON THIS SHEET. NO. 2 FOR FRAME DETAILS, SEE DESIGN DETAILS. NO. 3 CODES IN COL COLUMN REFER TO COLOR LIST ON THIS SHEET. NO. 4 LOCATE BLINDS ON OFFICE SIDE OF RELIGHT.
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## COLOR LIST

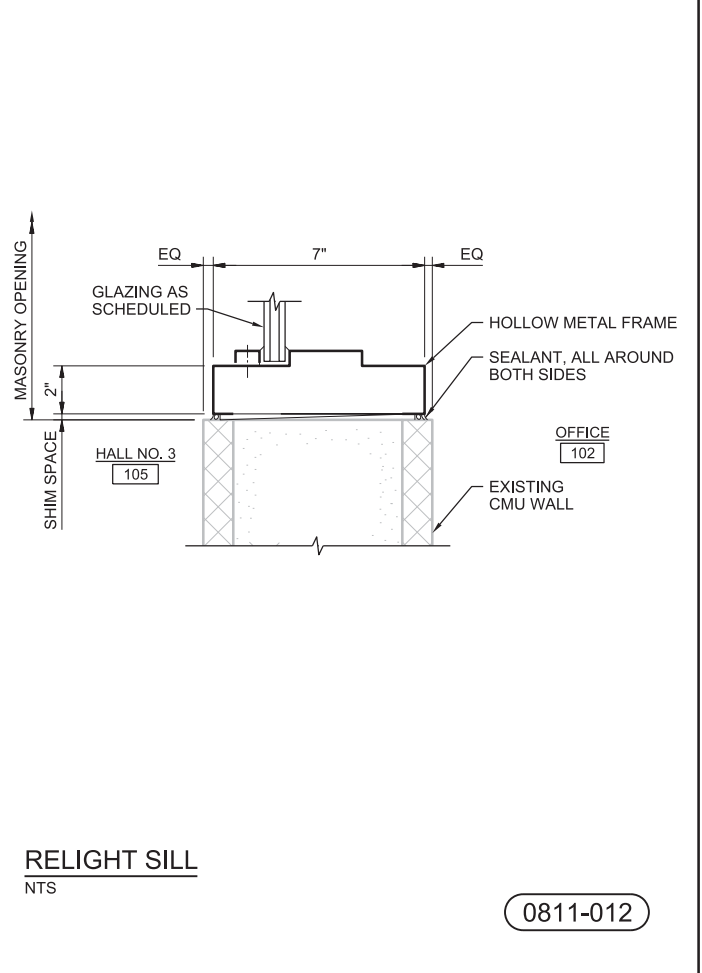
MARK	ITEM	MANUFACTURER	COLOR	OTHER REQUIREMENTS
<b>FLOOR</b>				
F-1	CARPET	AS SPECIFIED	AS SELECTED BY OWNER	
F-2	RUBBER BASE	AS SPECIFIED	MATCH EXISTING	
<b>OPENINGS</b>				
O-1	BLINDS	AS SPECIFIED	AS SPECIFIED	
<b>PAINT</b>				
P-1	WALLS	AS SPECIFIED	MATCH EXISTING COLOR	
P-2	CEILING	AS SPECIFIED	MATCH EXISTING COLOR	
P-3	RELIGHT FRAMES	AS SPECIFIED	MATCH EXISTING COLOR	
P-4	RECEPTION DESK DRYWALL	AS SPECIFIED	AS SELECTED BY OWNER	
<b>MISCELLANEOUS</b>				
M-1	QUARTZ SURFACE TOP	WILSONART	AS SELECTED BY OWNER	
M-2	PLASTIC LAMINATE	WILSONART	AS SELECTED BY OWNER	

## RELIGHT TYPES



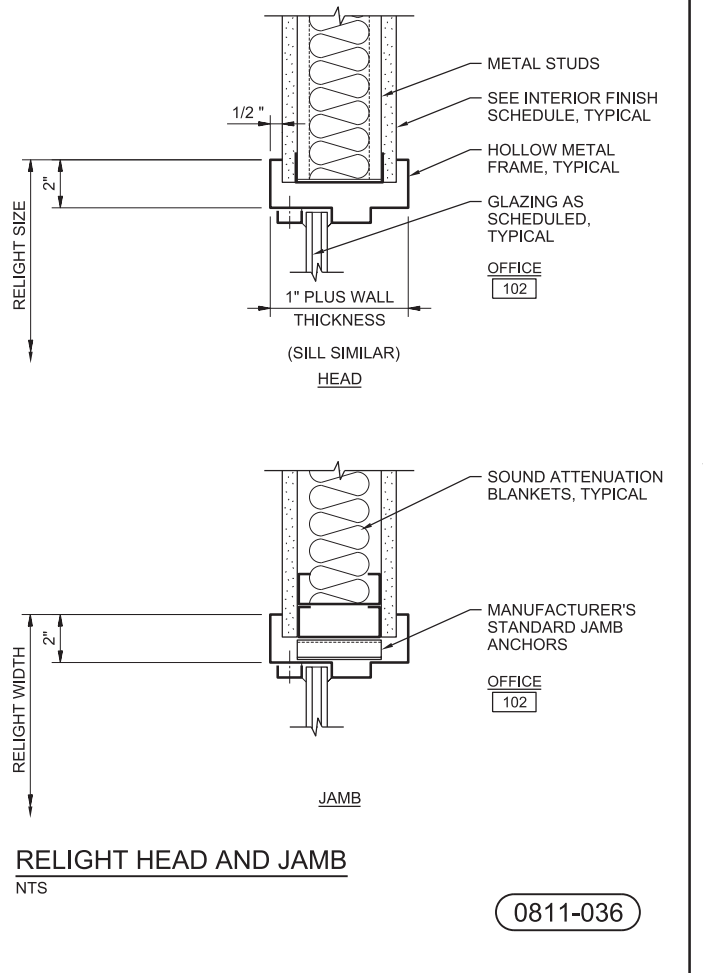
**RELIGHT HEAD**  
NTS

0811-010



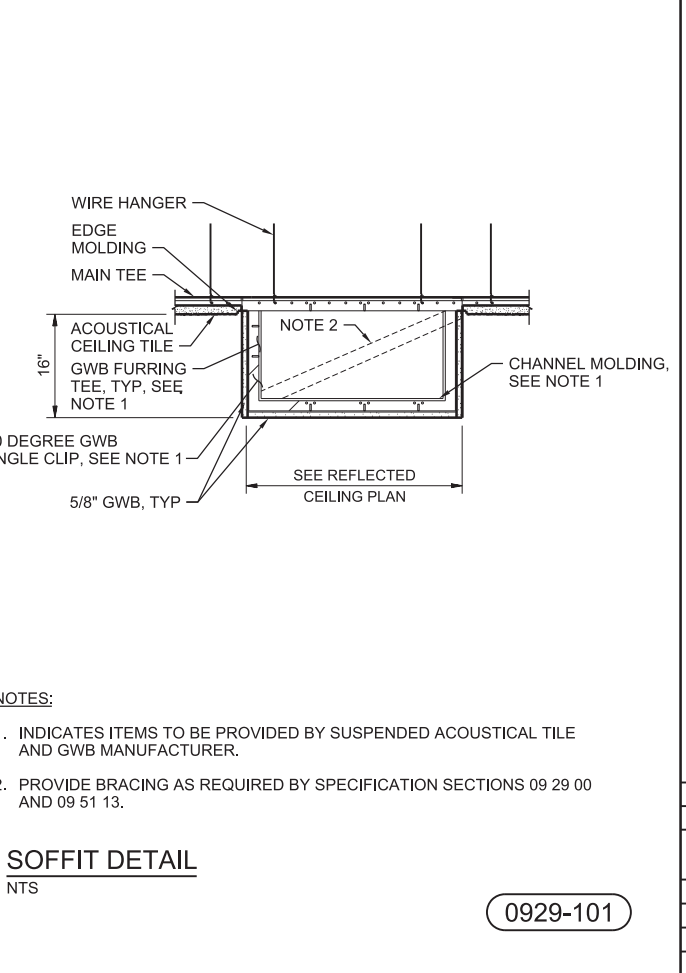
**RELIGHT SILL**  
NTS

0811-012



**RELIGHT HEAD AND JAMB**  
NTS

0811-036



**SOFFIT DETAIL**  
NTS

0929-101

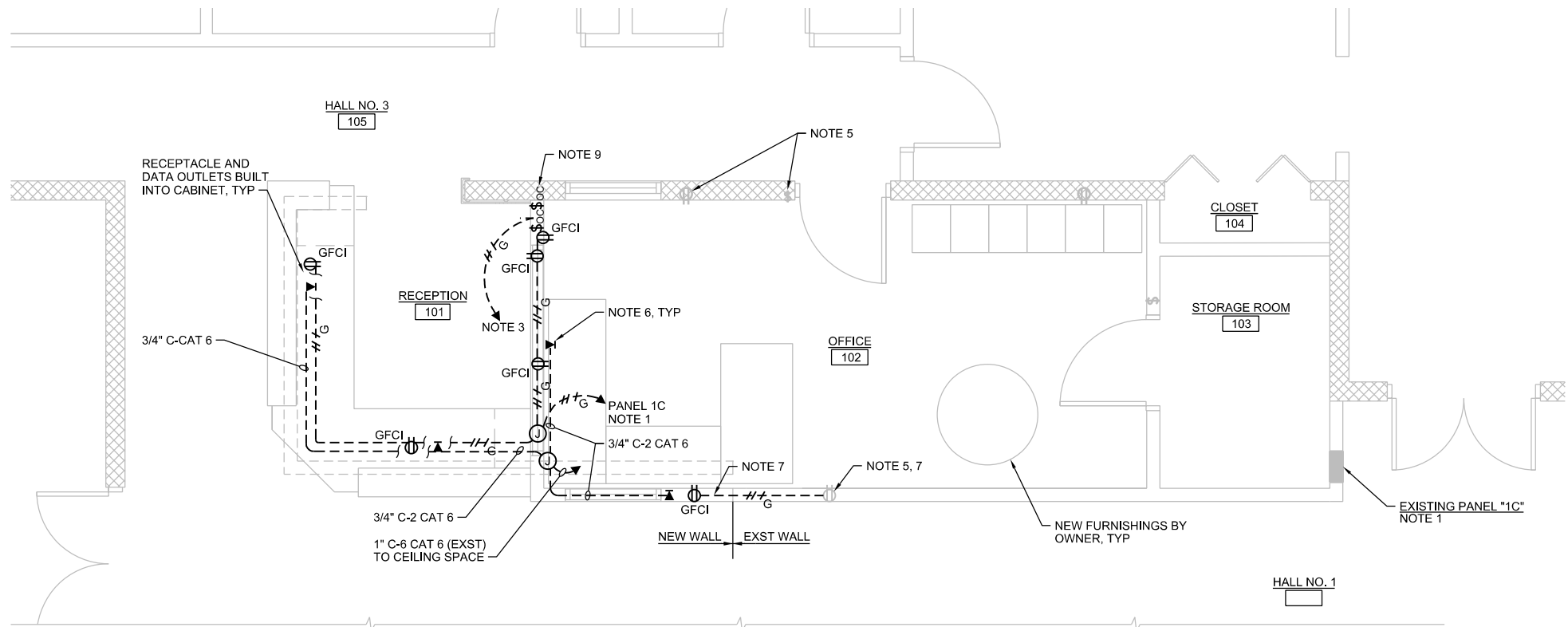
- NOTES:**
- INDICATES ITEMS TO BE PROVIDED BY SUSPENDED ACOUSTICAL TILE AND GWB MANUFACTURER.
  - PROVIDE BRACING AS REQUIRED BY SPECIFICATION SECTIONS 09 29 00 AND 09 51 13.

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(530) 243-6831

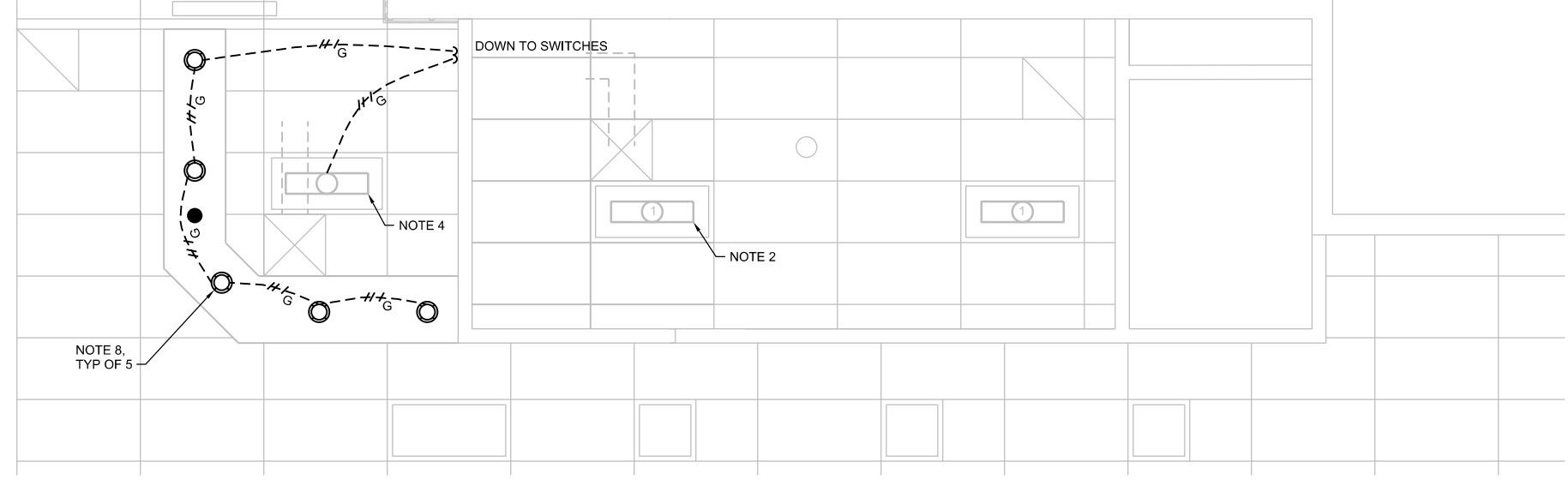
ADMINISTRATION BUILDING OFFICE REMODEL  
TRUCKEE, CALIFORNIA  
TAHOE-TRUCKEE SANITATION AGENCY

ARCHITECTURAL  
**SCHEDULES AND DETAILS**

VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2018
PROJ	133841
DWG	01-A-3001
SHEET	6 of 7



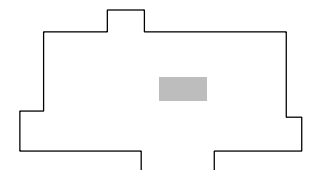
FLOOR PLAN  
3/8"=1'-0"



REFLECTED CEILING PLAN  
3/8"=1'-0"

**NOTES:**

1. UTILIZE EXISTING SPARE CIRCUIT 29 IN PANEL 1C FOR NEW RECEPTACLE CIRCUIT.
2. RELOCATED EXISTING CEILING FIXTURE. RECONNECT TO EXISTING OFFICE LIGHTING CIRCUIT.
3. CONNECT TO EXISTING RECEPTION AREA LIGHTING CIRCUIT, EXPOSED DURING DEMOLITION. (PANEL 1C-10)
4. EXISTING CEILING FIXTURE. CONNECT TO A NEW OCCUPANCY SENSOR SWITCH AS SHOWN. PROVIDE A SENSOR SWITCH; WSX SERIES, OR APPROVED EQUAL.
5. EXISTING DEVICES, IF DISTURBED BY CONSTRUCTION ACTIVITIES, RE-CONNECT TO EXISTING CIRCUITS AND SWITCHES TO RESTORE ORIGINAL FUNCTION.
6. PROVIDE OUTLET BOX FOR DATA CABLES WHERE SHOWN OR AS DIRECTED BY OWNER. ROUTE EXISTING DATA CABLES TO BOX. PROVIDE SUITABLE RJ45 JACKS AND WALL PLATES.
7. EXTEND EXISTING RECEPTACLE CIRCUIT TO NEW DEVICE AS SHOWN.
8. RECESSED LED DOWNLIGHT MOUNTED IN SOFFIT. COORINATE LOCATIONS WITH SOFFIT SHOWN ON 01-A-1101. PROVIDE A GOTHAM 6" EVO DOWNLIGHT, MODEL: EVO 40/10 6WR MD MVOLT EZ1 OR APPROVED EQUAL.
9. PROVIDE A PUSH BUTTON WALL MOUNTED COMBINATION OCCUPANCY SENSOR/ DIMMING SWITCH COMPATIBLE WITH THE 0-10V DIMMING DRIVER. PROVIDE A SENSOR SWITCH; WSX-D, OR APPROVED EQUAL.



KEY PLAN

DIGITALLY SIGNED  
ON 11/29/2018



NO.	DATE	DSGN	CHK	REVISION	BY	APVD

2525 AIRPARK DRIVE  
REDDING, CA 96001  
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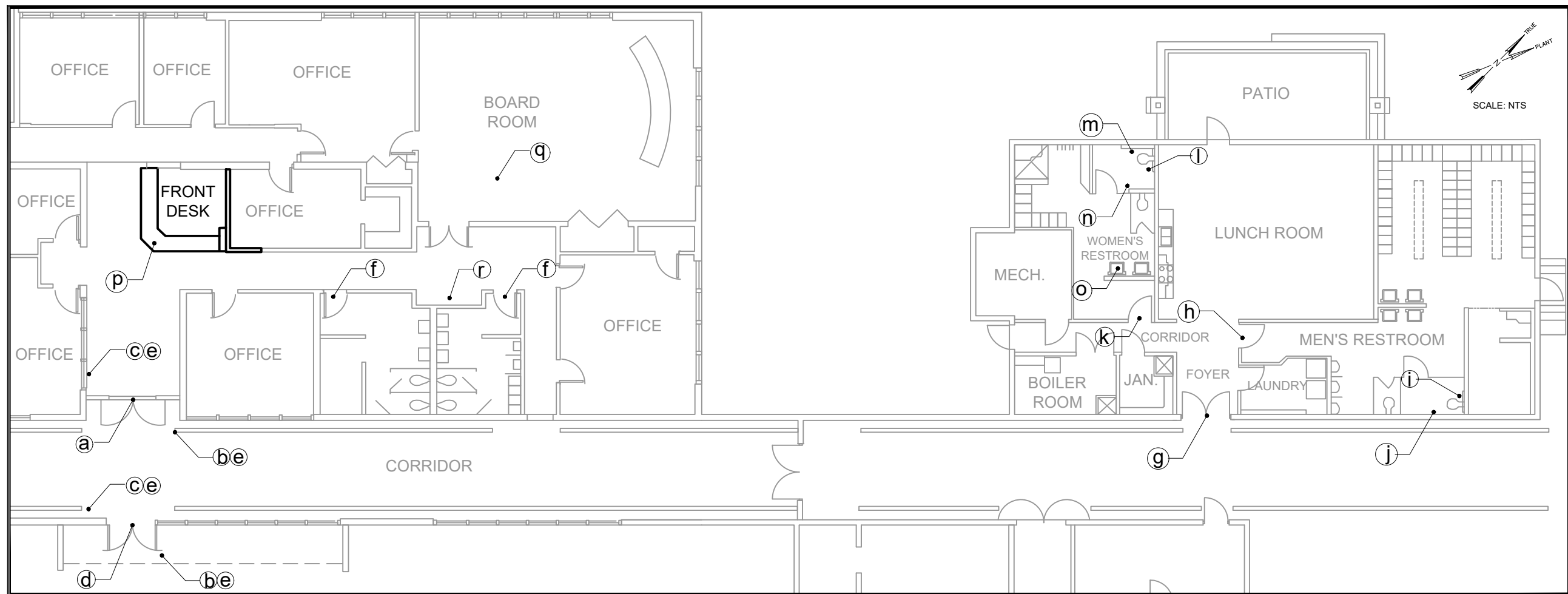
ADMINISTRATION BUILDING OFFICE REMODEL  
TRUCKEE, CALIFORNIA

TAHOE-TRUCKEE SANITATION AGENCY

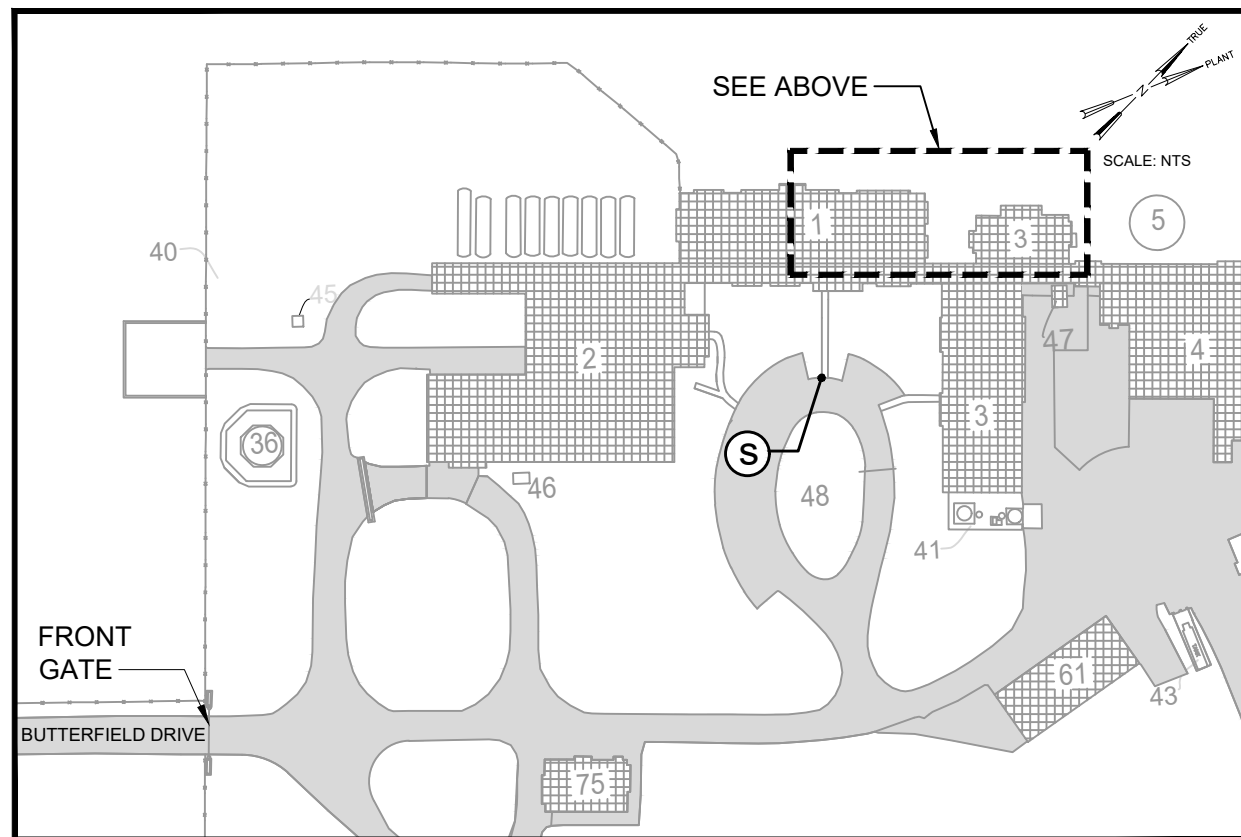


ADMINISTRATION BUILDING  
ELECTRICAL  
PLAN

VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2018
PROJ	133841
DWG	01-E-1101
SHEET	7 of 7



LOCATION MAP



KEY MAP

Tahoe-Truckee Sanitation Agency (T-TSA)	
Administration Building Office Remodel Project	
ADA Retrofit Schedule	
Location	Work to Be Performed by T-TSA Maintenance Staff
a	Install New Auto Closer (1E) and Threshold (1A). Existing Doors (2A), Hardware (1B), Kick Plate (1C), Strike-Side Clearance (1D), and Aluminum Bottom Panels (1H) to remain as-is.
b	Install Landing Placards at Building Entrances (1F).
c	Install Tactile Exit Signs (1G).
d	Install New Auto Closer (1E) and Threshold (2B). Existing Exit Doors (2A), Hardware (2D), Kick Plate (2D), Strike-Side Clearance (2E), and Aluminum Bottom Panels (2G) to remain as-is.
e	Install New Signs and Identification (Braille) (2F).
f	Install New Signs and Identification (Braille) (3E).
g	Install New Door Closers Along Route to Bathroom (2G). Existing Doors (3B) to remain as-is.
h	Install New Door Symbols (3D), Signs and Identification (Braille) (3E). Existing Door (3B) and Strike-Side Clearance (3C) to remain as-is.
i	Relocate Grab Bar (Bar and Backing) (3G).
j	Relocate Existing Toilet Paper Dispenser (3H).
k	Install New Door Symbols (3D), Signs and Identification (Braille) (3E). Existing Door (3B) and Strike-Side Clearance (3C) to remain as-is.
l	Relocate Grab Bar (Bar and Backing) (3G).
m	Relocate Existing Toilet Paper Dispenser (3H).
n	Relocate Sanitary Napkin Disposal Unit (3H).
o	Relocate Plumbing Fixtures -Women's Sink (3F).
p	Retrofit Existing Public Telephone - TYY (4A).
q	Install Assisted Listening Devices & Signage (4B, 4C).
r	Replace Drinking Fountain (5A).
s	Install Detectable Warnings (6F).
Notes	
1) Lower case letters correspond with symbols on map.	
2) Upper case letters and numbers correspond with Items shown on the Town of Truckee's Accessibility Worksheet for Existing Commercial & Public Accommodation Buildings' checklist.	

T-TSA ADA COMPLIANCE MAP





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** V-1  
**Subject:** Department Reports

---

### **Background**

Department reports for previous and current month(s).

### **Fiscal Impact**

None.

### **Attachments**

1. Operations Department Report.
2. Maintenance Department Report.
3. Engineering Department Report.
4. Information Technology (IT) Department Report.
5. Administration Department Report.

### **Recommendation**

No action required.

### **Review Tracking**

Submitted By: \_\_\_\_\_

  
LaRue Griffin  
General Manager



TAHOE-TRUCKEE SANITATION AGENCY  
OPERATIONS DEPARTMENT REPORT

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Michael Peak, Operations Manager  
**Subject:** Operations Report

---

All plant waste discharge requirements were met for the month.

**Operations Report:**

- Snow removal throughout the plant.
- Overall, the plant performed well through the month.

**Laboratory Report:**

- Staff performed necessary laboratory testing per WDR requirements and operational needs.


**Plant Data:**

Influent Flow Description	MG
Monthly average daily <sup>(1)</sup>	4.71
Monthly maximum instantaneous <sup>(1)</sup>	11.95
Maximum 7- day average	5.89

Effluent Limitation Description <sup>(2)</sup>	WDR Monthly Average		WDR Daily Maximum	
	Recorded	Limit	Recorded	Limit
Suspended Solids (mg/l)	1.1	10.0	1.2	20.0
Turbidity (NTU)	NA	NA	2.3	10.0
Total Phosphorus (mg/l)	0.34	0.80	0.45	1.50
Chemical Oxygen Demand (mg/l)	29.0	45.0	34.0	60.0

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

**Review Tracking:**

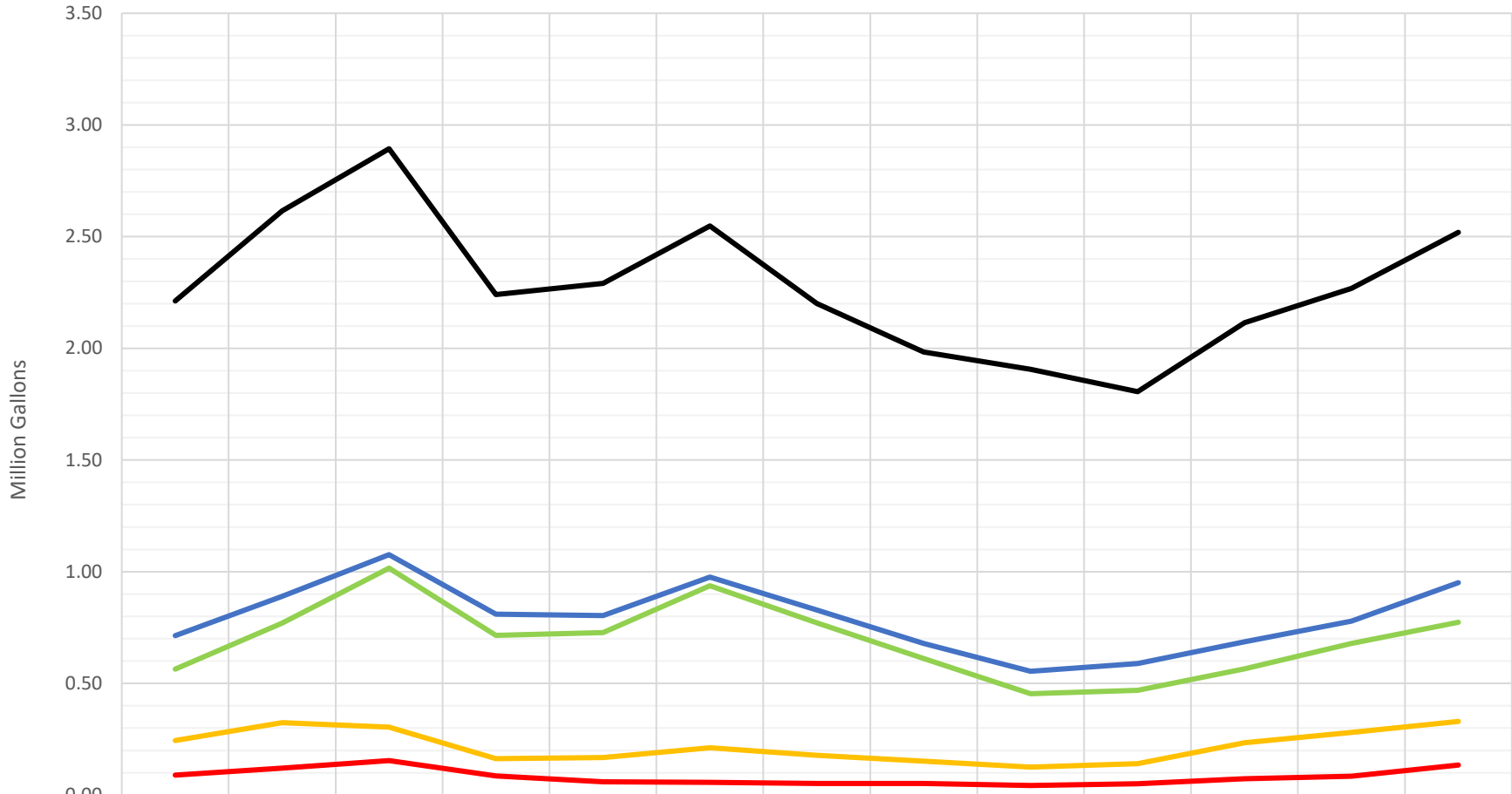
Submitted By:   
 Michael Peak  
 Operations Manager

Approved By:   
 LaRue Griffin  
 General Manager





### Monthly Average Daily Flow (Districts)



	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19
NTPUD	0.71	0.89	1.08	0.81	0.80	0.98	0.83	0.68	0.55	0.59	0.69	0.78	0.95
TCPUD	0.56	0.77	1.02	0.72	0.73	0.94	0.77	0.61	0.45	0.47	0.56	0.68	0.77
ASCWD	0.09	0.12	0.15	0.09	0.06	0.06	0.05	0.05	0.04	0.05	0.07	0.08	0.13
SVPSD	0.24	0.32	0.30	0.16	0.17	0.21	0.18	0.15	0.13	0.14	0.23	0.28	0.33
TSD	2.21	2.62	2.89	2.24	2.29	2.55	2.20	1.98	1.91	1.81	2.11	2.27	2.52





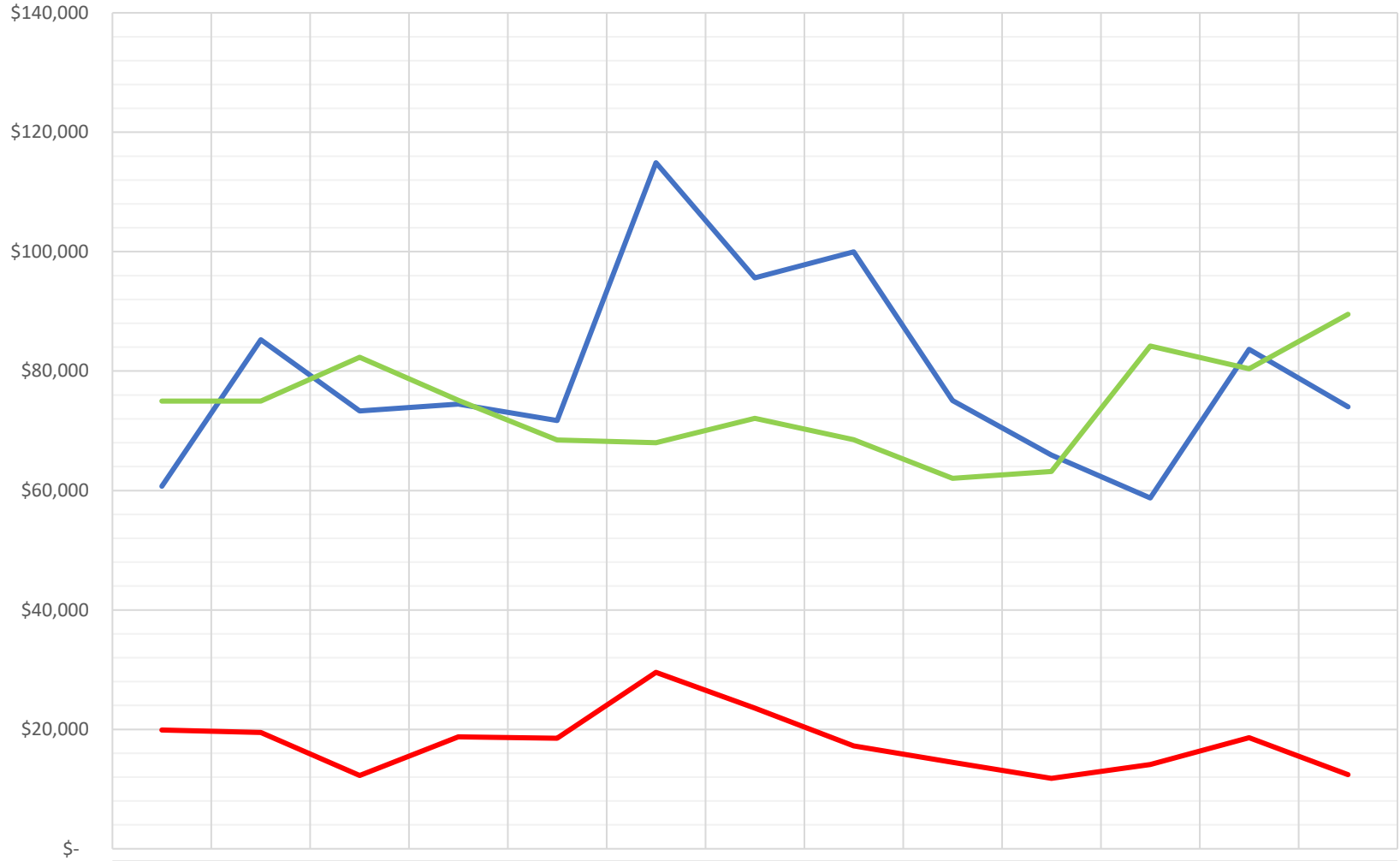








### Chemical, Power and Sludge Disposal Costs



	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19
— Chemical	\$60,704	\$85,237	\$73,330	\$74,466	\$71,733	\$114,902	\$95,616	\$99,985	\$75,081	\$65,950	\$58,752	\$83,644	\$74,020
— Power	\$74,980	\$74,980	\$82,300	\$75,117	\$68,486	\$68,012	\$72,081	\$68,530	\$62,041	\$63,203	\$84,179	\$80,374	\$89,515
— Sludge Disposal	\$19,869	\$19,469	\$12,296	\$18,752	\$18,517	\$29,550	\$23,564	\$17,231	\$14,472	\$11,797	\$14,115	\$18,617	\$12,429




## TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT


**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Richard Pallante, Maintenance Manager  
**Subject:** Maintenance Report

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- ◆ **Project support:** In the month of February, Maintenance staff provided support for the following projects:
  - Received one TRI USA Dig- Alert request in support of local community projects.
  
- ◆ **Plant Maintenance activity:** Maintenance staff resources were focused on the following for the month of February:
  - Snow Removal
  - Completed 272 work orders, a 38% reduction from the previous month, categorized as follows:
    - 182 scheduled preventative maintenance work orders, a 52% decrease from the previous month.
    - 90 unscheduled work orders, a 55% increase from the previous month. The following categories represent the unscheduled work completed: 37 corrective, 11 projects, 3 non-scheduled preventative and 39 safety.
  
- ◆ **Plant Maintenance projects:** Maintenance staff performed tasks on the following ongoing projects:
  - Completed job scope for installation of new chlorine leak detection equipment.
  - Received Camus hydronic boiler and have started the installation.
  - Received new blower for BNR and have started the retrofit/installation.

### Review Tracking:

Submitted By:   
Richard Pallante  
Maintenance Manager

Approved By:   
LaRue Griffin  
General Manager




TAHOE-TRUCKEE SANITATION AGENCY  
ENGINEERING DEPARTMENT REPORT

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Jay Parker, Engineering Manager  
**Subject:** Engineering Report

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- ◆ **Projects:** In the month of February, Engineering staff continued working on the following projects:
  - 2019 Plant Concrete Repair Project
  - 2019 Roof Repair Project
  - 2019 Headworks Improvements Project
  - Building 27 Main Service Upgrade Project
  - Administration Building Office Remodel Project
  - Digital Scanning of Sewer Lines
  - Multi-use Digester Pump
  
- ◆ **Project Planning Meetings:** Engineering staff assisted in review of construction documents and/or attended coordination meetings for the following projects:
  - Hotel Avery

**Review Tracking:**

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager




## TAHOE-TRUCKEE SANITATION AGENCY IT DEPARTMENT REPORT

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Bob Gray, IT Department Manager  
**Subject:** Information Technology (IT) Report

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- T-TSA Plant Information System (PIS)
  - Integration with SIS and SCADA ongoing
  - Development of GIS database integration for equipment
- T-TSA SCADA Information System (SIS)
  - Runtimes being configured for all VFDs, and starters
  - Adding Cloud based MODBUS/TCP for data interchange with sister agencies for telemetry panel data
- Server Operating System and Software Upgrades
  - VMHOST1 (Runs 60% virtual machines)
    - OS Ubuntu12.04 → Ubuntu 14.04
    - Virtualbox 4.3 → Virtualbox 5.0.40
  - VMHOST3 (Runs 35% virtual machines)
    - OS Ubuntu 14.04 → Ubuntu 16.04
    - Virtualbox 5.0.4 → Virtualbox 5.0.40
- Windows Domain Upgrade- Preparing for Windows domain upgrade of 3 servers
- SCADA HMI Virtual Machine Development and Software Upgrade
  - Virtual Machine (SCADAMAIN10)
    - Current tagname server application loaded and running
    - Development of System Platform on going
  - Virtual Machine (SCADAMAIN11B)
    - Wonderware software ready for Application Server development
    - Model of plant starting to be developed
- SCADA Developments
  - Digester feed scheduling upgrade and totalization of flow into each of the digesters and logged in PIS for analysis
- CLINO Automation Equipment/Software Upgrade
  - CPU equipment acquired
  - IO count determined and compiling hardware requirements
- Telemetry Sites Upgrade
  - Squaw Valley Complete
  - Alpine Springs Complete
  - Granite Flats Complete
  - Ramparts Complete
  - Dollar Hill Complete --but having communications issues

- Communication interruption issue being taken care of on 2 of the stations. Weekly reboots have been implemented that have fixed this problem. In the summer we will implement a more efficient means of detecting communications problems and restarting modems
- BNR Blower Cabinet Environment Monitoring and Logging
  - Programming of localized PLC and data collector that will monitor the following:
    - Inside ambient cabinet temperature
    - Outside ambient cabinet temperature
    - Pressure differential across blower
  - This logged data along with software analysis will provide us with operational efficiency scores along with predictive maintenance data
  - Programming server software that will take data from each of the blowers and distribute to SCADA, SIS, and PIS
  - Equipment on order and programming of devices have started

Submitted By:   
Robert Gray  
IT Department Manger

Approved By:   
LaRue Griffin  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATION DEPARTMENT REPORT

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Services Manager  
**Subject:** Administration Report

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## Accounting

- Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
- Continued coordination with management and consultants Chouinard & Myhre, Inc., regarding the chart of accounts re-structuring for approved 2018/2019 Agency budgets.

## Billing/Customer Service

- General assistance with billing customer accounts, adjustments, refunds, reduction agreements and plan review.
- Staff completed the parcel file scanning project for a total of 782 files in January. The project total of 31,985 parcel files were scanned over a three-year period.
- Conducted one (1) commercial inspection(s) and no residential inspection(s).
- Processed one (1) new account(s)/connection(s); 1 Commercial / 0 Single Family


## Purchasing

- Coordinated purchase of plant O&M supplies and performed various Administrative tasks.
- Coordinated with Engineering, Maintenance, and Operations for Agency contracts and bids.
- Received “Thank You” letter from Project Mana for the Agencies donation of sixty-two (62) pounds of food during the December 2018 food drive.

## General Administration

- Coordinated with Caselle software on department questionnaires prior to beginning implementation.
- Continued department task reviews within the Administration Department.
- Continued planning for implementation of billing Agency Sewer Service Charges to County tax rolls.
- Participated in management discussion and meetings with HDR Engineering, Inc. regarding the Sewer Connection Fee Study.
- Performed various Administrative duties to assist GM and Board of Directors.
- Performed miscellaneous public records requests.

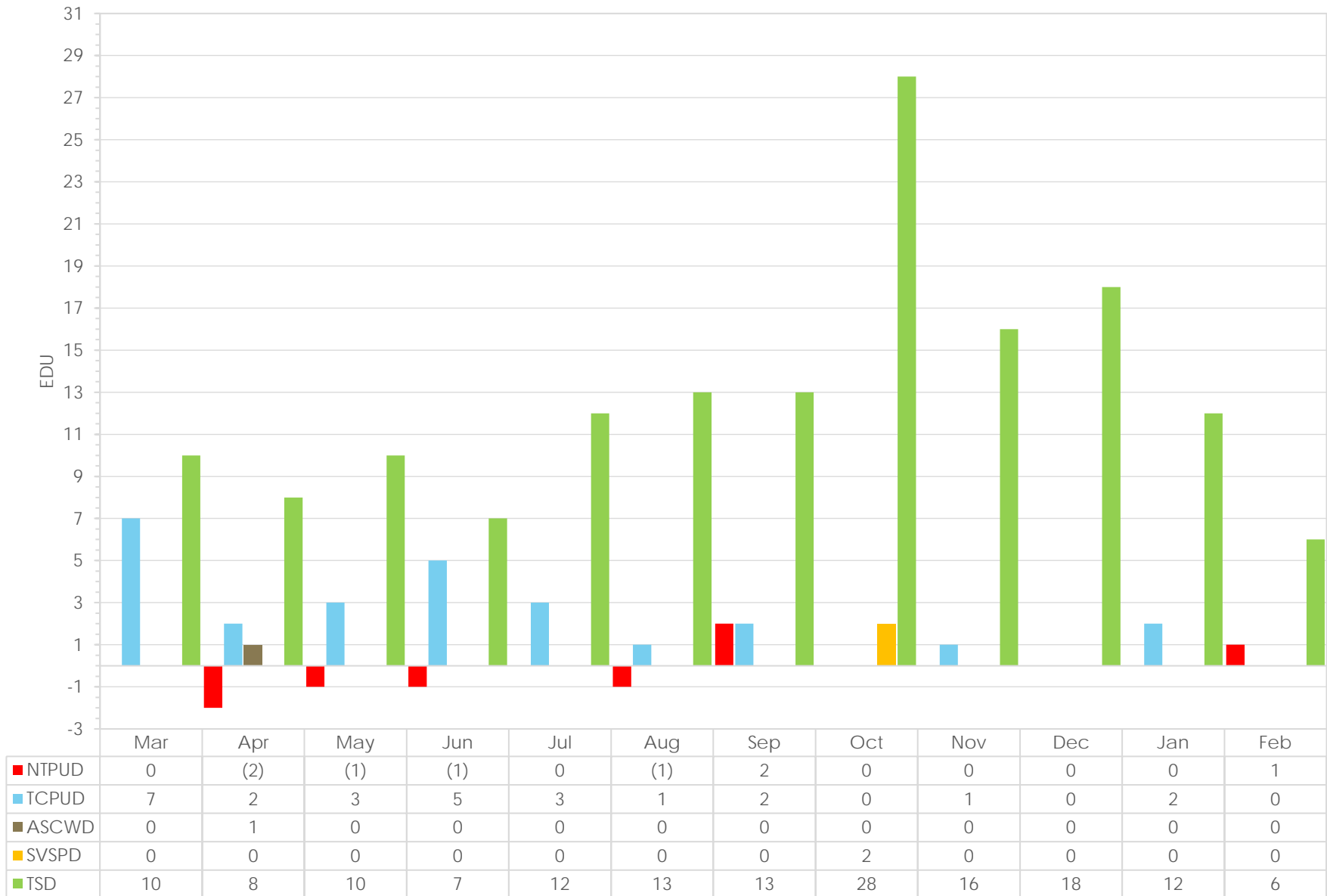
## Review Tracking

Submitted By:   
Roshelle Chavez  
Administrative Services Manager

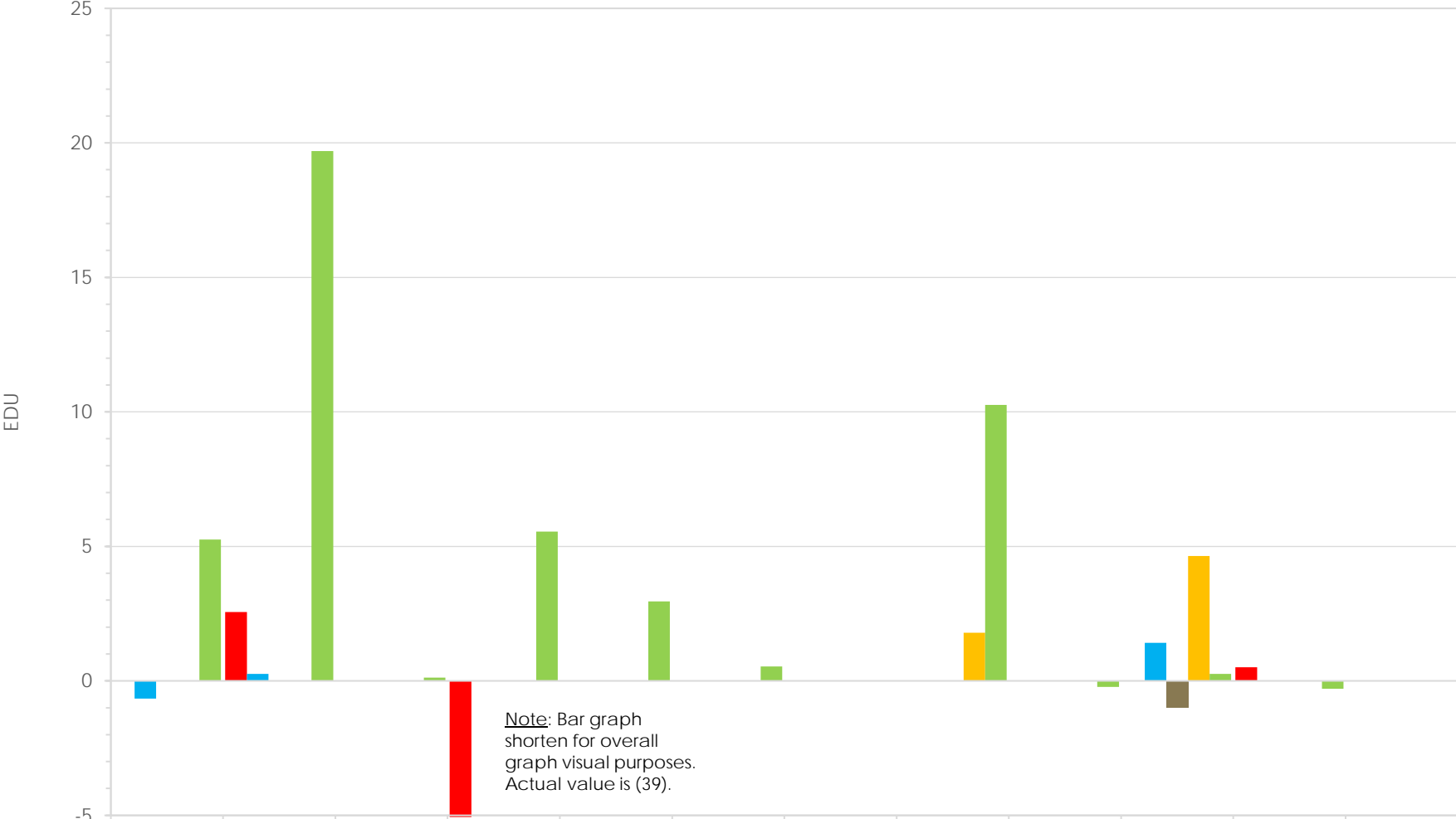
Approved By:   
LaRue Griffin  
General Manager



# Residential EDU Summary



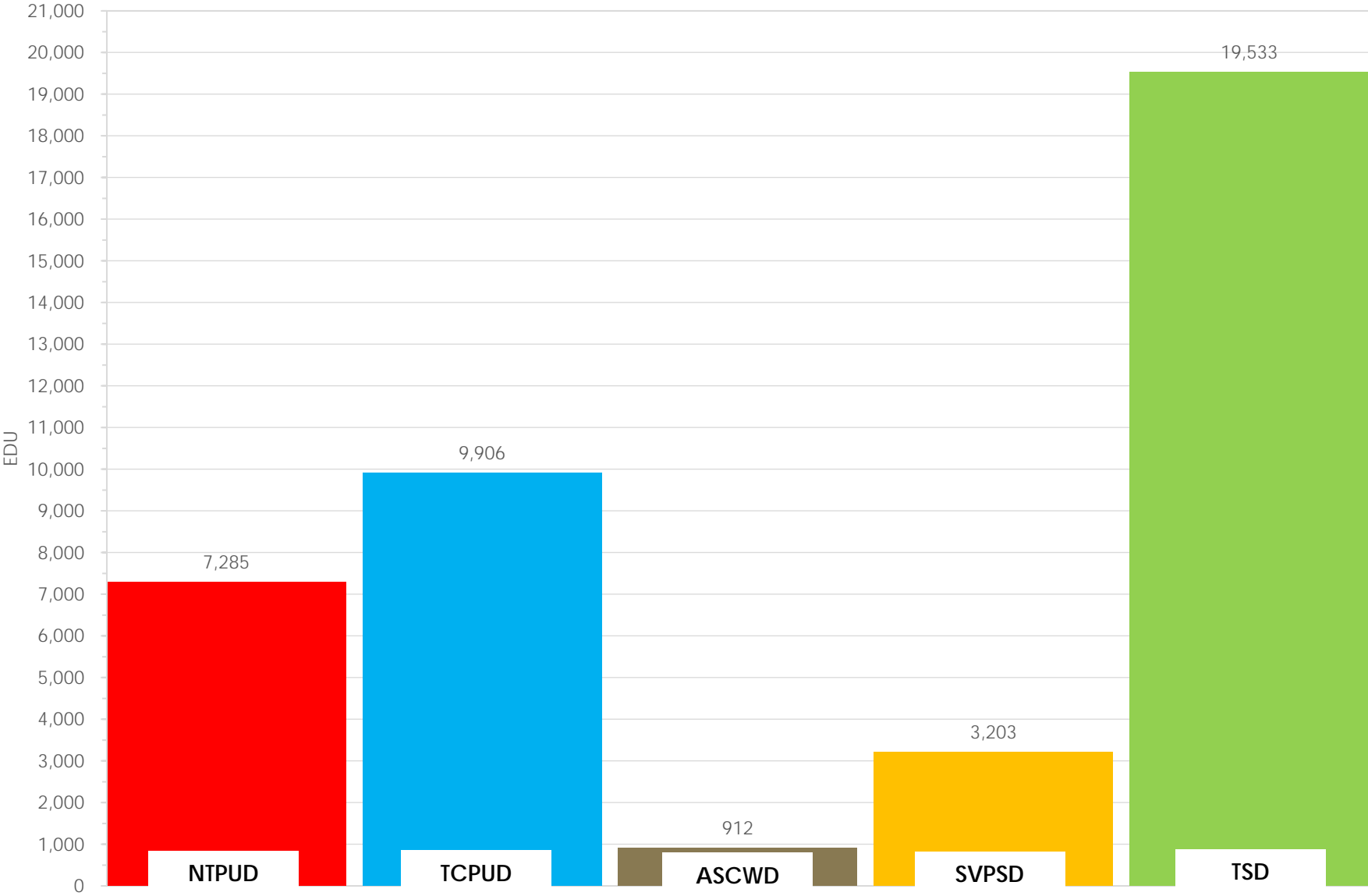
# Other EDU Summary



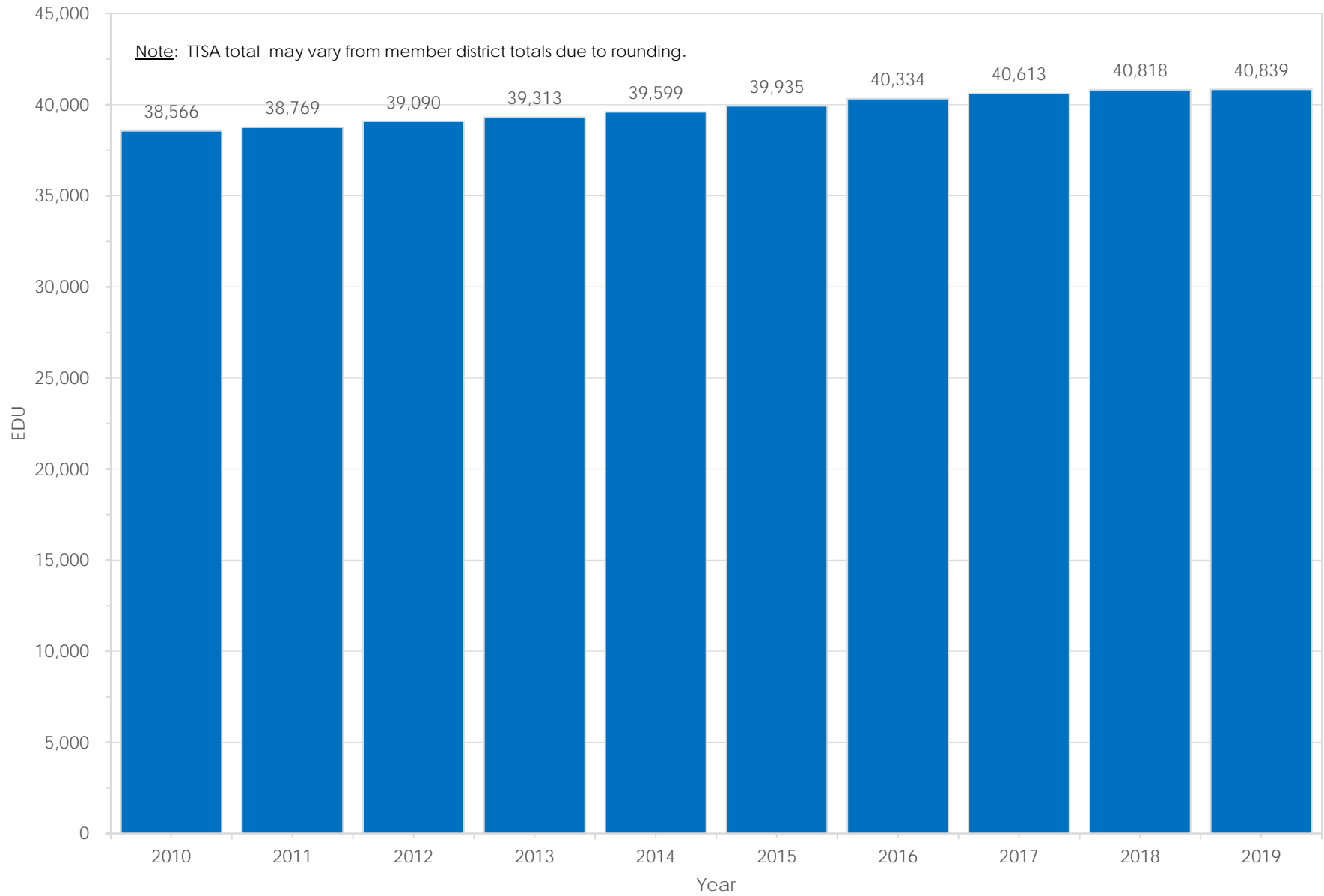
Note: Bar graph shortened for overall graph visual purposes. Actual value is (39).

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
■ NTPUD	0.0	2.6	0.0	(39.0)	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.0
■ TCPUD	(0.7)	0.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.4	0.0	0.0
■ ASCWD	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	(1.0)	0.0	0.0
■ SVSPD	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.8	0.0	4.6	0.0	0.0
■ TSD	5.3	19.7	0.1	5.6	2.9	0.5	0.0	10.3	(0.2)	0.3	(0.3)	0.0

# Current EDU Summary By Member District



# Historical TTSA EDU Summary





MISSION STATEMENT

Project MANA aims to drastically reduce the incidence of hunger and its detrimental effects upon individuals, families, the community and the region.

February 8, 2019

Tiffany Hambrick  
Tahoe Truckee Sanitation Agency  
13720 Butterfield Dr.  
Truckee, CA 96161

Dear Tiffany,

**Board of Trustees**

Karen Barchas

Thomas Conk

Coralin Glerum

Barbara Kay

Jim Martini

Ted McDowell

Len Simon

Deirdre Toner

Craig Werner

**Executive Director**

Deidre Ledford

I wish to extend a warm thank you for your donation of **62 pounds of food** to Project MANA in 2018. Every pound of food you donate is deeply appreciated by the individuals and families we serve. Thanks to the generosity of local retail vendors, food bank partners, businesses, schools and faith-based organizations, **Project MANA received nearly 144,000 pounds of donated food in 2018.**

Your valuable gift is helping us feed the **2,267 hungry men, women and children residing in North Lake Tahoe/Truckee** through our four mobile food distributions and home food delivery programs. It is your generosity and belief in our mission that enables us to perform this work, and we are deeply grateful for your partnership.

We invite you to stay up-to-date with Project MANA happenings by signing up for our e-newsletter at [www.projectmana.org](http://www.projectmana.org). If you have questions about your donation or about our work, we would love to hear from you. Please email [deidrel@projectmana.org](mailto:deidrel@projectmana.org) or call 775-298-4161.

Best regards,

Deidre Ledford  
Executive Director

**Federal Tax ID: 94-3149718**

*This letter serves as your receipt from Project MANA. Project MANA is a 501(c) (3) tax exempt organization registered in the state of Nevada and California. Your contribution may be tax-deductible under federal law. No goods or services were provided in exchange for this contribution.*

*Fighting Hunger With Your Help*  
PO Box 3824 • Incline Village, Nevada 89450  
Main Office: 775-298-4161 • Community House: 530-214-5181  
[www.projectmana.org](http://www.projectmana.org)



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** V-2  
**Subject:** General Manager Report

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### **Continuing Projects/Work**

- Management and staff continued revision of the employee handbook.
- Management and staff continued to assist with the Compensation and Classification Study.
- Management and staff continued to assist with the Connection Fee Study.
- Management and staff continued to investigate options to become more efficient.

### **Past Month Projects/Work**

- Management executed a services agreement with Carollo Engineers and participated in a kick-off meeting for the Master Sewer Plan.
- Management executed a services agreement with Lucity, Inc. for the enterprise asset management program.
- Management executed a services agreement AIMS Team, LLC. For the modular asset management and GIS application.
- Management and staff began planning the implementation of the new software programs.

### **Review Tracking**

Submitted By:   
LaRue Griffin  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** VI  
**Subject:** Board of Director Comment

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### **Background**

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



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** VII  
**Subject:** Closed Session

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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 to hear complaints or charges brought against an employee by another person.
3. Closed session for public employee discipline/dismissal/release.





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** March 13, 2019  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** VIII  
**Subject:** Consider approval of Resolution 1-2019 ratifying appointment of hearing officer for employee termination appeal hearing

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**RESOLUTION NO. 1-2019**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE TAHOE-TRUCKEE SANITATION AGENCY  
RATIFYING APPOINTMENT OF HEARING OFFICER  
FOR EMPLOYEE TERMINATION APPEAL HEARING**

WHEREAS, employee Philip Fay was terminated from employment by the Agency General Manager;

WHEREAS, Mr. Fay has appealed his termination to the Board of Directors pursuant to Agency Employee Handbook section 10(D);

WHEREAS, section 10(D) authorizes the Board to appoint an individual (whether or not a director) to act as hearing officer and for the hearing officer to conduct the appeal hearing and render an advisory decision to the Board;

WHEREAS, at the February 13, 2019 meeting the Board appointed an ad hoc committee (Directors Cox and Wilkins) to select a hearing officer for the appeal; and,

WHEREAS, the ad hoc committee has selected a hearing officer and the Board now desires to ratify and confirm that selection and appointment;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tahoe-Truckee Sanitation Agency as follows:

1. The Board ratifies the appointment of James E. Simon to serve as hearing officer for the appeal hearing pursuant to Agency Employee Handbook section 10(D). The hearing officer shall schedule the hearing date in coordination with the parties. The hearing shall be held no later than 60 days from the date of the appeal, unless impracticable or otherwise agreed to by the parties. The hearing shall be private and limited to the hearing officer, Agency General Counsel, secretary and/or court reporter, the parties and their attorneys or representatives, and witnesses. Witnesses shall be excluded from the hearing room when not testifying.

2. The Board authorizes the hearing officer to (a) adopt reasonable rules and procedures to govern the appeal hearing, and (b) consider and decide prehearing motions, objections, and other matters that may be asserted or raised by either party or its counsel concerning the scope of the appeal hearing, scope of witnesses to testify, relevant evidence, other objections, or other matters. Any such hearing officer rules, procedures, or decisions must be consistent with section 10(D), other applicable provisions of the Agency Employee Handbook, and applicable due process principles.

3. After the appeal hearing, the hearing officer shall prepare findings of fact (based on and supported by the evidence received at the hearing) and an advisory/proposed decision. The findings and advisory decision shall be forwarded to the Board of Directors. The Board shall review and consider the findings and advisory decision, exercise its independent judgment on the appeal, and accept, reject, or modify the hearing officer's

advisory decision or remand the matter for further proceedings before the hearing officer. There shall not be any further factual hearing before the Board. The Board's decision shall be by resolution, which shall be final and binding.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on this 13<sup>th</sup> day of March 2019 by the following roll call vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

By: \_\_\_\_\_  
S. Lane Lewis  
President, Board of Directors

Attest:

\_\_\_\_\_  
LaRue Griffin  
Secretary, Board of Directors