
# Tahoe-Truckee Sanitation Agency

## Regular Board Meeting

## April 10, 2019

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



# BOARD OF DIRECTORS
# REGULAR MEETING NOTICE AND AGENDA

**Date:** April 10, 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. Professional Achievements, Awards & Anniversaries** Acknowledgement of staff for professional achievements, awards and anniversaries received the previous calendar month or quarter.

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

1. Approval of the minutes of the regular Board meeting on March 13, 2019.
2. Approval of general fund warrants.
3. Approval of financial statements.
4. Approval of progress pay estimate no. 2 for the Building 27 Main Service Upgrade project.

## V. Regular Agenda

1. Presentation of the Sewer Connection Fee Study.
2. Public hearing to consider the adoption of a proposed ordinance adjusting Agency connection charges and making related amendments.
3. Approval of Ordinance No. 1-2019 adjusting Agency connection charges and making related amendments.
4. Approval to enter into a contract with CNW Construction, Inc. to perform the Administration Building Office Remodel project.
5. Approval to award the 2019 Plant Concrete Repair project
6. Approval to advertise and solicit bids for the 2019 Roof Repair project.
7. Approval of the T-TSA Investment Policy.
8. Discussion and action on funding request from the Truckee River Watershed Council.
9. Discussion and action on video recordings of the Board of Directors meeting.

## VI. Management Team Report

1. Department Reports.
2. General Manager Report.

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

## VIII. Closed Session

1. 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 for public employee discipline/dismissal/release.

## IX. Adjournment

Posted and Mailed, 04/05/19

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:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** I

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

**Background**

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

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** II

**Subject:** Public Comment

**Background**

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

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Vicky Lufrano, Human Resources Administrator

**Item:** III

**Subject:** Professional Achievements, Awards & Anniversaries

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

**Awards**

- *Safety Suggestion Awards (1st Quarter 2019)*
  - Paul Shouse - Install a NEMA rated enclosure for the Powell Valve and Scrubber system battery backup in the chlorine building.
  - Chuy Zarate - Install a guardrail and handrail by the door of Building 27, affix signage in Building 24 that reads "For Equipment Only" and instruct staff to use the smaller hatches to access the pipe gallery, and change the routine service list to include placing first aid kits in the vehicles.
  - Jim Redmond - Guard the lifting plates on the roof of Building 31 and install an emergency shut-off switch for the new hydronic heating boiler.
  - Robert Holmes - Separate the dryer vent from the natural gas line and train employees to only add fuel to a generator or other gas-powered equipment when it is off.
  - Scott Fleming - Remove and replace life safety ropes when they exceed their 10-year lifecycle, remove and replace the bowed grating on the roof walkway from the digester roof to corridor 6D, and assign two radios with a sign out sheet to the front desk in the lobby for contractors or agency staff when needed.
  - Ryan Schultz - Remove door stops (trip hazards) in Building 81 and lock access doors for the switchgears with exposed live bussing in Building 81.
  - Dean Haines - Install an ear plug PPE station at the entrance to the generator room in Building 81 and label all electrical vaults as confined spaces.
  - Jaime Garcia - Install two gas cylinder storage cages in the warehouse.
  - Vicky Lufrano - Add signage to the front entrance regarding pets in the facility.

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

- Richard Pallante - Maintenance Department Manager - 1 Year (April 2019)

**Fiscal Impact**
Recipients of a Safety Suggestion Award receive 2 hours of administrative leave for each safety suggestion approved by the safety committee.

**Attachments**
None.

**Recommendation**
No action required.

**Review Tracking**

Submitted By: _____
Vicky Lufrano
Human Resources Administrator

Approved By: _____
LaRue Griffin
General Manager

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Roshelle Chavez, Administrative Services Manager

**Item:** IV-1

**Subject:** Approval of the minutes of the regular Board meeting on March 13, 2019

**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 March 13, 2019.

**Recommendation**
Management recommends approval of the minutes of the regular Board meeting on March 13, 2019.

**Review Tracking**

Submitted By: _____
Roshelle Chavez
Administrative Services Manager

Approved By: _____
LaRue Griffin
General Manager

**BOARD OF DIRECTORS**

**REGULAR MEETING MINUTES**

March 13, 2019

I. Call to Order:

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

Directors Present: S. Lane Lewis, NTPUD
Dale Cox, SVPSD (via teleconference)
Jon Northrop, ASCWD (arrived at 9:01 AM)
Dan Wilkins, TCPUD (arrived at 9:01 AM)
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
Richard P. Shanahan, Agency Counsel
Aaron Carlsson, Engineering Department
Scott Fleming, Engineering Department
Mike Smith, Engineering Department
Paul Shouse, Maintenance Department
Jim Redmond, Maintenance Department
Jesus Zarate, Maintenance Department

Public Present: None

II. Public Comment:

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

Directors Northrop and Wilkins arrived at 9:01 AM.

III. Consent Agenda

1. Approval of the minutes of the regular Board meeting on February 13, 2019.

2. Approval of general fund warrants.

**MOTION** by Director Cox, **SECOND** by Director Northrop to approve the Consent Agenda items; unanimously approved.

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

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

Motion passed.

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.

**MOTION** by Director Tresan, **SECOND** by Director Northrop to authorize the General Manager to negotiate and approve a contract or contracts with a qualified contractor or contractors to perform the Administration Office Remodel project; unanimously approved.

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

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

Motion passed.

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. Pallante 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

President Lewis encouraged staff to continue its diligent work on the Compensation and Classification Study as this will assist in the efforts to clarify staff's roles and responsibilities and bargaining units.

No action was taken by the Board

VII. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 9:40 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 10:40 AM.

VIII. Regular Agenda (continued)

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

**MOTION** by Director Tresan, **SECOND** by Director Northrop to approve Resolution 1-2019 ratifying appointment of hearing officer for employee termination appeal hearing; unanimously approved.

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

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

Motion passed.

IX. ADJOURNMENT

**MOTION** by Director Tresan, **SECOND** by Director Northrop to approve adjournment of the meeting of the Board of Directors; unanimously approved.

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

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

Motion passed.



LaRue Griffin
Secretary to the Board

Approved: _____

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Roshelle Chavez, Administrative Services Manager

**Item:** IV-2

**Subject:** Approval of general fund warrants

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

The warrant detail format has been amended to provide a detail of printed checks, electronic transfers and payroll summary.

**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

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | Amount |
|---|---|---|---|---|
| **AIRGAS USA, LLC** | | | | |
| | 77759 | 03/13/19 | CYLINDER RENTAL | 184.93 |
| | | | **Total:** | **184.93** |
| **ALLIED ELECTRONICS** | | | | |
| | 77760 | 03/13/19 | SCREW MOUNT | 30.72 |
| | 77760 | 03/13/19 | REPLACE BNR SWITCH BLOWER | 1,031.38 |
| | | | **Total:** | **1,062.10** |
| **ALPHA ANALYTICAL, INC** | | | | |
| | 77761 | 03/13/19 | JANUARY WELL BARIUMS | 245.00 |
| | | | **Total:** | **245.00** |
| **AMAZON CAPITAL SERVICES** | | | | |
| | 77762 | 03/13/19 | ALUMI GLASS EXT POLE | 117.36 |
| | 77762 | 03/13/19 | REPLACEMENT BLADE | 296.13 |
| | 77762 | 03/13/19 | CREDIT | (28.81) |
| | 77762 | 03/13/19 | SAFETY SUPPLIES | 355.09 |
| | 77762 | 03/13/19 | GLASS SCRAPER | 41.32 |
| | 77762 | 03/13/19 | MOUSE FREE RV RODENT REPE | 116.99 |
| | 77762 | 03/13/19 | CREDIT | (58.68) |
| | | | **Total:** | **839.40** |
| **AMERICAN EQUIPMENT, INC.** | | | | |
| | 77763 | 03/13/19 | YEARLY OSHA INSPECTION | 3,817.05 |
| | | | **Total:** | **3,817.05** |
| **AMERIPRIDE UNIFORM SERVICES** | | | | |
| | 77764 | 03/13/19 | UNIFORMS/MATS | 583.00 |
| | 77764 | 03/13/19 | EMPLOYEE SWEATSHIRTS | 1,228.16 |
| | 77764 | 03/13/19 | UNIFORMS/MATS | 401.11 |
| | 77764 | 03/13/19 | UNIFORMS/MATS | 648.18 |
| | 77764 | 03/13/19 | UNIFORMS | 724.89 |
| | 77764 | 03/13/19 | UNIFORMS | 485.63 |
| | | | **Total:** | **4,070.97** |
| **AT&T 530 582-0827 966 5** | | | | |
| | 77767 | 03/13/19 | MONTHLY BILLING PHONE | 1,223.09 |
| | | | **Total:** | **1,223.09** |
| **AT&T ACCT #171-800-7674 001** | | | | |
| | 77766 | 03/13/19 | TELEPHONE BILL | 962.16 |
| | | | **Total:** | **962.16** |
| **AT&T ACCT 831-000-6939 380** | | | | |
| | 77765 | 03/13/19 | TELPHONE BILL | 962.16 |
| | 77862 | 03/18/19 | MONTHLY BILLING | 358.53 |
| | | | **Total:** | **1,320.69** |
| **AVAYA, INC.** | | | | |
| | 77768 | 03/13/19 | QUARTERLY BILLING | 837.48 |
| | | | **Total:** | **837.48** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | | Amount |
|---|---|---|---|---|---|
| **BAKER HUGHES DRUCK, LLC** | | | | | |
| | 77471 | 01/09/19 | DRUCK DPI CALIBRATOR | | (507.80) |
| | 77833 | 03/08/19 | DRUCK DPI CALIBRATOR | | 507.80 |
| | | | | **Total:** | **0.00** |
| **BARTKIEWICZ, KRONICK & SHANAHAN** | | | | | |
| | 77860 | 03/15/19 | LEGAL SERVICES | | 11,605.45 |
| | | | | **Total:** | **11,605.45** |
| **BATTERY JUNCTION** | | | | | |
| | 77770 | 03/13/19 | BATTERIES | | 72.75 |
| | | | | **Total:** | **72.75** |
| **BLAKE TRESAN** | | | | | |
| | 77847 | 03/13/19 | MARCH BOARD MTG | | 100.00 |
| | | | | **Total:** | **100.00** |
| **BORGES & MAHONEY** | | | | | |
| | 77771 | 03/13/19 | 02 TON TANK YOKE VALVE | | 2,196.46 |
| | | | | **Total:** | **2,196.46** |
| **BRYCE CONSULTING, INC.** | | | | | |
| | 77870 | 03/29/19 | CLASS & COMP STUDY | | 5,185.00 |
| | 77772 | 03/13/19 | COMP STUDY | | 3,322.80 |
| | | | | **Total:** | **8,507.80** |
| **BURDICK EXCAVATING COMPANY** | | | | | |
| | 77727 | 03/04/19 | RETENTION | | 112,836.44 |
| | | | | **Total:** | **112,836.44** |
| **CELESTE GRAVES** | | | | | |
| | 77787 | 03/13/19 | REIMB VI CELESTE | | 198.32 |
| | 77787 | 03/13/19 | REIMB VI CELESTE | | 119.00 |
| | | | | **Total:** | **317.32** |
| **CHOUINARD & MYHRE, INC.** | | | | | |
| | 77854 | 03/15/19 | AS400 NEW GL CODING | | 1,687.50 |
| | | | | **Total:** | **1,687.50** |
| **CHRISTINE TOURSARKISSIAN** | | | | | |
| | 77837 | 03/08/19 | SVC CHARGE REFUND | | 4,000.08 |
| | 77837 | 03/08/19 | SVC CHARGE REFUND | | 3,852.00 |
| | | | | **Total:** | **7,852.08** |
| **CLARK PEST CONTROL** | | | | | |
| | 77773 | 03/13/19 | MONTHLY BILLING | | 275.00 |
| | | | | **Total:** | **275.00** |
| **COMBINED FLUID PRODUCTS COMPANY** | | | | | |
| | 77774 | 03/13/19 | LEL SAMPLE PUMP PARTS | | 102.33 |
| | | | | **Total:** | **102.33** |
| **CONSOLIDATED ELECTRICAL DIST.** | | | | | |
| | 77775 | 03/13/19 | BNR D/P PROJECT | | 263.50 |
| | | | | **Total:** | **263.50** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | Amount |
|---|---|---|---|---|
| **CORELOGIC INFORMATION SOLUTIONS, IN** | | | | |
| | 77776 | 03/13/19 | CORELOGIC MONTHLY BILL | 450.00 |
| | | | **Total:** | **450.00** |
| **COSTCO WHOLESALE** | | | | |
| | 77777 | 03/13/19 | ANNUAL MEMBERSHIP | 180.00 |
| | | | **Total:** | **180.00** |
| **CRYSTINE MENGCHAO LEE** | | | | |
| | 77839 | 03/08/19 | SVC CHARGE REFUND | 1,836.00 |
| | | | **Total:** | **1,836.00** |
| **CUTTING IMAGE LLC** | | | | |
| | 77778 | 03/13/19 | PAYROLL LASER CHECKS | 621.06 |
| | | | **Total:** | **621.06** |
| **CWEA** | | | | |
| | 77779 | 03/13/19 | MECH I CERT RENEWAL | 87.00 |
| | 77779 | 03/13/19 | CWEA RENEW, SMITH | 188.00 |
| | | | **Total:** | **275.00** |
| **CYBER MARKETING NETWORK, INC** | | | | |
| | 77815 | 03/13/19 | BOOTS, COLLIN | 170.21 |
| | | | **Total:** | **170.21** |
| **DALE COX** | | | | |
| | 77863 | 03/20/19 | APRIL 19 PART D DALE | 58.70 |
| | 77863 | 03/20/19 | MARCH MEDICARE, LOUISE | 152.85 |
| | 77863 | 03/20/19 | FEB MEDICARE LOUISE | 152.85 |
| | 77863 | 03/20/19 | MARCH HUMANA LOUISE | 29.90 |
| | 77863 | 03/20/19 | APRIL 19 UNITED DALE | 195.42 |
| | 77863 | 03/20/19 | FEB HUMANA LOUISE | 29.90 |
| | 77844 | 03/13/19 | MARCH BOARD MTG | 100.00 |
| | 77844 | 03/13/19 | MEDICARE REIMB DALE | 134.00 |
| | | | **Total:** | **853.62** |
| **DANIEL DEAN** | | | | |
| | 77867 | 03/25/19 | SERVICE CHARGE REFUND | 58.00 |
| | | | **Total:** | **58.00** |
| **DANIEL WILKINS** | | | | |
| | 77848 | 03/13/19 | MARCH BOARD MTG | 100.00 |
| | | | **Total:** | **100.00** |
| **DELL COMPUTER CORP. C/O DELL USA L.** | | | | |
| | 77780 | 03/13/19 | QLOGIC 57810 DUAL PORT 10 | 400.91 |
| | | | **Total:** | **400.91** |
| **E&M ELECTRIC** | | | | |
| | 77781 | 03/13/19 | PLC PARTS FOR BLOWER | 667.20 |
| | | | **Total:** | **667.20** |
| **ERIK JOHNSON** | | | | |
| | 77865 | 03/25/19 | SERVICE CHARGE REFUND | 373.46 |
| | | | **Total:** | **373.46** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | | Amount |
|---|---|---|---|---|---|
| **EVELYN GRIMM** | | | | | |
| | 77875 | 03/29/19 | SERVICE CHARGE REFUND | | 175.80 |
| | | | | **Total:** | **175.80** |
| **FABENCO, INC** | | | | | |
| | 77782 | 03/13/19 | POWDER COAT GATE | | 1,960.00 |
| | | | | **Total:** | **1,960.00** |
| **FLUID COMPONENTS INTERNATIONAL LLC** | | | | | |
| | 77783 | 03/13/19 | FLOWMETER | | 853.31 |
| | | | | **Total:** | **853.31** |
| **GETGO, INC.** | | | | | |
| | 77784 | 03/13/19 | MONTHLY BILLING | | 153.92 |
| | | | | **Total:** | **153.92** |
| **GRAINGER INC., W.W.** | | | | | |
| | 77786 | 03/13/19 | COUPLINGS | | 84.87 |
| | | | | **Total:** | **84.87** |
| **HACH CHEMICAL COMPANY** | | | | | |
| | 77788 | 03/13/19 | MAINT KIT | | 1,378.75 |
| | 77788 | 03/13/19 | TURBIDITY METER | | 2,141.20 |
| | 77788 | 03/13/19 | LAB SUPPLIES | | 1,536.18 |
| | | | | **Total:** | **5,056.13** |
| **HOWARD RANKELL** | | | | | |
| | 77874 | 03/29/19 | SERVICE CHARGE REFUND | | 486.87 |
| | | | | **Total:** | **486.87** |
| **HUNT & SONS INC.** | | | | | |
| | 77789 | 03/13/19 | DYED DIESEL | | 7,333.39 |
| | 77789 | 03/13/19 | DYED DIESEL | | 5,525.28 |
| | | | | **Total:** | **12,858.67** |
| **ILEANA VASSILIOU** | | | | | |
| | 77790 | 03/13/19 | MONTHLY BILL | | 2,000.00 |
| | | | | **Total:** | **2,000.00** |
| **INFOSEND** | | | | | |
| | 77859 | 03/15/19 | DELINQUENT NOTICES | | 1,464.00 |
| | | | | **Total:** | **1,464.00** |
| **J&L PRO KLEEN, INC.** | | | | | |
| | 77791 | 03/13/19 | MONTHLY BILLING | | 2,300.00 |
| | | | | **Total:** | **2,300.00** |
| **JAMES BOYCE** | | | | | |
| | 77836 | 03/08/19 | SVC CHARGE REFUND | | 1,259.00 |
| | | | | **Total:** | **1,259.00** |
| **JAMES E SIMON** | | | | | |
| | 77861 | 03/18/19 | HEARING OFFICER SVCS | | 2,500.00 |
| | | | | **Total:** | **2,500.00** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | | Amount |
|---|---|---|---|---|---|
| **JAMES REDMOND** | | | | | |
| | 77805 | 03/13/19 | REIMB VI JANE REDMOND | | 72.00 |
| | 77830 | 03/08/19 | REIMB VI MOLLY REDMOND | | 132.00 |
| | | | | **Total:** | **204.00** |
| **JENSEN PRECAST - CORPORATE** | | | | | |
| | 77792 | 03/13/19 | IRON BOLT DOWN COVER | | 221.91 |
| | | | | **Total:** | **221.91** |
| **JILL & ALLEN ENNIS** | | | | | |
| | 77866 | 03/25/19 | SERVICE CHARGE REFUND | | 770.66 |
| | | | | **Total:** | **770.66** |
| **JOHN MEYER** | | | | | |
| | 77840 | 03/08/19 | SVC CHARGE REFUND | | 565.60 |
| | | | | **Total:** | **565.60** |
| **JON NORTHROP** | | | | | |
| | 77845 | 03/13/19 | REIMB RX CAROL | | 84.30 |
| | 77845 | 03/13/19 | MARCH BOARD MTG | | 100.00 |
| | 77845 | 03/13/19 | REIMB MED JON | | 135.50 |
| | 77845 | 03/13/19 | REIMB MED CAROL | | 135.50 |
| | 77845 | 03/13/19 | REIMB RX JON | | 84.30 |
| | | | | **Total:** | **539.60** |
| **KATRINA JACKMAN** | | | | | |
| | 77835 | 03/08/19 | SVC CHARGE REFUND | | 444.00 |
| | | | | **Total:** | **444.00** |
| **KEN GRADY CO., INC.** | | | | | |
| | 77785 | 03/13/19 | POWER SUPPLY BRACKET | | 3,695.10 |
| | | | | **Total:** | **3,695.10** |
| **KONICA MINOLTA BUSINESS SOLUTIONS U** | | | | | |
| | 77855 | 03/15/19 | COPIER MONTHLY EXPENSE | | 116.38 |
| | | | | **Total:** | **116.38** |
| **LARUE GRIFFIN** | | | | | |
| | 77849 | 03/13/19 | REIMB DD BLAKE GRIFFIN | | 25.00 |
| | 77864 | 03/25/19 | 30% CROWN BLAKE | | 462.60 |
| | | | | **Total:** | **487.60** |
| **LHOIST NORTH AMERICA** | | | | | |
| | 77793 | 03/13/19 | HYDRATED LIME | | 8,718.14 |
| | 77793 | 03/13/19 | HYDRATED LIME | | 8,680.73 |
| | | | | **Total:** | **17,398.87** |
| **LIBERTY PROCESS EQUIPMENT, INC.** | | | | | |
| | 77853 | 03/15/19 | CDQ STATORS | | 10,375.18 |
| | | | | **Total:** | **10,375.18** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | Amount |
|---|---|---|---|---|
| **LIBERTY UTILITIES** | | | | |
| | 10077852 | 03/15/19 | 0 ALPINE MEADOWS RD | 20.68 |
| | 77832 | 03/08/19 | ELECTRIC BILL | 20.08 |
| | 10077852 | 03/15/19 | RIVER RD TAHOE CITY | 18.47 |
| | 77832 | 03/08/19 | ELECTRIC BILL | 23.71 |
| | | | **Total:** | **82.94** |
| **MARK JACOBS** | | | | |
| | 77868 | 03/25/19 | SERVICE CHARGE REFUND | 153.00 |
| | | | **Total:** | **153.00** |
| **MCMASTER-CARR** | | | | |
| | 77796 | 03/13/19 | HIGH TEMP FIBERGLASS | 413.75 |
| | | | **Total:** | **413.75** |
| **MICHELINE DEFREITAS** | | | | |
| | 77838 | 03/08/19 | SVC CHARGE REFUND | 153.00 |
| | | | **Total:** | **153.00** |
| **MOUNTAIN HARDWARE** | | | | |
| | 77797 | 03/13/19 | REPLACE DOOR PALLANTE | 49.86 |
| | 77797 | 03/13/19 | REPLACE DOOR PALLANTE | 256.82 |
| | 77797 | 03/13/19 | JOINT COMPOUND | 16.23 |
| | | | **Total:** | **322.91** |
| **NANCY BARKER** | | | | |
| | 77769 | 03/13/19 | REIMB VI NANCY | 254.00 |
| | | | **Total:** | **254.00** |
| **NANCY COLE** | | | | |
| | 77873 | 03/29/19 | SERVICE CHARGE REFUND | 17.60 |
| | | | **Total:** | **17.60** |
| **NAPA- SIERRA** | | | | |
| | 77798 | 03/13/19 | GLACIER SQUARE LINK | 100.54 |
| | | | **Total:** | **100.54** |
| **NATIONAL FIRE PROTECTION** | | | | |
| | 77799 | 03/13/19 | 820 FIRE PROTECTION | 56.00 |
| | | | **Total:** | **56.00** |
| **NEWEGG, INC.** | | | | |
| | 77800 | 03/13/19 | DELL DESKTOP COMPUTER | 974.00 |
| | | | **Total:** | **974.00** |
| **OFFICE DEPOT** | | | | |
| | 77801 | 03/13/19 | SUPPLIES | 200.07 |
| | 77801 | 03/13/19 | ENVELOPES | 144.76 |
| | 77801 | 03/13/19 | 6FT CAT5E RETRACTABLE | 37.12 |
| | 77801 | 03/13/19 | HP TONER | 205.66 |
| | | | **Total:** | **587.61** |
| **PETTY CASH** | | | | |
| | 77876 | 03/29/19 | PETTY CASH REIMB | 452.29 |
| | | | **Total:** | **452.29** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | Amount |
|---|---|---|---|---|
| **PINNACLE TOWERS INC.** | | | | |
| | 77802 | 03/13/19 | TOWER RENTAL | 687.61 |
| | | | **Total:** | **687.61** |
| **PRAXAIR DISTRIBUTION, INC.** | | | | |
| | 77803 | 03/13/19 | CYLINDER RENTAL | 67.33 |
| | | | **Total:** | **67.33** |
| **R.F. MACDONALD COMPANY** | | | | |
| | 77843 | 03/13/19 | HEATING BOILER FOR ADMIN | 21,260.20 |
| | 77795 | 03/13/19 | HEATING BOILER FOR ADMIN | 0.00 |
| | 77795 | 03/13/19 | 2ND QTR AED MAINT BILLING | 0.00 |
| | 77842 | 03/08/19 | 2ND QTR AEP MAINT BILLING | 0.00 |
| | 77842 | 03/08/19 | HEATING BOILER FOR ADMIN | 0.00 |
| | 77843 | 03/13/19 | 2ND QTR AEP MAINT BILLING | 3,262.50 |
| | | | **Total:** | **24,522.70** |
| **ROLAND LAWRENCE** | | | | |
| | 77850 | 03/13/19 | SVC CHARGE REFUND | 367.58 |
| | | | **Total:** | **367.58** |
| **ROSHELLE CHAVEZ** | | | | |
| | 77806 | 03/13/19 | REIMB CELL PHONE CHAVEZ | 42.80 |
| | | | **Total:** | **42.80** |
| **ROXANNE GAULT** | | | | |
| | 77851 | 03/13/19 | SVC CHARGE REFUND | 1,135.00 |
| | | | **Total:** | **1,135.00** |
| **ROY SMITH COMPANY** | | | | |
| | 77807 | 03/13/19 | LIQUID OXYGEN | 3,410.97 |
| | 77807 | 03/13/19 | LIQUID OXYGEN | 3,260.97 |
| | | | **Total:** | **6,671.94** |
| **S. LANE LEWIS** | | | | |
| | 77869 | 03/29/19 | REIMB COBRA LEWIS | 1,905.00 |
| | 77846 | 03/13/19 | MARCH BOARD MTG | 100.00 |
| | 77846 | 03/13/19 | REIMB COBRA LEWIS | 1,905.00 |
| | | | **Total:** | **3,910.00** |
| **SAFEWAY INC.** | | | | |
| | 77808 | 03/13/19 | SAFEWAY GROCERIES | 187.50 |
| | | | **Total:** | **187.50** |
| **SEAL ANALYTICAL, INC.** | | | | |
| | 77809 | 03/13/19 | LAB SUPPLIES | 242.31 |
| | | | **Total:** | **242.31** |
| **SHRED-IT USA** | | | | |
| | 77810 | 03/13/19 | MONTHLY BILLING | 248.90 |
| | | | **Total:** | **248.90** |
| **SIERRA NV MEDIA GROUP ACCT#1066714** | | | | |
| | 77812 | 03/13/19 | AD FOR BID | 510.44 |
| | 77812 | 03/13/19 | BID FOR BLOWER | 376.20 |
| | | | **Total:** | **886.64** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | Amount |
|---|---|---|---|---|
| **SIERRA OFFICE SOLUTIONS** | | | | |
| | 77813 | 03/13/19 | MONTHLY BILLING | 1.92 |
| | | | **Total:** | **1.92** |
| **SIERRA SYSTEMS, INC.** | | | | |
| | 77811 | 03/13/19 | MONTHLY BILLING | 600.00 |
| | | | **Total:** | **600.00** |
| **SOLENIS** | | | | |
| | 77814 | 03/13/19 | POLYMER | 11,527.00 |
| | | | **Total:** | **11,527.00** |
| **SOUTHWEST GAS CORP.** | | | | |
| | 77831 | 03/08/19 | NATURAL GAS | 5,780.76 |
| | 77831 | 03/08/19 | NATURAL GAS | 1,619.65 |
| | | | **Total:** | **7,400.41** |
| **STANDARD INSURANCE-DENTAL** | | | | |
| | 77828 | 03/06/19 | DENTAL INSURANCE PREMIUMS | 6,655.00 |
| | | | **Total:** | **6,655.00** |
| **STANDARD INSURANCE-LIFE** | | | | |
| | 77829 | 03/06/19 | LIFE INSURANCE PREMIUMS | 2,186.56 |
| | | | **Total:** | **2,186.56** |
| **TAHOE SUPPLY COMPANY, LLC** | | | | |
| | 77816 | 03/13/19 | HAND SANITIZER | 81.07 |
| | | | **Total:** | **81.07** |
| **TAHOE TRUCKEE DISPOSAL** | | | | |
| | 77817 | 03/13/19 | FEB 19 SLUDGE | 3,926.66 |
| | 77817 | 03/13/19 | FEB 19 CENTRIFUGE | 9,940.15 |
| | | | **Total:** | **13,866.81** |
| **THATCHER COMPANY OF CA, INC.** | | | | |
| | 77818 | 03/13/19 | CHLORINE | 7,520.00 |
| | 77841 | 03/08/19 | CHLORINE | 7,520.00 |
| | 77841 | 03/08/19 | CHLORINE EMPTIES | (4,000.00) |
| | 77818 | 03/13/19 | EMPTIES-CHLORINE | (4,000.00) |
| | 77818 | 03/13/19 | METHANOL | 12,828.46 |
| | 77818 | 03/13/19 | METHANOL | 13,109.27 |
| | 77818 | 03/13/19 | CREDIT | (184.08) |
| | 77818 | 03/13/19 | CREDIT | (25.00) |
| | 77818 | 03/13/19 | CREDIT | (906.56) |
| | 77818 | 03/13/19 | CREDIT | (56.00) |
| | 77818 | 03/13/19 | CREDIT | (296.47) |
| | 77818 | 03/13/19 | CREDIT | (224.00) |
| | 77818 | 03/13/19 | CREDIT | (6,265.97) |
| | | | **Total:** | **25,019.65** |
| **THOMAS NICHOLSON** | | | | |
| | 77872 | 03/29/19 | SERVICE CHARGE REFUND | 765.00 |
| | | | **Total:** | **765.00** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | | Amount |
|---|---|---|---|---|---|
| **THOMSON WEST** | | | | | |
| | 77819 | 03/13/19 | MONTHLY BILLING | | 317.69 |
| | | | | **Total:** | **317.69** |
| **TRUCKEE DONNER PUD** | | | | | |
| | 77804 | 03/13/19 | ELECTRIC/WATER BILL | | 89,628.26 |
| | 77804 | 03/13/19 | ELECTRIC BILL | | 52.49 |
| | 77804 | 03/13/19 | ELECTRIC BILL | | 83.24 |
| | 77804 | 03/13/19 | ELECTRIC BILL | | 27.32 |
| | | | | **Total:** | **89,791.31** |
| **TRUCKEE RENTS, INC.** | | | | | |
| | 77820 | 03/13/19 | DOOR REPAIR PALLANTE | | 8.11 |
| | 77820 | 03/13/19 | RESTOCK SNOWBLOWER PINS | | 155.93 |
| | | | | **Total:** | **164.04** |
| **TRUCKEE TAHOE AIRPORT DISTRICT** | | | | | |
| | 77856 | 03/15/19 | APPRAISAL REIMBURSEMENT | | 3,750.00 |
| | | | | **Total:** | **3,750.00** |
| **UNITED PARCEL SERVICE, UPS** | | | | | |
| | 77821 | 03/13/19 | MONTHLY BILLING | | 192.99 |
| | 77857 | 03/15/19 | SHIPPING CHARGES | | 17.29 |
| | | | | **Total:** | **210.28** |
| **VERIZON WIRELESS** | | | | | |
| | 77822 | 03/13/19 | PHONE BILL | | 469.10 |
| | | | | **Total:** | **469.10** |
| **VICKY LUFRANO** | | | | | |
| | 77794 | 03/13/19 | REIMBD DD JOHN LUFRANO | | 25.00 |
| | 77794 | 03/13/19 | REIMB CELL PHONE LUFRANO | | 42.80 |
| | | | | **Total:** | **67.80** |
| **VWR SCIENTIFIC, INC.** | | | | | |
| | 77823 | 03/13/19 | TEST TUBES | | 567.56 |
| | 77823 | 03/13/19 | LAB SUPPLIES | | 90.93 |
| | 77823 | 03/13/19 | LAB SUPPLIES | | 388.32 |
| | 77823 | 03/13/19 | LAB SUPPLIES | | 695.56 |
| | 77823 | 03/13/19 | LAB SUPPLIES | | 579.99 |
| | | | | **Total:** | **2,322.36** |
| **WESTERN NEVADA SUPPLY** | | | | | |
| | 77824 | 03/13/19 | ROMA GRIP MECH JOINT | | 779.40 |
| | | | | **Total:** | **779.40** |
| **WILEY, PRICE & RADULOVICH** | | | | | |
| | 77871 | 03/29/19 | WILEY PRICE MONTHLY | | 27,113.17 |
| | | | | **Total:** | **27,113.17** |
| **WORK WORLD** | | | | | |
| | 77858 | 03/15/19 | BOOTS-WILLIAM MARTIN | | 162.38 |
| | 77825 | 03/13/19 | BOOTS GILMORE | | 140.72 |
| | | | | **Total:** | **303.10** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Print Check Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | Amount |
|---|---|---|---|---|
| **YP** | | | | |
| | 77826 | 03/13/19 | MONTHLY BILLING | 21.28 |
| | | | **Total:** | **21.28** |
| **ZORO** | | | | |
| | 77827 | 03/13/19 | COMMERCIAL PHOTO EYE SYST | 296.42 |
| | 77827 | 03/13/19 | GOJO SHAMPOO/HANDWASH | 310.68 |
| | 77827 | 03/13/19 | O2 FEED VALVE | 119.22 |
| | 77827 | 03/13/19 | BLOWER PARTS | 11.15 |
| | 77827 | 03/13/19 | BLOWER PARTS | 268.42 |
| | | | **Total:** | **1,005.89** |
| | | **Print Check Total** | | **469,293.22** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Electronic Transfer Detail
03/01/19 - 03/31/19

| Vendor | Check No. | Check Date | Check Description | | Amount |
|---|---|---|---|---|---|
| **EMPLOYMENT DEVELOPMENT DEPARTMENT** | | | | | |
| | 1112574 | 03/01/19 | STATE TAX DEPOSIT | | 13,558.65 |
| | 1112577 | 03/15/19 | STATE TAX DEPOSIT | | 12,884.07 |
| | | | | **Total:** | **26,442.72** |
| **FEDERAL TAXES/EFTPS** | | | | | |
| | 1112573 | 03/01/19 | FEDERAL TAX DEPOSIT | | 34,154.44 |
| | 1112576 | 03/15/19 | FEDERAL TAX DEPOSIT | | 32,797.88 |
| | | | | **Total:** | **66,952.32** |
| **FIRST US COMMUNITY CREDIT UNION** | | | | | |
| | 1112570 | 03/01/19 | PAYROLL DEPOSITS | | 3,200.00 |
| | 1112575 | 03/15/19 | PAYROLL DEPOSITS | | 3,200.00 |
| | | | | **Total:** | **6,400.00** |
| **NATIONWIDE RETIREMENT SOLUTIONS** | | | | | |
| | 1112578 | 03/15/19 | DEFERRED COMP DEPOSITS | | 4,399.96 |
| | 1112571 | 03/01/19 | DEFERRED COMP DEPOSITS | | 4,399.96 |
| | | | | **Total:** | **8,799.92** |
| **NAVIA BENEFIT SOLUTIONS** | | | | | |
| | 1112584 | 03/19/19 | HRA DISBURSEMENTS | | 1,178.37 |
| | 1112584 | 03/19/19 | HRA DISBURSEMENTS | | 265.62 |
| | 1112584 | 03/19/19 | HRA DUSBURSEMENTS | | 4,731.46 |
| | 1112581 | 03/14/19 | HRA DISBURSEMENTS | | 1,184.01 |
| | 1112584 | 03/19/19 | HRA DISBURSEMENTS | | 938.41 |
| | 1112569 | 03/01/19 | PARTICIPANT/COBRA FEES | | 325.20 |
| | | | | **Total:** | **8,623.07** |
| **PERS 457 PLAN** | | | | | |
| | 1112572 | 03/01/19 | DEFERRED COMP DEPOSITS | | 7,065.66 |
| | 1112579 | 03/15/19 | DEFERRED COMP DEPOSITS | | 7,065.66 |
| | | | | **Total:** | **14,131.32** |
| **PERS-HEALTH PREMIUM** | | | | | |
| | 1112580 | 03/14/19 | HEALTH PREM RETIREES | | 53,557.68 |
| | 1112580 | 03/14/19 | HEALTH PREM ACTIVE EMP | | 95,687.30 |
| | | | | **Total:** | **149,244.98** |
| **PERS-RETIREMENT** | | | | | |
| | 1112582 | 03/25/19 | FOR PAYROLL ENDING 022819 | | 31,743.37 |
| | 1112582 | 03/25/19 | FOR PAYROLL ENDING 022819 | | 8,493.13 |
| | 1112583 | 03/25/19 | FOR PAYROLL ENDING 031519 | | 31,193.80 |
| | 1112583 | 03/25/19 | FOR PAYROLL ENDING 031519 | | 8,354.68 |
| | | | | **Total:** | **79,784.98** |
| **Electronic Trasfer Total** | | | | | **360,379.31** |

Tahoe-Truckee Sanitation Agency
Accounts Payable
Payroll and General Fund Warrant Summary
03/01/19 - 03/31/19

| Description | Pay Date | Amount |
|---|---|---|
| Payroll | 03/01/19 | 165,003.19 |
| Payroll | 03/15/19 | 160,389.82 |
| Payroll | 03/31/19 | 157,858.60 |
| **Payroll Total** | | **483,251.61** |

| General Fund Warrant Summary | Amount |
|---|---|
| Print Check Total | 469,293.22 |
| Electronic Transfer Total | 360,379.31 |
| Payroll Total | 483,251.61 |
| **Warrant Total** | **1,312,924.14** |

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Roshelle Chavez, Administrative Services Manager

**Item:** IV-3

**Subject:** Approval of financial statements

**Background**
The financial statements have been amended and simplified to match the format of the approved budgets. The updated formats allow a direct report of the budgeted amounts, monthly expenditures (monetary and percentage) and year-to-date (monetary and percentage) expenditures and other financial activities for each of the Agency funds as well as balance details.

**Fiscal Impact**
None.

**Attachments**
Report of financial statements.

**Recommendation**
Management recommends approval of the financial statements.

**Review Tracking**

Submitted By: _____
Roshelle Chavez
Administrative Services Manager

Approved By: _____
LaRue Griffin
General Manager

Tahoe-Truckee Sanitation Agency
Fund 00: Administration
Fiscal Year 2018 - 2019
Period Ending March 31, 2019

| | Budget ($) | Month ($) | Month (%) | Year-To-Date ($) | Year-To-Date (%) |
|---|---|---|---|---|---|
| **REVENUE** | | | | | |
| Tax Revenue - Ad Valorem | 3,000,000.00 | 157.67 | 0.0 | 2,247,778.29 | 74.9 |
| **TOTAL REVENUE** | ***3,000,000.00*** | ***157.67*** | ***0.0*** | ***2,247,778.29*** | ***74.9*** |
| **EXPENDITURE** | | | | | |
| Salaries & Wages | *825,000.00* | *91,735.17* | *11.1* | *749,526.39* | *90.9* |
| Employee Benefits | | | | | |
| Retirement | 200,000.00 | 13,564.79 | 6.8 | 109,529.84 | 54.8 |
| Workers Compensation | 15,000.00 | (2,288.88) | (15.3) | 13,573.20 | 90.5 |
| Medicare | 15,000.00 | 1,341.26 | 8.9 | 9,658.31 | 64.4 |
| State Disability Insurance | 6,000.00 | 924.99 | 15.4 | 5,201.48 | 86.7 |
| Life Insurance | 4,000.00 | 355.08 | 8.9 | 3,104.13 | 77.6 |
| Health Insurance | 190,000.00 | 31,068.54 | 0.2 | 232,760.70 | 1.2 |
| Dental Insurance | 20,000.00 | 2,533.96 | 12.7 | 19,245.60 | 96.2 |
| Navia HRA | 10,000.00 | 616.06 | 6.2 | 11,061.86 | 110.6 |
| OPEB | 0.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Vision Reimbursement | 5,000.00 | 252.79 | 5.1 | 2,001.43 | 40.0 |
| Other Employee Benefits | 0.00 | 0.00 | 0.0 | 2,881.07 | 0.0 |
| *Total* | *465,000.00* | *48,368.59* | *10.4* | *409,017.62* | *88.0* |
| Director Fees | 7,000.00 | 500.00 | 7.1 | 4,300.00 | 61.4 |
| Vehicle | | | | | |
| Fuel | 4,000.00 | 144.77 | 3.6 | 1,264.44 | 31.6 |
| Maintenance | 2,000.00 | 0.00 | 0.0 | 129.77 | 6.5 |
| *Total* | *6,000.00* | *144.77* | *2.4* | *1,394.21* | *23.2* |
| CSRMA Insurance | *90,000.00* | *(12,784.62)* | *(14.2)* | *128,377.32* | *142.6* |
| Professional Memberships | | | | | |
| Agency | 25,000.00 | 0.00 | 0.0 | 24,992.00 | 100.0 |
| Employee | 5,000.00 | 0.00 | 0.0 | 2,031.00 | 40.6 |
| *Total* | *30,000.00* | *0.00* | *0.0* | *27,023.00* | 90.1 |
| Agency Permits and Licenses | *150,000.00* | *0.00* | *0.0* | *151,970.68* | *101.3* |
| Office Expense | | | | | |
| Bank Fees | 15,000.00 | 131.96 | 0.9 | 13,756.63 | 91.7 |
| Supplies | 25,000.00 | 2,374.07 | 9.5 | 29,772.46 | 119.1 |
| Furniture | 4,000.00 | 0.00 | 0.0 | 921.32 | 23.0 |
| IT Hardware | 6,000.00 | 0.00 | 0.0 | 59.44 | 1.0 |
| Software | 5,000.00 | 635.84 | 12.7 | 5,107.66 | 102.2 |
| Advertising | 7,500.00 | 600.08 | 8.0 | 4,100.81 | 54.7 |
| *Total* | *62,500.00* | *3,741.95* | *6.0* | *53,718.32* | *86.0* |
| Contractual Services | | | | | |
| Invoice Processing | 70,000.00 | 1,464.00 | 2.1 | 66,601.46 | 95.1 |
| County Services | 60,000.00 | 0.00 | 0.0 | 61,456.88 | 102.4 |
| Janitorial | 28,000.00 | 2,335.55 | 8.3 | 21,316.81 | 76.1 |
| General Office | 10,000.00 | 19.53 | 0.2 | 11,439.94 | 114.4 |
| Leases | 0.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| *Total* | *168,000.00* | *3,819.08* | *2.3* | *160,815.09* | *95.7* |
| Professional Services | | | | | |
| Legal | 200,000.00 | 41,553.12 | 20.8 | 187,226.08 | 93.6 |
| Acounting & Billing Support | 20,000.00 | 6,197.50 | 31.0 | 30,261.03 | 151.3 |
| Auditor | 45,000.00 | 0.00 | 0.0 | 31,935.00 | 71.0 |
| Other | 0.00 | 22,672.26 | 0.0 | 44,161.67 | 0.0 |
| *Total* | *265,000.00* | *70,422.88* | *26.6* | *293,583.78* | *110.8* |
| Conferences and Training | *15,000.00* | *582.21* | *3.9* | *17,161.38* | *114.4* |
| Uncollectible Accounts | *5,000.00* | *0.80* | *0.0* | *3,263.57* | *65.3* |
| Utilities | | | | | |
| Heating Fuel | 3,500.00 | 0.00 | 0.0 | 3,740.50 | 106.9 |
| Electricity | 90,000.00 | 7,998.23 | 8.9 | 60,083.84 | 66.8 |
| Water | 500.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Natural Gas | 5,000.00 | 740.04 | 14.8 | 3,059.04 | 61.2 |
| Telephone | 4,000.00 | 246.21 | 6.2 | 10,388.39 | 259.7 |
| *Total* | *103,000.00* | *8,984.48* | *8.7* | *77,271.77* | *75.0* |
| **TOTAL EXPENDITURE** | ***2,191,500.00*** | ***215,515.31*** | ***9.8*** | ***2,077,423.13*** | ***94.8*** |
| **NET INCOME** | ***808,500.00*** | | | ***170,355.16*** | |

*Footnote: Above budget for Retirement Benefits includes amounts towards the UAL which is posted to Net Pension Liability.*

Tahoe-Truckee Sanitation Agency
Fund 01: Operation and Maintenance
Fiscal Year 2018 - 2019
Period Ending March 31, 2019

| | Budget ($) | Month ($) | Month (%) | Year-To-Date ($) | Year-To-Date (%) |
|---|---|---|---|---|---|
| **REVENUE** | | | | | |
| Service Charges | | | | | |
| Income from Service Charges | 13,000,000.00 | 13,323.14 | 0.1 | 12,623,272.37 | 97.1 |
| **TOTAL REVENUE** | ***13,000,000.00*** | ***13,323.14*** | ***0.1*** | ***12,623,272.37*** | ***97.1*** |
| **EXPENDITURE** | | | | | |
| Salaries & Wages | | | | | |
| Operations | 1,650,000.00 | 131,940.19 | 8.0 | 1,316,778.98 | 79.8 |
| Laboratory | 600,000.00 | 35,492.07 | 5.9 | 299,316.40 | 49.9 |
| Maintenance | 825,000.00 | 77,577.57 | 9.4 | 709,958.63 | 86.1 |
| Instr. & Elect. | 400,000.00 | 32,663.74 | 8.2 | 281,074.01 | 70.3 |
| Engineering | 475,000.00 | 36,873.04 | 7.8 | 336,815.52 | 70.9 |
| Safety | 95,000.00 | 8,796.00 | 9.3 | 80,518.23 | 84.8 |
| IT | 250,000.00 | 20,600.29 | 8.2 | 184,253.33 | 73.7 |
| *Total* | *4,295,000.00* | *343,942.90* | *8.0* | *3,208,715.10* | *74.7* |
| Employee Benefits | | | | | |
| Retirement | 1,200,000.00 | 58,217.78 | 4.9 | 491,379.65 | 41.0 |
| Workers Compensation | 55,000.00 | 2,357.50 | 4.3 | 85,633.42 | 155.7 |
| Medicare | 65,000.00 | 0.00 | 0.0 | 38,934.25 | 59.9 |
| State Disability Insurance | 40,000.00 | 3,535.21 | 8.8 | 34,330.79 | 85.8 |
| Life Insurance | 25,000.00 | 1,644.28 | 6.6 | 15,524.38 | 62.1 |
| Health Insurance | 1,300,000.00 | 123,179.66 | 9.5 | 998,643.95 | 76.8 |
| Dental Insurance | 70,000.00 | 4,608.64 | 6.6 | 55,173.76 | 78.8 |
| Navia HRA | 40,000.00 | 8,007.01 | 20.0 | 27,198.20 | 68.0 |
| OPEB | 0.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Vision Reimbursement | 20,000.00 | 932.00 | 4.7 | 7,819.76 | 39.1 |
| Other Employee Benefits | 0.00 | 40.83 | 0.0 | 3,196.61 | 0.0 |
| *Total* | *2,815,000.00* | *202,522.91* | *7.2* | *1,757,834.77* | *62.5* |
| Vehicle | | | | | |
| Fuel | 22,000.00 | 2,398.91 | 10.9 | 14,509.06 | 66.0 |
| Maintenance | 20,000.00 | 1,206.64 | 6.0 | 24,377.90 | 121.9 |
| *Total* | *42,000.00* | *3,605.55* | *8.6* | *38,886.96* | *92.6* |
| Professional Memberships | *15,000.00* | *648.25* | *4.3* | *10,263.25* | *68.4* |
| Office Expense | | | | | |
| Furniture | 6,000.00 | 2,547.99 | 42.5 | 4,618.21 | 77.0 |
| IT Hardware | 50,000.00 | 0.00 | 0.0 | 11,035.46 | 22.1 |
| Software | 30,000.00 | 127.71 | 0.4 | 22,934.91 | 75.7 |
| Advertising | 10,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| *Total* | *96,000.00* | *2,675.70* | *2.8* | *38,588.58* | *40.2* |
| Professional Services | | | | | |
| Engineering | 100,000.00 | (30,402.00) | (30.4) | 27,360.67 | 27.4 |
| *Total* | *100,000.00* | *(30,402.00)* | *(30.4)* | *27,360.67* | *27.4* |
| Conferences and Training | *25,000.00* | *0.00* | *0.0* | *10,564.90* | *42.3* |
| Utilities | | | | | |
| Heating Fuel | 31,500.00 | 0.00 | 0.0 | 47,076.88 | 149.5 |
| Electricity | 810,000.00 | 72,067.05 | 8.9 | 585,075.19 | 72.2 |
| Water | 4,500.00 | 113.40 | 2.5 | 1,110.90 | 24.7 |
| Natural Gas | 45,000.00 | 6,660.37 | 14.8 | 27,447.76 | 61.0 |
| Telephone | 36,000.00 | 1,815.53 | 5.0 | 23,144.42 | 64.3 |
| *Total* | *927,000.00* | *80,656.35* | *8.7* | *683,855.15* | *73.8* |

Tahoe-Truckee Sanitation Agency
Fund 01: Operation and Maintenance
Fiscal Year 2018 - 2019
Period Ending March 31, 2019

| | Budget ($) | Month ($) | Month (%) | Year-To-Date ($) | Year-To-Date (%) |
|---|---|---|---|---|---|
| Contractual Services | | | | | |
| Operations | 1,250,000.00 | 96,998.70 | 7.8 | 887,680.58 | 71.0 |
| Laboratory | 55,000.00 | (10,671.86) | (19.4) | 37,730.05 | 68.6 |
| Maintenance | 75,000.00 | 1,314.12 | 1.8 | 49,886.95 | 66.5 |
| Instr. & Elect. | 40,000.00 | 217.11 | 0.5 | 12,193.69 | 30.5 |
| Safety | 35,000.00 | 323.47 | 0.9 | 10,122.21 | 28.9 |
| IT | 50,000.00 | 18.51 | 0.0 | 281.25 | 0.6 |
| Engineering | 150,000.00 | 31.44 | 0.0 | 814.90 | 0.5 |
| *Total* | *1,655,000.00* | *88,231.49* | *5.3* | *998,709.63* | *60.3* |
| Supplies, Repairs and Maintenance | | | | | |
| Operations | 50,000.00 | 1,723.80 | 3.5 | 30,233.55 | 60.5 |
| Laboratory | 15,000.00 | 12,976.27 | 86.5 | 70,987.21 | 473.3 |
| Maintenance | 200,000.00 | 23,925.60 | 12.0 | 168,052.04 | 84.0 |
| Instr. & Elect. | 130,000.00 | 8,750.88 | 6.7 | 90,072.26 | 69.3 |
| Safety | 75,000.00 | 4,462.22 | 6.0 | 32,668.10 | 43.6 |
| IT | 80,000.00 | 5,214.13 | 6.5 | 22,347.79 | 27.9 |
| *Total* | *550,000.00* | *57,052.90* | *10.4* | *414,360.95* | *75.3* |
| **TOTAL EXPENDITURE** | ***10,520,000.00*** | ***748,934.05*** | ***7.1*** | ***7,189,139.96*** | ***68.3*** |
| **NET INCOME** | ***2,480,000.00*** | | | ***5,434,132.41*** | |

Tahoe-Truckee Sanitation Agency
Fund 02: Wastewater Capital Reserve Fund
Fiscal Year 2018 - 2019
Period Ending March 31, 2019

| DESCRIPTION | Budget ($) | Month ($) | Month (%) | Year-To-Date ($) | Year-To-Date (%) |
|---|---|---|---|---|---|
| Barscreens, Washers, Compactors | 1,500,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| TRI Improvements * | 1,375,000.00 | 511.45 | 0.0 | 1,351,948.25 | 98.3 |
| Operation and Maintenance Carts | 25,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| **SUB TOTOAL** | **2,900,000.00** | **511.45** | **0.0** | **1,351,948.25** | **46.6** |
| Debt Payment of SRF Loan (73.2%) | 2,377,168.00 | | | 2,377,168.00 | |
| **TOTAL** | ***5,277,168.00*** | ***511.45*** | ***0.0*** | ***3,729,116.25*** | ***70.7*** |

Note: * Project Complete

Tahoe-Truckee Sanitation Agency
Fund 06: Replacement, Rehabilitation and Upgrade
Fiscal Year 2018 - 2019
Period Ending March 31, 2019

| DESCRIPTION | Budget ($) | Month ($) | Month (%) | Year-To-Date ($) | Year-To-Date (%) |
|---|---|---|---|---|---|
| Clarifier Coating Improvement | 375,000.00 | 0.00 | 0.0 | 189,472.70 | 50.5 |
| Lab Equipment Replacement | 50,000.00 | 18,131.88 | 36.3 | 32,980.90 | 66.0 |
| Admin. Office Improvement | 125,000.00 | 2,625.22 | 2.1 | 30,502.28 | 24.4 |
| Accounting Software Upgrade | 75,000.00 | 0.00 | 0.0 | 44,313.00 | 59.1 |
| Bldg. #27 Switchgear Improvement | 575,000.00 | 0.00 | 0.0 | 494,961.71 | 86.1 |
| EPDM Roof Replacement * | 150,000.00 | 0.00 | 0.0 | 126,907.00 | 84.6 |
| Translucent Panel Rehabilitation | 50,000.00 | 0.00 | 0.0 | 16,640.49 | 33.3 |
| RAS AFD Upgrades | 30,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| TRI Improvements * | 1,375,000.00 | 0.00 | 0.0 | 1,331,128.07 | 96.8 |
| Portable PD Pump | 75,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Centrifuge Rebuild | 50,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Robicon Drive Upgrade | 100,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Admin. MCC Panel Improvements | 50,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Joerger Drive Reconstruction* | 100,000.00 | 0.00 | 0.0 | 92,252.72 | 92.3 |
| **SUB TOTOAL** | **3,180,000.00** | **20,757.10** | **0.7** | **2,359,158.87** | **74.2** |
| Debt Payment on SRF Loan (26.8%) | 870,329.20 | 0.00 | 0.0 | 870,329.20 | 100.0 |
| **TOTAL** | ***4,050,329.20*** | ***20,757.10*** | ***0.7*** | ***3,229,488.07*** | **79.7** |

Note: * Project Complete

**Tahoe-Truckee Sanitation Agency**
**Fund Balances**
**Period Ending March 31, 2019**

| Fund No. | Description | Beginning Month Balance | Ending Month Balance |
|---|---|---|---|
| 0 | Administration | 69,309.81 | 39,569.33 |
| 1 | Operation & Maintenance | 1,411,674.29 | 914,133.32 |
| 2 | WWCRF | 18,062,114.67 | 18,100,024.44 |
| 4 | SRF | 3,000,429.58 | 3,000,429.58 |
| 6 | Rehab | 26,388,501.45 | 26,039,214.91 |
| 7 | Emergency Reserve | 4,000,000.00 | 4,000,000.00 |
| **Fund Balance Totals** | | **52,932,029.80** | **52,093,371.58** |

**Tahoe-Truckee Sanitation Agency**
**End of Month Cash Balance**
**Period Ending March 31, 2019**

| Account | Description | Beginning Month Balance | Ending Month Balance |
|---|---|---|---|
| L.A.I.F. | | 51,764,439.40 | 50,999,439.40 |
| Savings | Wells Fargo - Investment | 815,307.42 | 497,118.60 |
| | US Bank - Service Charge | 30,002.96 | 75,674.12 |
| | US Bank - Tax Revenue | 2,789.94 | 2,789.99 |
| | US Bank - WWCRF | 6,283.46 | 9,445.07 |
| Checking | US Bank - General Checking | 142,613.52 | 503,446.44 |
| | Wells Fargo - Payroll | 168,993.10 | 3,857.96 |
| | US Bank - Petty Cash | 1,600.00 | 1,600.00 |
| **Cash Balance Totals** | | **52,932,029.80** | **52,093,371.58** |

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

**www.treasurer.ca.gov/pmia-laif/laif.asp**
April 03, 2019

TAHOE TRUCKEE SANITATION AGENCY

TREASURER
13720 BUTTERFIELD DRIVE
TRUCKEE, CA 96161

**PMIA Average Monthly Yields**

**Account Number:**
70-31-001

Tran Type Definitions

March 2019 Statement

| Effective Date | Transaction Date | Tran Type | Confirm Number | Authorized Caller | Amount |
|---|---|---|---|---|---|
| 3/5/2019 | 3/5/2019 | RW | 1599486 | DAWN DAVIS | -250,000.00 |
| 3/14/2019 | 3/13/2019 | RW | 1600026 | DAWN DAVIS | -300,000.00 |
| 3/29/2019 | 3/29/2019 | RD | 1601103 | DAWN DAVIS | 35,000.00 |
| 3/29/2019 | 3/29/2019 | RW | 1601104 | DAWN DAVIS | -250,000.00 |

**Account Summary**

| | | | |
|---|---|---|---|
| Total Deposit: | 35,000.00 | Beginning Balance: | 51,764,439.40 |
| Total Withdrawal: | -800,000.00 | Ending Balance: | 50,999,439.40 |

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Jay Parker, Engineering Manager

**Item:** IV-4

**Subject:** Approval of progress pay estimate no. 2 for the Building 27 Main Service Upgrade project

---

**Background**

The Building 27 Main Service Upgrade project provides the Agency with fifteen (15) new retro-fill power circuit breakers in Switchgear 27 with no modifications to the buses needed and includes new network modules and new ethernet cables to new ethernet switches added to existing network panels mounted on Switchgear 27. Under this project, twelve (12) existing Allis-Chalmers power circuit breakers are retro-filled and three (3) existing Square "D" Masterpack power circuit breakers are replaced.

All field work and punch list items are now complete and the Agency is ready to file a Notice of Completion with the County. Progress payment no. 2 is for the period through March 27, 2019.

**Fiscal Impact**

Withholding 5% for retention from progress pay estimate no. 2 would yield a payment to the contractor of $56,977.01.

**Attachments**

Progress pay estimate no. 2.

**Recommendation**

Management and staff recommend approval of progress pay estimate no. 2 for the Building 27 Main Service Upgrade project.

**Review Tracking**

Submitted By: _____
Jay Parker
Engineering Manager

Approved By: _____
LaRue Griffin
General Manager

Tahoe-Truckee Sanitation Agency
Building 27 Main Service Upgrade Project

Progress Pay Estimate No. 2
Through 3/27/19

OWNER:
Tahoe-Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, CA 96161

CONTRACTOR:
Schneider Electric USA, Inc.
P.O. Box 730318
Dallas, TX 75373-0318

| ITEM NO. | BID ITEM DESCRIPTION | UNIT PRICE | CONTRACT QUANTITY | UNIT | CONTRACT TOTAL | QUANTITY OR PERCENTAGE | UNIT | TOTAL EARNED |
|---|---|---|---|---|---|---|---|---|
| 1. | Drawings Approved, Release to Manufacturing, 800 Amp Breaker Design | $3,577.57 | 13 | EA | $46,508.41 | 13 | EA | $46,508.41 |
| 2. | Drawings Approved, Release to Manufacturing, 1600 Amp Breaker Design | $4,112.12 | 2 | EA | $8,224.24 | 2 | EA | $8,224.24 |
| 3. | 27-1 Breaker Replacement, 800 Amp Breaker Install | $19,932.15 | 7 | EA | $139,525.05 | 7 | EA | $139,525.05 |
| 4. | 27-1 Breaker Replacement, 1600 Amp Breaker Install | $24,672.70 | 1 | EA | $24,672.70 | 1 | EA | $24,672.70 |
| 5. | 27-2 Breaker Replacement, 800 Amp Breaker Install | $23,254.17 | 6 | EA | $139,525.02 | 6 | EA | $139,525.02 |
| 6. | 27-2 Breaker Replacement, 1600 Amp Breaker Install | $24,672.70 | 1 | EA | $24,672.70 | 1 | EA | $24,672.70 |
| 7. | Breaker Control Wiring, 800 Amp Breaker Control Wiring | $7,155.13 | 13 | EA | $93,016.69 | 13 | EA | $93,016.69 |
| 8. | Breaker Control Wiring, 1600 Amp Breaker Control Wiring | $8,224.24 | 2 | EA | $16,448.48 | 2 | EA | $16,448.48 |
| 9. | Project Closeout, 800 Amp Breaker Close out activities | $3,980.89 | 13 | EA | $51,751.57 | 100% | EA | $51,751.57 |
| 10. | Project Closeout, 1600 Amp Breaker Close out activities | $4,112.12 | 2 | EA | $8,224.24 | 100% | EA | $8,224.24 |
| 11. | Contract Modification No. 1 | ($4,000.00) | 1 | LS | ($4,000.00) | 100% | LS | ($4,000.00) |
| 12. | Contract Modification No. 2 | $500.00 | 1 | LS | $500.00 | 100% | LS | $500.00 |
| **TOTAL** | | | | | **$549,069.10** | | | **$549,069.10** |

| | |
|---|---|
| TOTAL EARNED TO DATE: | **$549,069.10** |
| 5% TOTAL RETENTION TO DATE: | $27,453.46 |
| TOTAL AMOUNT PREVIOUSLY PAID: | $464,638.63 |
| **TOTAL AMOUNT DUE CONTRACTOR:** | **$56,977.01** |

ACCEPTED BY:
Schneider Electric USA, Inc.
BY: Brad C Thrash
DATE: 3/29/2019

APPROVED BY:
Tahoe-Truckee Sanitation Agency
BY:
DATE:

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** V-1

**Subject:** Presentation of the Sewer Connection Fee Study

**Background**

The Agency entered into an agreement with HDR Engineering, Inc. to perform a connection fee study which includes an assessment of current connection fees and schedules and to provide appropriate recommendations. After numerous Board of Directors meeting presentations and discussions, HDR Engineering, Inc. has completed the Sewer Connection Fee Study.

The Sewer Connection Fee Study will be presented to the Board of Directors at the meeting by Mr. Shawn Koorn of HDR Engineering, Inc.

**Fiscal Impact**

None.

**Attachments**

1. HDR Engineering, Inc. presentation of the sewer connection fees.
2. Sewer Connection Fee Study.

**Recommendation**

No action required.

**Review Tracking**

Submitted By: _____

LaRue Griffin
General Manager

Tahoe-Truckee Sanitation Agency

# Presentation of the Sewer Connection Fees


April 10, 2019

**Presented by:**
Shawn Koorn
***Associate Vice President***
***HDR Engineering, Inc.***

# Overview of the Presentation

- Sewer Connection Fee Study
  - Overview
  - Review Board discussion and direction
- Summary conclusions

# Sewer Connection Fee Study - Overview

- Establish the reasonable relationship between system capacity and needs of development and the fee to be imposed
- Fee required of all new customers desiring sewer service or existing customers requesting increased sewer service capacity
- Cannot exceed the calculated maximum cost
- Based on System Planning Criteria and cost of existing and future infrastructure (RC)
  - Equivalent Dwelling Unit (EDU) definition is 200 gpd

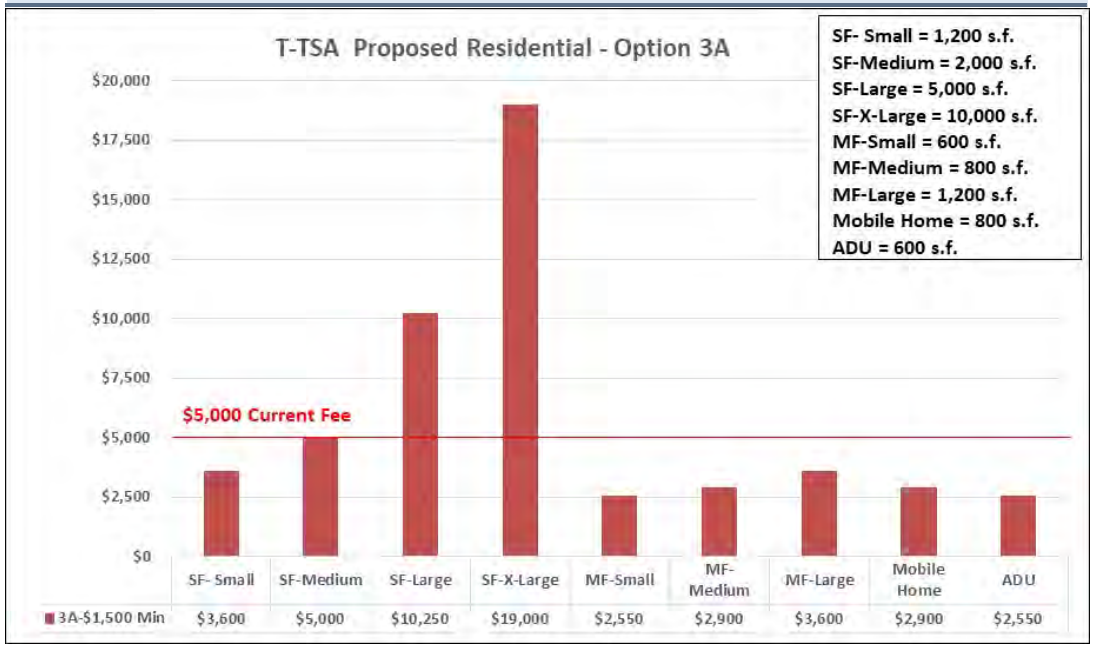
# Connection Fee Summary and Prior Board Discussions

| | |
|---|---|
| Existing Plant Fee ($/EDU) | $5,799 |
| Future Plant Fee ($/EDU) | 423 |
| Total Fee ($/EDU) | $6,222 |
| | |
| Current Fee ($/EDU) | $5,000 |

- Presented results and alternatives to the Board
  - 10/10/18 - Replacement cost based Resolution 11-2008
  - 12/12/18 - Maintain existing fee of $5,000
  - 2/13/19 - Establish proposed alternative

# Graph of Proposed Residential Option 3A

| Residential Connection Fee | | |
|---|---|---|
| **Type of Connection** | **Units** | **Fee** |
| **Option 3A** | | |
| **Residential** | | |
| Minimum | Per living unit | $1,500 |
| Plus: Square footage | Per square footage | $1.75/sq. ft. |
| **Additions (Not an ADU)** | | |
| Greater than 500 square feet | Per square footage | $1.75/sq. ft. |
| 500 square feet or less | | Exempt |
| **Accessory Dwelling Unit** | | |
| Minimum | Per living unit | $1,500 |
| Plus: Square footage | Per square footage | $1.75/sq. ft. |
| 500 square feet or less | | Exempt |



# Update of Implementation of Fee – Non-Residential

| Nonresidential Connection Fee | | |
|---|---|---|
| **Type of Connection** | **Units** | **Connection Fee** |
| Motel without Kitchen or Hotel Unit | # of Units | $2,500 |
| Motel with Kitchen | # of Units | $3,300 |
| Campsite with Sewer Connection | # of Sites | $2,500 |
| Campsite without Sewer Connection | # of Sites | $1,875 |
| Dump Stations | # of Stations | $5,000 |
| Restaurants & Bars | # of Seats Inside | $500 |
| Restaurants & Bars | # of Seats Outside | $175 |
| Banquet Facilities | # of Seats | $175 |
| Laundromats | # of Machines | $5,000 |
| Grocery | # of Plumbing Fixture Unit Count | $750 |
| Assembly Hall | # of Seats | $50 |
| Beauty Shops & Barber Shops | # of Service Chairs | $2,500 |
| Other Commercial | # of Plumbing Fixture Unit Count | $500 |
| Police and Fire Stations | # of Plumbing Fixture Unit Count | $500 |
| Pools | Minimum (up to 72,999 gallons) | $5,000 |
| Pools | > than 72,999 gallons, per 1,000 gallons | $68 |
| Spas | Minimum (up to 1,000 gallons) | $2,000 |
| Spas | > than 1,000 gallons, per 1,000 gallons | $27 |
| Car Wash Automatic | # of Bays | $7,500 |
| Car Wash Automatic - Recycled | # of Bays | $6,000 |
| Car Wash Self-Serve | # of Bays | $5,000 |
| Car Wash Self Serve - Recycled | # of Bays | $4,000 |
| Private School | # of Plumbing Fixture Unit Count | $250 |
| Boarding Schools | # of Plumbing Fixture Unit Count | $500 |
| Industrial/SIU | The maximum of EDU values | $5,000/EDU |

New Category

New title for theatre, church

New Category

Split "Pools" into a minimum for Pools, and Spas

New Category

New Category

New Category

# Implementation of Fee – Industrial/Significant Indust. Users (SIU)

- Industrial/SIU is subject to monitoring (flow monitoring)
- Based on $5,000 per EDU (200gpd)

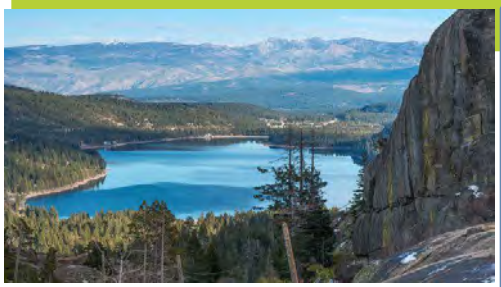
| | | | | | |
|---|---|---|---|---|---|
| Flow: | Maximum Daily Flow (gallons per day) / 200 gallons per day | = | $EDU_{Flow}$ | | |
| COD: | Composite Sample COD Concentration (milligrams per liter) / 805 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{COD}$ |
| TSS: | Composite Sample TSS Concentration (milligrams per liter) / 362 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TSS}$ |
| TDS: | Composite Sample TDS Concentration (milligrams per liter) / 428 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TDS}$ |
| TN: | Composite Sample TN Concentration (milligrams per liter as N) / 78 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TN}$ |
| TP: | Composite Sample TP Concentration (milligrams per liter as P) / 8.4 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TP}$ |

# Summary and Conclusions

- Maintain existing fee of $5,000 per EDU
- Update implementation of fee as follows:
  - Set a residential minimum charge of $1,500, plus $1.75/sq. ft.
  - Additions greater than 500 sq. ft. $1.75/sq. ft.
    - 500 sq. f.t or less are exempt
  - Set ADU minimum charge of $1,500, plus $1.75/sq. ft.
    - 500 sq. f.t or less are exempt
  - Non-Residential updated to reflect type of customer (categories combined or service levels updated)
  - Industrial/SIU calculation defined
- Fees reflect T-TSA's current value of capacity

# Questions and Discussion

FINAL REPORT

# Tahoe-Truckee Sanitation Agency

## Sewer Connection Fee Study

**March 2019**

March 20, 2019

Mr. LaRue Griffin
General Manager
Tahoe-Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, CA 96161
March 23, 2015

**Subject: Final Report – Sewer Connection Fees**

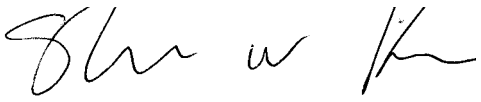
Dear Mr. Griffin:

Enclosed please find HDR's final report regarding the sewer connection fees for Tahoe-Truckee Sanitation Agency (T-TSA). The conclusions and recommendations contained within this report should enable T-TSA to implement cost-based connection fees.

This report has been prepared using generally accepted financial and engineering principles. T-TSA's financial, budgeting, planning, and engineering data were the primary sources for much of the information contained in this report. HDR would recommend that prior to implementing the charges, the charges be reviewed by T-TSA legal counsel for compliance with California State law.

HDR appreciates the opportunity to assist T-TSA in this matter. We also would like to thank you and your staff for the assistance provided to us. We look forward to future opportunities to work with T-TSA.

Sincerely yours,
HDR Engineering, Inc.



Shawn Koorn
Associate Vice President

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## Technical Appendix

# Abbreviations and Acronyms

| | |
|---|---|
| CCI | Construction Cost Index |
| CIP | Capital Improvement Plan |
| EDU | Equivalent dwelling unit |
| ENR | Engineering News Record |
| GPD | Gallons Per Day |
| MGD | Million gallons per day |
| OC | Original Cost |
| OCLD | Original Cost Less Depreciation |
| RCN | Replacement Cost New |
| RCNLD | Replacement Cost New Less Depreciation |
| SDC | System Development Charge |
| T-TSA | Tahoe-Truckee Sanitation Agency |

# 1.0 Introduction

## 1.1 Introduction

HDR Engineering, Inc. (HDR) was retained by the Tahoe-Truckee Sanitation Agency (T-TSA) to review and update its sewer connection fees. The objective of this study is to calculate cost-based sewer connection fees for new customers connecting to T-TSA's sewer system.

Sewer connection fees provide the means of balancing the cost requirements for new utility infrastructure between existing customers and new customers. The portion of existing infrastructure that will provide service (capacity) to new customers is included in T-TSA's connection fees. In contrast to this, T-TSA's future capital improvement projects that are related to renewal and replacement of existing infrastructure in services are typically included within the rates charged to T-TSA's customers, and are not included within the connection fee. By establishing cost-based connection fees, T-TSA will continue its policy of having growth pay for growth and existing utility customers should, for the most part, be sheltered from the financial impacts of growth and capacity expansion of the system.

*"The objective of this study is to calculate cost-based sewer connection fees for new customers connecting to T-TSA's sewer system."*

T-TSA's service area anticipates growth in the future and therefore it is prudent for T-TSA to review these charges and update them as appropriate. T-TSA last reviewed and updated their sewer connection fees in 2015.

## 1.2 Organization of Report

This report documents the methodology, approach and technical analysis undertaken by HDR and T-TSA to develop their sewer connection fees. The report is divided into four sections. Section 1 provides a brief introduction and overview of the study. Given this brief introduction, Section 2 provides an overview of connection fees and the criteria and general methodology that should be used to calculate and establish cost-based connection fees. Next, Section 3 provides an overview of the requirements under California law for determining connection fees. Finally, Section 4 reviews T-TSA specific calculations of the cost-based sewer connection fees and provides a summary of the analyses and "allowable" connection fees.

*"By establishing cost-based connection fees, T-TSA will take a position of having growth pay for growth and existing utility customers should, for the most part, be sheltered from the financial impacts of growth."*

## 1.3 Disclaimer

HDR, in its calculation of the connection fees presented in this report, has used generally accepted engineering and ratemaking principles. This should not be construed as a legal opinion with respect to California law. HDR recommends that T-TSA have its legal counsel review the connection fees as set forth in this report to ensure compliance with California law.

# 2.0 Overview of Connection Fees

## 2.1 Introduction

An important starting point in establishing connection fees is to have a basic understanding of the purpose of these charges, along with criteria and general methodology that is used to establish cost-based connection fees. Presented in this section of the report is an overview of connection fees and the criteria and general methodology that is used to develop cost-based connection fees.

## 2.2 Defining Connection Fees

The first step in establishing cost-based connection fees is to gain a better understanding of the definition of a system development charge (SDC) or connection fee.[1] . For the purposes of this report, an SDC and/or connection fee is defined as follows:

> *"System development charges are one-time charges paid by new development to finance construction of public facilities needed to serve them."*[2]

Simply stated, connection fees are a contribution of capital for the value of either available capacity in the existing system, or help finance planned future growth-related capacity improvements. At some utilities, connection fees may be referred to as system development charges, impact fees, capacity reserve charges, infrastructure investment fees, etc. Regardless of the label used to identify them, their objective is the same. That is, these charges are intended to provide funds to the utility to finance all or a part of the capital improvements needed to serve and accommodate new customer growth. Absent those charges, many utilities would likely be unwilling to build growth-related facilities (i.e., burden existing rate payers with the entire cost of growth-related capacity expansion).

## 2.3 Economic Theory and Connection Fees

Connection fees are generally imposed as a condition of service. The objective of a connection fee is not to generate money for a utility, but to ensure that all customers seeking to connect to the utility's system bear an equitable share of the cost of available (excess) capacity that existing customers have invested in the existing system and any future growth-related expansions. Through the implementation of cost-based and equitable connection fees, existing customers will not be unduly burdened with the cost of new development.

---

[1] System development charges and connection fees are used interchangeably in this section of the report. System development charges are a more common term for these types of charges.

[2] Arthur C. Nelson, System Development Charges for Water, Wastewater, and Stormwater Facilities, Lewis Publishers, New York, 1995, p. 1,

By establishing cost-based connection fees, T-TSA will be able to continue to provide adequate infrastructure to meet growth-related needs, and more importantly, providing this required infrastructure to new customers in a cost-based and equitable manner.

## 2.4 Connection Fee Criteria

In determining connection fees, a number of different criteria are utilized. Criteria outlined in industry literature and most often used by utilities to establish connection fees include the following:

- State/local laws
- System planning criteria
- Financing criteria
- Customer understanding

Many states and local communities have enacted laws that govern the calculation and imposition of connection fees. These laws must be followed in the development of connection fees. Most states require a reasonable relationship between the charge and the cost associated with providing service (capacity) to the customer. The charges do not need to be mathematically exact, but must bear a reasonable relationship to the cost burden imposed. The utilization of the planning criteria, the actual costs of construction and the planned costs of construction provide the nexus for the reasonable relationship requirement.

The use of system planning criteria is one of the more important aspects in the determination of the connection fees. System planning criteria provides the rational nexus between the amount of infrastructure necessary to provide service and the charge to the customer. In general terms, the rational nexus test requires that there be a connection (nexus) established between new development and the new or expanded facilities required to accommodate new development, and an appropriate apportionment of the cost to the new development in relation to benefits reasonably to be received. An example using system planning criteria is the determination from T-TSA's planning documents that an equivalent dwelling unit requires 200 gallons per day of capacity. The connection fee methodology establishes the value of one (1) equivalent dwelling unit (EDU) at 200 gallons per day.

*"The use of system planning criteria is one of the more important aspects in the determination of the connection fees. System planning criteria provide the rational nexus between the amount of infrastructure necessary to provide service and the charge to the customer."*

A rational nexus test is used to evaluate the reasonable relationship between the connection fee and infrastructure necessary to accommodate the new development. A rational nexus test typically contemplates the following:

1. *"A connection be established between new development and the new or expanded facilities required to accommodate such development. This establishes the rational basis of public policy.*

2. *Identification of the cost of these new or expanded facilities needed to accommodate new development. This establishes the burden to the public of providing new facilities to new development and the rational basis on which to hold new development accountable for such costs. This may be determined using the so-called Banberry factors. [Banberry Development Company v. South Jordan Agency (631 P.2d 899, Utah 1981)].*
3. *Appropriate apportionment of that cost to new development in relation to benefits it reasonably receives. This establishes the nexus between the fees being paid to finance facilities that accommodate new development and the benefit new development receives from such new facilities."*[3]

The first bullet of the rational nexus test requires the establishment of a rational basis of public policy. This implies the planning and capital improvement studies that are used to establish the need for new facilities to accommodate growth. Adopted master plans or facility plans should firmly meet this first test since these plans assess existing facilities and capacity, project future capacity requirements and determine the future capital infrastructure and new facilities needed to accommodate growth.

The second portion of the rational nexus test discusses the Banberry Factors. In summary form, "consideration must be given to seven factors to determine the proportionate share of costs to be borne by new development:

1. *The cost of existing facilities*
2. *The means by which existing facilities have been financed*
3. *The extent to which new development has already contributed to the cost of providing existing excess capacity*
4. *The extent to which existing development will, in the future, contribute to the cost of providing existing facilities used community wide or non-occupants of new development*
5. *The extent to which new development should receive credit for providing at its cost facilities the community has provided in the past without charge to other development in the service area.*
6. *Extraordinary costs incurred in serving new development*
7. *The time-price differential inherent in fair comparisons of amount of money paid at different times."*[4]

The final portion of the rational nexus test is the reasonable apportionment of the cost to new development in relation to benefits it reasonably receives. This is accomplished in the methodology to establish the connection fee, which is discussed in more detail within this section.

[3] Ibid, p. 16 and 17.

[4] Ibid, P. 18 and 19.

One of the driving forces behind establishing cost-based connection fees is that growth pays for growth. Therefore, connection fees are established as a means of having new customers pay an equitable share of the cost of their required capacity (infrastructure). The financing criteria for establishing connection fees relates to the method used to finance infrastructure on the system and assures that customers are not paying twice for infrastructure – once through the connection fee and again through rates. The double payment can come in through the imposition of a connection fee and then the requirement to pay debt service within a customer's rates. The financing criteria also reviews the basis under which main line and collection line extensions were provided such that the customer is not charged for infrastructure that was provided (contributed) by developers.

The component of customer understanding implies that the fee is easy to understand. This criterion has implications for the way that the fee is implemented and assessed to the customer. For a sewer system, the fee is generally based on equivalent dwelling units and the average flow (capacity) for that unit of measure. This makes it easy for the customer to understand that the level of fee is based on the flow or a certain capacity to meet that customer's needs. The other implication of this criterion is that the methodology is clear and concise in its calculation of the amount of infrastructure necessary to provide service.

## 2.5 Overview of Connection Fee Methodology

There are "generally-accepted" methodologies that are used to establish connection fees. Nelson describes eight different methodologies that may be used to establish connection fees. *"They include:*

- *Market capacity method*
- *Prototypical system method*
- *Growth-related cost allocation method*
- *Recoupment value method, also known as the buy-in method*
- *Replacement cost method*
- *Marginal cost method*
- *Average cost method*
- *System wide and growth-related cost-attribution method" (combined)*[5]

As Nelson notes, each of these methods may have certain advantages and disadvantages and should be applied in a manner that reflects circumstances and conditions of the utility. As an example, a utility which has significant capacity in their existing system and can accommodate future growth would likely use the recoupment (buy-in) method. In contrast to this, a utility with no existing capacity which requires expansion of capacity to accommodate growth could potentially use the growth-related cost allocation method or the marginal cost method. For utilities that have some existing capacity available to serve a portion of new development, but must build additional capacity to serve all future development, the system-wide and growth-related attribution method may be appropriate. In the case of the T-TSA, there is some capacity available within T-TSA's existing system and some future projects that T-T-TSA is facing that are

[5] Ibid., P. 71.

regulatory or expansion related and would be included in the connection fee. Given that, a combined method (existing assets plus future capital improvements which are growth related) was deemed to be the most equitable and appropriate methodology for T-TSA, given the current circumstances.

Regardless of the overall methodology selected, common denominators of the technical analyses are the various steps undertaken. Within the generally accepted system development charge methodologies, there are a number of different steps undertaken. These steps are as follows:

- Determination of system planning criteria
- Determination of equivalent dwelling units
- Calculation of system component costs
- Determination of any credits

The first step in establishing connection fees is the determination of the system planning criteria. This implies calculating the amount of sewer capacity required by a single-family residential customer or an equivalent dwelling unit (EDU). For sewer systems, sewer demand per equivalent dwelling unit is most often used, since this represents the basis for system design. The number of existing customers is expressed in equivalent dwelling units. This provides the linkage between the amounts of infrastructure necessary to provide service to a set number of customers.

Once the number of equivalent dwelling units, or capacity components for the system is determined, a component by component analysis is undertaken to determine the portion of the connection fee attributable to each component in dollars per equivalent dwelling unit. In this process, the existing assets must be valued. Existing assets may be valued in a number of different ways. These methods may include the following:

- ✓ Original Cost (OC)
- ✓ Original Cost Less Depreciation (OCLD)
- ✓ Replacement Cost New (RCN)
- ✓ Replacement Cost New Less Depreciation (RCNLD)

Given these four different methods for valuing the assets, the selection of the valuation method certainly arises. The American Water Works Association M-1 manual notes the following concerning these various generally accepted valuation methods:

> *"Using the OC and OCLD valuations, the SDC [connection fee] reflects the original investment in the existing capacity. The new customer "buys in" to the capacity at the OC or the net book value cost (OCLD) for the facilities and as a result pays an amount similar to what the existing customers paid for the capacity (OC) or the remaining value of the original investment (OCLD).*
>
> *Using the RCN and the RCNLD valuations, the SDC [connection fee] reasonably reflects the cost of providing new expansion capacity to customers as if the capacity was added at the time the new customers connected to the sewer system. It may be also thought of as a valuation method to fairly compensate the existing customers for the carrying costs of the excess capacity built into the system in advance of when the new customers connect to the system. This is because, up to*

*the point of the new customer connecting to the system, the existing customers have been financially responsible for the carrying costs of that excess capacity that is available to development."*[6]

As a point of reference for this study, the T-TSA analysis will use a RCN methodology for all assets. The RCN methodology is in keeping with T-TSA's historical methodology for connection fees as shown in T-TSA Resolution 11-2008, which adopted the asset replacement approach for the calculation of connection fees. T-TSA's existing assets are escalated to current dollars using a cost index (e.g. the Engineering New Record, Construction Cost Index; ENR CCI).

After the existing infrastructure is analyzed the existing and future equivalent dwelling units are divided into the cost to determine the gross existing or buy-in fee. Then the connection fee-eligible future expansion projects are divided by the future equivalent dwelling units to determine the gross future connection fee. Both the gross existing and future fees are added together for a total gross connection fee. The last step in the calculation of the connection fee is the determination of any credits. This is generally a calculation to assure that customers are not paying twice – once through connection fees and again within the sewer rates.

## 2.6 Summary

This section of the report has provided an overview of connection fees; the basis for establishing the charges, considerations in establishing connection fees and the burden development places on the system and the steps typically taken in the development of the technical analyses.

In the development of T-TSA's connection fees, the issues identified in this section of the report have been addressed and will be discussed in more detail in later sections of the report. The next section of the report provides a brief overview of the legal considerations in establishing connection fees, particularly as they relate California law.

[6] AWWA M-1 Manual, 6th Edition, p. 268

# 3.0 Legal Considerations in Establishing Connection Fees for T-TSA

## 3.1 Introduction

An important consideration in establishing connection fees is any legal requirements at the state or local level. The legal requirements often establish the methodology around which the connection fees must be calculated or how the funds must be used. Given that, it is important for T-TSA to understand these legal requirements and develop and adopt their connection fees in compliance with those legal requirements. This section of the report provides an overview of the legal requirements for establishing system development charges, or connection fees under California law. A discussion of the applicability of Proposition 218, as it relates to connection fees, is also provided.

The discussion within this section of the report is intended to be a summary of our understanding of the relevant California law as it relates to establishing connection fees. It in no way constitutes a legal interpretation of California law by HDR.

## 3.2 Requirements Under California Law

In establishing connection fees, an important requirement is that they be developed and implemented in conformance with local laws. In particular, many states have established specific laws regarding the establishment, calculation and implementation of connection fees. The main objective of most state laws is to assure that these charges are established in such a manner that they are fair, equitable and cost-based. In other cases, state legislation may have been needed to provide the legislative powers to the utility to establish the charges.

*"The laws for the enactment of connection fees in California are found in California Government Code sections 66013, 66016, and 66022 within the 'Mitigation Fee Act.'"*

The laws for the enactment of connection fees in California are codified in California Government Code sections 66013, 66016, and 66022, which are interspersed within the 'Mitigation Fee Act.' The Mitigation Fee Act is comprehensive legislation dealing mainly with development impact fees, although the above sections set forth the various requirements for imposition of connection fees in California: calculation of the fees, noticing, accounting and reporting requirements, and processes for judicial review.

A summary of the relevant statutes required in the calculation of connection fees is as follows:

> *"66013 (a) Notwithstanding any other provision of law, when a local agency imposes fees for sewer connections or sewer connections, or imposes capacity charges, those fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed, unless a question regarding the amount of the fee or charge imposed in excess of the estimated*

*reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue."*

*"66013 (b) (3) 'Capacity charge' means a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights or entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities. A "capacity charge" does not include a commodity charge."*

T-TSA's proposed sewer connection fees are "capacity charges" as defined in the preceding provision. In addition to the determination of "the estimated reasonable cost of providing the service for which the fee is imposed," California law also requires the following:

- That notice (of the time and place of the meeting, including a general explanation of the matter to be considered) and a statement that certain data is available be mailed to those who filed a written request for such notice,
- That certain data (the estimated cost to provide the service and anticipated revenue sources) be made available to the public,
- An opportunity for public input at an open and public meeting to adopt or modify the fee, and
- That revenue in excess of actual cost be used to reduce the fee creating the excess.

The basic principle that needs to be followed under California law is that the charge be based on a proportionate share of the costs of the system required to provide service and that the requirements for adoptions and accounting be followed in compliance with California law.

## 3.3 Proposition 218, 26, and Connection Fees

In 1996, the voters of California approved Proposition 218, which required that the imposition of certain fees and assessments by municipal governments require a vote of the people to change or increase the fee or assessment. Of interest in this particular study is the applicability of Proposition 218 to the establishment of connection fees for T-TSA.

In Richmond v. Shasta Community Services Dist., 32 Cal.4th 409 (2004), the California Supreme Court held that sewer connection fees and capacity charges are not "assessments" under Proposition 218 because they are imposed only on those who are voluntarily seeking sewer service, rather than being charged to particular identified parcels, and therefore such fees are not subject to the procedural or substantive requirements of Proposition 218. The court also held that such fees can properly be enacted by either ordinance or resolution.

In November 2010 the voters of California passed Proposition 26, an initiative based state constitutional amendment, which provided a new definition of the term "tax" in the California Constitution. Under Proposition 26 a fee or charge imposed by a public agency is a tax unless it meets one of seven exceptions. Capacity and connection fees fall within exception 2 – i.e., it is a

charge imposed for a specific government service. Provided that a connection fee does not charge one fee payor more in order to charge another fee payor less (i.e., a cross-subsidy), and it does not exceed the reasonable costs to the local government of providing the service, then the fee is not a tax within the meaning of Proposition 26. Under Proposition 26, the local government bears the burden of proving, by a preponderance of the evidence, that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burdens on, or benefits received from, the governmental activity.

## 3.4 Summary

This section of the report has provided an overview of the legal requirements under California law for the establishment of connection fees. As was noted above, an important legal requirement is that the fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed. The next section of the report provides T-TSA's calculation of the charges, which provides the basis for the establishment of a reasonable cost (i.e. connection fee).

# 4.0 Determination of T-TSA's Sewer Connection Fees

## 4.1 Introduction

This section of the report presents the details and key assumptions in the calculation of T-TSA's sewer connection fees. The calculation of T-TSA's connection fees is based upon T-TSA specific accounting and planning information. Specifically, the fees are based upon T-TSA's fixed asset records; current capital improvement plan, existing equivalent dwelling units (EDUs) and projection of future EDUs. As was noted in Section 2 of this report, these planning documents and projections of future EDUs provide the required support for a rationally based public policy to support the imposition of cost-based connection fees.

To the extent that the cost and timing of future capital improvements change, then the connection fees presented in this section of the report should be updated to reflect the changes.

The methodology applied to determine the charges was the "combined" methodology. Under the combined methodology, the charge is based on the value of the system in place which still has capacity available for growth or that portion of the system which was funded by existing customers and any future capital projects which are regulatory or connection fee eligible. The basic formula is as follows:

$$\frac{\text{Value of Existing Plant (RCN*)}}{\text{Existing and Future EDUs}} + \frac{\text{Growth Related CIP}}{\text{Future EDUs}} = \text{Maximum Allowable Connection Fee}$$

*RCN = Replacement Cost

## 4.2 Overview of T-TSA's Sewer System

T-TSA owns, operates and maintains the Truckee River Interceptor (TRI) and Water Reclamation Plant (WRP). The TRI conveys wastewater from Tahoe City to the WRP in Martis Valley, east of the town of Truckee, California. The TRI collects flows from the five member districts that comprise T-TSA. The five member entities involved are the North Tahoe Public Utility District, the Tahoe City Public Utility District, the Alpine Springs County Water District, the Squaw Valley Public Service District, and the Truckee Sanitary District. The Northstar Community Services District is also served by T-TSA facilities through an agreement with the Truckee Sanitary District.

Wastewater treatment occurs at the WRP. The regional facility was designed to treat the sewage of its five member districts that are located in the Tahoe and Truckee River Basins. Through a series of biological, chemical and physical processes, the wastewater is purified to a degree where surface and ground water integrity is protected.

An important requirement for a connection fee study is the connection between the anticipated future growth on the system and the needed facilities required to accommodate that growth. This connection fee analysis is based on the existing system today. Any future expansions beyond the existing system would require a new connection fee analysis based on the capital projects scheduled to meet the needs of future development and the cost and financing of future projects.

## 4.3 Existing Sewer Connection Fee

T-TSA has sewer connection fees in place which are based on type of connection and service units of measure intended to reasonably equate to the sewer capacity impacts. T-TSA's existing residential sewer connection fee is based on living units. Shown below in Table 4-1 is a summary of the existing T-TSA's residential sewer connection fees.

Table 4-1
Existing Residential Sewer Connection Fee [1]

| Type of Connection | Units | Connection Fee |
|---|---|---|
| **Residential** | Living Units | $5,000 |

*[1] – Connection fees effective per Ordinance 2-2015.*

The existing non-residential sewer connection fee is based on type of connection and service units. Table 4-2 below shows connection fees for non-residential.

Table 4-2
Existing Non-Residential Sewer Connection Fee

| Type of Connection | Units | Connection Fee |
|---|---|---|
| **Non-Residential** | | |
| Motel w/o Kitchen or Hotel Unit | # of Units | $2,500 |
| Motel with Kitchen | # of Units | $3,300 |
| Campsite w/ Sewer Connection | # of Sites | $2,500 |
| Campsite w/o Sewer Connection | # of Sites | $1,875 |
| Restaurants & Bars | # of Seats Inside | $500 |
| Restaurants & Bars | # of Seats Outside | $175 |
| Banquet Facilities | # of Seats | $175 |
| Laundromats | Per # of 10# Machines | $2,500 |
| | Per # of 20# - 50# Machines | $5,000 |
| Theatres | # of Seats | $50 |
| Barber Shops | # of Service Chairs | $1,500 |
| Grocery | # of Plumbing Fixture Units | $750 |
| Churches | # of Seats | $50 |
| Beauty Shops | # of Service Chairs | $2,500 |
| Other Commercial | # of Plumbing Fixture Units | $500 |
| Pool and Spas | Capacity less than 1,000 gallons | $2,000 |
| | Capacity 1,000 to 36,499 gallons | $2,500 |
| | Capacity 36,500 to 72,999 gallons | $5,000 |
| | Capacity 73,000 and greater | TBD |
| Car Washes | | TBD |

## 4.4 Calculation of T-TSA's Sewer Connection Fee

As was discussed in Section 2, the process of calculating connection fees is based upon a four-step process. These steps were as follows:

- Determination of system planning criteria
- Determination of equivalent dwelling units
- Calculation of the connection fee
- Determination of any connection fee credits

Each of these areas is discussed in more detail below.

### 4.4.1 System Planning Criteria

In the development of connection fees, an equivalent dwelling unit (EDU) is a common planning criterion. Essentially, an equivalent dwelling unit is the "common denominator" for assessing customers and placing their demands into a common unit of measurement. Within this sewer connection fee study, the total costs are divided by the total EDUs to determine the cost per EDU

for sewer capacity. The definition of an EDU carries through both in the calculation of the connection fee, but also in the administration and assessment of that fee.

The Agency currently defines an equivalent dwelling unit (EDU) as 200 gallons per day per EDU which is based on an Agency analysis in 2017 on EDU daily flow rate determination. The Agency's analysis was based on both the recommended household flow rates from Metcalf & Eddy, Inc., 4th Edition, Wastewater Engineering Treatment and Reuse, and T-TSA's analysis of the 10-year average of the maximum annual dry weather daily flow. Metcalf & Eddy shows typical flow rates for three and four person household of 66 and 53 gallons per capita per day or 198 and 212 gallons per household per day. As a point of reference, the Agency's service area is mostly residential. The Agency's 10-year average of the maximum daily dry weather flow occupancy values was 189 gallons per day per EDU which was rounded to 200 gallons per EDU. The evaluation period was based on the year that immediately preceded the recent drought or summer of 2002 through the summer of 2011.

### 4.4.2 Determination of Equivalent Dwelling Units

The planning horizon of this analysis was based on the 2008 build out expansion plant capacity of 9.6 million gallons day (mgd). T-TSA's total number of existing EDUs, based on flow, was determined to be 30,650 EDUs, by dividing the average daily flow at plant in 2018 of 6.13 mgd, divided by 200 gallons per EDU (6.13 mgd / 200 gallons per EDU = 30,650 EDUs). A summary of the current sewer EDUs and the buildout EDUs are presented below in Table 4-3. Details of the determination of EDUs are provided in Exhibit 5 of the Technical Appendix.

Table 4-3
T-TSA's Equivalent Dwelling Units

| Description | Capacity (mgd) | Total EDUs |
|---|---|---|
| Existing Flow 2018 | 6.13 | 30,650 |
| Expansion Flow | 3.47 | 17,350 |
| **Permit Total Flow** | 9.60 | **48,000** |

As can be seen in Table 4-3, the total number of sewer service EDUs is 30,650. Projected ultimate build out EDUs are estimated to be 48,000 with 17,350 remaining EDUs for expansion. Given the development of the total sewer EDUs, the focus can shift to the calculation of the connection fee for each plant component. This aspect of the analysis is discussed below.

### 4.4.3 Calculation of the Sewer Connection Fee

The next step of the analysis is to review T-TSA's existing infrastructure and determine the connection fee. In calculating the connection fee for T-TSA, existing assets, contributed capital, debt service for existing facilities, capital fund reserves, and future capital were considered. System planning criteria typically involves calculating the amount of sewer capacity required by a single equivalent dwelling unit.

As discussed previously, T-TSA's sewer system has available capacity. New development would rely on existing infrastructure and main extensions specific to serve the new development. T-TSA's future capital improvement plan contains repair and replacement projects which are required whether development occurs or not on the system, and regulatory and expansion projects which benefit both existing and future customers. Therefore the "combined" methodology was used in this analysis. The existing assets are divided by the total build out EDUs (existing plus expansion EDUs) and the future assets are divided by the total expansion EDUs. The combined methodology used for T-TSA's analysis is discussed in more detail below.

**EXISTING COMPONENT** – To calculate the value of the existing assets, T-TSA's methodology considered the original cost of each asset. The original cost of the asset was then adjusted to a replacement cost value. T-TSA provided a detailed asset listing, as of June 2018, for the various existing components and their installation date. As was noted in Section 2, there are different methods for valuing existing assets. In this case, a replacement cost new method was used. To accomplish this, the original cost of each asset was escalated to current, August 2018 dollars, based on the Engineering News Record (ENR) Construction Cost Index (CCI) for the 20-City average.

Given the value of the asset, the next step was to determine the portion of the project costs that were deemed eligible to be included in the calculation of the connection fee. The term "connection fee eligible" simply describes the amount of the asset to be included within the calculation of the fee. Within this study, vehicles and general plant assets were not considered capacity related, and were not included in the connection fee calculation. All remaining assets were considered to be 100% eligible. Total existing assets at RCN was $296.8 million. The $12.7 million Department of Water Resources grant for the T-TSA wastewater treatment facility, at RCN is $16.1 million, and was subtracted from the RCN plant for a total net existing plant, on a RCN basis of $280.6 million. A summary of the existing assets valuation can be seen on Exhibit 1 of the Technical Appendix.

**FUTURE COMPONENT** – To calculate the value of the future assets, T-TSA provided the approved capital plan for the next five years of 2019 through 2023. The projects were reviewed by T-TSA and HDR to determine the portion of the project deemed eligible to be included in the calculation of the sewer connection fee. The term "connection fee eligible" simply describes the amount of the project to be included within the calculation of the sewer connection fee as capacity related. Maintenance, or renewal and replacement projects are not included within the connection fee calculation.

Based upon that analysis, T-TSA'S total future capital projects of $25.3 million ($8.4 million in Rehab projects + $16.9 million in Capital projects = $27.6 million) showed approximately $7.3 million of that amount is considered to be growth-related. This low amount of eligible projects is primarily the result of T-TSA's future capital improvement projects not being capacity-related which benefit only future customers, but rather, regulatory-related or system reliability projects which benefit both existing and future customers. A more detailed exhibit of this calculation can be found on Exhibit 4 of the Technical Appendix.

Given the above valuation, it is then adjusted for any outstanding debt or other adjustments. These are discussed in more detail below.

**DEBT SERVICE COMPONENT** – It is not unusual for a utility to finance a portion of their assets via long-term debt. In calculating the connection fee, the value of those debt financed assets are contained in T-TSA's asset records. At the same time, T-TSA's rates are designed to collect the debt service expenses (principle and interest payments) over time. The final value of the assets and the resulting connection fee was reduced by the amount of future principal on T-TSA's outstanding debt. A more detailed discussion of the basis and need for this debt service credit is provided below.

The inclusion of a debt service credit avoids double counting the asset value in the existing asset values along with the principal portion of the debt service. Said another way, the existing assets, before the debt service credit, contains the value of the debt financed asset. If a customer pays a connection fee absent a debt service credit, the customer will have paid twice for the value of an asset; once within the connection fee and then again within their rates which includes the principle amount on outstanding debt service. Given this issue, a debt service credit is included within the calculation of T-TSA's connection fee based upon the present value of the outstanding principle associated with T-TSA's debt.

T-TSA has one outstanding debt issues which is connection fee related. The SRF loan which, as of June 2017, amounts to approximately $28.2 million in outstanding principal. This issue is currently being paid 26.8% from rates and 74.2% from sewer connection fee reserves. Therefore $7.5 million was credited in the connection fee calculation for the amount that would be paid from rates as a customer. Exhibit 2 of the Technical Appendix provides the detail of T-TSA's outstanding debt issue.

**OTHER COMPONENTS** - In addition to the combined component and debt service component, the capital fund reserves were determined to be connection fee related. The inclusion of capital fund reserves can be viewed from two perspectives. First, existing customers created this reserve for the construction of assets and a new customer should pay a proportional share of the value of these reserves. Alternatively, these reserves represent the value of total assets and plant to be constructed in the future. The total connection fee eligible capital fund reserves is $5.2 million. Further detail can be seen on Exhibit 3 of the Technical Appendix.

## 4.5 Allowable Sewer Connection Fees

Based on the sum of the component costs calculated above, the allowable sewer connection fee can be determined. "Allowable" refers to the concept that the calculated connection fee shown on Table 4-4 are T-TSA's cost-based connection fees. T-TSA, as a matter of policy, may charge any amount up to the allowable connection fee, but not over that amount. Charging an amount greater than the allowable connection fee would not meet the nexus test of a cost-based connection fee. Details are provided in Exhibit 6 of the Technical Appendix.

| Table 4-4<br>Summary of Maximum Allowable Sewer Connection Fee | |
|---|---|
| | **Total "Allowable" Connection Fee** |
| Total Eligible Plant (Replacement Cost New) | $296,879,221 |
| Less: Contributed Capital | (16,196,816) |
| **Total Existing Plant Cost Basis** | $280,682,405 |
| Less: Outstanding Principal on Debt | ($7,577,966) |
| Plus: Capital Fund Reserves | $5,271,379 |
| **Total Net Existing Plant** | $278,375,818 |
| Number of Existing and Future Dwelling Units | 48,000 |
| **Total Existing Sewer Connection Fee per EDU** | **$5,799** |
| Total Future Plant | $7,334,275 |
| Number of Future Dwelling Units | 17,350 |
| **Total Future Sewer Connection Fee per EDU** | **$423** |
| **Maximum Allowable Sewer Connection Fee** | **$6,222** |
| **Existing Sewer Connection Fee** | **$5,000** |

Table 4-4 shows the maximum allowable sewer connection fee of $6,222 per EDU. This is more than the current sewer connection fee of $5,000. After reviewing the calculated fee, the T-TSA Board decided to maintain the current $5,000 connection fee in place. This decision was based on two primary reasons; first, T-TSA is going to be embarking on the development of a master plan, and second, the unique capacity parameters of the plant on a yearly versus the limited capacity in the summer.

Table 4-5 provides a better understanding of the relationship of the buy-in or replacement-related portion of the fee to the expansion related portion of the fee. Approximately ninety-three percent of the calculated allowable fee is related to the existing facilities.

| Table 4-5<br>Maximum Allowable Sewer Connection Fee Summarized by Existing and Expansion Components ($/EDU) | | |
|---|---|---|
| | **Total Maximum Allowable Sewer Connection Fee** | **% of Total** |
| Existing Plant Related | $5,799 | 93.2% |
| Expansion Plant Related | 423 | 6.8% |
| **Maximum Allowable Connection Fee ($/EDU)** | **$6,222** | **100.0%** |

The fee also varies by customer type, but in all cases it is intended to reimburse the existing customers for their portion of the system use that has been funded through rates over time on a per EDU basis. The T-TSA's current ordinance provides a connection fee according to type of customer based on generally accepted flow assumptions by customer type. T-TSA has expressed the need for an alternative approach to assessment of the residential sewer connection fee based on assessment of units of capacity for residential properties

## 4.6 Implementation of the Sewer Connection Fees

T-TSA's existing residential sewer connection is based on one living unit. Administratively, that is the value of one unit of capacity. In implementing and administering connection fees, for residential, this does not meet the T-TSA's expanded capacity required for the larger residential size homes in the area and keep the proportionality for smaller homes. T-TSA's existing residential connection fee was reviewed and a fee was developed to be based on a scalable methodology as discussed in the Mountain Housing Council of Tahoe Truckee, "Lowering Barriers for Private Investment: How Fee Incentives Can Help Achievable Local Housing Projects" report dated October 2018. The Mountain Housing Council of Tahoe-Truckee, based on the affordable housing challenge in the Truckee/North Tahoe area, established a recommendation that city, county, and local agency development fees and connection charges be based on a scalable methodology, such as square footage, per fixture, per bedroom, to encourage the building of smaller, more affordable units.

Based on the review of an average residential customer, the implementation of the connection fee would be a minimum fee, plus a per square foot charge. The accessory dwelling units, connection fees are also based on minimum fee, plus a per square foot charge basis with an exemption for units that are less than 500 square feet. For an average residential unit this would be $5,000 per unit ($1,500 + ($1.75 X 2,000 sq. ft.) = $5,000). The setting of a minimum fee attempts to represent the capacity cost differences associated with both existing and future infrastructure needed to serve future development and offers the greatest protection to the sewer ratepayer. Table 4-6 provides a summary of the implementation of the current fee for residential and accessory dwelling units.

Table 4-6
Calculated Residential Maximum Allowable Sewer Connection Fee

| Type of Connection | Units | Connection Fee |
|---|---|---|
| **All Residential** | | |
| Minimum | Per living unit | $1,500 |
| Plus: Square footage | Per square footage | $1.75 |
| **Additions (Not an ADU)** | | |
| Greater than 500 square feet | Per square footage | $1.75 |
| 500 square feet or less | | Exempt |
| **Accessory Dwelling Unit** | | |
| Minimum | Per living unit | $1,500 |
| Plus: Square footage | Per square footage | $1.75 |
| 500 square feet or less | | Exempt |

The Non-residential connection fee is based on type of connection and an equivalency factor of the Residential unit. For this analysis, certain service connection types were either combined, more clearly defined, or eliminated. For example, Barber shops were combined with the Beauty Shop category. Pools and Spas were separated into separate Pool, and Spa category. Dump Stations, Police and Fire Stations, Private Schools, and Boarding Schools are new categories. It is important to note, Table 4-7 shows the connection fee based on number of units measure depending on the type of service connection. These service unit ratio were also reviewed and updated to California plumbing code ratio where necessary. The Industrial connection fee will be based on the maximum calculated EDU values for Flow. This was based on three years of raw influent data to determine the constituent averages and standard deviations for each wastewater discharge constitution. The maximum of all of the calculated EDU values will be rounded to the nearest ½ EDU. Table 4-7 below shows the connection fee for Non-residential.

Table 4-7
Calculated Non-Residential Maximum Allowable Sewer Connection Fee

| Type of Connection | Units | Connection Fee |
|---|---|---|
| Motel w/o Kitchen or Hotel Unit | # of Units | $2,500 |
| Motel with Kitchen | # of Units | $3,300 |
| Campsite w/ Sewer Connection | # of Sites | $2,500 |
| Campsite w/o Sewer Connection | # of Sites | $1,875 |
| Dump Stations | # of Stations | $5,000 |
| Restaurants & Bars | # of Seats Inside | $500 |
| Restaurants & Bars | # of Seats Outside | $175 |
| Banquet Facilities | # of Seats | $175 |
| Laundromats | # of Machines | $5,000 |
| Grocery | # of Plumbing Fixture Unit Count | $750 |
| Assembly Hall | # of Seats | $50 |
| Beauty Shops & Barber Shops | # of Service Chairs | $2,500 |
| Other Commercial | # of Plumbing Fixture Unit Count | $500 |
| Police and Fire Stations | # of Plumbing Fixture Unit Count | $500 |
| Pools | Minimum up to 72,999 gallons | $5,000 |
| | > than 72,999 gallons, per 1,000 gallons | $68 |
| Spas | Minimum up to 1,000 gallons | $2,000 |
| | > than 1,000 gallons, per 1,000 gallons | $27 |
| Car Washes | | |
| Automatic | # of Bays | $7,500 |
| Automatic - Recycled | # of Bays | $6,000 |
| Self-Serve | # of Bays | $5,000 |
| Self-Serve –Recycled | # of Bays | $4,000 |
| Private School | # of Plumbing Fixture Unit Count | $250 |
| Boarding Schools | # of Plumbing Fixture Unit Count | $500 |
| Industrial/SIU | Maximum of EDU values per formula [1] | $5,000/EDU |

[1] Industrial formula see below:

| | | | | | | |
|---|---|---|---|---|---|---|
| **Flow:** | Maximum Daily Flow (gallons per day) / 200 gallons per day | = | $EDU_{Flow}$ | | | |
| **COD:** | Composite Sample COD Concentration (milligrams per liter) / 805 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{COD}$ | |
| **TSS:** | Composite Sample TSS Concentration (milligrams per liter) / 362 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TSS}$ | |
| **TDS:** | Composite Sample TDS Concentration (milligrams per liter) / 428 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TDS}$ | |
| **TN:** | Composite Sample TN Concentration (milligrams per liter as N) / 78 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TN}$ | |
| **TP:** | Composite Sample TP Concentration (milligrams per liter as P) / 8.4 milligrams per liter | X | $EDU_{Flow}$ | = | $EDU_{TP}$ | |

The methodology used to calculate the connection fee takes into account the cost of money and inflation. HDR recommends that these charges be adjusted each year by an escalation factor to

reflect the cost of inflation. The most frequently used source to escalate a connection fee is the Engineering News Record (ENR) Construction Cost Index which tracks changes in construction costs for municipal utility projects. This method of escalating the connection fee should be used for no more than a four to five-year period. After this time period, HDR recommends that the fees be updated based on the actual cost of infrastructure and any new planned facilities that would be contained in an updated master plan, capital improvement plan or rate study.

## 4.7 Key Assumptions

In the development of T-TSA's connection fees a number of key assumptions were utilized. These are as follows:

- T-TSA's connection fees were developed on the basis of accounting, financial and planning documents provided by T-TSA.
- The methodology used is the "combined" methodology. The existing connection fee and future connection fee are added together for a net allowable connection fee.
- T-TSA's June 2018 asset records were used to determine the existing infrastructure assets.
- The existing assets were adjusted to replacement cost based on ENR cost index for August 2018.
- The Department of Water Resources grant for the BNR to the T-TSA water treatment facility was deducted from the value of the existing assets
- The outstanding principal portion of the outstanding debt was deducted (i.e. a debt service credit) from the cost of the existing assets to avoid double counting.
- T-TSA provided the capital improvement plan (CIP) for future sewer system improvements, and adjusted projects based on current information.
- T-TSA determined the portion of future improvements that were growth related.
- T-TSA's recent EDU analysis in 2017 was used as the basis for establishing the existing equivalent dwelling units (EDUs) of 200 gallons per EDU.

## 4.8 Board Presentations

The Board was presented with information as the connection fees were reviewed and updated. The following is a summary of those presentations, Board recommendation and conclusions.

**10/10/18** *Presentation of Sewer Connection Fees the following was provided to the Board:*

- Connection Fees
  - Financial Impacts
  - Definition
  - Calculation
- Existing T-TSA Sewer Connection Fees
- Overview of the Sewer Connection Fee Calculation
  - Review and update the charge to reflect existing conditions and value of existing and future system capacity

***Recommendation:*** *The Board recommended replacement cost based on* Resolution 11-2008, which adopted the asset replacement approach for the calculation of connection fees.

**12/12/18** *Presentation of the Sewer Connection Fees the following was provided to the Board:*

- Overview of Connection Fees
  - Financial Impacts
  - Definition
- Sewer Connection Fee Calculation
  - Overview
  - Maximum Allowable
  - Residential Options
  - Nonresidential
- Neighboring Connection Fee Survey

***Recommendation:*** *The Board recommended maintaining the existing sewer connection fee of $5,000, and review of the implementation of the connection fees for a set minimum for Residential, adding an ADU category, and review of non-residential units and categories*

**02/13/19** *Presentation of the Sewer Connection Fees the following was provided to the Board:*

- Sewer Connection fee Study
  - Overview
  - Maximum Allowable
    - Maintain existing fee
  - Update Implementation of Fee
    - Residential Option (Set Minimum)
    - Non-residential (New category)
    - Industrial/Significant Industrial User (SIU)

**Recommendation:** The Board recommended a residential minimum charge of $1,500, plus a per square foot charge of $1.75 per square foot. Additions (not an ADU) greater than 500 square feet a per square foot charge of $1.75. An accessory dwelling unit (ADU) minimum charge of $1,500, plus a per square foot charge of $1.75 per square foot, if not exempt. Additions and accessory dwelling units 500 square feet or less shall be exempt from a connection fee. For non-residential changes were recommended for certain service connection types to either be combined, more clearly defined, or eliminated.

## 4.9 Consultant Recommendations

Based on our review and analysis of T-TSA's sewer connection fees, HDR makes the following recommendations:

- T-TSA should maintain the existing connection fee level and revise and update the implementation of the connection fees for new connections to the sewer system as shown in this report.
- T-TSA should annually adjust the connection fees based on changes in the Engineering News Record Construction Cost Index or other comparable index.

- T-TSA should update the actual calculations for the connection fee at such time when a new capital improvement plan, public facilities plan, master plan or a comparable plan is approved or updated by T-TSA or within five years.

## 4.10 Summary

The sewer connection fee developed and presented in this section of the report is based on the engineering design criteria of T-TSA's sewer system, the value of the existing assets, current debt service, the adopted capital improvement plan, and generally accepted ratemaking principles. The existing fee does not exceed the maximum allowable calculated sewer connection fees and are equitable and cost-based charges for new customers connecting to T-TSA's sewer system.

# Technical Appendix

**Tahoe-Truckee Sanitation Agency**
**Exhibit 1**
**Development of the Sewer Connection Fee Per EDU**

| Plant Description | Original Cost (1) | Replacement Cost (2)(3) RCN |
|---|---|---|
| **Existing Plant** | | |
| Sewer Asset Listing | $146,909,969 | $296,879,221 |
| Total | $146,909,969 | $296,879,221 |
| Less: Contributed Capital (4) | $0 | ($16,196,816) |
| **Total Existing Plant** | **$146,909,969** | **$280,682,405** |
| **Less: Outstanding Debt Principal (5)** | ($7,577,966) | ($7,577,966) |
| **Plus: Reserves (6)** | $5,271,379 | $5,271,379 |
| **Total Net Existing Plant** | **$144,603,383** | **$278,375,818** |
| Total Existing and Future Equivalent Dwelling Units(7) | | 48,000 |
| **Existing Sewer Connection Fee per EDU (8)** | | **$5,799** |
| **Future Plant (9)** | | |
| **Upgrade and Rehab Projects** | $8,365,000 | $460,275 |
| **Capital Outlay Projects** | 16,950,000 | 6,874,000 |
| **Total Future Plant** | **$25,315,000** | **$7,334,275** |
| Future Equivalent Dwelling Units (10) | | 17,350 |
| **Future Sewer Connection Fee per EDU** | | **$423** |
| **Total Sewer Connection Fee per EDU** | | **$6,222** |

**NOTES:**
(1) Asset list based on June 30, 2018.
(2) Net of assets that are not connection fee eligible. Vehicles and General Plant were not included.
(3) Based on specific "in service" date of asset and Aug, 2018 Engineering News Record, 20 City construction cost index.
(4) Department of Water Resources grant for T-TSA wastewater treatment facility 11-30-01.
(5) Principal balance as of June 30, 2017. See Exhibit 2.
(6) Cash reserves as of March 31 2018 which are connection fee eligible. See Exhibit 3.
(7) Existing and projected equivalent dwelling units. See Exhibit 5.
(8) Based on "buy in" and "incremental" methodology established in AWWA M1, Sixth Edition, Table VI.2-4, page 269 & 270.
(9) Based on CIP plan. See Exhibit 4.
(10) Based on projected equivalent dwelling units. See Exhibit 5.

**Tahoe-Truckee Sanitation Agency**
**Exhibit 2**
**Development of Outstanding Debt Principal**

| Debt Name | State Revolving Fund Principal (1) | Total Principal |
|---|---|---|
| **I. Debt Status:** | | |
| Original Debt | | |
| # of Years/Rate | | |
| **Connection Fee Eligible** | 0.00% | |
| | | |
| **II. Outstanding Principal Payments:** | | |
| FY 2018 | $2,512,321 | **$2,512,321** |
| FY 2019 | 2,577,641 | **2,577,641** |
| FY 2020 | 2,644,660 | **2,644,660** |
| FY 2021 | 2,713,421 | **2,713,421** |
| FY 2022 | 2,783,970 | **2,783,970** |
| FY 2023 | 2,856,353 | **2,856,353** |
| FY 2024 | 2,930,618 | **2,930,618** |
| FY 2025 | 3,006,814 | **3,006,814** |
| FY 2026 | 3,084,992 | **3,084,992** |
| FY 2027 | 3,165,201 | **3,165,201** |
| **Total** | **$28,275,991** | **$28,275,991** |
| | **% of Rate Funded** | **26.8%** |
| | **$ Funded from Rates** | **$7,577,966** |

**NOTES:**
(1) Based on June 2017 audited financials.

**Tahoe-Truckee Sanitation Agency**
**Exhibit 3**
**Development of Cash Reserves**

| Reserve Fund Balance (1) | | | |
|---|---|---|---|
| | **March 31,2018** | **% Eligible** | **$ Eligible** |
| Wastewater Cash and Equivalents | $5,271,379 | 100% | $5,271,379 |
| Upgrade & Rehab | 25,562,134 | 0% | 0 |
| Wastewater Cap Reserve | 19,210,916 | 0% | 0 |
| SRF Wastewater Cap Reserve | 2,940,888 | 0% | 0 |
| **Total** | **$52,985,317** | | **$5,271,379** |

**NOTES:**
(1) Based on March 31, 2018 balances.

**Tahoe-Truckee Sanitation Agency**
**Exhibit 4**
**Development of Future Capital Improvements**

| Proj. # | Project Listing | 2018/2019 | 2019/2020 | 2020/2021 | 2021/2022 | 2022/2023 | Total | % Eligible (3) | $ Growth Related |
|---|---|---|---|---|---|---|---|---|---|
| | Clarifier Coating Improvement | $375,000 | $300,000 | | | | $675,000 | 36.1% | $243,675 |
| | Lab Equipment Replacement | 50,000 | 35,000 | 25,000 | 25,000 | | 135,000 | 0.0% | 0 |
| | Lab Improvement | | | 75,000 | | | 75,000 | 0.0% | 0 |
| | Vehicle Replacement | | 30,000 | 30,000 | 30,000 | 30,000 | 120,000 | 0.0% | 0 |
| | Admin. Office Improvement | 125,000 | 250,000 | | | | 375,000 | 0.0% | 0 |
| | WWTP Pilot Study Rehabilitation | | | 75,000 | | | 75,000 | 0.0% | 0 |
| | Communications Network Replacement | | | | | 200,000 | 200,000 | 0.0% | 0 |
| | Accounting Software Upgrade | 75,000 | | | | | 75,000 | 0.0% | 0 |
| | Bldg. #27 Switchgear Improvement | 575,000 | | | | | 575,000 | 0.0% | 0 |
| | EPDM Roof Replacement | 150,000 | 100,000 | 100,000 | | | 350,000 | 0.0% | 0 |
| | Translucent Panel Rehabilitation | 50,000 | | 50,000 | | 50,000 | 150,000 | 0.0% | 0 |
| | RAS AFD Upgrades | 30,000 | | | | | 30,000 | 0.0% | 0 |
| | TRI Improvements (1) | 1,375,000 | | | 2,250,000 | | 3,625,000 | 0.0% | 0 |
| | Facilities Security System | | 25,000 | | | | 25,000 | 0.0% | 0 |
| | Lime System Improvements | | | | 150,000 | | 150,000 | 0.0% | 0 |
| | Portable PD Pump | 75,000 | | | | | 75,000 | 0.0% | 0 |
| | Wasting Pumps Upgrade | | 350,000 | | | | 350,000 | 36.1% | 126,350 |
| | Clino & AWT Improvements | | 125,000 | | | | 125,000 | 0.0% | 0 |
| | Ballast Pond Repair | | 150,000 | | | | 150,000 | 36.1% | 54,150 |
| | Centrifuge Rebuild | 50,000 | 50,000 | | | | 100,000 | 36.1% | 36,100 |
| | Robicon Drive Upgrade | 100,000 | | | | | 100,000 | 0.0% | 0 |
| | Admin. MCC Panel Improvements | 50,000 | | | | | 50,000 | 0.0% | 0 |
| | Facility Asphalt Sealing | | | 100,000 | | | 100,000 | 0.0% | 0 |
| | Joerger Drive Reconstruction | 100,000 | | | | | 100,000 | 0.0% | 0 |
| | Telephone Upgrade | | | 30,000 | | | 30,000 | 0.0% | 0 |
| | 2 Water System Improvement | | | | | 500,000 | 500,000 | 0.0% | 0 |
| | 2 Water Vault Improvement | | | 50,000 | | | 50,000 | 0.0% | 0 |
| | ***Total Upgrade and Rehab Project Description (1)*** | $3,180,000 | $1,415,000 | $535,000 | $2,455,000 | $780,000 | $8,365,000 | | $460,275 |
| **Capital Outlay Project Description (2)** | | | | | | | | | |
| | Equipment/Vehicle Warehouse | $0 | $0 | $0 | $0 | $2,250,000 | $2,250,000 | 0.0% | $0 |
| | Digester & Plant Heating Improvements | 0 | 3,500,000 | 0 | 0 | 0 | 3,500,000 | 36.1% | 1,263,500 |
| | Barscreens, Washers, Compactors | 1,500,000 | 0 | 0 | 0 | 0 | 1,500,000 | 36.1% | 541,500 |
| | TRI Improvements (1) | 1,375,000 | 0 | 0 | 2,250,000 | 0 | 3,625,000 | 100.0% | 3,625,000 |
| | Operation and Maintenance Carts | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 125,000 | 0.0% | 0 |
| | BNR Improvements | 0 | | 1,750,000 | 0 | 0 | 1,750,000 | 0.0% | 0 |
| | Emergency Bypass Pump | 0 | 200,000 | 0 | 0 | 0 | 200,000 | 0.0% | 0 |
| | Flow Equalization Basin | 0 | 0 | 0 | | 4,000,000 | 4,000,000 | 36.1% | 1,444,000 |
| | ***Total Capital Outlay Project Description (2)*** | $2,900,000 | $3,725,000 | $1,775,000 | $2,275,000 | $6,275,000 | $16,950,000 | | $6,874,000 |
| | **Total Capital Projects** | **$6,080,000** | **$5,140,000** | **$2,310,000** | **$4,730,000** | **$7,055,000** | **$25,315,000** | | **$7,334,275** |
| | Less Developer Funding | 0 | 0 | 0 | 0 | 0 | 0 | 100.0% | 0 |
| | **Net Capital Projects** | **$6,080,000** | **$5,140,000** | **$2,310,000** | **$4,730,000** | **$7,055,000** | **$25,315,000** | | **$7,334,275** |

**NOTES:**
(1) The costs are based on T-TSA CIP plan, 2017-2018 Upgrade Rehab Fund (Final - Board Approved 06-14-17).
(2) The costs are based on T-TSA CIP plan, 2017-2018 Wastewater Capital Reserve Fund (Final - Board Approved 06-14-17).
(3) Connection fee eligible based on T-TSA input. Maintenance projects are not eligible.

**Tahoe-Truckee Sanitation Agency**
**Exhibit 5**
**Development of Equivalent Dwelling Units For Year Ended June 30, 2015**

**Average Daily Flow, gallons per EDU (1)** 200.0

| WDR Permit (2) | Yearly Max Flow | Max Flow Jun 21 to Sept 21 |
|---|---|---|
| **Existing Flow (MGD)** | 13.00 | 7.40 |
| Existing EDUs | 65,000 | 37,000 |
| | | |
| **Expansion Flow (MGD)** | 2.40 | 2.20 |
| Expansion EDUs | 12,000 | 11,000 |
| | | |
| **Total Flow (MGD)** | **15.40** | **9.60** |
| **Buildout EDU's** | **77,000** | **48,000** |

| Year | Total Gallons (MGD) | Total EDUs (3) | Additional EDUs | % Growth |
|---|---|---|---|---|
| 2018 | 6.13 | 30,650 | | |
| Permit | 9.60 | 48,000 | 17,350 | |
| Total Change | 3.47 | | 17,350 | 36.1% |

**NOTES:**

(1) From T-TSA definition of one equivalent Dwelling Unit as 200 gallons per unit. This is based on 189 gallons per EDU rounded up to 200.

(2) Based on Waste Discharge Requirements as of May 2002.

(3) EDUs calculated by maximum 87-day average flow at plant divided by gallons per EDU.

**Tahoe-Truckee Sanitation Agency**
**Exhibit 6**
**Calculated Sewer Connection Fee**

| Item | Calculated Connection Fee |
|---|---|
| Existing Plant Sewer Connection Fee per EDU | $5,799 |
| Future Plant Sewer Connection Fee per EDU | 423 |
| Total Sewer Connection Fee per EDU | **$6,222** |
| Existing Sewer Connection Fee | **$5,000** |

| Type of Connection | Units | Equivalent EDU Ratio | Connection Fee |
|---|---|---|---|
| **Residential** | | | |
| **Single-Family, Multi-Family, Mobile Home** | | | |
| Minimum | Per living unit | | $1,500 |
| Plus: Square footage | Per square footage | | $1.75 |
| **Additions (Not an ADU)** | | | |
| Greater than 500 square feet | Per square footage | | $1.75 |
| 500 square feet or less | | | Exempt |
| **Accessory Dwelling Unit** | | | |
| Minimum | Per living unit | | $1,500 |
| Plus: Square footage | Per square footage | | $1.75 |
| 500 square feet or less | | | Exempt |
| **Non-Residential** | | | |
| Motel without Kitchen or Hotel Unit | # of Units | 0.50 | $2,500 |
| Motel with Kitchen | # of Units | 0.66 | $3,300 |
| Campsite with Sewer Connection | # of Sites | 0.50 | $2,500 |
| Campsite without Sewer Connection | # of Sites | 0.38 | $1,875 |
| Dump Stations | # of Stations | 1.00 | $5,000 |
| Restaurants & Bars | # of Seats Inside | 0.10 | $500 |
| Restaurants & Bars | # of Seats Outside | 0.04 | $175 |
| Banquet Facilities | # of Seats | 0.04 | $175 |
| Laundromats | # of Machines | 1.00 | $5,000 |
| Grocery | # of Plumbing Fixture Unit Count | 0.15 | $750 |
| Assembly Hall | # of Seats | 0.01 | $50 |
| Beauty Shops & Barber Shops | # of Service Chairs | 0.50 | $2,500 |
| Other Commercial | # of Plumbing Fixture Unit Count | 0.10 | $500 |
| Police and Fire Stations | # of Plumbing Fixture Unit Count | 0.10 | $500 |
| Pools | Minimum (up to 72,999 gallons) | 1.00 | $5,000 |
| | > than 72,999 gallons, per 1,000 gallons | | $68 |
| Spas | Minimum (up to 1,000 gallons) | 0.40 | $2,000 |
| | > than 1,000 gallons, per 1,000 gallons | | $27 |
| Car Washes | | | |
| Automatic | # of Bays | 1.50 | $7,500 |
| Automatic - Recycled | # of Bays | 1.20 | $6,000 |
| Self-Serve | # of Bays | 1.00 | $5,000 |
| Self-Serve - Recycled | # of Bays | 0.80 | $4,000 |
| Private School | # of Plumbing Fixture Unit Count | 0.05 | $250 |
| Boarding Schools | # of Plumbing Fixture Unit Count | 0.10 | $500 |
| **Industrial/SIU** | The maximum of EDU values | | $5,000/EDU |

**Tahoe-Truckee Sanitation Agency**
**Exhibit 7**
**Fixed Asset Listing as of June 2017**

| Asset # | Contributed | Description | Date Acquired | Original Cost | Accumulated Depreciation | Net Book Value | ENR-CCI 8/1/2018 11,124 ENR Factor | Repl. Cost | % Depr. | % Eligible | Replacement Cost |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Land | | Land Shift from Collection & Treatment | 6/30/1988 | $2,174,726 | $0 | $2,174,726 | 1.00 | $2,174,726 | 0.0% | 100% | $2,174,726 |
| Collection | | Collection System | 1/1/1979 | 7,114,905.40 | 5,478,477.16 | 1,636,428 | 3.70 | 26,356,874 | 77.0% | 100% | 26,356,874 |
| Treatment | | Treatment Facility Built | 1/1/1979 | 26,029,700.41 | 20,042,869.05 | 5,986,831 | 3.70 | 96,425,955 | 77.0% | 100% | 96,425,955 |
| Collection | | Addition | 1/1/1980 | 1,131.28 | 848.46 | 283 | 3.44 | 3,888 | 75.0% | 100% | 3,888 |
| Treatment | | Addition | 1/1/1980 | 42,348.38 | 31,761.29 | 10,587 | 3.44 | 145,537 | 75.0% | 100% | 145,537 |
| Collection | | Addition | 1/1/1981 | 7,600.00 | 5,548.00 | 2,052 | 3.15 | 23,917 | 73.0% | 100% | 23,917 |
| Treatment | | Addition | 1/1/1981 | 1,957.00 | 1,428.61 | 528 | 3.15 | 6,159 | 73.0% | 100% | 6,159 |
| Collection | | Addition | 1/1/1982 | 34,854.00 | 24,746.34 | 10,108 | 2.91 | 101,368 | 71.0% | 100% | 101,368 |
| Treatment | | Addition | 1/1/1982 | 615,207.75 | 436,797.50 | 178,410 | 2.91 | 1,789,248 | 71.0% | 100% | 1,789,248 |
| Collection | | Addition | 1/1/1983 | 5,082.00 | 3,506.58 | 1,575 | 2.74 | 13,904 | 69.0% | 100% | 13,904 |
| Treatment | | Addition | 1/1/1984 | 10,887,244.16 | 7,294,453.59 | 3,592,791 | 2.68 | 29,212,503 | 67.0% | 100% | 29,212,503 |
| Treatment | | Treatment, Transformers, 25 Flowmeters | 1/1/1985 | 149,802.37 | 97,371.54 | 52,431 | 2.65 | 397,253 | 65.0% | 100% | 397,253 |
| Treatment | | Treatment, Addition | 1/1/1986 | 208,223.68 | 131,180.92 | 77,043 | 2.59 | 539,321 | 63.0% | 100% | 539,321 |
| Treatment | | Treatment | 1/1/1987 | 76,907.80 | 46,913.76 | 29,994 | 2.52 | 194,181 | 61.0% | 100% | 194,181 |
| Treatment | | Capitalize CIP | 1/1/1987 | 88,015.35 | 53,689.36 | 34,326 | 2.52 | 222,226 | 61.0% | 100% | 222,226 |
| Treatment | | Addition | 1/1/1988 | 13,587.77 | 8,016.78 | 5,571 | 2.46 | 33,449 | 59.0% | 100% | 33,449 |
| Treatment | | Roofing,Elect.Building,Effl. Pumps,Engineering | 1/1/1989 | 1,003,921.58 | 572,235.30 | 431,686 | 2.41 | 2,419,960 | 57.0% | 100% | 2,419,960 |
| Collection | | Addition | 1/1/1990 | 75,640.56 | 41,602.31 | 34,038 | 2.35 | 177,824 | 55.0% | 100% | 177,824 |
| Treatment | | Asphalt, Eval. Building, Acid Storg. | 1/1/1990 | 297,114.63 | 163,413.05 | 133,702 | 2.35 | 698,489 | 55.0% | 100% | 698,489 |
| Treatment | | Disposal Facility - Green Acres | 1/1/1990 | 25,000.00 | 13,800.00 | 11,200 | 2.35 | 58,773 | 55.2% | 100% | 58,773 |
| Treatment | | Addition, Roof Rehab | 1/1/1991 | 281,114.62 | 148,990.75 | 132,124 | 2.30 | 646,796 | 53.0% | 100% | 646,796 |
| Treatment | | Disposal Facility - Phos. Movement Eval. | 1/1/1991 | 25,620.00 | 13,578.60 | 12,041 | 2.30 | 58,947 | 53.0% | 100% | 58,947 |
| Collection | | Addition | 1/1/1992 | 2,579,531.72 | 1,315,561.18 | 1,263,971 | 2.23 | 5,756,464 | 51.0% | 100% | 5,756,464 |
| Treatment | | Plant Expansion Construction | 1/1/1992 | 2,238,913.72 | 1,141,846.00 | 1,097,068 | 2.23 | 4,996,344 | 51.0% | 100% | 4,996,344 |
| Treatment | | Disposal Facility - Gen. & Phos Eval | 1/1/1992 | 6,899.00 | 3,518.49 | 3,381 | 2.23 | 15,396 | 51.0% | 100% | 15,396 |
| Treatment | | TRI Imprv., Asphalt, Addition | 1/1/1993 | 89,190.50 | 43,703.35 | 45,487 | 2.14 | 190,441 | 49.0% | 100% | 190,441 |
| Collection | | Addition | 1/1/1994 | 210,745.88 | 99,050.56 | 111,695 | 2.06 | 433,513 | 47.0% | 100% | 433,513 |
| Treatment | | Addition | 1/1/1994 | 297,607.44 | 139,875.50 | 157,732 | 2.06 | 612,191 | 47.0% | 100% | 612,191 |
| Treatment | | Disposal Facility - Redistribute CIP | 1/1/1994 | 50,431.00 | 23,702.57 | 26,728 | 2.06 | 103,739 | 47.0% | 100% | 103,739 |
| Collection | | Addition | 1/1/1995 | 320.95 | 144.43 | 177 | 2.03 | 653 | 45.0% | 100% | 653 |
| Treatment | | Border Modifications | 1/1/1995 | 115,540.19 | 51,993.09 | 63,547 | 2.03 | 234,934 | 45.0% | 100% | 234,934 |
| Treatment | | Addition | 1/1/1996 | 1,565,617.33 | 673,215.45 | 892,402 | 1.98 | 3,099,056 | 43.0% | 100% | 3,099,056 |
| Treatment | | Addition | 1/1/1997 | 1,882,777.38 | 771,938.73 | 1,110,839 | 1.91 | 3,595,080 | 41.0% | 100% | 3,595,080 |
| Treatment | | Addition question 397,625. | 1/1/1998 | 1,260,038.81 | 491,415.14 | 768,624 | 1.88 | 2,367,785 | 39.0% | 100% | 2,367,785 |
| Treatment | | Clino Rebld., Concrete, Addition | 1/1/2000 | 604,789.00 | 211,676.15 | 393,113 | 1.79 | 1,081,493 | 35.0% | 100% | 1,081,493 |
| Treatment | | Addition | 1/1/2001 | 646,097.24 | 213,212.09 | 432,885 | 1.76 | 1,134,749 | 33.0% | 100% | 1,134,749 |
| Treatment | | Concrete/Basins, Digester Gas Mix, Addition | 1/1/2002 | 465,416.66 | 144,279.16 | 321,137 | 1.70 | 791,912 | 31.0% | 100% | 791,912 |
| Collection | | Addition | 1/1/2003 | 3,240.00 | 939.60 | 2,300 | 1.66 | 5,384 | 29.0% | 100% | 5,384 |
| Treatment | | SCADA, PLC, Addition | 1/1/2003 | 66,343.00 | 19,239.47 | 47,104 | 1.66 | 110,253 | 29.0% | 100% | 110,253 |
| Collection | | Vactor Pad Construction | 1/1/2004 | 47,814.20 | 12,909.83 | 34,904 | 1.56 | 74,759 | 27.0% | 100% | 74,759 |
| Treatment | | TRI Flowmeter, SCADA, PLC, Addition | 1/1/2004 | 157,507.28 | 42,526.97 | 114,980 | 1.56 | 246,267 | 27.0% | 100% | 246,267 |
| Plant Fencing | | Plant Fencing | 1/1/2005 | 180,679.93 | 112,924.96 | 67,755 | 1.49 | 269,941 | 62.5% | 100% | 269,941 |
| Treatment | | PLC, TRI, Addition | 1/1/2005 | 71,672.74 | 17,918.19 | 53,755 | 1.49 | 107,081 | 25.0% | 100% | 107,081 |
| Treatment | | Addition | 1/1/2006 | 24,602.26 | 5,658.52 | 18,944 | 1.44 | 35,309 | 23.0% | 100% | 35,309 |
| Treatment | | 10 MGD Expansion Construction Capitalized | 1/1/2007 | 60,356,081.29 | 12,674,777.07 | 47,681,304 | 1.40 | 84,273,824 | 21.0% | 100% | 84,273,824 |
| Treatment | Grant | 10 MGD Expansion Construction Capitalized | 1/1/2007 | 11,600,000.00 | 2,436,000.00 | 9,164,000 | 1.40 | 16,196,816 | 21.0% | 100% | 16,196,816 |
| Plant Fencing | | Gate/Security | 1/1/2008 | 7,775.39 | 3,693.31 | 4,082 | 1.34 | 10,407 | 47.5% | 100% | 10,407 |
| Treatment | | Capitalize Imprvmnts to Electrical, MPPS, CL2 | 1/1/2008 | 589,412.31 | 111,988.34 | 477,424 | 1.34 | 788,933 | 19.0% | 100% | 788,933 |
| Treatment | | 10 MGD Expansion Construction Capitalized | 1/1/2008 | 1,312,946.26 | 249,459.79 | 1,063,486 | 1.34 | 1,757,388 | 19.0% | 100% | 1,757,388 |
| Treatment | | 10 MGD Expansion Construction Capitalized | 1/1/2009 | 162,317.02 | 27,593.89 | 134,723 | 1.30 | 210,580 | 17.0% | 100% | 210,580 |
| Collection | | TRI Improvements | 1/1/2010 | 76,221.67 | 11,433.25 | 64,788 | 1.26 | 96,329 | 15.0% | 100% | 96,329 |
| Plant Fencing | | Gate Electronics Improvements | 1/1/2010 | 4,920.84 | 1,845.32 | 3,076 | 1.26 | 6,219 | 37.5% | 100% | 6,219 |

**Tahoe-Truckee Sanitation Agency**
**Exhibit 7**
**Fixed Asset Listing as of June 2017**

| Asset # | Contributed | Description | Date Acquired | Original Cost | Accumulated Depreciation | Net Book Value | ENR-CCI 8/1/2018 11,124 ENR Factor | Repl. Cost | % Depr. | % Eligible | Replacement Cost |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Treatment | | Addition: Scada,Filtration Imp.,BNR Pilot sys. | 1/1/2010 | 383,579.22 | 57,536.88 | 326,042 | 1.26 | 484,768 | 15.0% | 100% | 484,768 |
| Collection | | TRI Improvements TV Inspection | 1/1/2011 | 19,559.28 | 2,542.71 | 17,017 | 1.23 | 23,979 | 13.0% | 100% | 23,979 |
| Treatment | | Lime sys, Chem pumpstn,Blower, SCADA, PLC mods | 1/1/2011 | 64,681.36 | 8,408.58 | 56,273 | 1.23 | 79,297 | 13.0% | 100% | 79,297 |
| Collection | | Bypass pump system, insulate, tv inspect | 1/1/2012 | 331,685.88 | 36,485.45 | 295,200 | 1.20 | 396,409 | 11.0% | 100% | 396,409 |
| Plant Fencing | | Plant Fencing | 1/1/2012 | 4,979.95 | 1,369.49 | 3,610 | 1.20 | 5,952 | 27.5% | 100% | 5,952 |
| Treatment | | Filter rehab, Chem pumps | 1/1/2012 | 258,963.87 | 28,486.03 | 230,478 | 1.20 | 309,497 | 11.0% | 100% | 309,497 |
| Collection | | TRI TV, Emerg. Bypass sys, piping insulation | 1/1/2013 | 89,482.77 | 8,053.45 | 81,429 | 1.17 | 104,273 | 9.0% | 100% | 104,273 |
| Plant Fencing | | Camera/Security Equip | 1/1/2013 | 37,262.77 | 8,384.12 | 28,879 | 1.17 | 43,422 | 22.5% | 100% | 43,422 |
| Treatment | | Chem pumpstn, PLC upgr, Thickner rm/BW tank | 1/1/2013 | 391,368.71 | 35,223.18 | 356,146 | 1.17 | 456,055 | 9.0% | 100% | 456,055 |
| Collection | | TRI Scan, TRI rehab | 1/1/2014 | 191,382.97 | 13,396.81 | 177,986 | 1.13 | 217,104 | 7.0% | 100% | 217,104 |
| Plant Fencing | | Camera/Security Equip | 1/1/2014 | 781.52 | 136.77 | 645 | 1.13 | 887 | 17.5% | 100% | 887 |
| Treatment | | Chem pump, SCADA Imp, PLC upg, Basin wrk, Dig Imp, | 1/1/2014 | 56,085.16 | 3,925.96 | 52,159 | 1.13 | 63,623 | 7.0% | 100% | 63,623 |
| Collection | | TRI Scan, TRI rehab, pipe locator, insulation, TRI imp | 1/1/2015 | 2,724,373.56 | 136,218.68 | 2,588,155 | 1.11 | 3,013,778 | 5.0% | 100% | 3,013,778 |
| Plant Fencing | | Gates/Security Equip | 1/1/2015 | 8,331.71 | 1,041.46 | 7,290 | 1.11 | 9,217 | 12.5% | 100% | 9,217 |
| Treatment | | Chem pumps, grit pumps, SCADA imp, PLC upgr | 1/1/2015 | 126,280.95 | 6,314.05 | 119,967 | 1.11 | 139,696 | 5.0% | 100% | 139,696 |
| Collection | | TRI Improvements, TRI rehab | 1/1/2016 | 381,566.68 | 11,447.00 | 370,120 | 1.08 | 410,564 | 3.0% | 100% | 410,564 |
| Treatment | | Chem & grit pmps, clarifier repair, digester, scada, plc | 1/1/2016 | 231,511.08 | 6,945.33 | 224,566 | 1.08 | 249,105 | 3.0% | 100% | 249,105 |
| Collection | | TRI improvements, digital scanning, Heiser property | 1/1/2017 | 273,291.63 | 2,732.92 | 270,559 | 1.04 | 284,659 | 1.0% | 100% | 284,659 |
| Treatment | | Clarifier Repairs, CIPP Project, Centrifuge, Modules | 1/1/2017 | 271,123.65 | 2,711.24 | 268,412 | 1.04 | 282,400 | 1.0% | 100% | 282,400 |
| Vehicles | | 1986 Ford Pick-Up | 1/1/1986 | - | - | 0 | 2.59 | 0 | 0.0% | 0% | 0 |
| Vehicles | | 1989 IHC F 5070 Chasses | 1/1/1989 | - | - | 0 | 2.41 | 0 | 0.0% | 0% | 0 |
| Vehicles | | 1990 Chevy Pick-Up | 1/1/1991 | - | - | 0 | 2.30 | 0 | 0.0% | 0% | 0 |
| Vehicles | | 1993 Chevy 4x4 super cab | 1/1/1993 | - | - | 0 | 2.14 | 0 | 0.0% | 0% | 0 |
| Vehicles | | 1996 Chevy Pick-Up4x4 | 1/1/1996 | 19,705.00 | 19,705.00 | 0 | 1.98 | 39,005 | 100.0% | 0% | 0 |
| Vehicles | | Peabody Myers Vactor from TSD | 1/1/2000 | - | - | 0 | 1.79 | 0 | 0.0% | 0% | 0 |
| Vehicles | | 3/4 ton Chevy Pick Up | 1/1/1995 | 22,421.00 | 22,421.00 | 0 | 2.03 | 45,590 | 100.0% | 0% | 0 |
| Vehicles | | Cat 950F Wheel Loader | 1/1/1995 | 194,058.00 | 194,058.00 | 0 | 2.03 | 394,589 | 100.0% | 0% | 0 |
| Vehicles | | Oasis Golf Cars | 1/1/1998 | 6,968.00 | 6,968.00 | 0 | 1.88 | 13,094 | 100.0% | 0% | 0 |
| Vehicles | | 1998 Mack Dump Truck | 1/1/1999 | 91,994.00 | 91,994.00 | 0 | 1.84 | 168,904 | 100.0% | 0% | 0 |
| Vehicles | | 1998 Backhoe Loader | 1/1/1999 | 86,690.00 | 86,690.00 | 0 | 1.84 | 159,165 | 100.0% | 0% | 0 |
| Vehicles | | Dodge Durango 2001 | 1/1/2000 | 28,290.00 | 28,290.00 | 0 | 1.79 | 50,589 | 100.0% | 0% | 0 |
| Vehicles | | 2001 Ford F150 Pick Up / cell & radio | 1/1/2001 | 4,006.85 | 4,006.85 | 0 | 1.76 | 7,037 | 100.0% | 0% | 0 |
| Vehicles | | 2002 Ford F250 Ext Cab Truck | 1/1/2002 | 24,196.00 | 24,196.00 | 0 | 1.70 | 41,170 | 100.0% | 0% | 0 |
| Vehicles | | Replace skid loader | 1/1/2002 | 37,800.00 | 37,800.00 | 0 | 1.70 | 64,317 | 100.0% | 0% | 0 |
| Vehicles | | Dodge Durango | 1/1/2004 | 25,920.00 | 25,920.00 | 0 | 1.56 | 40,527 | 100.0% | 0% | 0 |
| Vehicles | | Dodge Durango | 1/1/2004 | 25,920.00 | 25,920.00 | 0 | 1.56 | 40,527 | 100.0% | 0% | 0 |
| Vehicles | | Chevy-Plow & Dump Truck | 1/1/2005 | 25,805.00 | 25,805.00 | 0 | 1.49 | 38,553 | 100.0% | 0% | 0 |
| Vehicles | | Dump Bed vehicle 7 Snow Plow | 1/1/2006 | 13,846.00 | 13,846.00 | 0 | 1.44 | 19,872 | 100.0% | 0% | 0 |
| Vehicles | | 2006 Ford Expedition | 1/1/2006 | 26,048.00 | 26,048.00 | 0 | 1.44 | 37,384 | 100.0% | 0% | 0 |
| Vehicles | | 2007 Ford F150 4x4 | 1/1/2007 | 20,653.00 | 20,653.00 | 0 | 1.40 | 28,837 | 100.0% | 0% | 0 |
| Vehicles | | 2007 Ford F150 4x4 | 1/1/2007 | 20,653.00 | 20,653.00 | 0 | 1.40 | 28,837 | 100.0% | 0% | 0 |
| Vehicles | | 2009 Chev. Traverse | 1/1/2009 | 27,574.25 | 27,574.25 | 0 | 1.30 | 35,773 | 100.0% | 0% | 0 |
| Vehicles | | 2009 Chev. Trailblazer | 1/1/2009 | 25,437.25 | 25,437.25 | 0 | 1.30 | 33,001 | 100.0% | 0% | 0 |
| Vehicles | | Golf Cart | 1/1/2010 | 9,265.19 | 9,265.19 | 0 | 1.26 | 11,709 | 100.0% | 0% | 0 |
| Vehicles | | Vactor Truck | 1/1/2010 | 323,793.00 | 323,793.00 | 0 | 1.26 | 409,210 | 100.0% | 0% | 0 |
| Vehicles | | 2012 Ford F250 4 X 4, 2012 Chevy, Snow Plow | 1/1/2012 | 80,806.44 | 80,806.44 | 0 | 1.20 | 96,575 | 100.0% | 0% | 0 |
| Vehicles | | Lite Trax; lab vehicle | 1/1/2013 | 18,210.35 | 18,210.35 | 0 | 1.17 | 21,220 | 100.0% | 0% | 0 |
| Vehicles | | 2014 Jeep Grand Cherokee 4x4, registration | 1/1/2014 | 29,139.00 | 25,496.63 | 3,642 | 1.13 | 33,055 | 87.5% | 0% | 0 |
| Vehicles | | 2014 Ford F-150 | 1/1/2014 | 23,714.22 | 20,749.94 | 2,964 | 1.13 | 26,901 | 87.5% | 0% | 0 |
| Vehicles | | Lite Trax; lab vehicle (retention) | 1/1/2015 | 3,659.26 | 2,287.04 | 1,372 | 1.11 | 4,048 | 62.5% | 0% | 0 |
| General Plant | | Additions | 1/1/1983 | 0.00 | - | 0 | 2.74 | 0 | 0.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1984 | 0.00 | - | 0 | 2.68 | 0 | 0.0% | 0% | 0 |
| General Plant | | Computers | 1/1/1985 | 0.00 | - | 0 | 2.65 | 0 | 0.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1986 | 0.00 | - | 0 | 2.59 | 0 | 0.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1987 | 0.00 | - | 0 | 2.52 | 0 | 0.0% | 0% | 0 |
| General Plant | | New Copier & Additions | 1/1/1988 | 0.00 | - | 0 | 2.46 | 0 | 0.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1989 | 19,548.68 | 19,548.68 | 0 | 2.41 | 47,122 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1990 | 75,000.00 | 75,000.00 | 0 | 2.35 | 176,318 | 100.0% | 0% | 0 |
| General Plant | | Office Equip, Motorola Intral 2000 Sys, & General | 1/1/1991 | 138,354.81 | 138,354.81 | 0 | 2.30 | 318,330 | 100.0% | 0% | 0 |

**Tahoe-Truckee Sanitation Agency**
**Exhibit 7**
**Fixed Asset Listing as of June 2017**

| Asset # | Contributed | Description | Date Acquired | Original Cost | Accumulated Depreciation | Net Book Value | ENR-CCI 8/1/2018 11,124 ENR Factor | Repl. Cost | % Depr. | % Eligible | Replacement Cost |
|---|---|---|---|---|---|---|---|---|---|---|---|
| General Plant | | General Equipment | 1/1/1992 | 81,047.16 | 81,047.16 | 0 | 2.23 | 180,864 | 100.0% | 0% | 0 |
| General Plant | | Pump Truck, Lab Equip, & General | 1/1/1993 | 135,626.16 | 135,626.16 | 0 | 2.14 | 289,592 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1994 | 53,751.97 | 53,751.97 | 0 | 2.06 | 110,570 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1995 | 32,285.19 | 32,285.19 | 0 | 2.03 | 65,647 | 100.0% | 0% | 0 |
| General Plant | | Equip, Crackfill, Upgrades | 1/1/1996 | 124,031.64 | 124,031.64 | 0 | 1.98 | 245,514 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1996 | 69,146.85 | 69,146.85 | 0 | 1.98 | 136,872 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1997 | 222,170.67 | 222,170.67 | 0 | 1.91 | 424,225 | 100.0% | 0% | 0 |
| General Plant | | Lab Equip, Addl Office Heat/Cool, & General | 1/1/1998 | 98,989.00 | 98,989.00 | 0 | 1.88 | 186,014 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/1999 | 40,889.00 | 40,889.00 | 0 | 1.84 | 75,073 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/2000 | 33,900.00 | 33,900.00 | 0 | 1.79 | 60,621 | 100.0% | 0% | 0 |
| General Plant | | Capital Outlay Proj, Equipment | 1/1/2001 | 83,776.63 | 83,776.63 | 0 | 1.76 | 147,138 | 100.0% | 0% | 0 |
| General Plant | | Misc Projects, & Lab Equip. | 1/1/2002 | 129,124.95 | 129,124.95 | 0 | 1.70 | 219,708 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/2003 | 103,108.00 | 103,108.00 | 0 | 1.66 | 171,351 | 100.0% | 0% | 0 |
| General Plant | | Lab Equip, Stationary Equip, Misc Proj | 1/1/2004 | 115,779.92 | 115,779.92 | 0 | 1.56 | 181,025 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/2005 | 156,568.42 | 156,568.42 | 0 | 1.49 | 233,917 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/2006 | 282,473.16 | 282,473.16 | 0 | 1.44 | 405,404 | 100.0% | 0% | 0 |
| General Plant | | Additions | 1/1/2007 | 595,048.76 | 595,048.76 | 0 | 1.40 | 830,853 | 100.0% | 0% | 0 |
| General Plant | | Translucent Panels,AS 400 Upgrade, Elect Test Equip, Misc. | 1/1/2008 | 134,358.56 | 134,358.56 | 0 | 1.34 | 179,840 | 100.0% | 0% | 0 |
| General Plant | | Lab Meters,Chopper Pump,Computers,Test Eq.,Pipe | 1/1/2009 | 65,219.55 | 65,219.55 | 0 | 1.30 | 84,612 | 100.0% | 0% | 0 |
| General Plant | | Fuel Tank,Windows,LabEq,snowblow,Site Imp,Furn. | 1/1/2010 | 207,614.65 | 194,638.73 | 12,976 | 1.26 | 262,384 | 93.8% | 0% | 0 |
| General Plant | | Doors,Lab Eq,Phone,Computers,Asphalt | 1/1/2011 | 184,113.34 | 149,592.09 | 34,521 | 1.23 | 225,716 | 81.3% | 0% | 0 |
| General Plant | | Equip, Computers, doors, Chem Trench | 1/1/2012 | 180,622.94 | 124,178.27 | 56,445 | 1.20 | 215,869 | 68.8% | 0% | 0 |
| General Plant | | Lighting, Instruments, scada, hvac, doors, equip, computers | 1/1/2013 | 132,151.76 | 74,335.37 | 57,816 | 1.17 | 153,994 | 56.3% | 0% | 0 |
| General Plant | | Lighting, Instruments, scada, hvac, doors, equip, computers | 1/1/2014 | 164,164.80 | 71,822.10 | 92,343 | 1.13 | 186,228 | 43.8% | 0% | 0 |
| General Plant | | Lighting, Instruments, sump pumps, lab equip, computers | 1/1/2015 | 205,625.57 | 64,257.99 | 141,368 | 1.11 | 227,469 | 31.3% | 0% | 0 |
| General Plant | | Doors,Lab Eq,Comp supply, circuit breaker, pis sftwr | 1/1/2016 | 80,190.61 | 15,035.74 | 65,155 | 1.08 | 86,285 | 18.8% | 0% | 0 |
| General Plant | | Doors, furniture, computers, radios | 1/1/2017 | 98,603.69 | 12,325.46 | 86,278 | 1.04 | 102,705 | 12.5% | 0% | 0 |
| General Plant | | Deletions | 5/1/2018 | (31,338.46) | 0.00 | (31,338) | 1.01 | (31,686) | 0.0% | 0% | 0 |
| | | | | **$146,909,969** | **$60,741,608** | **$86,168,361** | | **$304,968,284** | | | **$296,879,221** |

| | RCN |
|---|---|
| Land | $2,174,726 |
| Plant Fencing | 346,044 |
| Treatment | 256,862,807 |
| Collection | 37,495,644 |
| Vehicles | 0 |
| General Plant | 0 |
| **Total** | **$296,879,221** |

| | |
|---|---|
| Land | $0 |
| Plant Fencing | 0 |
| Treatment | 16,196,816 |
| Collection | 0 |
| Vehicles | 0 |
| General Plant | 0 |
| **Total** | **$16,196,816** |

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** V-2

**Subject:** Public hearing to consider the adoption of a proposed ordinance adjusting Agency connection charges and making related amendments

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**Background**

In accordance with Government Code section 66016, the Agency is required to hold a noticed public hearing prior to approving an increase in an existing fee or service charge, at which oral or written presentations can be made, as part of a regularly scheduled meeting.

**Fiscal Impact**

None.

**Attachments**

Notice of pubic hearing concerning proposed modification of Agency connection charges.

**Recommendation**

None.

**Review Tracking**

Submitted By: _____

LaRue Griffin
General Manager

**TAHOE-TRUCKEE SANITATION AGENCY**

**NOTICE OF PUBLIC HEARING**
**CONCERNING PROPOSED MODIFICATION OF**
**AGENCY CONNECTION CHARGES**

NOTICE IS GIVEN that on April 10, 2019 at 9:00 a.m. at the Tahoe-Truckee Sanitation Agency office, 13720 Butterfield Drive, Truckee, California 96161, the Agency Board of Directors will hold a public hearing to consider the adoption of a proposed ordinance to update and modify the Agency connection charges. These are one-time fees charged against new development and construction at the time of connection to the Agency sewer system. All residents, property owners, and other interested persons are invited to attend the hearing and present written or oral comments on the proposed connection charge modification.

The Agency imposes connection charges to cover the costs of wastewater treatment and collection system improvements and expansions as appropriate to meet the service and capacity needs of new development and construction. The proposed ordinance would (1) change the residential connection charge from $5,000 per residential dwelling unit (regardless of size) to $1,500 per dwelling unit plus $1.75 per square foot of new construction, (2) for non-residential connection charges, clarify the connection type categories with some uses broken out into separate categories and with the addition of other categories (i.e., dump stations, police and fire stations, private schools, and boarding schools), and (3) make other clarifications and revisions to the Agency connection charge procedures and definitions. The new residential connection charges also would apply to non-exempt accessory dwelling units. The specific modifications are set forth in the proposed ordinance.

The calculation of and reasons for the proposed connection charge modifications are explained in the Sewer Connection Fee Study prepared by HDR Engineering dated March 2019. The fee study and proposed ordinance are available for public review or copying on the Agency website (www.ttsa.net) or during normal business hours at the Agency office at the above address.

If you have any questions regarding the proposed connection charge modification, or if you would like to submit written comments regarding the proposed increase before the public hearing, please contact Agency General Manager LaRue Griffin at (530) 587-2525 or lgriffin@ttsa.net.

Dated: March 29, 2019

LaRue Griffin, General Manager

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** V-3

**Subject:** Approval of Ordinance No. 1-2019 adjusting Agency connection charges and making related amendments

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**Background**

Ordinance No. 1-2019 adjusts the Agency connection charges and makes related amendments to include (1) changes in the connection charge for residential dwelling units, (2) modifications to and additions of new categories for the non-residential connection charges, (3) defined use of revenues from connection charges, and (4) amendments to Agency Ordinance No. 2-2015.

**Fiscal Impact**

None.

**Attachments**

Ordinance No. 1-2019.

**Recommendation**

Management recommends approval of Ordinance No. 1-2019 adjusting Agency connection charges and making related amendments.

**Review Tracking**

Submitted By: _____

LaRue Griffin
General Manager

**ORDINANCE NO. 1-2019**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF TAHOE-TRUCKEE SANITATION AGENCY ADJUSTING AGENCY CONNECTION CHARGES AND MAKING RELATED AMENDMENTS**

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

**Section 1. Purpose and Authority.** The purpose of this ordinance is to update and modify the Agency sewer connection charges and make related changes. This ordinance is adopted pursuant to Agency Act sections 67 and 130, Government Code sections 54344, 54350, 65852.2, 66013 and 66016, Health and Safety Code section 5471, and other applicable law.

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

(a) For residential uses, the Agency currently imposes a flat connection charge of $5,000 per residential dwelling unit, regardless of the size of the unit. The Mountain Housing Council of Tahoe-Truckee is a coalition working to accelerate solutions to achievable local housing in the Truckee/North Tahoe area. The Council has established guidelines for lowering barriers to new housing construction, which includes the following recommendation:

> Establishing development plan check/permit, impact, and connection fees based on a scalable methodology, such as square foot, per equivalent dwelling unit (EDU), per bedroom, or per fixture, to appropriately charge for the level of impacts based on the size of the house or housing types, results in a fee that is proportional to the size of the residence. Using a scalable methodology for assessing fees, will allow smaller units to pay lower development fees. … It is the opinion of MHC that this per unit methodology provides a financial disincentive to build smaller units which can have a much greater effect on improving our region's supply of achievable, local housing. While changing the basis of fees to a scalable methodology will not necessarily create new local achievable housing immediately, it will encourage development of smaller units…. [A] scalable methodology provides a modest incentive for a mix of housing sizes and affordability levels. Local jurisdictions can expect to collect the same net development fees using either the per unit or square foot methodology cumulatively (by the time of full buildout), but the amount of fees each project will pay will vary depending on the methodology used for assessing fees.

(b) The Agency desires to implement a scalable methodology for calculating its connection changes consistent with the Council recommendation. HDR Engineering was retained in order to aid the Agency in developing scalable connection charges and to prepare a supporting fee study. The objective is to retain $5,000 as the base charge, but then scale that fee up or down depending upon the size of the structure.

(c) HDR reviewed different scalable fee methodologies with the Board at its October 10, 2018, December 12, 2018 and February 13, 2019 meetings. Based on Board input from these meetings, HDR then prepared its Sewer Connection Fee Study dated March 2019 (the "Fee Study"). The Fee Study explains and substantiates the recommended connection charge adjustments. By this ordinance, the Board accepts and approves the Fee Study.

(d) The most fair and equitable method of ensuring that new development pays its fair share of the costs of capital and related improvements to the Agency utility system facilities to provide expanded capacity is through the continued imposition of connection charges payable upon connection to the Agency system, which will ensure that all future connections pay the cost of improvements necessitated by the expanded demand for capacity in the system. For residential uses, this ordinance changes the connection charge to a reduced flat fee per residential dwelling unit plus a sum per square foot to appropriately charge for the level of impacts and needs based on the size of the house or housing types, resulting in a connection charge that will be more proportional to the size of the residence and the residence's impact on the Agency system.

(e) The Fee Study also recommends certain modifications and new categories for the non-residential connection charges. These changes will enable the Agency to more accurately assess and impose connection charges that better reflect a development's burden on the Agency system.

(f) The purpose of the connection charges is to fund wastewater system facility improvements and expansion needed to provide service to new development and connections within the Agency.

(g) The revenue from the connection charges will be used solely to (1) fund the capital costs of wastewater system improvements to upgrade, expand and improve the Agency system and facilities, (2) reimburse other developers or the Agency for new development's fair share of capital improvements already constructed by another developer or the Agency, which improvements are necessary and appropriate to provide wastewater service to the new development, (3) to implement interfund loans and transfers, and (4) borrow from or directly use to cover in part uninsured emergency and catastrophic losses to capital facilities, including the sewage treatment plant and interceptor pipelines (facilities which benefit both new and existing development), and other necessary capital facility reserve needs.

(h) New development and connections in the Agency will result in increased use of and burdens on existing wastewater facilities. Without improvements to and expansion of the existing wastewater system facilities, the new development will adversely impact the Agency's ability to continue providing an adequate level of utility service to existing development while also serving the capacity and expansion needs of new development.

(i) The need for wastewater system capital facilities and related improvements is caused by all types of connections because all new development contemplated in the Agency (whether residential, commercial, or other) will require new wastewater service and, therefore, all new connections will result in increased use of and burdens on the Agency's existing system facilities.

(j) There is a reasonable relationship between use of the connection charge revenue and the connection to the Agency system by all new residential, commercial, and other development projects because (1) the Agency will have adequate revenues and funds available to pay for facilities improvements and expansion necessary or appropriate to serve all requested new connections with adequate utility service, (2) the owners, residents, businesses, and other users of the new development will benefit from the availability of sewer service, and (3) all of the new development planned in the Agency will require sewer service.

(k) There is a reasonable relationship between the need for sewer system expansion and improvements and the new construction of residential, commercial, and other development projects because new development places a burden on the limited capacity of the existing sewer system, adversely impacts the Agency's ability to adequately and safely serve both existing users and new development/connections in the service area, and causes a need to expand and improve the wastewater system to serve the new development.

(l) There is a reasonable relationship between the amount of the connection charges established by this ordinance and the portion of the total cost of the needed wastewater system expansion and improvements attributed to each new development project because (1) costs are allocated based on the size and type of the new development project, and (2) the connection charge imposed on a particular new development project will not exceed the total estimated reasonable costs of the Agency wastewater facilities and improvements needed to serve the development project demand.

(m) The Agency has (1) made the Fee Study and this ordinance available to the public for inspection, review and copying at least ten days prior to the public hearing for this ordinance, (2) mailed notice at least fourteen days prior to the public hearing to any interested parties who have requested notice of new or increased Agency fees, and (3) held a duly noticed and conducted public hearing on April 10, 2019 at which time oral and written comments were received regarding the proposed connection charge modification. The Board of Directors has reviewed and considered the Fee Study and all oral and written comments.

(These findings are based on the Fee Study, HDR presentations at the October 10, 2018, December 12, 2018 and February 13, 2019 Board meetings, other supporting documents in the Agency's files, and testimony and other information received at the public hearing on this matter.)

**Section 3. Repealed Definitions.** Agency Ordinance No. 2-2015, section 2 is amended by repealing the definitions of the following words and terms: Bench Seating; Booth Seating; Conference Facilities; Day Care Facilities; Dental Units; Medical Professional Sink; Private Plumbing Fixtures; Public Plumbing Fixtures; Seasonal Seating; Ski Club; and, Snack Bar.

**Section 4. Amended Definitions.** Agency Ordinance No. 2-2015, section 2 is amended by modifying the definitions of the following words and terms:

> BEAUTY OR BARBER SHOP means an establishment whose primary purpose is the washing, cutting, or styling of hair. (Combining the separate definitions of Barber Shop and Beauty Shop.)

COMMERCIAL means any building, structure or place used for employment, business, recreation, or other purpose, requiring use of the sewage works, and not including any residential use or industrial user. (Replacing the Commercial Establishment definition.)

MOTEL OR HOTEL UNIT means each guest room in a motel, hotel, or bed and breakfast that is only made available for use, rental or hire for the purpose of furnishing transient living accommodations on a day-to-day basis. If food is prepared and served on the premises, the seats in the dining area shall be counted as restaurant seats. If common restrooms are provided to the public, the plumbing fixtures in the restrooms shall be counted as plumbing fixture units.

MOTEL OR HOTEL UNIT WITH KITCHEN shall mean each guest room in a motel, hotel, or bed and breakfast that is only made available for use, rental or hire for the purpose of furnishing transient living accommodations on a day-to-day basis and that contains a kitchen sink or cooking facilities (except those guest rooms that contain no kitchen sink and only a microwave oven shall be considered a regular Motel Unit or Hotel Unit).

SWIMMING POOL means a swimming or wading pool, except a pool at a single-family dwelling unit.

**Section 5. New Definitions.** Agency Ordinance No. 2-2015, section 2 is amended by adding the following defined words and terms:

ACCESSORY DWELLING UNIT (ADU) means the following: (a) an attached or a detached residential dwelling unit that (i) provides complete independent living facilities for one or more persons, (ii) includes permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as a single-family dwelling, and (iii) has a total floorspace area that does not exceed 50% of the primary dwelling living area or 1,200 square feet (for an attached accessory dwelling unit) or that does not exceed 1,200 square feet (for a detached accessory dwelling unit); (b) an efficiency unit as defined at Health and Safety Code section 17958.1; or (c) a manufactured home as defined at Health and Safety Code section 18007.

ADDITION means an increase of the living area square footage made to an existing residential unit.

ASSEMBLY HALL means a building or structure used as a location of assembly or worship or to view movies, plays or other performances, and including a church or theater.

BOARDING SCHOOL is a school where lodging and meals are provided and pupils live on the premises.

CAMPSITE WITH SEWER CONNECTION means a campsite or campground facility designated for overnight use with facilities to connect to the sanitary sewer for intermittent use, and includes a facility inhabited for less than six months per year by recreational vehicles. Campsites inhabited for six or more months shall be treated as a residential unit.

CAMPSITE WITHOUT SEWER CONNECTION means a campsite or campground facility designated for overnight use without facilities to connect to sanitary sewer, but with bathroom(s) connected to the sanitary sewer for use by campsite users.

CAR WASH AUTOMATIC means a facility designed for the purpose of washing vehicles by means of an automatic process.

CAR WASH AUTOMATIC – RECYCLED means a facility designed for the purpose of washing vehicles by means of an automatic process and utilizes a minimum of one-fifth of its operation water for reuse.

CAR WASH SELF SERVE means a facility designed for the purpose of washing vehicles by means of a manual process.

CAR WASH SELF SERVE – RECYCLED means a facility designed for the purpose of washing vehicles by means of a manual process and utilizes a minimum of one-fifth of its operation water for reuse.

CONNECTION CHARGE means the charge imposed to connect a building, structure, or other place to the sanitary sewer.

DUMP STATION means a facility that is designated to receive the discharge of wastewater from a recreational use holding tank or similar device, such as those installed on a recreational vehicle or boat.

EXEMPT ACCESSORY DWELLING UNIT means an Accessory Dwelling Unit that (a) is on a single family lot and there is no other Accessory Dwelling Unit on the lot, (b) is within a zone from single-family use, (c) is contained within the existing space of a single-family residence or accessory structure (e.g., studio, pool house or other similar structure), (d) has independent exterior access from the existing residence, and (e) has side and rear setbacks that are sufficient for fire safety.

FIRE STATION means a building or structure used as the station, office, or headquarters of a local fire department.

GROCERY means a building or structure used for the primary purpose of selling food and other household supplies, such as a supermarket**.**

INDUSTRIAL USER means any non-domestic sewage or source that introduces non-domestic pollutants into the sanitary sewer from any source regulated under section 307(b), (c), or (d) of the Federal Water Pollution Control Act (33 U.S.C. § 1317), including but not limited to holding tank waste from a non-domestic source that is discharged into the sanitary sewer.

LAUNDROMAT means a public use facility equipped with machines for washing clothes and other household items.

LIVING AREA means the area within the exterior perimeter of a residential structure, not including any carport, covered or uncovered walkway, garage, overhang, patio, enclosed patio, detached accessory structure, or similar area.

POLICE STATION means a building or structure used as the station, office, or headquarters of a local police department.

PRIVATE SCHOOL means a school owned, operated and supported by private individuals or a private (profit or nonprofit) company or corporation rather than a public entity.

RESTAURANT OR BAR means a building, structure, or place used for sitting and eating meals cooked and served on the premises or used for serving drinks on-site.

SPA means a bath or pool containing hot aerated water, except a bath or pool at a single-family dwelling unit.

**Section 6. Ordinance 2-2015, Section 3 Amendment.** Agency Ordinance No. 2-2015, section 3, subsection B is amended to read as follows:

B. An application for sewer service for residential, commercial, industrial or manufacturing purposes shall be reviewed and considered by the Agency for compliance with these rules and regulations and the Agency's pretreatment ordinance. The applicant shall provide the Agency with the plans for the development of the parcel and a copy of the building permit issued by the county or town with jurisdiction. Residential development plans shall include the square footage within the exterior perimeter of the new residential structure or addition, not including any carport, covered or uncovered walkway, garage, overhang, patio, enclosed patio, detached accessory structure, or similar area and shall match the square footage as indicated on the building permit. The Agency will issue a Sewer Connection Permit for the parcel upon compliance with these rules and regulations and any applicable provisions of the Agency's pretreatment ordinance, and payment of Agency sewer connection charges. No connection to the sanitary sewer system and/or sewage works shall be made until the permit of the member entity or public entity served by contract with a member entity, and the Agency's Sewer Connection Permit are issued.

Sewer connection charges for living area additions of an increase of more than 500 square feet are subject to a connection charge and a Sewer Connection Permit is required for the addition. Should any addition be for a use that constitutes a separate residential unit, then connection charges for an additional residential unit shall apply.

The Agency does not warrant the accuracy of the billing units determined or sewer connection charges imposed on behalf of the Agency by a member entity or by a public entity served by contract with a member entity, and specifically reserves the right to revise said billing units or sewer connection charges after the application for sewer service is received by the Agency from a member entity or a public entity served by contract with a member entity. The Agency shall notify the applicant of any such revision. Any additional sewer connection charges due shall be paid within

30 days after the date of said notification. Any refund owed the applicant shall be paid with the notice.

**Section 7. Ordinance 2-2015, Section 7 Amendment.** Agency Ordinance No. 2-2015, section 7 is amended to include the following new third paragraph:

The Agency shall not require the installation of a new or separate sewer connection directly between a new Exempt Accessory Dwelling Unit and the sanitary sewer system. For any other new Accessory Dwelling Unit, the Agency may require a new or separate sewer connection directly between the Accessory Dwelling Unit and the sanitary sewer system. An Accessory Dwelling Unit (including an Exempt Accessory Dwelling Unit) shall be considered a residential unit for purposes of calculating and determining the amount of Agency sewer service charges for the subject parcel.

**Section 8. Ordinance 2-2015, Section 10 Amendment.** Agency Ordinance No. 2-2015, section 10, subsection F is amended to read as follows:

F. Adjustments in Billing Units; Connection Charge Credit For Residential Reconstruction. After determination by Agency staff and notification to the owner that the billing units associated with a parcel have decreased, an owner may elect whether or not to pay the lesser sewer service charges for the reduction in billing units. If the owner elects to pay the lesser sewer service charges, the billing units for the parcel shall be reduced consistent with the Agency staff determination, and the owner shall forfeit all rights to these billing units. There shall be no refunds of previously paid sewer connection charges on such forfeited billing units. The owner shall complete and sign an Agreement for Reduction of T-TSA Billing Units acknowledging this forfeiture, which the Agency shall record against the parcel. Sewer connection charges shall be assessed for any future increase in the billing units on the parcel as provided in these rules and regulations. The owner also may elect to continue to pay the sewer service charges for the billing units that are not presently being used and thereby not forfeit rights to such billing units.

It shall be the duty of any owner claiming a decrease in billing units to notify the Agency that the owner's parcel is eligible for decreased billing units. The owner shall request an inspection of the parcel by the Agency, and shall make the parcel available for inspection by the Agency at a time convenient to the Agency staff. Agency inspections shall be made in the order requests are received and on a time-available basis by Agency staff. The revised sewer service charges resulting from a decrease in billing units on a parcel shall not be effective until such inspection is completed and an Agreement for Reduction of T-TSA Billing Units is completed and signed. If, during subsequent inspections of the parcel, the billing units have increased on the parcel, current sewer connection charges shall be assessed for the additional billing units in accordance with these rules and regulations.

If the Agency changes its sewer service charges and/or classification of a billing unit which decreases the sewer service charges due the Agency from a parcel, the changes shall not be retroactive respecting any sewer service charges previously paid and no refunds therefor shall be made by the Agency.

If Agency staff determines that the billing units for a parcel have increased, then the owner must pay the current sewer connection charges and service charges associated with the increase in accordance with these rules and regulations. The Agency will notify the owner of the parcel of the additional sewer connection charges and service charges for the increased billing units.

If the owner wishes to remove the additional billing units that resulted in additional sewer connection and service charges, the billing units must be removed within thirty (30) days after the date the owner is advised of the increased billing units. If, at any subsequent time, the same billing units have been added on such a parcel, the owner shall pay the current sewer connection charges and service charges associated with the billing units and not have an opportunity to remove them.

If an owner wishes to reconstruct an existing residential unit (e.g., a demolition and rebuild, or following a fire), or convert an existing use/billing unit from one use to a different use/billing unit (e.g., change a residence to an office or other business-related use), the owner shall be entitled to a credit against the connection charge in a value equivalent to the prior billing unit (for a non-residential unit), or prior square footage or a minimum of 2,000 square feet, whichever is greater (for a residential unit). It will be the responsibility of the owner to provide verifiable proof of square footage value of the existing/former residential unit. For a reconstructed residential unit, the owner shall pay the per square foot portion of the connection charge based on the square footage of the new residential unit to the extent it exceeds the prior square footage or 2,000 square feet, whichever is applicable, and the owner shall not be subject to the base charge portion of the connection charge. For a use conversion, the owner shall pay the applicable connection charge for the new use to the extent it exceeds the connection charge for the former use/billing unit.

**Section 9. Connection Charge Adjustment.** Agency Ordinance No. 2-2015, Exhibit A is amended to read as shown on the attached revised Exhibit A.

**Section 10. Deposit and Use of Connection Charges.** The General Manager or his designee shall deposit the connection charge revenue in a separate capital facilities fund, and account for the charges in a manner to avoid any commingling with other Agency moneys or funds (except for investments). Any interest income earned from the investment of moneys in the capital facilities fund shall be deposited in the fund. The Agency shall expend connection charge revenue solely to (a) fund the capital costs of wastewater system improvements to upgrade, expand and improve the Agency system and facilities, and (b) reimburse other developers or the Agency for new development's fair share of capital improvements already constructed by another developer or the Agency, which improvements are necessary and appropriate to provide wastewater service to the new development, (c) to implement interfund loans and transfers, and (d) borrow from or directly use to cover in part uninsured emergency and catastrophic losses to capital facilities, including the sewage treatment plant and interceptor pipelines (facilities which benefit both new and existing development), and other necessary capital facility reserve needs.

**Section 11. CEQA.** The Board of Directors finds that this connection charge adjustment is for the purposes of meeting operating expenses of the Agency utility service

operations (including labor, supplies, equipment and materials), meeting financial reserve needs and requirements of the Agency utility system, and obtaining funds for utility system improvements that are necessary and appropriate to maintain and expand utility service within the existing Agency service area. Accordingly, the Agency Board determines that this ordinance exempt from environmental review under the California Environmental Quality Act and CEQA Guidelines. (Public Resources Code § 21080(b)(8); CEQA Guidelines § 15273.)

**Section 12. Repeals and Supersedes Earlier Ordinances.** Ordinance No. 1-2018 is repealed. This ordinance supersedes any other prior inconsistent Agency ordinance, resolution, policy, regulation, fee or charge.

**Section 13. Effective Date.** This ordinance shall take effect 30 days after its passage.

**Section 14. Posting.** This ordinance shall be posted within the Agency in at least three conspicuous places within 10 days after its adoption.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on the ____ day of _____ 2019, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Lane Lewis, President

Attest:

_____
LaRue Griffin, Secretary

CERTIFICATE

I hereby certify that the foregoing is a full, true and correct copy of Ordinance _____, duly and regularly adopted by the Board of Directors of Tahoe-Truckee Sanitation Agency on _____ ____, 2019.

_____
LaRue Griffin
Secretary of the Board

**EXHIBIT A**

**CONNECTION CHARGE SCHEDULE**
**[April 2019]**

| Connection Type | TTSA Code | Units | Per Unit Charge ($) |
|---|---|---|---|
| Residential Unit | R | base charge for dwelling unit | 1,500 |
| | | # square feet of living area | 1.75 |
| Residential Addition (> 500 ft²) | R | # square feet of addition | 1.75 |
| Residential Addition (≤ 500 ft²) | n/a | n/a | No charge |
| Accessory Dwelling Unit (> 500 ft²) | R | base charge for dwelling unit | 1,500 |
| | | # square feet of living area | 1.75 |
| Accessory Dwelling Unit (≤ 500 ft²) | n/a | n/a | No charge |
| Exempt Accessory Dwelling Unit | n/a | n/a | No charge |
| Motel or Hotel Unit | M | # of units | 2,500 |
| Motel or Hotel Unit With Kitchen | N | # of units | 3,300 |
| Campsite With Sewer Connection | K | # of sites | 2,500 |
| Campsite Without Sewer Connection | Q | # of sites | 1,875 |
| Dump Station | S | # of stations | 5,000 |
| Restaurant or Bar | F | # of seats[1] inside | 500 |
| | Z | # of seats outside | 175 |
| Banquet Facility | Z | # of seats | 175 |
| Laundromat | L | # of washing machines | 5,000 |
| Assembly Hall | T | # of seats | 50 |
| Grocery | G | # of fixture units[2] | 750 |
| Beauty/Barber Shop | A | # of service chairs | 2,500 |
| Fire or Police Station | B | # of fixture units | 500 |
| Swimming Pool | S | base charge (up to 72,999 gallons) | 5,000 |
| | | per 1,000 gallons > 72,999 | 68 |
| Spa | S | base charge (up to 1,000 gallons) | 2,000 |
| | | per 1,000 gallons > 1,000 | 27 |
| Car Washes, Automatic | S | # of bays | 7,500 |
| Car Washes, Automatic - Recycled | S | # of bays | 6,000 |
| Car Washes, Self-Serve | S | # of bays | 5,000 |
| Car Washes, Self-Serve - Recycled | S | # of bays | 4,000 |
| Commercial, Other | B | # of fixture units | 500 |
| Private School[3] | B | # of fixture units | 250 |
| Boarding School | B | # of fixture units | 500 |
| Industrial User | S | as calculated pursuant to Table A-2 below | 5,000 |

1. When counting the number of seats in an establishment that has its connection charge calculated according to the number of seats and the seats are provided on a bench or in a booth, 20 inches of benching will be considered as one seat (i.e., each bench will be counted in increments of 20 inches) and 24 inches of booth seating will be considered as one seat (i.e., booth space will be counted in increments of 24 inches). Fractional seats will not be charged.

2. Table A-1 below shall be applied in counting the fixture units for an establishment.

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

**Table A-1**
**Plumbing Fixture Units**

| Description | Fixture Units |
|---|---|
| Bathtub or combination bath/shower | 2 |
| Clothes washer, domestic | 3 |
| Dental unit, cuspidor | 1 |
| Dishwasher, domestic, independent drain | 2 |
| Drinking fountain (each head) | 0.5 |
| Food waste disposer, commercial | 3 |
| Floor drains, emergency | 0 |
| Floor drains (each) | 2 |
| Shower, single-head trap | 2 |
| Multi-head, each additional | 1 |
| Lavatory | 1 |
| Lavatory in sets | 2 |
| Sink (bar) | 2 |
| Sink (commercial with food waste) | 3 |
| Sink (exam room) | 1 |
| Sink (domestic, with or w/out food waste disposer, dishwasher, or both) | 2 |
| Sink (laundry) | 2 |
| Sink (service or mop basin) | 3 |
| Sink (washup, flushing rim) | 6 |
| Sink (washup, each set faucets) | 2 |
| Urinal | 2 |
| Toilet (1.6 gpf, any type) | 4 |
| Toilet (>1.6 gpf, any type) | 6 |

## Table A-2
## Industrial User EDU Formula

The number of EDUs for an industrial user shall be calculated pursuant to the formula in this table. First, the Agency shall estimate the user's anticipated maximum daily flow and determine its $EDU_{FLOW}$. Second, the Agency shall obtain or determine a discharge composite sample in coordination with the applicant. Third, the Agency will determine the $EDU_{COD}$, $EDU_{TSS}$, $EDU_{TDS}$, $EDU_{TN}$ and $EDU_{TP}$ based on the composite sample and the formulae below. Fourth, the Agency will identify the largest EDU value from the $EDU_{FLOW}$, $EDU_{COD}$, $EDU_{TSS}$, $EDU_{TDS}$, $EDU_{TN}$ and $EDU_{TP}$ formulae (rounded to the nearest 0.5) and apply that EDU value to the per EDU connection charge amount to determine the connection charge for the industrial user.

**Flow:** $\frac{\text{Maximum Daily Flow (gallons per day)}}{\text{200 gallons per day}} = EDU_{FLOW}$

**COD:** $\frac{\text{Composite Sample COD Concentration (mg/L)}}{\text{805 mg/L}} \times EDU_{FLOW} = EDU_{COD}$

**TSS:** $\frac{\text{Composite Sample TSS Concentration (mg/L)}}{\text{362 mg/L}} \times EDU_{FLOW} = EDU_{TSS}$

**TDS:** $\frac{\text{Composite Sample TDS Concentration (mg/L)}}{\text{428 mg/L}} \times EDU_{FLOW} = EDU_{TDS}$

**TN:** $\frac{\text{Composite Sample TN Concentration (mg/L)}}{\text{78 mg/L}} \times EDU_{FLOW} = EDU_{TN}$

**TP:** $\frac{\text{Composite Sample TP Concentration (mg/L)}}{\text{8.4 mg/L}} \times EDU_{FLOW} = EDU_{TP}$

If the flow or composite sample is uncertain at the time of the connection charge calculation, then the connection charge shall be calculated and paid based on the best available information at that time. Later, after connection, the Agency shall obtain a true flow and composite sample and recalculate the connection charge amount. If the later connection charge recalculation is less than the connection charge paid by the owner, then the Agency shall refund the difference (without interest) to the owner. If the later connection charge recalculation is more than the connection charge paid by the owner, then the owner shall pay the difference to the Agency.

**Table A-3**
**Multiple Use Credit**
**(Applies to Multiple Use Fixtures Only)**

This table represents the minimum business fixture units for each incremental seat count. See also the related definition of Multiple Use Fixtures.

| # of Restaurant Seats | #Fixture Unit Credits |
|---|---|
| 0-50 | 12 |
| 51-100 | 15 |
| 101-200 | 21 |
| 201-300 | 27 |
| 301-400 | 33 |
| 401-500 | 39 |
| 501-600 | 45 |
| 601-700 | 51 |
| 701-800 | 57 |
| 801-900 | 63 |
| 901-1000 | 69 |
| 1001-1100 | 75 |
| 1101-1200 | 81 |
| Over 1201 | Individually Review and Rated |

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Jay Parker, Engineering Manager

**Item:** V-4

**Subject:** Approval to enter into a contract with CNW Construction, Inc. 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. The remodeling plan includes modifications to the architectural, structural, electrical, and telecommunication features of the existing space.

At the January 16, 2019 Board of Directors meeting, the Board of Directors approved the advertisement and solicitation of bids for the project. There were no bids received after two bid solicitations and the Board of Directors subsequently authorized the General Manager to negotiate and approve a contract or contracts with a qualified contractor or contractors to perform the project in accordance with Agency Ordinance No. 3-2018 at the March 13, 2019 meeting.

Staff contacted five potential contractors to determine interest in the project and requested proposals by March 29, 2019. The Agency received two proposals as listed below:

- CNW Construction, Inc. (Rescue, CA): $ 66,000
- Bruce Perves Construction, Inc. (Sparks, NV): $129,793

The project field work is scheduled to commence June 3, 2019 and end August 2, 2019.

**Fiscal Impact**

The lowest proposal cost of $66,000 is 10% higher than the engineer's construction cost estimate of $60,000.

**Attachments**

Administration Building Office Remodel project plans.

**Recommendation**

Management and staff recommend approval to enter into a contract with CNW Construction, Inc. to perform the Administration Building Office Remodel project in the amount of $66,000.

**Review Tracking**

Submitted By: _____
Jay Parker
Engineering Manager

Approved By: _____
LaRue Griffin
General Manager

# TAHOE-TRUCKEE SANITATION AGENCY

Tahoe-Truckee Sanitation Agency

# REGIONAL WATER RECLAMATION PLANT

# ADMINISTRATION BUILDING OFFICE REMODEL


LOCATION MAP
TRUCKEE, CALIFORNIA

## 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:

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 | REVISION | BY | APVD |
|---|---|---|---|---|
| DSGN | B MEMEO | DR C MCCOY | CHK G KIRSTEN | APVD B MEMEO |



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REDDING, CA 96001
(530) 243-5831

ch2m

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

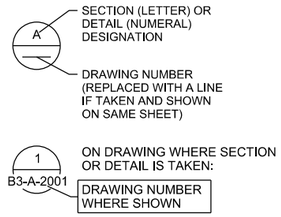
GENERAL

COVER SHEET, LOCATION MAP AND INDEX TO DRAWINGS

AS SHOWN
VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
0 1"

| | |
|---|---|
| DATE | JUNE 2018 |
| PROJ | 133841 |
| DWG | 01-G-0001 |
| SHEET | 1 of 7 |

# SECTION / DETAIL DESIGNATIONS




# DESIGN DETAIL DESIGNATION

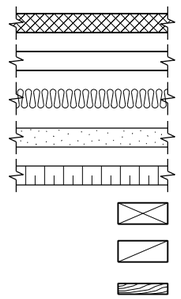

NOTES:

1. ALL DESIGN DETAILS ARE TYPICAL AND MUST BE USED IF DESIGN DETAIL DESIGNATION IS NOT SHOWN.
2. THE TERM STANDARD DETAIL, OR A FORM OF IT, IS SYNOMONOUS 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

1. UNLESS OTHERWISE INDICATED, PLAN DIMENSIONS ARE TO NOMINAL SURFACE OF MASONRY, FACE OF STUD WALLS.
2. "FLOOR LINE" REFERS TO TOP ON CONCRETE SLABS. FINISH FLOORING IS INSTALLED ABOVE THE FLOOR LINE.
3. REPETITIVE FEATURES ARE NOT DRAWN IN THEIR ENTIRETY AND SHALL BE COMPLETELY PROVIDED AS IF DRAWN IN FULL.
4. AT WALLS WITH SOUND ATTENUATION BLANKETS, SEAL BOTH SIDES WITH ACOUSTIC SEALANT; TOP, BOTTOM,INTERSECTION, RELIGHT FRAMES, AND OTHER PENETRATIONS.
5. VERIFY ALL ROUGH-IN DIMENSIONS FOR EQUIPMENT PROVIDED IN THIS CONTRACT, OR BY OTHERS.
6. REFER TO ARCHITECTURAL, ELECTRICAL AND OTHER CATEGORIES OR DRAWINGS FOR ADDITIONAL NOTES.
7. 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<br>101 | ROOM IDENTIFIER |
| R-1 | RELIGHT IDENTIFIER |
| A | WALL TYPE |

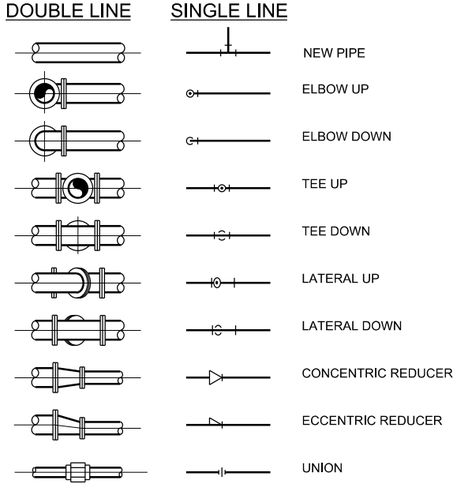
# CODE DATA

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

# ABBREVIATIONS

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

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




NOTES:

1. ONLY FLANGED FITTINGS ARE SHOWN FOR DOUBLE LINE PIPING. FITTINGS WITH OTHER END PATTERNS ARE SIMILAR.
2. 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

| | |
|---|---|
| T | ROOM TEMPERATURE SENSOR |
| (200) | 200 SCFM |

# ELECTRICAL PLAN

| | |
|---|---|
| | CONNECTION POINT TO EQUIPMENT SPECIFIED. RACEWAY, CONDUCTOR,TERMINATION AND CONNECTION IN THIS DIVISION. |
| | PANELBOARD - SURFACE MOUNTED |
| | PANELBOARD - FLUSH MOUNTED |
| LPXXA | HOME RUN - DESTINATION SHOWN |
| or G | EXPOSED CONDUIT AND CONDUCTORS* |
| or G | CONCEALED CONDUIT AND CONDUCTORS* |

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.

| | |
|---|---|
| | CONDUIT DOWN |
| | CONDUIT UP |
| | CONDUIT, STUBBED AND CAPPED |
| J | JUNCTION BOX |
| | DATA OR TELEPHONE OUTLET BOX |
| 30 | NONFUSED DISCONNECT SWITCH, CURRENT RATING INDICATED, 3 POLE |
| XX<br>2 | CONVENIENCE RECEPTACLE - DUPLEX<br>UNLESS NOTED OTHERWISE<br>WP - WEATHERPROOF<br>TL - TWIST LOCK<br>GFCI - GROUND FAULT CIRCUIT INTERRUPTER<br>SUBSCRIPT NUMBER AT RECEPTACLE INDICATES CIRCUIT |
| L20R<br>20 | RECEPTACLE, SPECIAL PURPOSE-NEMA CONFIGURATION AND AMPERAGE INDICATED |
| 1 | LUMINAIRE |
| $a or 2a | SMALL LETTER SUBSCRIPT AT SWITCH AND LUMINAIRE INDICATES SWITCHING. SUBSCRIPT NUMBER AT LUMINAIRE INDICATES CIRCUIT |
| $3 | WALL SWITCH:<br>2- DOUBLE POLE<br>3- THREE WAY<br>4- FOUR WAY<br>WP- WEATHERPROOF<br>D- DIMMER<br>OC- OCCUPANCY SENSOR |

DIGITALLY SIGNED ON 11/29/2018

PROFESSIONAL ENGINEER WILLIAM KURT KOLLMAN No. E016211 ELECTRICAL STATE OF CALIFORNIA



| NO. | DATE | REVISION | DR | CHK | BY | APVD |
|---|---|---|---|---|---|---|
| DSGN | G KIRSTEN | M COLLINS | S PAYNE | APVD | B MEMEO | |

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(530) 243-5831

ADMINISTRATION BUILDING OFFICE REMODEL

TRUCKEE, CALIFORNIA

TAHOE-TRUCKEE SANITATION AGENCY

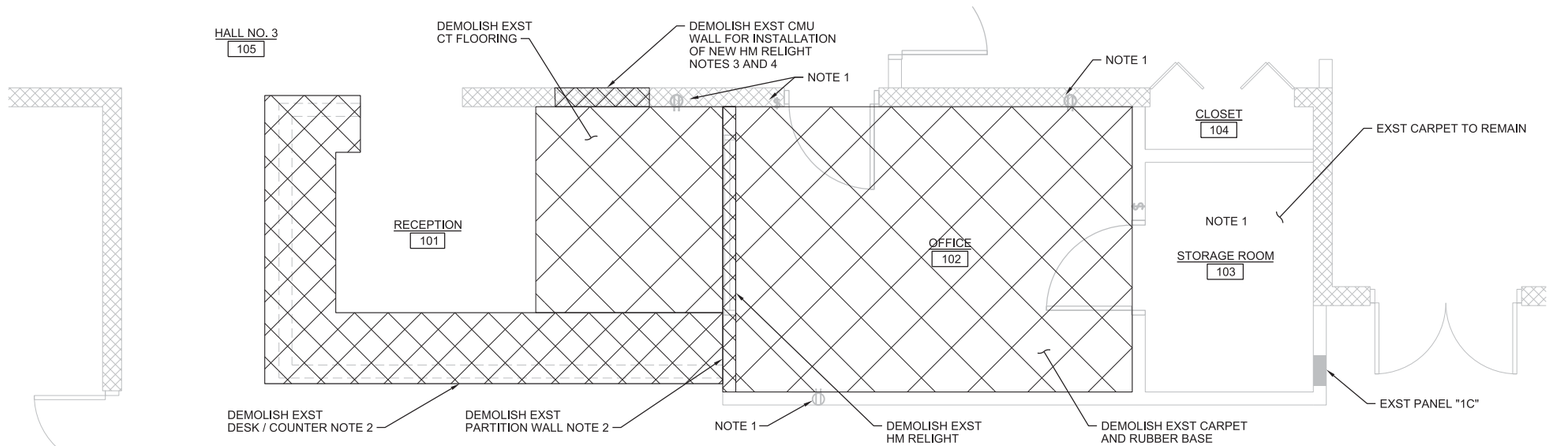


ch2m

GENERAL

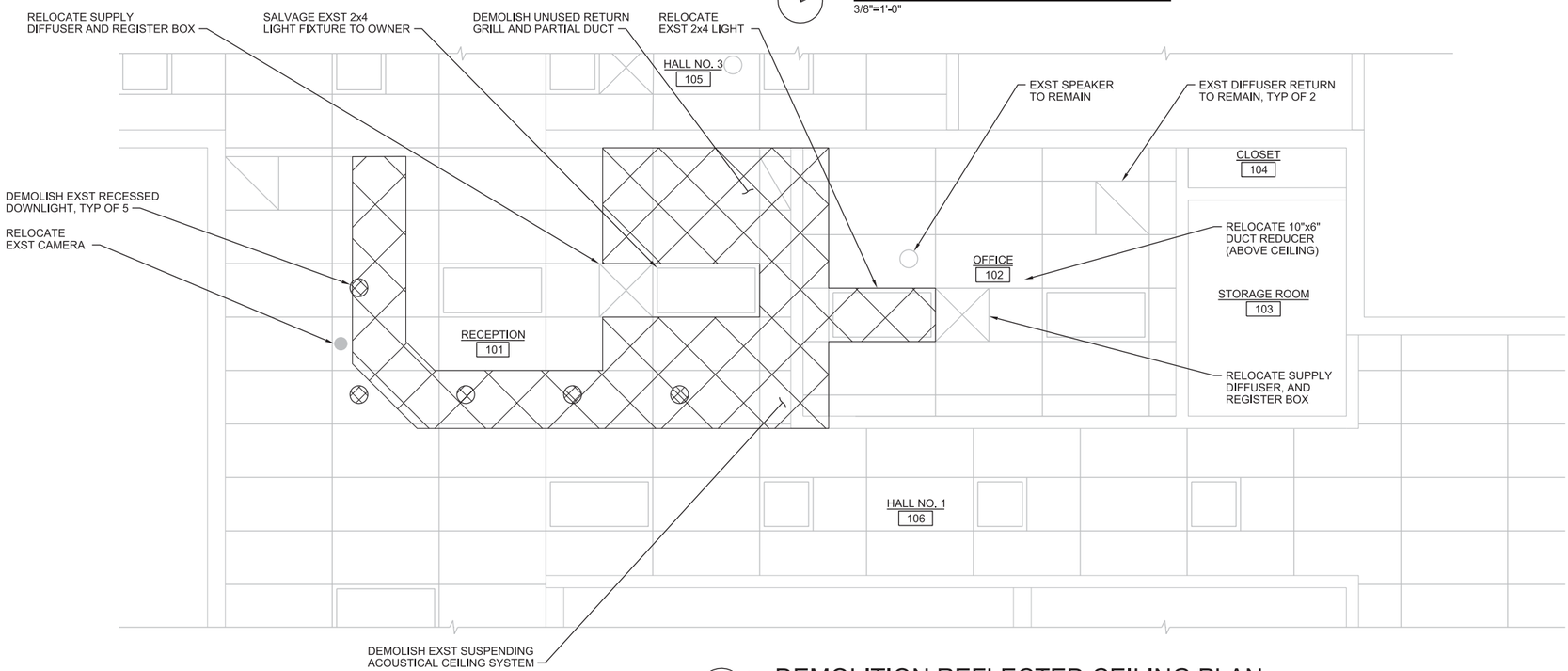
GENERAL LEGEND

| | |
|---|---|
| AS SHOWN | |
| VERIFY SCALE | |
| BAR IS ONE INCH ON ORIGINAL DRAWING. 0 1" | |
| DATE | JUNE 2018 |
| PROJ | 133841 |
| DWG | 01-G-0002 |
| SHEET | 2 of 7 |




## DEMOLITION FLOOR PLAN

3/8"=1'-0"




## DEMOLITION REFLECTED CEILING PLAN

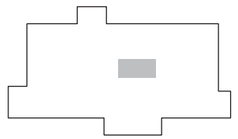
3/8"=1'-0"

## 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

DIGITALLY SIGNED
ON 06/12/2018

LICENSED ARCHITECT GEOFFREY B. KIRSTEN C-33068 REN. 10-31-19 STATE OF CALIFORNIA

REGISTERED PROFESSIONAL ENGINEER RANDALL C. MARK C-53004 CIVIL STRUCTURAL STATE OF CALIFORNIA

| NO. | DATE | DSGN | DR | CHK | APVD |
|---|---|---|---|---|---|
| REVISION | | M RANDAL | M COLLINS | B TAVERNA | B MEMEO |
| | | G KIRSTEN | | | BY |



ch2m.

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

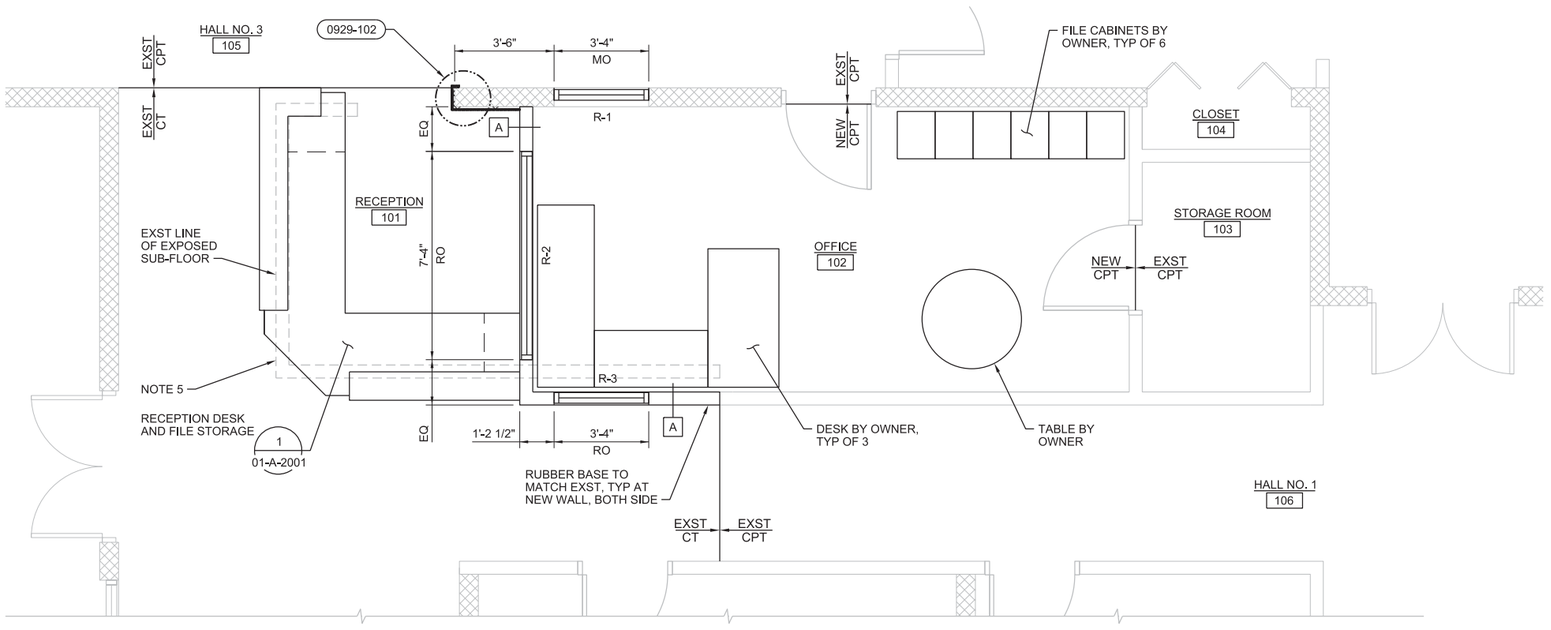
DEMOLITION

# DEMOLITION FLOOR PLAN AND REFLECTED CEILING PLAN

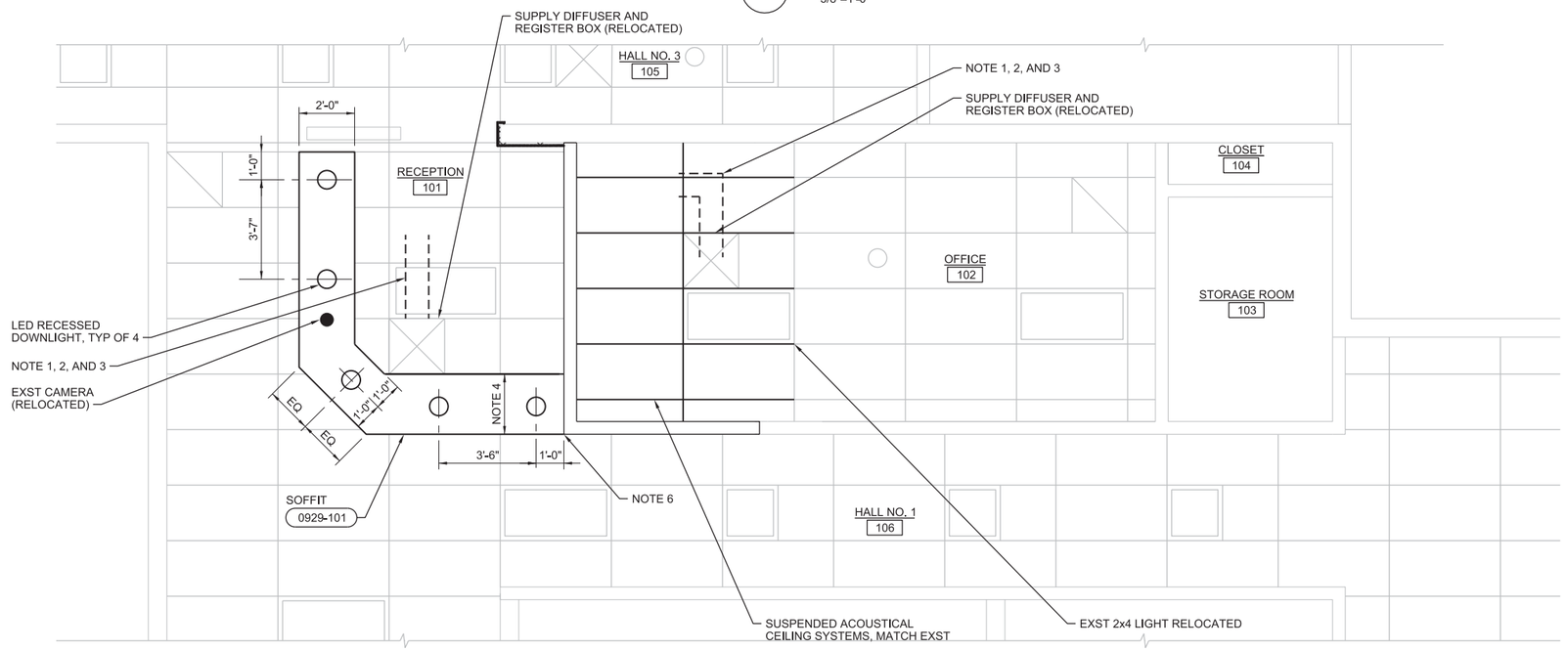
VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING.
0 1"

| | |
|---|---|
| DATE | JUNE 2018 |
| PROJ | 133841 |
| DWG | 01-D-1101 |
| SHEET | 3 of 7 |




## 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

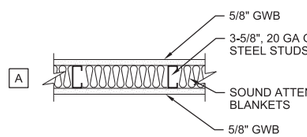
1. CONNECT EXISTING 10" ROUND SUPPLY DUCT TO RELOCATED SUPPLY REGISTER BOX. UTILIZE 10"x8" REDUCER TO MAKE TRANSITION TO ROUND 8" REGISTER BOX.
2. MATERIALS OF CONSTRUCTION SHALL CONSIST OF COMMERCIAL GRADE PRODUCTS AND CONFORM TO THE FOLLOWING:

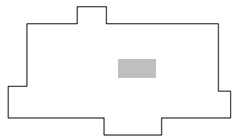
   FLEXIBLE DUCT: UL 181 CLASS 1, NFPA 90A AND NFPA 90B, FIRE RETARDANT REINFORCED METALIZED VAPOR BARRIER OUTER JACKET, TRI-LAMINATE INNER LINER, GALVANIZED STEEL WIRE HELIX REINFORCING, MINIMUM INSULATION VALUE OF R-6, MINIMUM WORKING PRESSURE OF 4-INCH WATER COLUMN.

   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

DIGITALLY SIGNED ON 06/12/2018

LICENSED ARCHITECT GEOFFREY B. KIRSTEN C-31068 REN. 10-31-19 STATE OF CALIFORNIA



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



ch2m

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ADMINISTRATION BUILDING OFFICE REMODEL

TRUCKEE, CALIFORNIA

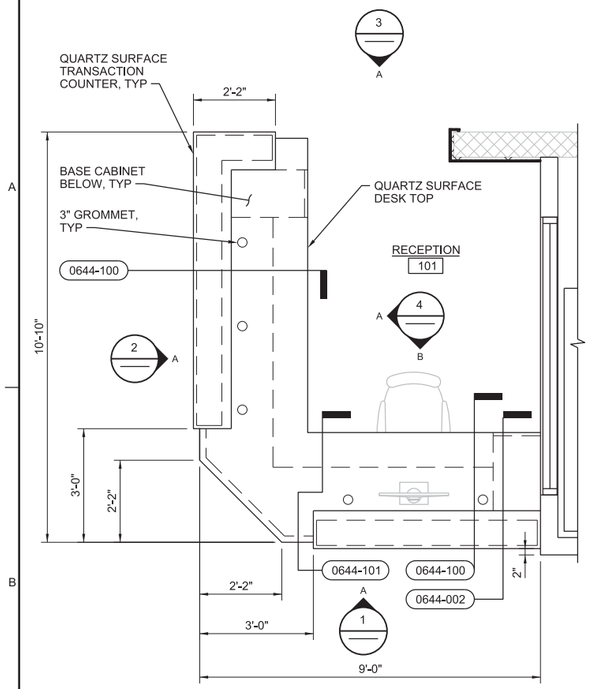
TAHOE-TRUCKEE SANITATION AGENCY

ARCHITECTURAL

FLOOR PLAN
AND REFLECTED CEILING PLAN

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
0 1"

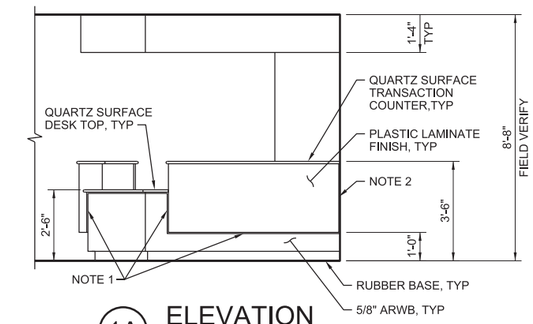
| | |
|---|---|
| DATE | JUNE 2018 |
| PROJ | 133841 |
| DWG | 01-A-1101 |
| SHEET | 4 of 7 |




## 1 FURNITURE PLAN

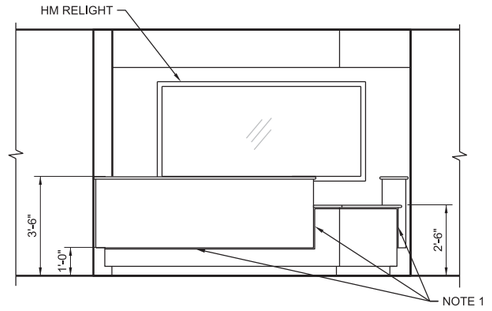
1/2"=1'-0"

01-A-1101



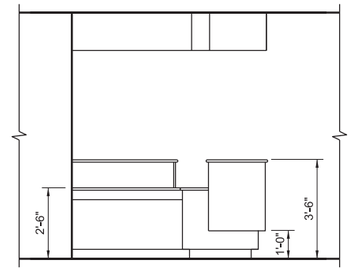

## 1A ELEVATION

3/8"=1'-0"



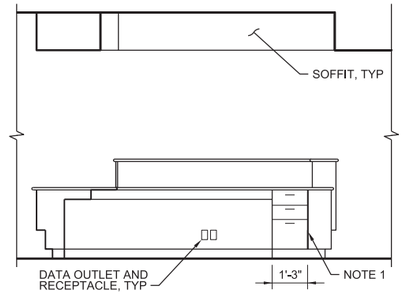

## 2A ELEVATION

3/8"=1'-0"



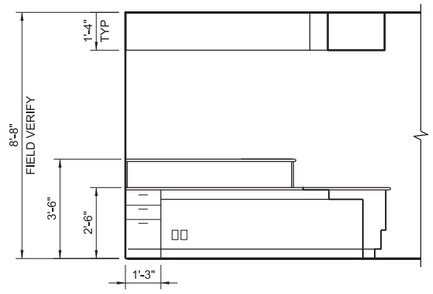

## 3A ELEVATION

3/8"=1'-0"




## 4A ELEVATION

3/8"=1'-0"

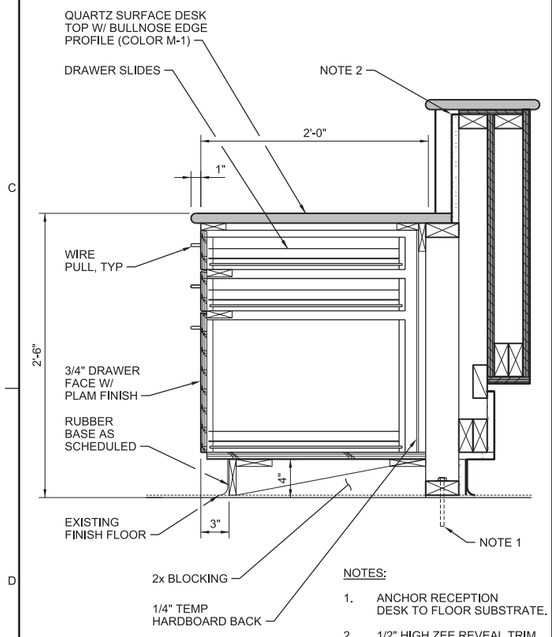



## 4B ELEVATION

3/8"=1'-0"

NOTES:

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



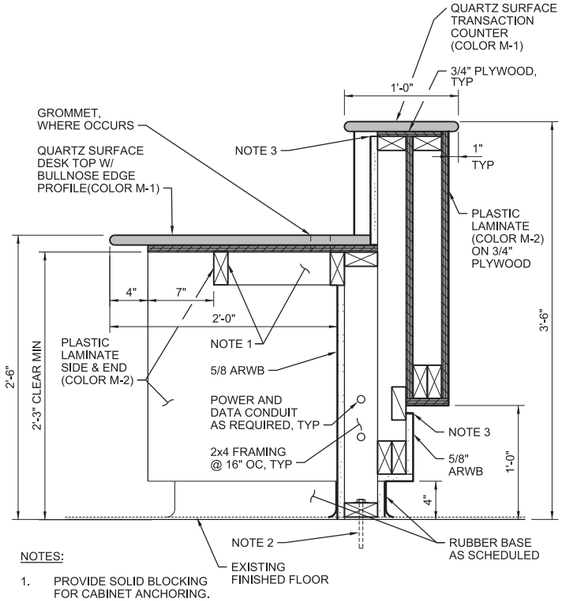

NOTES:

1. ANCHOR RECEPTION DESK TO FLOOR SUBSTRATE.
2. 1/2" HIGH ZEE REVEAL TRIM.

## DRAWER CABINET

1 1/2"=1'-0"

0644-002



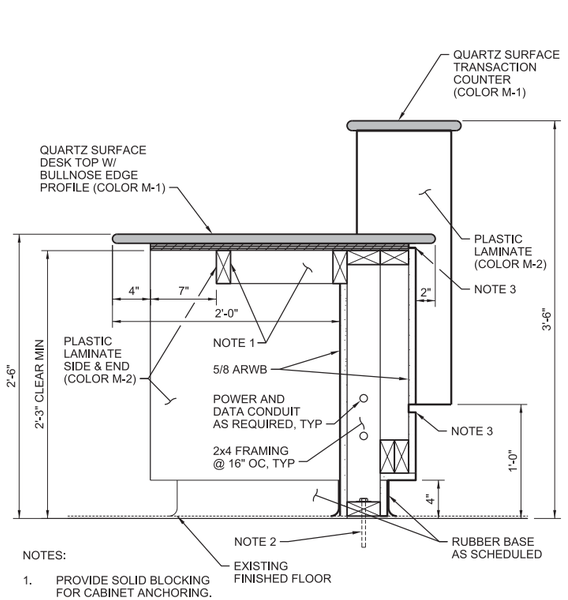

NOTES:

1. PROVIDE SOLID BLOCKING FOR CABINET ANCHORING.
2. ANCHOR RECEPTION DESK TO FLOOR SUBSTRATE.
3. 1/2" HIGH ZEE REVEAL TRIM.

## RECEPTION DESK DETAIL

1 1/2"=1'-0"

0644-100



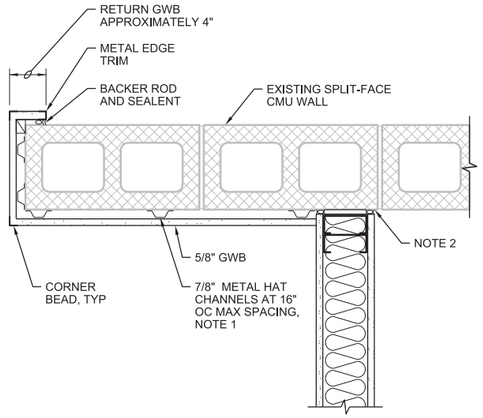

NOTES:

1. PROVIDE SOLID BLOCKING FOR CABINET ANCHORING.
2. ANCHOR RECEPTION DESK TO FLOOR SUBSTRATE.
3. 1/2" HIGH ZEE REVEAL TRIM.

## RECEPTION DESK DETAIL

1 1/2"=1'-0"

0644-101




NOTE:

1. SHIM HAT CHANNELS AS REQUIRED FOR PLUMB GWB INSTALLATION.
2. PROVIDE L-BEAD AT NEW GWB TO SPLIT-FACE CMU. HOLD BACK APPROXIMATELY1/4" AND FILL JOINT WITH BACKER ROD AND SEALENT.

## WALL TRANSITION

NTS

0929-102

DIGITALLY SIGNED ON 06/12/2018

LICENSED ARCHITECT GEOFFREY B. KIRSTEN C-31068 REN. 10-31-19 STATE OF CALIFORNIA



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



ADMINISTRATION BUILDING OFFICE REMODEL

TRUCKEE, CALIFORNIA

TAHOE-TRUCKEE SANITATION AGENCY

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

ch2m.

ARCHITECTURAL

# FURNITURE PLAN, INTERIOR ELEVATIONS AND DETAILS

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING. 0 1"

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

# INTERIOR FINISH SCHEDULE

ABBREVIATIONS:

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| ACT | ACOUSTICAL TILE | CPT | CARPET | FNSH | FINISH | N | NORTH |
| AS | AS SELECTED | CT | CERAMIC TILE | GWB | GYPSUM WALL BOARD | QS | QUARTZ SURFACE |
| CLR | CLEAR | E | EAST | GLZ | GLAZING | PLAM | PLASTIC LAMINATE |
| CMU | CONCRETE MASONRY UNIT | EXP | EXPOSED STRUCTURE | HGT | HEIGHT | RUB | RUBBER BASE |
| COL | COLOR | EXST | EXISTING | MATL | MATERIAL | S | SOUTH |
| CONC | CONCRETE | FCTY | FACTORY | MET | METAL | W | WEST |

NOTES:

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.

DIGITALLY SIGNED ON 06/12/2018

| SPACE | | FLOOR | | | BASE AND WAINSCOT | | | | | TYPICAL WALL | | | OTHER WALL | | | | CEILING | | | | MISCELLANEOUS | | | | OTHER REQUIREMENTS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO. | NAME | 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 / 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

RELIGHT TYPE ABBREVIATIONS:

F FIXED

OTHER ABBREVIATIONS:

AFF ABOVE FINISH FLOOR (AT GROUND LEVEL)
EXST EXISTING
HM HOLLOW METAL
IG-A INSULATING ACOUSTICAL GLASS

NOTES:

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.

| OPENING | | | | | FRAME | | | | | | | BLINDS | | SILLS | | | OTHER REQUIREMENTS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO. | SIZE WIDTH | SIZE HEIGHT | RELIGHT TYPE | RELIGHT GLASS | MATL | TYPE | FINISH | COL | DETAILS HEAD | DETAILS JAMB | DETAILS SILL | Y / N | COLOR | MATL | COLOR | HEIGHT | |
| R-1 | 3'-4" | 3'-6" | F | IG-A | HM | R-1 | 106 | P-3 | 0811-010 | 0811-010 | 0811-012 | Y | O-1 | --- | --- | 3'-4" | NOTE 4 |
| R-2 | 5'-8" | 3'-6" | F | IG-A | HM | R-1 | 106 | P-3 | 0811-036 | 0811-036 | 0811-036 | Y | O-1 | --- | --- | 3'-4" | NOTE 4 |
| R-3 | 3'-4" | 3'-6" | F | IG-A | HM | R-1 | 106 | P-3 | 0811-036 | 0811-036 | 0811-036 | Y | O-1 | --- | --- | 3'-4" | NOTE 4 |

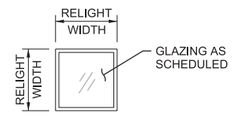
# COLOR LIST

NOTES:

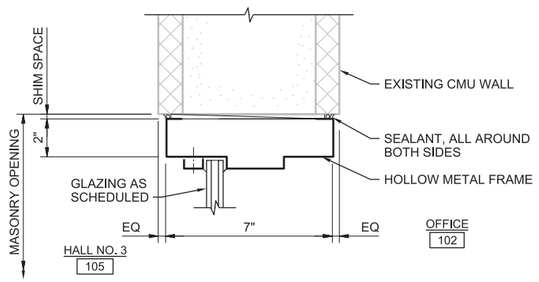
NO. 1 COLOR SELECTIONS FOR THIS PROJECT ARE NOTED IN RELIGHT SCHEDULE, INTERIOR FINISH SCHEDULE, AND ON THE DRAWINGS BY THE LETTER-NUMBER COMBINATION IN THE MARK COLUMN OF THIS LIST.
NO. 2 SOME COLOR SELECTIONS MAY BE MADE IN VARIOUS SPECIFICATION SECTIONS.

| MARK | ITEM | MANUFACTURER | COLOR | OTHER REQUIREMENTS |
|---|---|---|---|---|
| FLOOR | | | | |
| F-1 | CARPET | AS SPECIFIED | AS SELECTED BY OWNER | |
| F-2 | RUBBER BASE | AS SPECIFIED | MATCH EXISTING | |
| OPENINGS | | | | |
| O-1 | BLINDS | AS SPECIFIED | AS SPECIFIED | |
| PAINT | | | | |
| 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 | |
| MISCELLANEOUS | | | | |
| M-1 | QUARTZ SURFACE TOP | WILSONART | AS SELECTED BY OWNER | |
| M-2 | PLASTIC LAMINATE | WILSONART | AS SELECTED BY OWNER | |

## RELIGHT TYPES




R-1

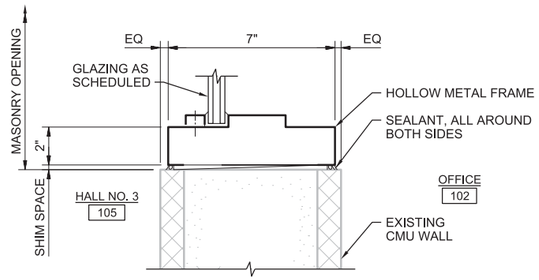



(JAMB SIMILAR)

## RELIGHT HEAD

NTS

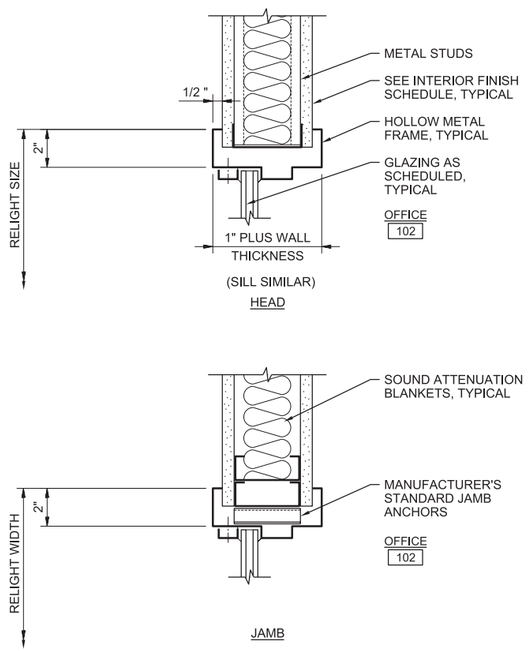
0811-010




## RELIGHT SILL

NTS

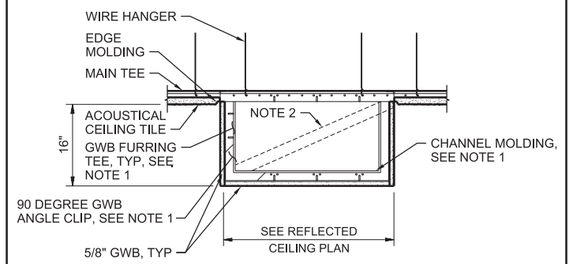
0811-012




## RELIGHT HEAD AND JAMB

NTS

0811-036




NOTES:

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

## SOFFIT DETAIL

NTS

0929-101

LICENSED ARCHITECT GEOFFREY B. KIRSTEN C-33068 REN. 10-31-19 STATE OF CALIFORNIA



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



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

ADMINISTRATION BUILDING OFFICE REMODEL

TRUCKEE, CALIFORNIA

TAHOE-TRUCKEE SANITATION AGENCY

ch2m

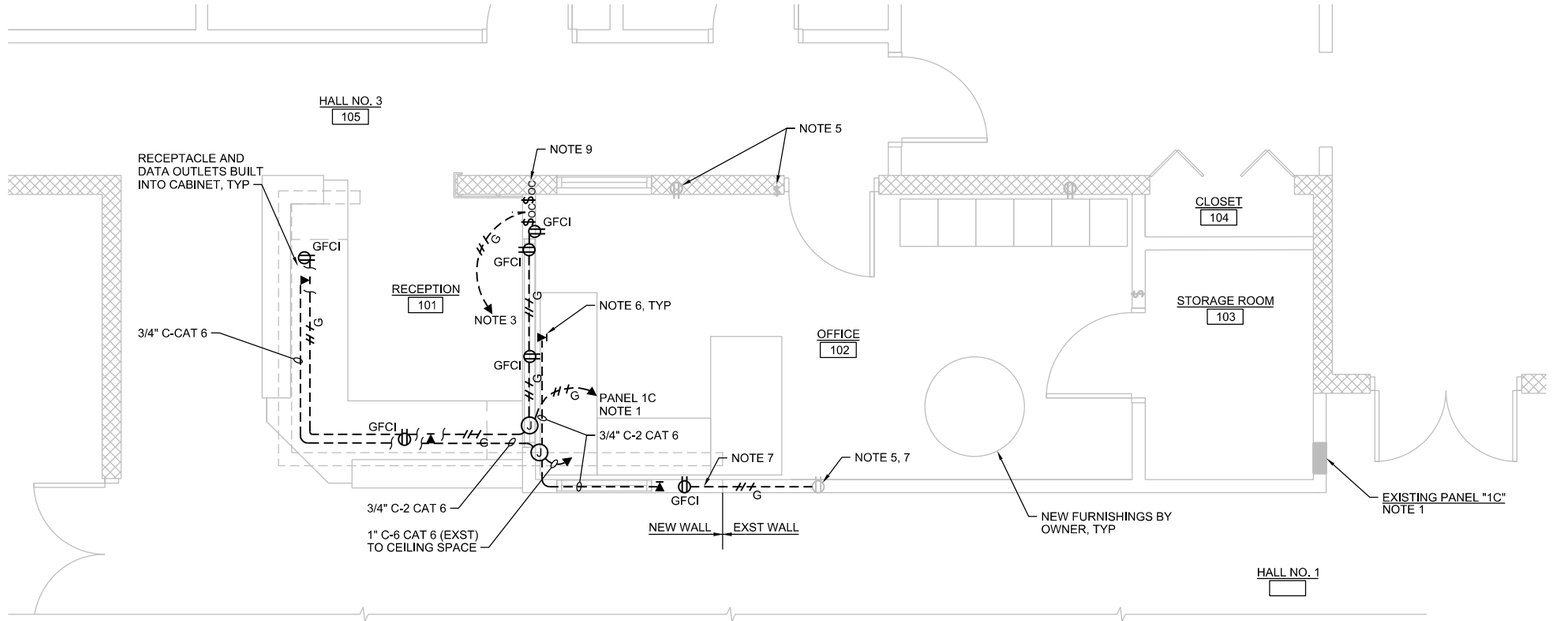
ARCHITECTURAL

SCHEDULES AND DETAILS

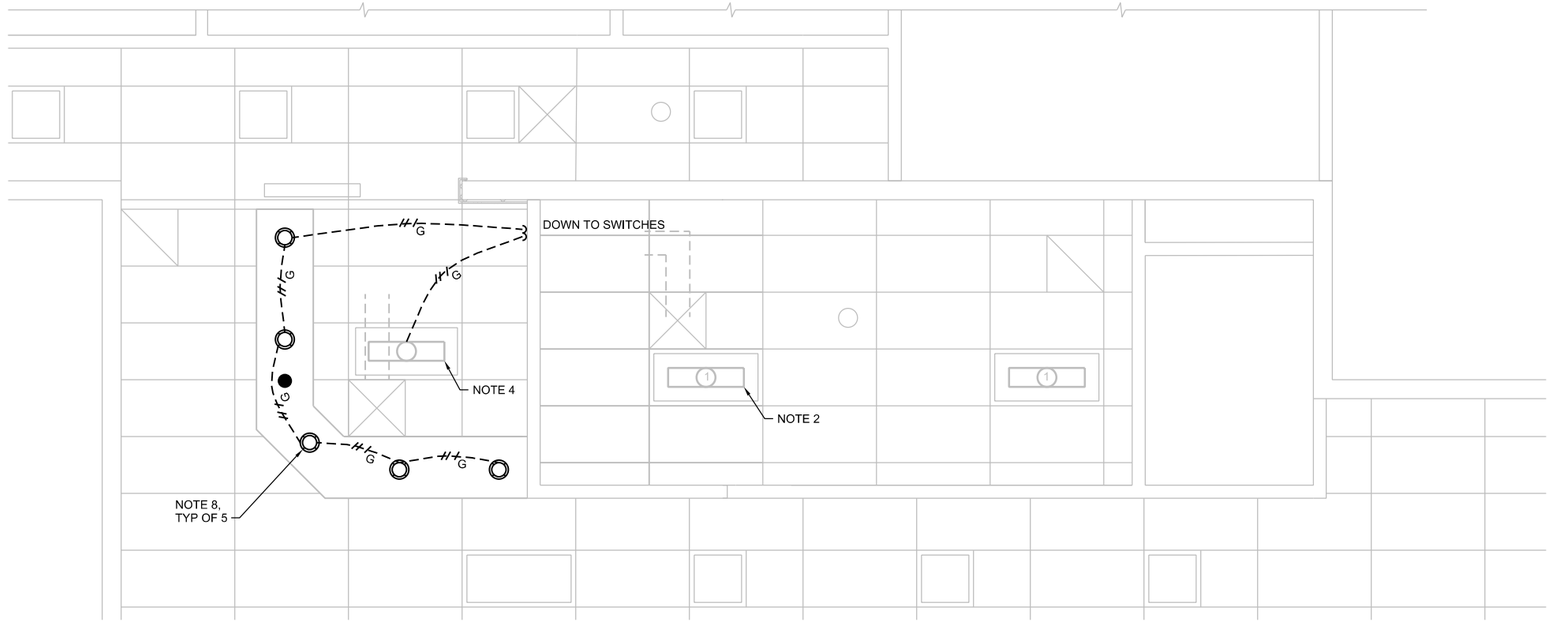
VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING. 0 1"

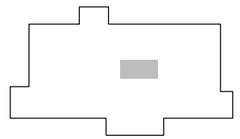
| | |
|---|---|
| DATE | JUNE 2018 |
| PROJ | 133841 |
| DWG | 01-A-3001 |
| SHEET | 6 of 7 |




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




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



KEY PLAN

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.

DIGITALLY SIGNED ON 11/29/2018

REGISTERED PROFESSIONAL ENGINEER KURT VOLLMERS No. E016211 ELECTRICAL STATE OF CALIFORNIA

| NO. | DATE | DSGN | REVISION | CHK | DR | BY | APVD |
|---|---|---|---|---|---|---|---|
| | | K VOLLMERS | R STEED | | | B MEMEO | APVD |



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

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

ch2m

ADMINISTRATION BUILDING
# ELECTRICAL PLAN



VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
0 1"

| | |
|---|---|
| DATE | JUNE 2018 |
| PROJ | 133841 |
| DWG | 01-E-1101 |
| SHEET | 7 of 7 |

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Jay Parker, Engineering Manager

**Item:** V-5

**Subject:** Approval to award the 2019 Plant Concrete Repair project

**Background**

The 2019 Plant Concrete Repair project involves various concrete rehabilitation work throughout the plant to address areas with significant deterioration. The goal of the project is to extend the expected service life of the various facilities involved. As reflected in the attached project plans, the work includes rehabilitation or modifications to the following structures:

- Secondary Clarifier No. 2
- Ammonium Sulfate Containment Area
- Rapid Mix and Flocculation Basin
- Biological Filtration Effluent Pond
- Chemical Clarifier Nos. 1 and 2
- Ballast Pond Nos. 1 and 2
- Building 4 Load-out Apron

Staff received two bids on March 27, 2019 as follows:

- Q&D Construction, LLC. (Q&D), Sparks NV: $448,643.80
- T.P.A Construction Inc., Rocklin, CA: $495,733.00

Review of the lowest responsible and responsive bid (Q&D's) did not yield any irregularities. The project field work is scheduled to commence June 3, 2019 and end November 15, 2019.

**Fiscal Impact**

The lump sum bid price of $448,643.80 is 5% lower than the engineer's construction cost estimate of $470,000.

**Attachments**

2019 Plant Concrete Repair project plans.

**Recommendation**

Management and staff recommend approval to award the 2019 Plant Concrete Repair project to Q&D Construction, LLC. in the amount of $448,643.80.

**Review Tracking**

Submitted By: _____
Jay Parker
Engineering Manager

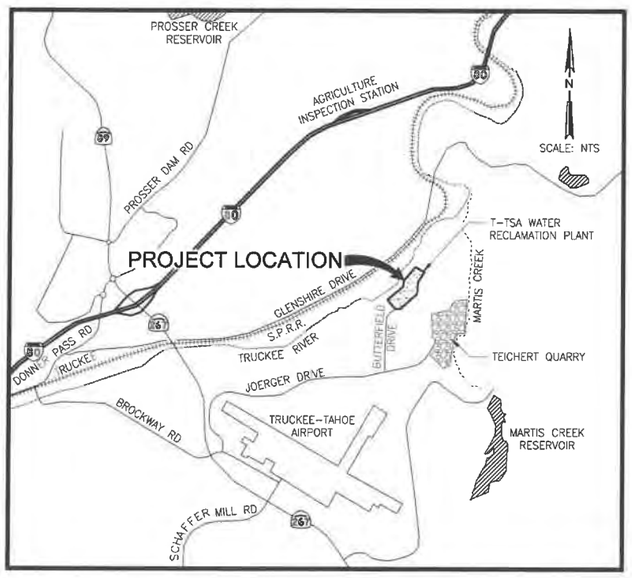
Approved By: _____
LaRue Griffin
General Manager

# TAHOE - TRUCKEE SANITATION AGENCY

## REGIONAL WATER RECLAMATION PLANT

# 2019 PLANT CONCRETE REPAIR PROJECT

## FEBRUARY 2019

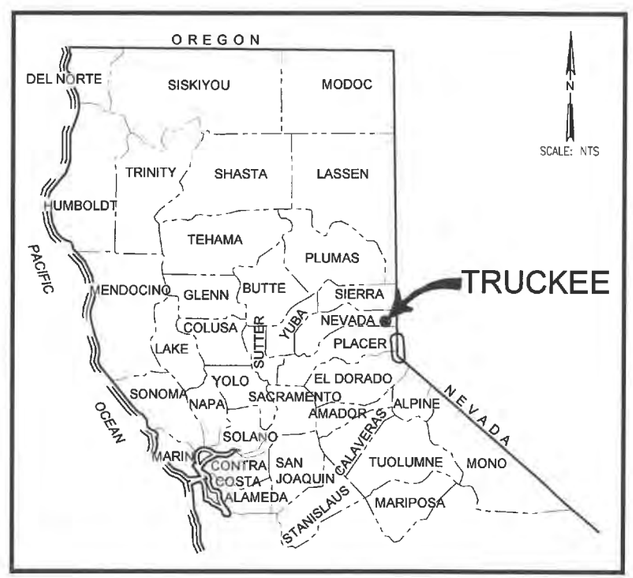



LOCATION MAP

### BOARD OF DIRECTORS

| | |
|---|---|
| PRESIDENT | S. LANE LEWIS |
| VICE PRESIDENT | DALE COX |
| DIRECTOR | JON NORTHROP |
| DIRECTOR | DAN WILKINS |
| DIRECTOR | BLAKE TRESAN |

APPROVED: _____
GENERAL MANAGER
LARUE GRIFFIN




VICINITY MAP

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

LEWIS PROFESSIONAL ENGINEER PAUL A. LEWIS No. 388 Exp. 12-31-19 CIVIL STATE OF CALIFORNIA
02/28/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

TITLE SHEET

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING
0 — 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

| | |
|---|---|
| *Designed By:* | AC |
| *Drawn By:* | SF |
| *Checked By:* | JP |
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|

SHEET 1 OF 14
DWG NO. G-1
DATE FEB 2019

## SHEET INDEX

**GENERAL**

| SHEET NO. | DRAWING NO. | DRAWING TITLE |
|---|---|---|
| 1 | G-1 | TITLE SHEET |
| 2 | G-2 | SHEET INDEX, LEGEND, ABBREVIATIONS, AND NOTES |

**SITE CIVIL**

| SHEET NO. | DRAWING NO. | DRAWING TITLE |
|---|---|---|
| 3 | GC-100 | SITE ACCESS PLAN |
| 4 | GC-101 | SECONDARY CLARIFIER NO.2, STRUCTURE NO. 15, EXTERIOR WALL REHABILITATION |
| 5 | GC-102 | AMMONIUM SULFATE CONTAINMENT, STRUCTURE NO. 36, CONCRETE PAD REHABILITATION |
| 6 | GC-103 | RAPID MIX AND FLOCCULATION BASIN, STRUCTURE NO. 16, REPAIR AROUND TWO SLIDE GATES |
| 7 | GC-104 | BIOLOGICAL FILTRATION EFFLUENT POND, STRUCTURE NO. 34, INSTALLATION OF ASPHALT CURB & TWO SPEED HUMPS |
| 8 | GC-105 | CHEMICAL CLARIFIER NO. 1 & NO. 2, STRUCTURE NO. 17 & NO. 18, INTERIOR SURFACE REHABILITATION |
| 9 | GC-106 | CHEMICAL CLARIFIER NO. 1 & NO. 2, STRUCTURE NO.17 & NO.18, COMPOSITE SECTION |
| 10 | GC-107 | BALLAST POND NO. 1 & NO. 2, STRUCTURE NO.25 & NO. 26, CRACK REPAIR |
| 11 | GC-108 | CONCRETE APRON RESTORATION – DEMOLITION |
| 12 | GC-109 | CONCRETE APRON RESTORATION – IMPROVEMENTS |
| 13 | GC-401 | SITE DETAILS |
| 14 | GC-402 | SITE DETAILS |

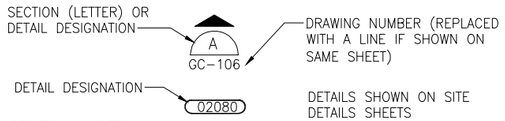
## WORK TO BE DONE

THE WORK INCLUDES THE REHABILITATION OF THE SECONDARY CLARIFIER STRUCTURE NO. 15 LAUNDER CHANNEL WALL, AMMONIUM SULFATE CONTAINMENT STRUCTURE NO. 36 CONCRETE REPAIR, RAPID MIX AND FLOCCULATION BASIN STRUCTURE NO. 16 SLIDE GATE CHANNEL REPAIR, BIOLOGICAL FILTRATION EFFLUENT POND STRUCTURE NO. 34 MODIFICATIONS, CHEMICAL CLARIFIER NO. 17 AND NO. 18 INTERIOR RESURFACING, BALLAST PONDS NO. 25 AND NO. 26 CRACK RESTORATION AND CONCRETE APRON RESTORATION AND ALL OTHER WORK NECESSARY TO ACCOMPLISH THE WORK AS SHOWN ON THE PLANS AND DESCRIBED IN THE SPECIFICATIONS.

## STANDARD SPECIFICATIONS AND DRAWINGS

SEE PART 6 FOR THE STANDARD SPECIFICATIONS TO BE USED FOR THE PROJECT. ALL STANDARD DRAWINGS REQUIRED FOR THE PROJECT ARE IN THE PART 7 DRAWING SET.

## DETAIL AND SECTION DESIGNATION




## GENERAL NOTE

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

## GENERAL SYMBOLS

DIRECTION OF SURFACE SLOPE

NORTH ARROW SHOWING TRUE NORTH AND "PLANT NORTH". PLANT NORTH IS ADJUSTED TO MATCH ORIENTATION OF PLANT FACILITIES.

## CIVIL LEGEND

| EXISTING | THIS CONTRACT | |
|---|---|---|
| | | ASPHALT CONCRETE PAVEMENT |
| | | CONCRETE PAVEMENT |
| | | GRATING |
| | | STEEL PLATING |
| | | DEMOLISH |
| | | REPAIR AND RESURFACE |

## ABBREVIATIONS

| | |
|---|---|
| @ | AT |
| AB | ANCHOR BOLT, AGGREGATE BASE |
| ABDN | ABANDONED |
| AC | ASPHALTIC CONCRETE |
| ACI | AMERICAN CONCRETE INSTITUTE |
| ADDL | ADDITIONAL |
| ADH AB | ADHESIVE ANCHOR BOLT |
| ADJ | ADJACENT, ADJUSTABLE |
| AFF | ABOVE FINISH FLOOR |
| AFG | ABOVE FINISH GRADE |
| AGGR | AGGREGATE |
| AHR | ANCHOR |
| AISC | AMERICAN INSTITUTE OF STEEL CONSTRUCTION |
| AL | ALUMINUM |
| ALTN | ALTERNATE |
| ANSI | AMERICAN NATIONAL STANDARDS INSTITUTE |
| APPROX | APPROXIMATE |
| APVD | APPROVED |
| ARCH | ARCHITECTURAL |
| AWT | ADVANCED WASTE TREATMENT |
| BETW | BETWEEN |
| BF | BLIND FLANGE, BOTTOM FACE |
| BLDG | BUILDING |
| BM | BENCHMARK, BEAM |
| BNR | BIOLOGICAL NITROGEN REMOVAL |
| BOP | BOTTOM OF PIPE |
| BOS | BOTTOM OF STEEL |
| BOT | BOTTOM |
| C | CHANNEL (BEAM) |
| C&CT | CONVENTIONAL AND CHEMICAL TREATMENT |
| CB | CATCH BASIN |
| CC | CIRCLE CENTER, CARBON COLUMN |
| CEIL | CEILING |
| CFM | CUBIC FEET PER MINUTE |
| CFS | CUBIC FEET PER SECOND |
| CHEM | CHEMICAL |
| CHKD | CHECKERED PLATE |
| CJ | CONSTRUCTION JOINT |
| CLDIP | CEMENT LINED DUCTILE IRON PIPE |
| CLG | CEILING |
| CLR | CLEAR |
| ℄ CL | CENTERLINE |
| CMP | CORRUGATED METAL PIPE |
| CMU | CONCRETE MASONRY UNIT |
| CO | CLEANOUT |
| COL | COLUMN |
| CONC | CONCRETE |
| CONN | CONNECTION |
| CONT | CONTINUOUS, CONTINUATION |
| COORD | COORDINATION |
| CPVC | CHLORINATED POLYVINYL CHLORIDE |
| CRS | COLD ROLLED STEEL |
| CTD | CENTERED |
| CTR | CENTER |
| C TO C | CENTER TO CENTER |
| CU | CUBIC |
| CU FT | CUBIC FEET |
| CU IN | CUBIC INCH |
| CU YD | CUBIC YARD |
| CULV | CULVERT |
| DBA | DEFORMED BAR ANCHOR |
| D | PENNY (NAIL SIZE), DEEP |
| DBL | DOUBLE |
| DEMO | DEMOLITION |
| DET | DETAIL |
| DI | DROP INLET, DUCTILE IRON |
| DIA | DIAMETER |
| DIAG | DIAGONAL |
| DIL | DILUTE |
| DIMJ | DUCTILE IRON MECHANICAL JOINT |
| DIP | DUCTILE IRON PIPE |
| DIPGL | DUCTILE IRON PIPE, FLANGED, GLASS LINED |
| DIR | DIRECTION |
| DOWN | DOWN |
| DWG | DRAWING |
| e | EXTERNAL DISTANCE |
| E | EAST |
| EWEF | EACH WAY, EACH FACE |
| EC | END CURVE |
| ECC | ECCENTRIC |
| EF | EACH FACE, EXHAUST FAN |
| EFF | EFFLUENT |
| EL | ELEVATION |
| ELB | ELBOW |
| ELEC | ELECTRIC, ELECTRICAL |
| ENGR | ENGINEER |
| EPDM | ETHYLENE PROPYLENE DIENE MONOMER |
| EQL SP | EQUALLY SPACED |
| EQPT | EQUIPMENT |
| EW | EACH WAY |
| EXC | EXCAVATE |
| EXH | EXHAUST FAN |
| EXP | EXPOSED, EXPANSION |
| EXP JT | EXPANSION JOINT |
| EXST | EXISTING |
| FB | FLAT BAR |
| FC | FLEXIBLE COUPLING |
| FCA | FLEXIBLE COUPLING ADAPTER |
| FCO | FLOOR CLEANOUT |
| FD | FLOOR DRAIN |
| FDA | FLOOR DRAIN W/ INTEGRAL TRAP |
| FDN | FOUNDATION |
| FF | FINISH FLOOR |
| FG | FINISH GRADE |
| FHY | FIRE HYDRANT |
| FIG | FIGURE |
| FL | FLOOR |
| FLG | FLANGE |
| FLH | FLAT HEAD |
| FLL | FLOW LINE |
| FLTR | FILTER |
| FNSH | FINISH |
| FOC | FACE OF CONCRETE |
| FRP | FIBERGLASS REINFORCED PLASTIC |
| FT | FOOT OR FEET |
| FTG | FOOTING |
| FWD | FORWARD |
| °F | DEGREE FAHRENHEIT |
| GA | GAGE, GAUGE |
| GAL | GALLON |
| GALV | GALVANIZED |
| GALVI | GALVANIZED IRON |
| GC | GENERAL CIVIL |
| GCO | GRADE CLEANOUT |
| GCF | GROOVED COUPLING FITTING |
| GE | GROOVED END |
| GL | GLASS |
| GLDIP | GLASS LINED DUCTILE IRON PIPE |
| GRTG | GRATING |
| GSP | GALVANIZED STEEL PIPE |
| GVL | GRAVEL |
| HAS | HEADED ANCHOR STUD |
| HDR | HEADER |
| HDW | HARDWARE |
| HGT | HEIGHT |
| HM | HOLLOW METAL |
| HORIZ | HORIZONTAL |
| HR | HANDRAIL |
| HPT | HIGH POINT |
| I&C | INSTRUMENTATION & CONTROL |
| ID | INSIDE DIAMETER |
| IE, I.E. | INVERT ELEVATION |
| IF | INSIDE FACE |
| IN | INCH |
| INFL | INFLUENT |
| INSTM | INSTRUMENT |
| INSUL | INSULATE |
| INV | INVERT |
| JT | JOINT |
| KIP | THOUSAND POUNDS |
| KW | KILOWATT |
| L | LEFT, ANGLE, LENGTH |
| LAT'L | LATERAL |
| LB | POUNDS |
| LB/CU FT | POUNDS PER CUBIC FOOT |
| LF | LINEAR FEET |
| LG | LONG |
| LH | LEFT HAND |
| LINT | LINTEL |
| LONG | LONGITUDINAL |
| LR | LONG RADIUS |
| LPT | LOW POINT |
| MAX | MAXIMUM |
| MB | MACHINE BOLT |
| MCC | MOTOR CONTROL CENTER |
| MECH | MECHANICAL |
| MFR | MANUFACTURER |
| MGD | MILLION GALLONS PER DAY |
| MH | MANHOLE |
| MIN | MINIMUM, MINUTE |
| MISC | MISCELLANEOUS |
| MJ | MECHANICAL JOINT |
| MSNRY | MASONRY |
| MTL | MATERIAL |
| MO | MASONRY OPENING |
| N | NORTH |
| N/A | NOT APPLICABLE |
| NIC | NOT IN CONTRACT |
| NO | NUMBER, NUMBERING |
| NTS | NOT TO SCALE |
| OC | ON CENTER |
| OD | OUTSIDE DIAMETER |
| OF | OUTSIDE FACE |
| OPNG | OPENING |
| P | PILASTER |
| PE | PLAIN END |
| PENT | PENETRATION |
| PG | PROFILE GRADE |
| PI | POINT OF INTERSECTION |
| PJF | PREMOLDED JOINT FILLER |
| PL | PLATE, PROPERTY LINE |
| PLYWD | PLYWOOD |
| PPL | POLYPROPYLENE LINED |
| PRCST | PRECAST |
| PREFAB | PREFABRICATED |
| PROP | PROPERTY |
| PSF | POUNDS PER SQUARE FOOT |
| PSI | POUNDS PER SQUARE INCH |
| PVC | POLYVINYL CHLORIDE PLASTIC |
| PVMT | PAVEMENT |
| R, RAD | RADIUS |
| RC | REINFORCED CONCRETE |
| RCP | REINFORCED CONCRETE PIPE |
| RD | ROAD, ROOF DRAIN |
| RDCR | REDUCER |
| RDW | REDWOOD |
| REF | REFER OR REFERENCE |
| REINF | REINFORCED, REINFORCING, REINFORCE |
| REQD | REQUIRED |
| RH | ROD HOLE |
| RJ | RESTRAINED JOINT |
| RM | ROOM |
| RO | ROUGH OPENING |
| RST | REINFORCING STEEL |
| RTN | RETURN |
| R/W | RIGHT-OF-WAY |
| S | I-BEAM, SOUTH, SLOPE |
| SCH | SCHEDULE |
| SEC | SECONDARY |
| SECT | SECTION |
| SH | SHEET |
| SHS | SOLIDS HANDLING SYSTEM |
| SIM | SIMILAR |
| SLP | SLOPE |
| SOLN | SOLUTION |
| SP | SPACE OR SPACES |
| SPEC | SPECIFICATIONS |
| SPECD | SPECIFIED |
| SPLY | SUPPLY |
| SQ | SQUARE |
| SQ FT | SQUARE FOOT |
| SQ IN | SQUARE INCH |
| SST | STAINLESS STEEL |
| STA | STATION |
| STD | STANDARD |
| STIF | STIFFENER |
| STL | STEEL, STEEL PIPE |
| STLS | STEEL PIPE (SPECIAL) |
| STRL | STRUCTURAL |
| STRUCT | STRUCTURE |
| SUBFL | SUBFLOOR |
| SUSP | SUSPEND |
| SYMM | SYMMETRICAL |
| SYM | SYMBOL |
| T | TANGENT |
| TBD | TO BE DETERMINED |
| T&B | TOP AND BOTTOM |
| TC | TOP OF CURB, TOP OF CONCRETE |
| TECH | TECHNICAL |
| TEL | TELEPHONE |
| TEMP | TEMPERATURE |
| TF | TOP FACE |
| T&G | TONGUE AND GROOVE |
| THD | THREAD |
| THK | THICK |
| TOC | TOP OF CONCRETE |
| TOF | TOP OF FOOTING |
| TOG | TOP OF GRADE |
| TP | TURNING POINT |
| TRANS | TRANSITION |
| TRANSV | TRANSVERSE |
| TST | TOP OF STEEL |
| TT | THRUST TIE |
| TW | TOP OF WALL |
| TYP | TYPICAL |
| UBC | UNIFORM BUILDING CODE |
| UD | UNDERDRAIN |
| UH | UNIT HEATER |
| UP | UNIT PROCESS |
| VERT | VERTICAL |
| VPI | VERTICAL POINT OF INTERSECTION |
| VPS | VENEER PLASTER SYSTEM |
| VTR | VENT THRU ROOF |
| W/ | WITH |
| W | WIDE FLANGE (BEAM), WEST |
| WD | WOOD |
| W/O | WITHOUT |
| WR | WATER RESISTANT |
| WS | WATER SURFACE, WATER STOP |
| W SH ST | WEATHERING SHEET STEEL |
| WTR | WATER |
| YD | YARD |

NOTES:

1. CONTACT THE AGENCY FOR ABBREVIATIONS NOT LISTED.
2. THIS IS A STANDARD LEGEND SHEET, SOME SYMBOLS AND/OR ABBREVIATIONS MAY APPEAR ON THIS SHEET AND NOT ON THE PLANS.

## LINEWORK CONVENTIONS

1. SOLID BLACK LINEWORK AND BACKGROUNDS, AS SHOWN ON THESE DRAWINGS, REPRESENT WORK REQUIRED UNDER THIS CONTRACT.
2. SCREENED LINEWORK AND BACKGROUNDS, APPEARING LIGHT GRAY ON THESE DRAWINGS, MAY ILLUSTRATE EITHER EXISTING INFRASTRUCTURE OR NEW FACILITIES TO BE CONSTRUCTED ON THIS PROJECT.
3. WHEN SCREENED LINEWORK IS USED TO REPRESENT EXISTING INFRASTRUCTURE, AGENCY MAKES NO WARRANTIES OR REPRESENTATIONS THAT THE INFORMATION SHOWN IS ACCURATE. CONTRACTOR SHALL FIELD VERIFY ALL INFORMATION SHOWN PRIOR TO USING THE INFORMATION FOR ANY PURPOSE.
4. SCREENED LINEWORK MAY BE USED TO ILLUSTRATE NEW ASPECTS OF THE WORK THAT, IF THEY OTHERWISE HAD BEEN DRAWN IN SOLID BLACK, WOULD HAVE OBSCURED SPECIFIC DETAILS SHOWN.
5. SCREENED LINEWORK MAY ALSO BE USED TO REFLECT NEW WORK THAT CONTRACTOR SHALL CONSTRUCT UNDER ANOTHER DISCIPLINE BESIDES THE ONE BEING SHOWN (E.G., NEW STRUCTURAL WORK MAY BE SCREENED BACK ON A MECHANICAL DRAWING).
6. IF THE PURPOSE OF ANY PARTICULAR SCREENED LINEWORK/BACKGROUND IS NOT SELF-EVIDENT, CONSULT AGENCY'S ENGINEER PRIOR TO BIDDING.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REGISTERED PROFESSIONAL ENGINEER — BRIAN PAUL GRESSON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

SHEET INDEX, LEGEND, ABBREVIATIONS, AND NOTES

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 — 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

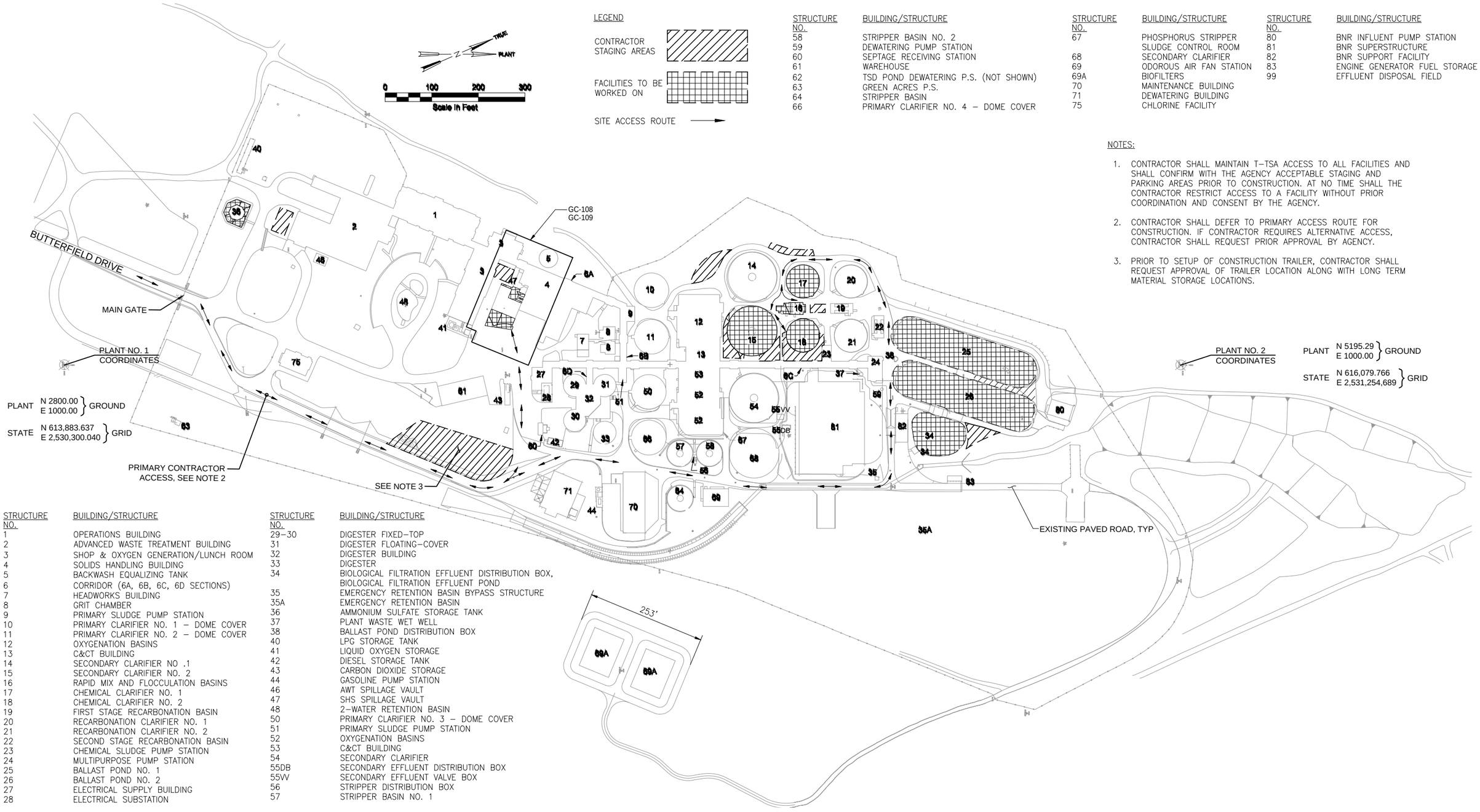
| | |
|---|---|
| *Designed By:* | AC |
| *Drawn By:* | SF |
| *Checked By:* | JP |
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|

SHEET 2 OF 14

DWG NO. G-2

DATE FEB 2019




| STRUCTURE NO. | BUILDING/STRUCTURE |
|---|---|
| 58 | STRIPPER BASIN NO. 2 |
| 59 | DEWATERING PUMP STATION |
| 60 | SEPTAGE RECEIVING STATION |
| 61 | WAREHOUSE |
| 62 | TSD POND DEWATERING P.S. (NOT SHOWN) |
| 63 | GREEN ACRES P.S. |
| 64 | STRIPPER BASIN |
| 66 | PRIMARY CLARIFIER NO. 4 – DOME COVER |
| 67 | PHOSPHORUS STRIPPER |
| | SLUDGE CONTROL ROOM |
| 68 | SECONDARY CLARIFIER |
| 69 | ODOROUS AIR FAN STATION |
| 69A | BIOFILTERS |
| 70 | MAINTENANCE BUILDING |
| 71 | DEWATERING BUILDING |
| 75 | CHLORINE FACILITY |
| 80 | BNR INFLUENT PUMP STATION |
| 81 | BNR SUPERSTRUCTURE |
| 82 | BNR SUPPORT FACILITY |
| 83 | ENGINE GENERATOR FUEL STORAGE |
| 99 | EFFLUENT DISPOSAL FIELD |

NOTES:

1. CONTRACTOR SHALL MAINTAIN T–TSA ACCESS TO ALL FACILITIES AND SHALL CONFIRM WITH THE AGENCY ACCEPTABLE STAGING AND PARKING AREAS PRIOR TO CONSTRUCTION. AT NO TIME SHALL THE CONTRACTOR RESTRICT ACCESS TO A FACILITY WITHOUT PRIOR COORDINATION AND CONSENT BY THE AGENCY.
2. CONTRACTOR SHALL DEFER TO PRIMARY ACCESS ROUTE FOR CONSTRUCTION. IF CONTRACTOR REQUIRES ALTERNATIVE ACCESS, CONTRACTOR SHALL REQUEST PRIOR APPROVAL BY AGENCY.
3. PRIOR TO SETUP OF CONSTRUCTION TRAILER, CONTRACTOR SHALL REQUEST APPROVAL OF TRAILER LOCATION ALONG WITH LONG TERM MATERIAL STORAGE LOCATIONS.

| STRUCTURE NO. | BUILDING/STRUCTURE |
|---|---|
| 1 | OPERATIONS BUILDING |
| 2 | ADVANCED WASTE TREATMENT BUILDING |
| 3 | SHOP & OXYGEN GENERATION/LUNCH ROOM |
| 4 | SOLIDS HANDLING BUILDING |
| 5 | BACKWASH EQUALIZING TANK |
| 6 | CORRIDOR (6A, 6B, 6C, 6D SECTIONS) |
| 7 | HEADWORKS BUILDING |
| 8 | GRIT CHAMBER |
| 9 | PRIMARY SLUDGE PUMP STATION |
| 10 | PRIMARY CLARIFIER NO. 1 – DOME COVER |
| 11 | PRIMARY CLARIFIER NO. 2 – DOME COVER |
| 12 | OXYGENATION BASINS |
| 13 | C&CT BUILDING |
| 14 | SECONDARY CLARIFIER NO .1 |
| 15 | SECONDARY CLARIFIER NO. 2 |
| 16 | RAPID MIX AND FLOCCULATION BASINS |
| 17 | CHEMICAL CLARIFIER NO. 1 |
| 18 | CHEMICAL CLARIFIER NO. 2 |
| 19 | FIRST STAGE RECARBONATION BASIN |
| 20 | RECARBONATION CLARIFIER NO. 1 |
| 21 | RECARBONATION CLARIFIER NO. 2 |
| 22 | SECOND STAGE RECARBONATION BASIN |
| 23 | CHEMICAL SLUDGE PUMP STATION |
| 24 | MULTIPURPOSE PUMP STATION |
| 25 | BALLAST POND NO. 1 |
| 26 | BALLAST POND NO. 2 |
| 27 | ELECTRICAL SUPPLY BUILDING |
| 28 | ELECTRICAL SUBSTATION |
| 29–30 | DIGESTER FIXED–TOP |
| 31 | DIGESTER FLOATING–COVER |
| 32 | DIGESTER BUILDING |
| 33 | DIGESTER |
| 34 | BIOLOGICAL FILTRATION EFFLUENT DISTRIBUTION BOX, BIOLOGICAL FILTRATION EFFLUENT POND |
| 35 | EMERGENCY RETENTION BASIN BYPASS STRUCTURE |
| 35A | EMERGENCY RETENTION BASIN |
| 36 | AMMONIUM SULFATE STORAGE TANK |
| 37 | PLANT WASTE WET WELL |
| 38 | BALLAST POND DISTRIBUTION BOX |
| 40 | LPG STORAGE TANK |
| 41 | LIQUID OXYGEN STORAGE |
| 42 | DIESEL STORAGE TANK |
| 43 | CARBON DIOXIDE STORAGE |
| 44 | GASOLINE PUMP STATION |
| 46 | AWT SPILLAGE VAULT |
| 47 | SHS SPILLAGE VAULT |
| 48 | 2–WATER RETENTION BASIN |
| 50 | PRIMARY CLARIFIER NO. 3 – DOME COVER |
| 51 | PRIMARY SLUDGE PUMP STATION |
| 52 | OXYGENATION BASINS |
| 53 | C&CT BUILDING |
| 54 | SECONDARY CLARIFIER |
| 55DB | SECONDARY EFFLUENT DISTRIBUTION BOX |
| 55VV | SECONDARY EFFLUENT VALVE BOX |
| 56 | STRIPPER DISTRIBUTION BOX |
| 57 | STRIPPER BASIN NO. 1 |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PROFESSIONAL ENGINEER — CARLSON PAUL GRISSOM — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

# 2019 PLANT CONCRETE REPAIR PROJECT

## SITE ACCESS PLAN

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

| | |
|---|---|
| Designed By: | AC |
| Drawn By: | SF |
| Checked By: | JP |
| Approved By: | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|

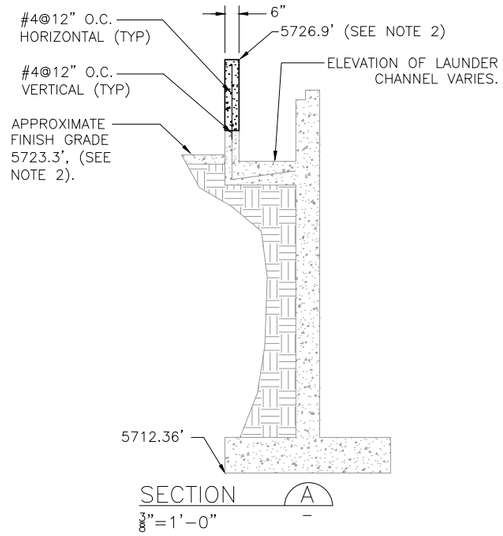
SHEET 3 OF 14

DWG NO. GC–100

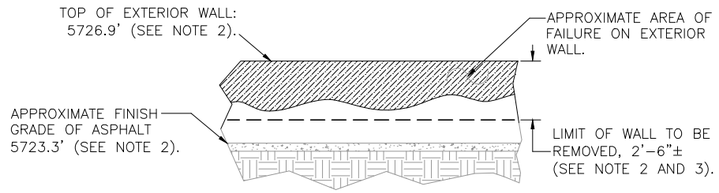
DATE FEB 2019

NOTES:

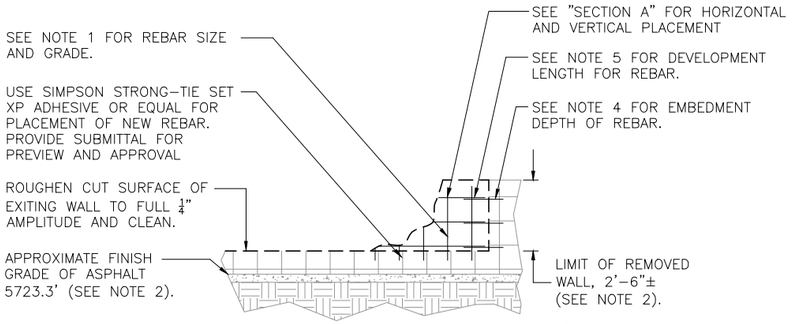
1. REBAR USED SHALL BE #4, GRADE 60 PROVIDE SUBMITTAL FOR REVIEW AND APPROVAL.
2. EXACT ELEVATION OF FINISH GRADE OF ASPHALT AND EXTERIOR WALL OF SECONDARY CLARIFIER NO. 2 WILL VARY. PRIOR TO BID, VERIFY EXACT HEIGHT AND LENGTH FOR PORTIONS OF WALL TO BE REMOVED AT MANDATORY PRE-BID CONFERENCE.
3. HORIZONTAL LIMITS OF WALL REMOVAL SHALL BE PARALLEL TO THE EXISTING TOP OF WALL AND EXTEND TWO (2) INCHES BELOW THE LOWEST AREA OF FAILURE. VERTICAL LIMITS OF WALL REMOVAL SHALL BE 90° TO THE EXISTING TOP OF THE WALL AND SHALL EXTEND TWO (2) INCHES PAST THE AREA OF FAILURE.
4. EMBEDMENT DEPTH OF REBAR SHALL BE AT MINIMUM 7½". PROVIDE SUBMITTAL FOR EPOXY FOR REVIEW AND APPROVAL.
5. DEVELOPMENTAL LENGTH OF REBAR SHALL BE 18".
6. WORK SHALL BE CONSISTENT WITH SECTIONS 03210, 03215, 03300, 03730, AND 03750.



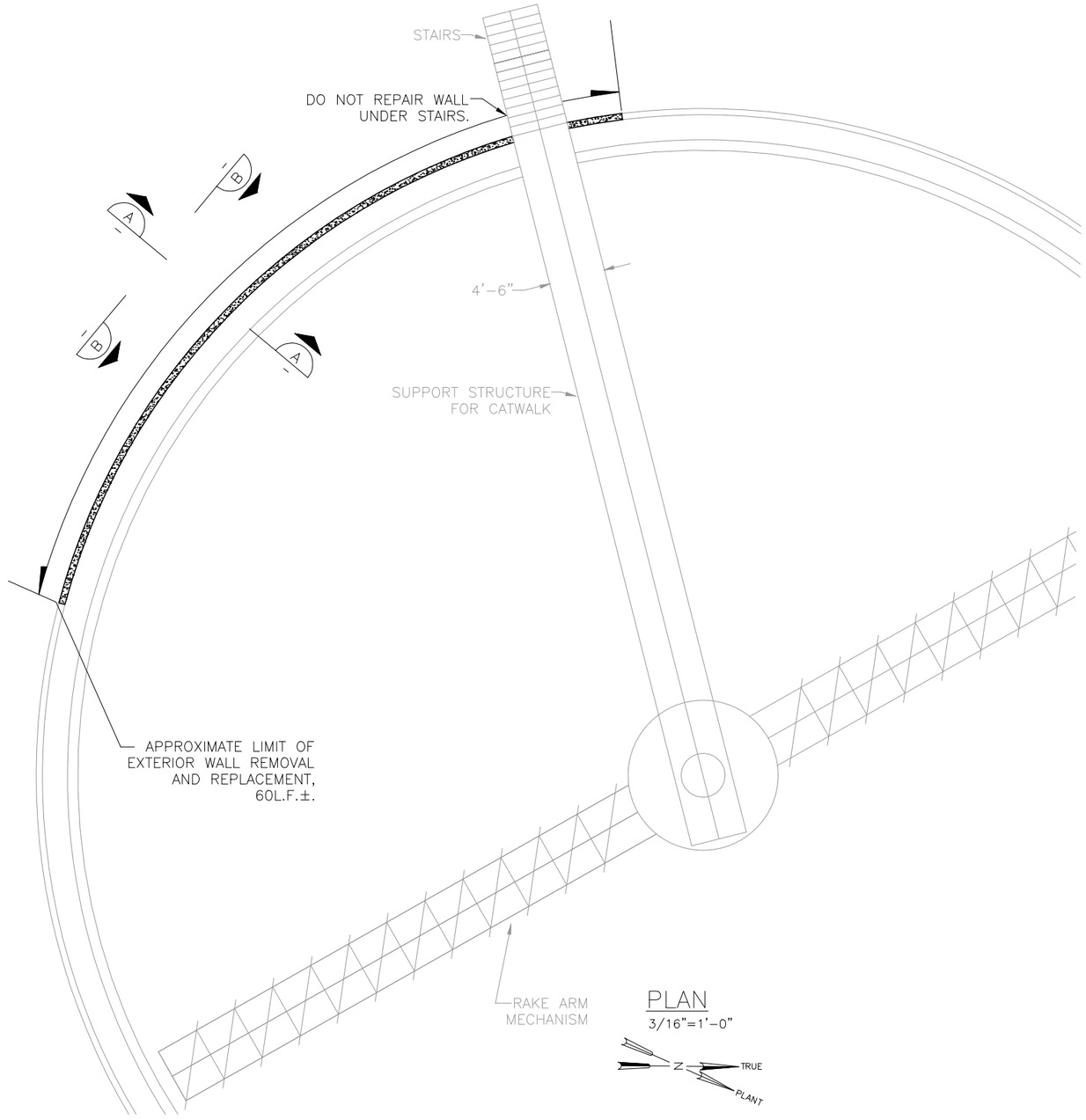

SECTION A
3/8"=1'-0"




PRE-WALL REMOVAL SECTION B
3/8"=1'-0"




POST-REMOVED WALL SECTION B
3/8"=1'-0"




PLAN
3/16"=1'-0"





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PROFESSIONAL ENGINEER — LORRAINE PAUL CARLSON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

# *2019 PLANT CONCRETE REPAIR PROJECT*

## SECONDARY CLARIFIER NO. 2, STRUCTURE NO. 15, EXTERIOR WALL REHABILITATION

VERIFY SCALE

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0 1"
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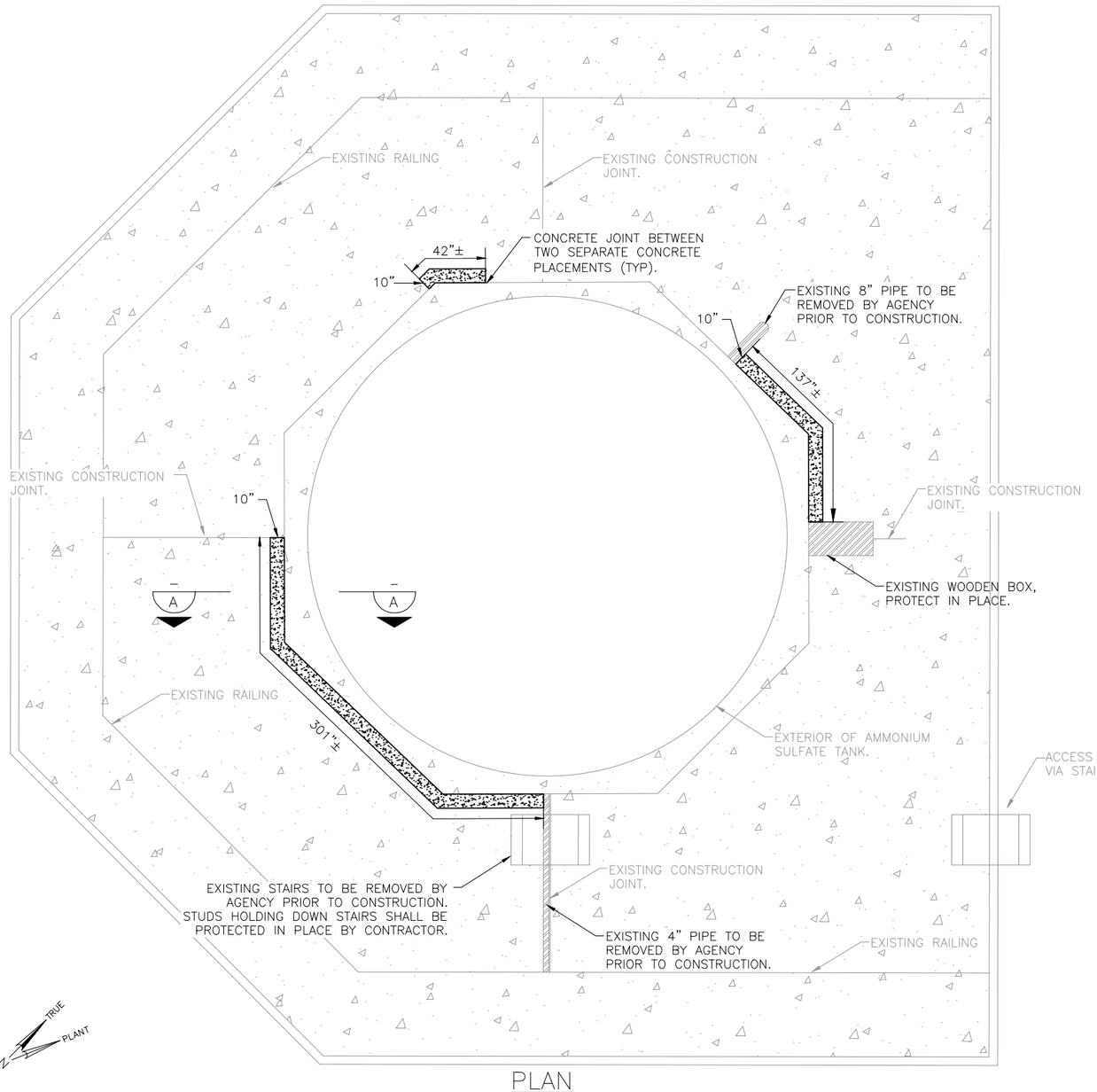
| *Drawn By:* | AC |
| *Checked By:* | JP |
| *Approved By:* | LG |

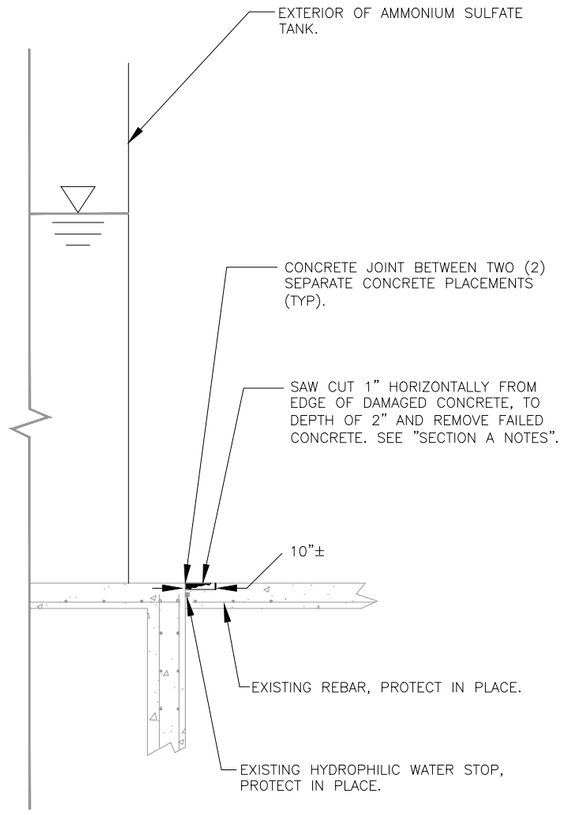
| SYM | REVISIONS | DATE | BY |
|---|---|---|---|
| | | | |

SHEET 4 OF 14
DWG NO. GC-101
DATE FEB 2019




PLAN

1/4"=1'-0"




SECTION A

1/2"=1'-0"

SECTION – A NOTES:

1. APPROXIMATE LIMITS OF CONCRETE TO BE REMOVED ARE AS FOLLOWS: 10"± x 301"±, 10"± x 42"±, AND 10"± x 137"±. PRIOR TO BID VERIFY EXACT LIMITS OF CONCRETE AT MANDATORY PRE-BID CONFERENCE.
2. HORIZONTAL LIMITS OF SAW CUTTING SHALL BE PARALLEL TO THE CONCRETE JOINT AND SHALL EXTEND 1" PAST THE LIMIT OF FURTHEST AREA OF FAILURE.
3. WHERE CONCRETE HAS BEEN REMOVED, ROUGHEN SURFACE OF CUT PAD TO FULL 1/4" AMPLITUDE AND CLEAN.
4. REPAIRS MADE SHALL BE CONSISTENT WITH SECTION 03300, AND THESE CONTRACT DOCUMENTS.

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REGISTERED PROFESSIONAL ENGINEER — JOHN PAUL GARESCHE — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

# *2019 PLANT CONCRETE REPAIR PROJECT*

## AMMONIUM SULFATE CONTAINMENT, STRUCTURE NO. 36, CONCRETE PAD REHABILITATION

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 ▬ 1"

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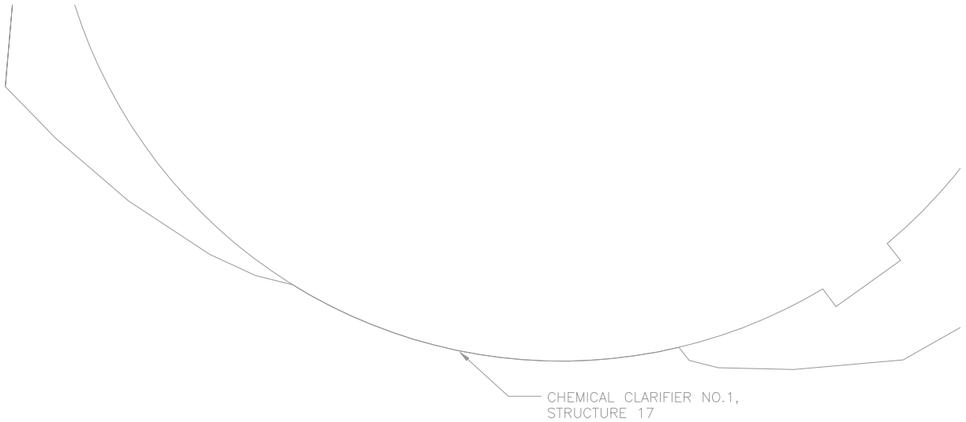
| *Drawn By:* | AC |
| *Checked By:* | JP |
| *Approved By:* | LG |

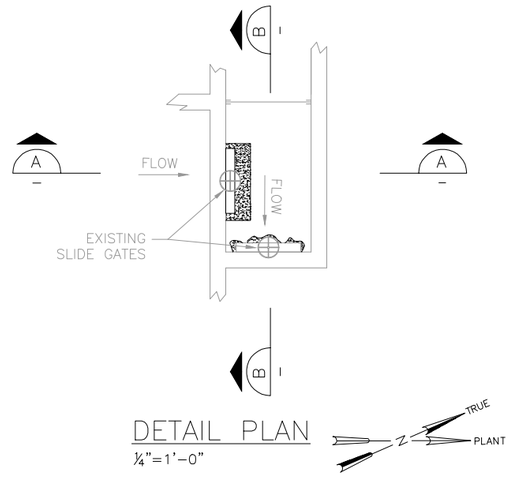
| SYM | REVISIONS | DATE | BY |
|---|---|---|---|
| | | | |

SHEET 5 OF 14

DWG NO. GC-102

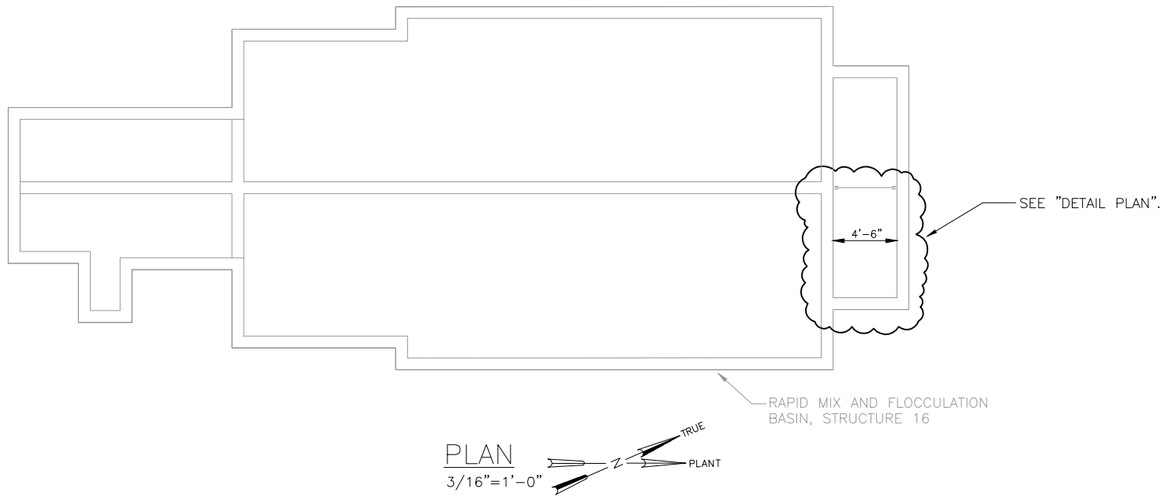
DATE FEB 2019



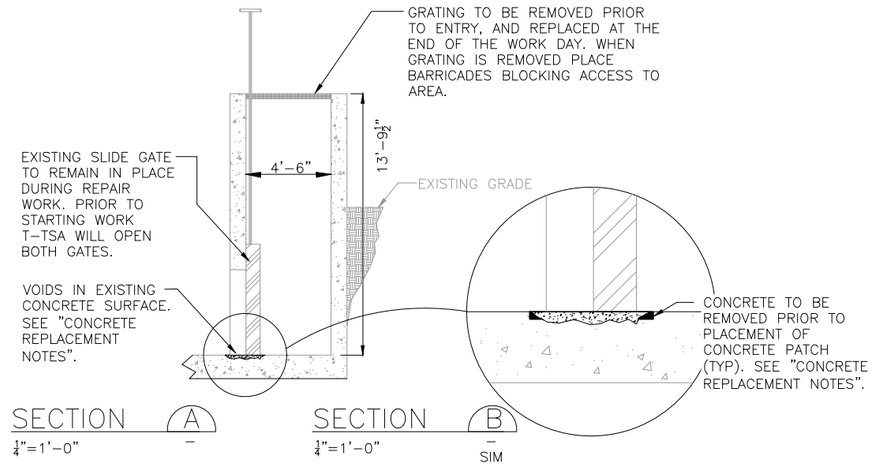

DETAIL PLAN

¼"=1'–0"




PLAN

3/16"=1'–0"




SECTION A

¼"=1'–0"

SECTION B

¼"=1'–0"

SIM

CONCRETE REPLACEMENT NOTES:

1. APPROXIMATE LIMITS OF CONCRETE TO BE REMOVED ARE AS FOLLOWS: 14"±W x 6"±L x 3"±D, 23"±W x 8"±L x 3"±D, 5"±W x 5"±L x 3"±D AND 10"±W x 42"±L x 4"±D. PRIOR TO BID VERIFY EXACT LIMITS OF CONCRETE AT THE MANDATORY PRE–BID CONFERENCE.
2. FOR PATCH LOCATIONS, ALL DELETERIOUS MATERIAL SHALL BE REMOVED AND CLEANED. SURFACE SHALL BE ROUGHENED TO FULL ¼" AMPLITUDE.
3. WHEN PLACING NEW CONCRETE, LIMITS OF NEW CONCRETE SHALL NOT BE FEATHERED INTO EXISTING CONCRETE. AT LIMITS WHERE NEW CONCRETE SHALL BE PLACED, CUT DOWN AND REMOVE EXISTING CONCRETE TO A MINIMUM DEPTH OF ¼" FROM HORIZONTAL. ALL CUT SURFACES SHALL BE ROUGHENED TO THE SATISFACTION OF THE AGENCY.
4. REPAIRS SHALL BE MADE IN ACCORDANCE TO SECTION 03300, AND THESE CONTRACT DOCUMENTS.

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*Truckee, California 96161*
*(530) 587-2525*

REGISTERED PROFESSIONAL ENGINEER
JASON PAUL GRISSOM
No. 71388
Exp. 12-31-19
CIVIL
STATE OF CALIFORNIA

02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

# RAPID MIX AND FLOCCULATION BASIN, STRUCTURE NO. 16, REPAIR AROUND TWO SLIDE GATES

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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

| SYM | REVISIONS | DATE | BY |
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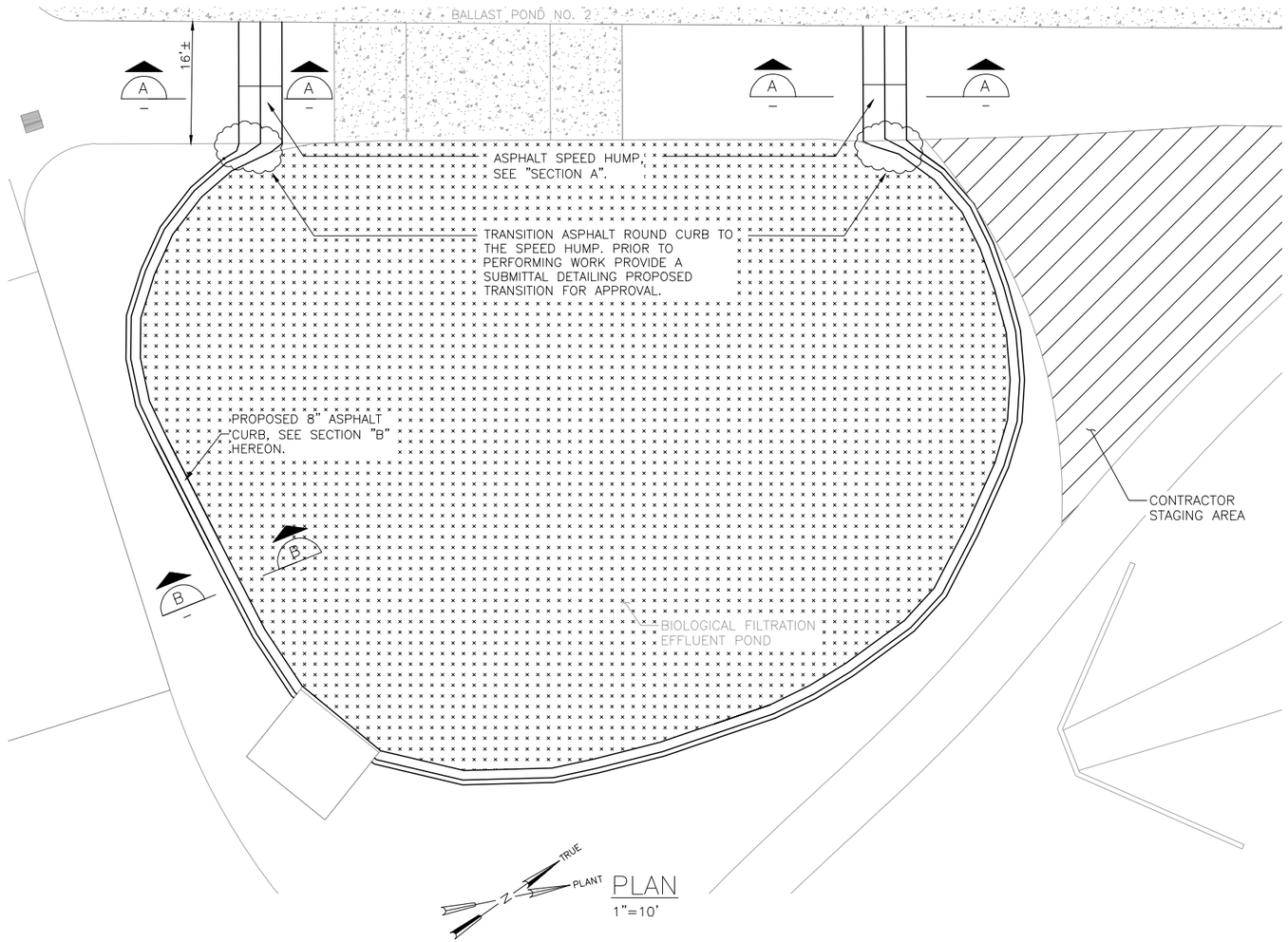
| | | | |

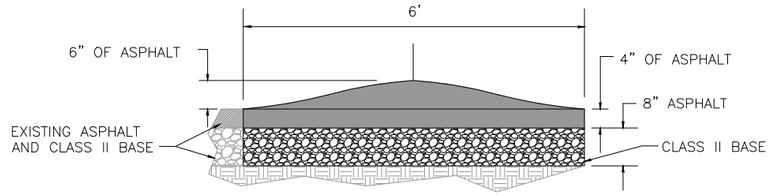
SHEET 6 OF 14

DWG NO. GC–103

DATE FEB 2019



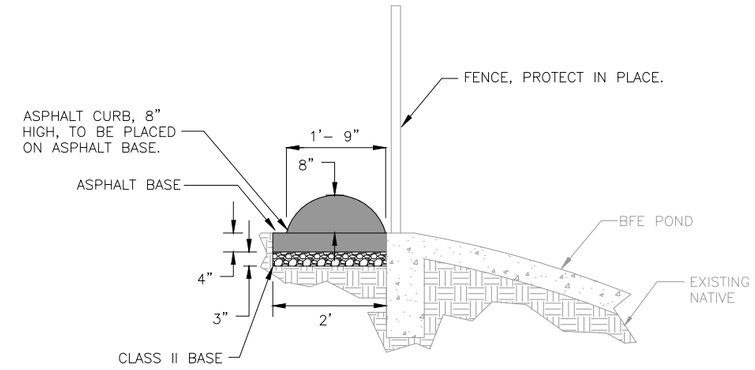

PLAN
1"=10'




SPEED HUMP NOTES:

1. PRIOR TO BID VERIFY DIMENSION WHERE SPEED HUMPS ARE TO BE INSTALLED. VERIFICATION TO BE PERFORMED AT PRE-BID CONFERENCE.
2. REMOVE EXISTING ASPHALT VIA SAW CUTTING TO PRODUCE A CLEAN VERTICAL EDGE.
3. COMPACT EXISTING NATIVE TO AT LEAST 90% RELATIVE COMPACTION.
4. INSTALL 8" OF CLASS II BASE OVER EXISTING NATIVE AND COMPACT TO AT LEAST 95% RELATIVE COMPACTION.
5. PRIOR TO INSTALLING ASPHALT, COAT VERTICAL EDGE OF CUT ASPHALT AND BASE WITH TACK COAT.
6. AFTER INSTALLATION OF ASPHALT, APPLY CRACK SEAL TO BUTT JOINT FORMED BY EXISTING ASPHALT AND NEW ASPHALT.
7. WORK SHALL CONFORM TO SECTION 02772, AND THESE CONTRACT DOCUMENTS.

SECTION A
¾"=1'-0"




ASPHALT CURB NOTES:

1. PRIOR TO BID VERIFY LENGTH OF CURB TO BE INSTALLED AT MANDATORY PRE-BID CONFERENCE.
2. PROTECT IN PLACE EXISTING FENCE AND BIOLOGICAL FILTRATION EFFLUENT (BFE) POND.
3. REMOVE EXISTING NATIVE DOWN TO A DEPTH OF 7" AND COMPACT EXISTING NATIVE TO 90% RELATIVE COMPACTION.
4. INSTALL 3" OF CLASS II BASE OVER EXISTING NATIVE AND COMPACT TO AT LEAST 95% RELATIVE COMPACTION.
5. PRIOR TO INSTALLING ASPHALT, COAT VERTICAL EDGE OF CONCRETE AND BASE WITH TACK COAT.
6. WHEN PLACING THE CURB, THE ASPHALT MATERIAL SHALL BE EXTRUDED UNDER PRESSURE TO OBTAIN A MINIMUM 90% RELATIVE COMPACTION
7. AFTER INSTALLATION OF ASPHALT, APPLY CRACK SEAL TO BUTT JOINT FORMED BY EDGE OF BFE POND AND ASPHALT CURB.
8. WORK SHALL CONFORM TO SECTION 02772, AND THESE CONTRACT DOCUMENTS.

SECTION B
¾"=1'-0"

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02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

# BIOLOGICAL FILTRATION EFFLUENT POND STRUCTURE NO. 34, INSTALLATION OF ASPHALT CURB & TWO SPEED HUMPS

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING
0 — 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|
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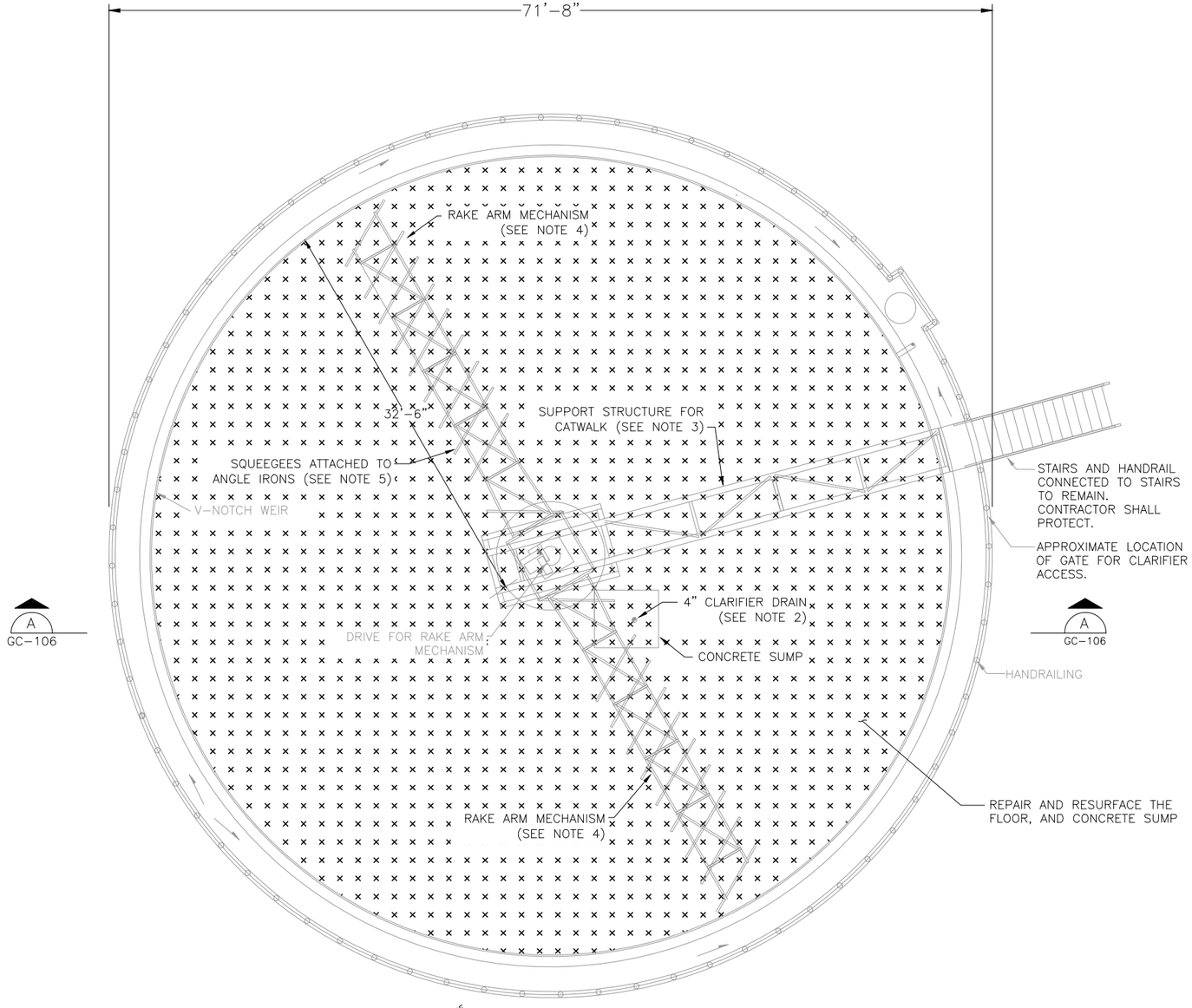
SHEET 7 OF 14
DWG NO. GC-104
DATE FEB 2019

NOTES:

1. SECTION A IS NOT A TRUE SECTION CUT. IT IS A COMPOSITE SECTION THAT SHOWS MAJOR CLARIFIER FEATURES.
2. DRAINS SHOWN ARE SOURCES OF MOISTURE. CONTRACTOR SHALL MITIGATE MOISTURE IMPACTS OF DRAINS TO PROTECT SURFACE PREPARATION AND OTHER REQUIREMENTS OF THE CONTRACT DOCUMENTS. REMOVE ALL PLUGS, IF USED, PRIOR TO PROJECT COMPLETION.
3. GRATING, HANDRAIL, AND OTHER ITEMS ON CATWALK SUPPORT STRUCTURE ARE NOT SHOWN FOR CLARITY.
4. ORIENTATION OF RAKE ARM MECHANISM MAY BE DIFFERENT THAN SHOWN.
5. PROTECT IN PLACE PLASTIC SQUEEGEES ON THE RAKE ARMS TO THE SATISFACTION OF THE AGENCY.
6. ONLY ONE (1) OF TWO (2) CLARIFIERS SHOWN FOR CLARITY. CONTRACTOR SHALL PERFORM WORK DESCRIBED IN THESE CONTRACT DOCUMENTS ON CHEMICAL CLARIFIERS NO. 1 & NO. 2.
7. PLAN SHOWS ORIENTATION OF FEATURES FOR CHEMICAL CLARIFIER NO. 2. CLARIFIER NO. 1 IS SIMILAR.
8. RESURFACING WORK SHALL CONFORM TO SECTIONS 03300, 03750, AND THESE CONTRACT DOCUMENTS.
9. VERIFY DIMENSIONS AND CONDITION OF CONCRETE IN CLARIFIERS AT MANDATORY PRE-BID MEETING.




PLAN
3/16"=1'-0"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JASON PAUL GROSSO No. 71388 Exp. 12-31-19 REGISTERED PROFESSIONAL ENGINEER STATE OF CALIFORNIA CIVIL

02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

CHEMICAL CLARIFIER NO. 1 & NO. 2,
STRUCTURE NO.17 & NO.18
INTERIOR SURFACE REHABILITATION

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING
0 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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| *Drawn By:* | AC |
| *Checked By:* | JP |
| *Approved By:* | LG |

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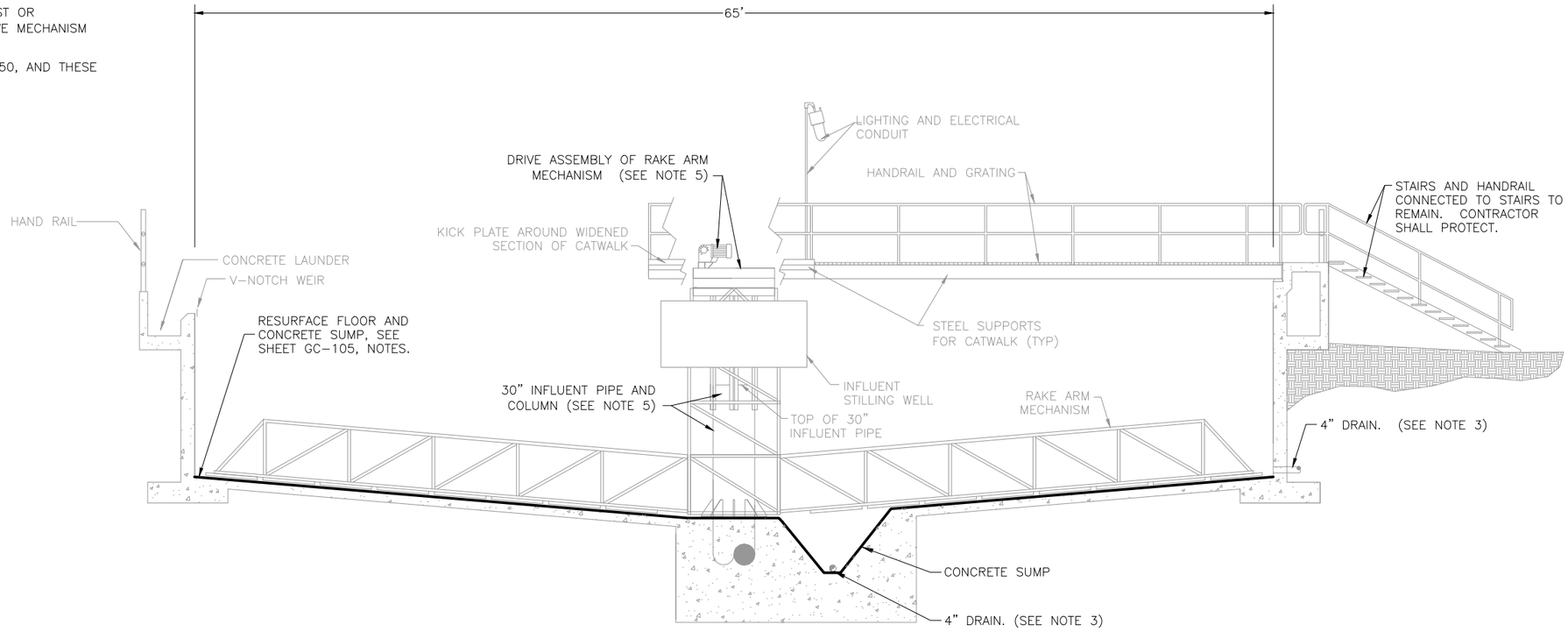
SHEET 8 OF 14
DWG NO. GC-105
DATE FEB 2019

NOTES:

1. THIS COMPOSITE SECTION IS NOT A TRUE SECTION CUT AND IS FOR PURPOSES OF SHOWING MAJOR CLARIFIER FEATURES AND SCOPE OF WORK. SEE PLAN VIEW FOR ORIENTATION OF FEATURES.
2. PRIOR TO BID, ASSESS EXISTING CONDITIONS AND PERFORM ALL MEASUREMENTS NECESSARY AT MANDATORY PRE-BID CONFERENCE.
3. DRAINS SHOWN ARE SOURCES OF MOISTURE. CONTRACTOR SHALL MITIGATE MOISTURE IMPACTS OF DRAINS TO PROTECT SURFACE PREPARATION AND OTHER OTHER REQUIREMENTS OF THE CONTRACT DOCUMENTS. REMOVE ALL PLUGS, IF USED, PRIOR TO PROJECT COMPLETION.
4. PROTECT IN PLACE ALL PAINTED SURFACES, AND REPAIR ANY DAMAGED PAINT THAT OCCURRED AS PART OF THE WORK DESCRIBED IN THESE CONTRACT DOCUMENTS.
5. DURING THE PREPARATION OF THE INTERIOR SURFACE, NO DUST OR DELETERIOUS MATTER SHALL CONTAMINATE THE RAKE ARM DRIVE MECHANISM OR INFLUENT PIPE COLUMN.
6. RESURFACING WORK SHALL CONFORM TO SECTION 03300, 03750, AND THESE CONTRACT DOCUMENTS.




COMPOSITE SECTION A
1/4"=1'-0" GC-105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PROFESSIONAL ENGINEER — JASON PAUL GRISSOM — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

CHEMICAL CLARIFIER NO. 1 & NO. 2,
STRUCTURE NO.17 & NO.18
COMPOSITE SECTION

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING
0 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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| *Designed By:* | AC |
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| *Checked By:* | JP |
| *Approved By:* | LG |

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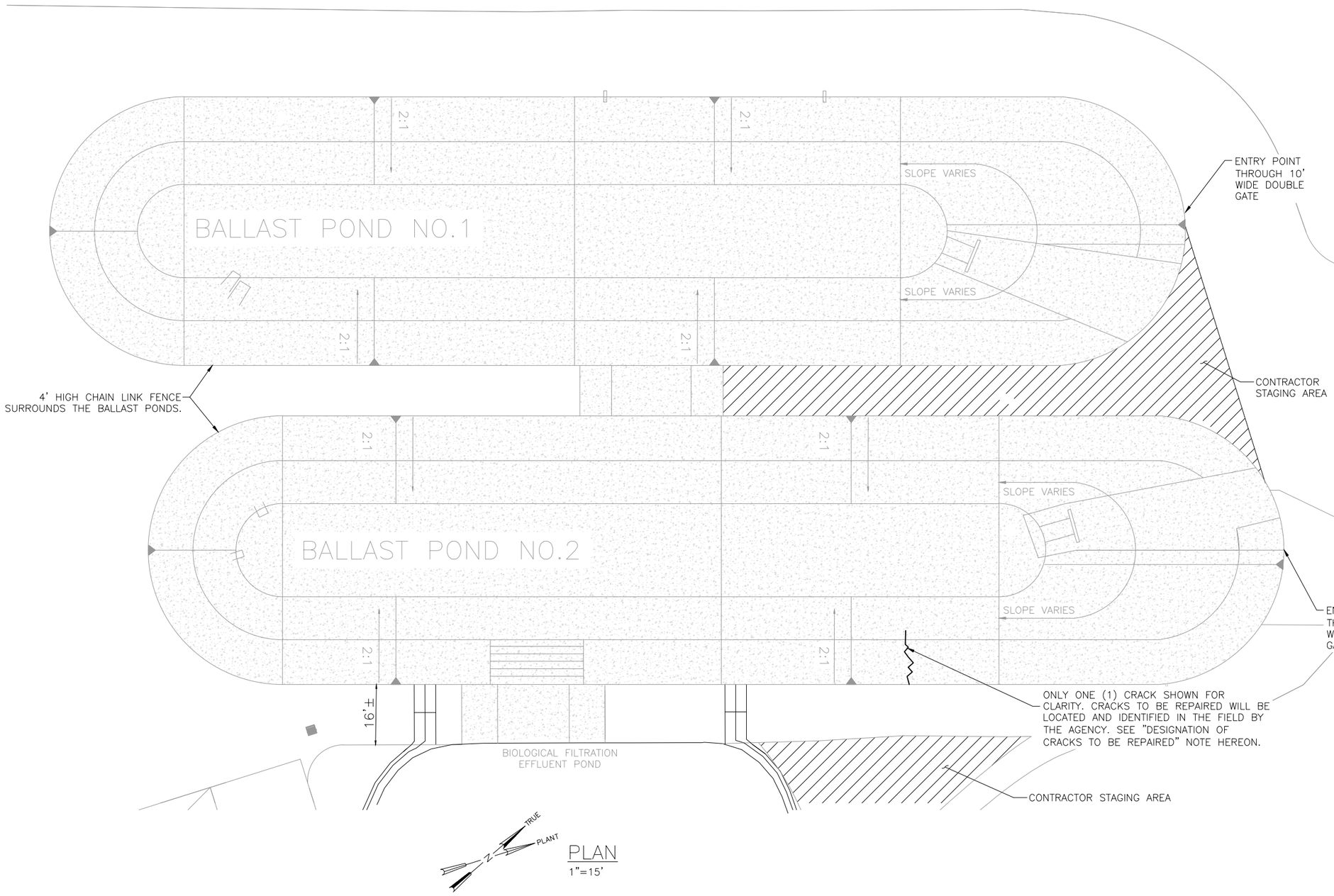
SHEET 9 OF 14
DWG NO. GC-106
DATE FEB 2019




PLAN
1"=15'

WATERSTOP NOTES:

1. PRIOR TO REHABILITATING CONSTRUCTION JOINTS WITH EXPOSED WATERSTOP, PROVIDE THE AGENCY 24 HOURS NOTICE FOR INSPECTION. THE AGENCY SHALL INSPECT THE WATERSTOP AND DETERMINE THE CONDITION OF THE WATERSTOP.
2. WATERSTOP SHALL BE PROTECTED IN PLACE THROUGHOUT THE REHABILITATION WORK.
3. IF THE WATERSTOP BECOMES DAMAGED DURING THE COURSE OF WORK, WATERSTOP SHALL BE REPAIRED AT NO ADDITIONAL CHARGE TO AGENCY.

CRACK RESTORATION:

1. REMOVE ALL DETERIORATED CONCRETE AND OTHER DELETERIOUS MATTER TO THE SATISFACTION OF THE AGENCY.
2. AREA SHALL BE PREPARED BY MECHANICAL MEANS TO PRODUCE AN EXPOSED AGGREGATE SURFACE PROFILE CONSISTENT WITH CSP-6.
3. SEE SECTION 03730 FOR CLASSIFICATION OF CRACK SIZE AND REPAIR METHODS.

DESIGNATION OF CRACKS TO BE REPAIRED:

1. PRIOR TO STARTING CRACK REPAIRS IN THE BALLAST POND, CONTRACTOR AND AGENCY SHALL MARK OUT CRACKS TO BE REPAIRED. TIME TO MARK OUT CRACKS FOR CRACK REPAIR SHALL BE PART OF THE SEVEN (7) DAYS THE CONTRACTOR HAS TO COMPLETE THE WORK IN THAT BALLAST POND.

PERFORMANCE OF WORK:

1. WORK SHALL CONFORM TO SECTIONS 03300, 03730, AND THESE CONTRACT DOCUMENTS.

CONDITION ASSESSMENT:

1. PRIOR TO BID, ASSESS EXISTING CONDITION OF CRACKS AND PERFORM ALL NECESSARY INSPECTION AND MEASUREMENTS AT MANDATORY PREBID CONFERENCE.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REGISTERED PROFESSIONAL ENGINEER — JASON PAUL CARSON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

BALLAST POND NO.1 & NO.2,
STRUCTURE NO.25 & NO.26
CRACK REPAIR

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING
0 — 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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| *Designed By:* | AC |
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| *Checked By:* | JP |
| *Approved By:* | LG |

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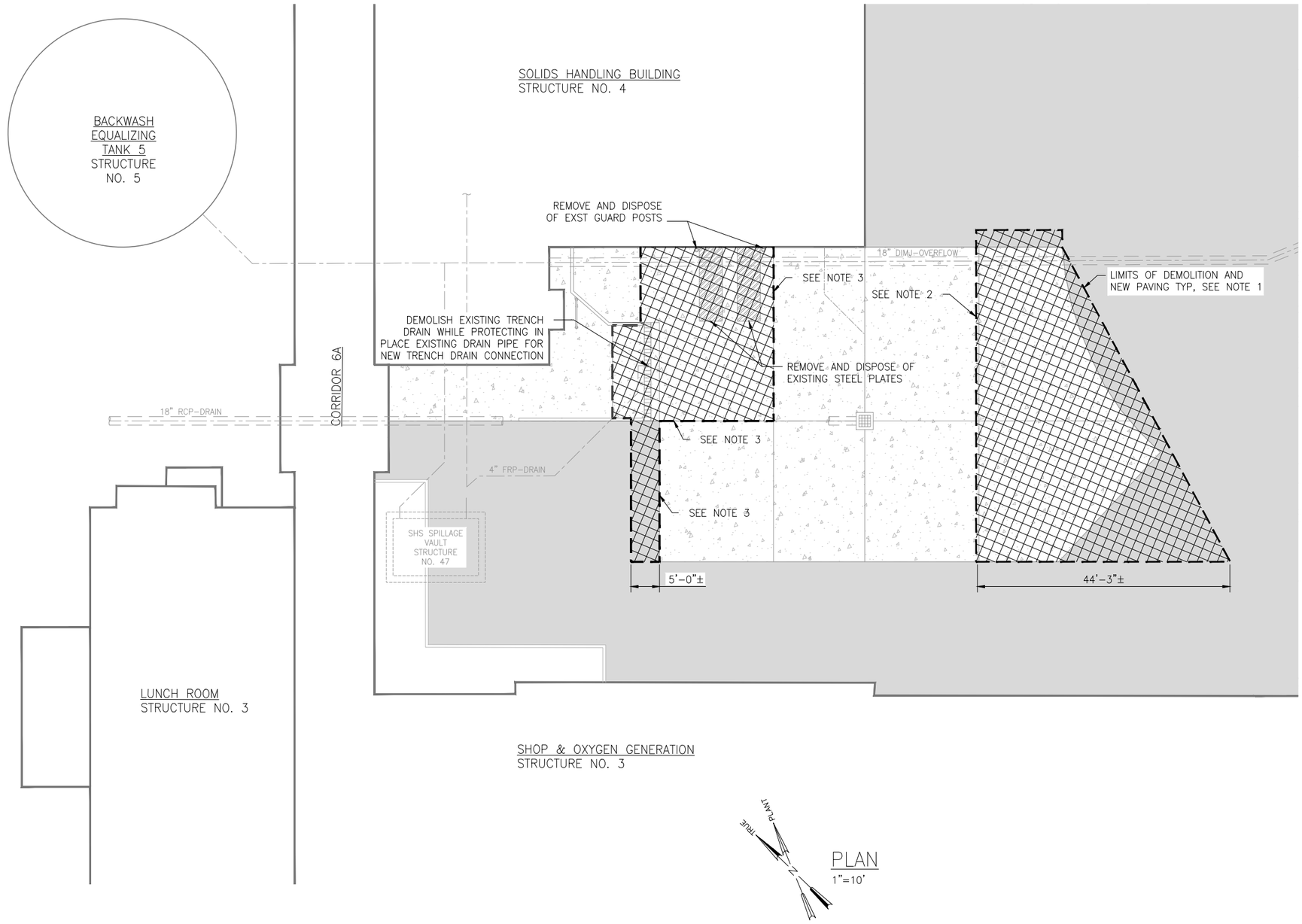
SHEET 10 OF 14
DWG NO. GC-107
DATE FEB 2019




PLAN
1"=10'

NOTES:

1. SAWCUT EXISTING ASPAHLT TO CREATE CLEAN EDGE FOR APPLICATION OF TACK COAT AND NEW ASPHALT.
2. SAWCUT FROM EXISTING CONTRACTION JOINT 3" INTO EXISTING CONCRETE PAD (TO REMAIN) TO CREATE A CLEAN VERTICAL EDGE ALONG EXISTING CONCRETE PAD THAT NEW ASPHALT SHALL BE POURED AGAINST. SEE DETAIL (02234)
3. DEMOLISH PAD ALONG EXISTING CONTRACTION JOINT AND PROTECT IN PLACE ADJACENT PADS.

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REGISTERED PROFESSIONAL ENGINEER — BRENDON PAUL CARLSSON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

CONCRETE APRON RESTORATION - DEMOLITION

VERIFY SCALE

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0 — 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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| *Designed By:* | AC |
| *Drawn By:* | SF |
| *Checked By:* | JP |
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
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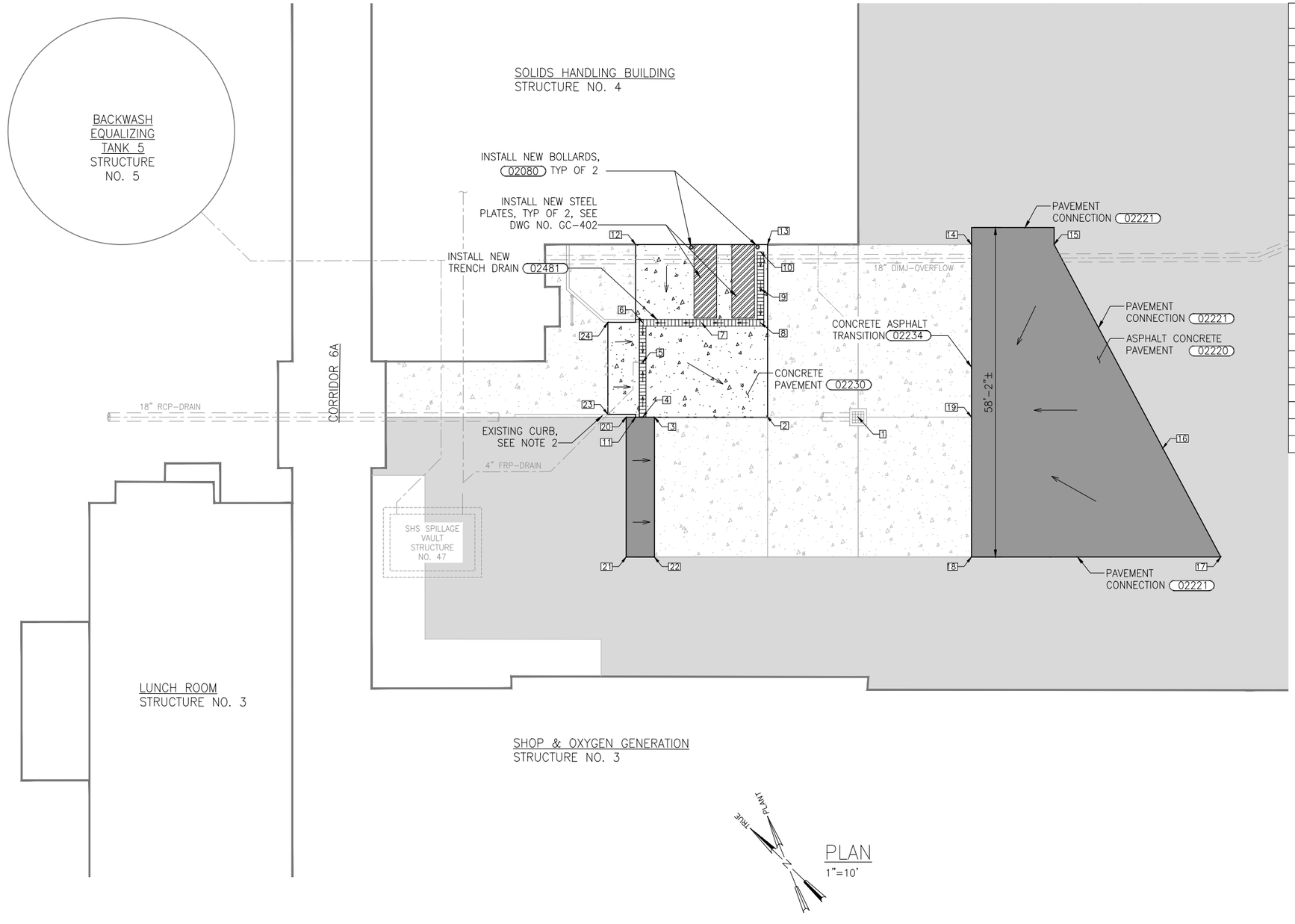
SHEET 11 OF 14
DWG NO. GC-108
DATE FEB 2019




## COORDINATE TABLE

| NO | NORTHING | EASTING | ELEVATION | DESCRIPTION |
|---|---|---|---|---|
| 1 | 3746.51 | 871.74 | 5734.80 | TG |
| 2 | 3752.57 | 856.93 | 5734.99 | FG |
| 3 | 3760.15 | 838.42 | 5735.10 | FG |
| 4 | 3760.94 | 836.49 | 5734.23 / 5735.11 | FL / TG |
| 5 | 3769.89 | 840.16 | 5734.13 / 5735.13 | FL / TG |
| 6 | 3776.36 | 842.81 | 5734.20 / 5735.13 | FL / TG |
| 7 | 3772.42 | 852.45 | 5734.30 / 5735.19 | FL / TG |
| 8 | 3768.47 | 862.09 | 5734.41 / 5735.22 | FL / TG |
| 9 | 3773.99 | 864.35 | 5734.47 / 5735.30 | FL / TG |
| 10 | 3780.06 | 866.83 | 5734.53 / 5735.37 | FL / TG |
| 11 | 3761.41 | 835.34 | 5735.12 | FG |
| 12 | 3789.63 | 846.89 | 5735.54 | FG |
| 13 | 3780.80 | 868.49 | 5735.39 | FG |
| 14 | 3767.16 | 901.80 | 5735.31 | FG |
| 15 | 3761.63 | 915.32 | 5735.45 | FG |
| 16 | 3721.04 | 919.46 | 5736.50 | FG |
| 17 | 3699.38 | 921.68 | 5737.40 | FG |
| 18 | 3716.08 | 880.95 | 5737.35 | FG |
| 19 | 3738.94 | 890.25 | 5735.71 | FG |
| 20 | 3762.04 | 833.79 | 5735.43 | FG |
| 21 | 3739.18 | 824.44 | 5737.23 | FG |
| 22 | 3737.74 | 829.07 | 5736.99 | FG |
| 23 | 3763.74 | 850.98 | 5735.31 | FG |
| 24 | 3778.77 | 837.13 | 5735.29 | FG |

TG = TOP OF GRATE, FG = FINISH GRADE, FL = FLOW LINE
[X] = COORDINATE NO. X

NOTES:

1. ADD BASE AS NECESSARY TO CREATE SMOOTH GRADE TRANSITION BETWEEN EXISTING ASPHALT AND NEW ASPHALT.
2. SAWCUT EXISTING CURB TO CREATE SMOOTH 30 DEGREE TAPERED EDGE FROM HORIZONTAL AT CURB LOCATIONS ADJACENT TO THE TRENCH DRAIN. SEE TRENCH DETAIL 02481
3. REPAIRS MADE SHALL BE CONSISTENT WITH SECTIONS 02772, 03100, 03210, 03215, 03300, AND THESE CONTRACT DOCUMENTS.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02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

CONCRETE APRON RESTORATION - IMPROVEMENTS

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING
0 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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| *Designed By:* | AC |
| *Drawn By:* | SF |
| *Checked By:* | JP |
| *Approved By:* | LG |

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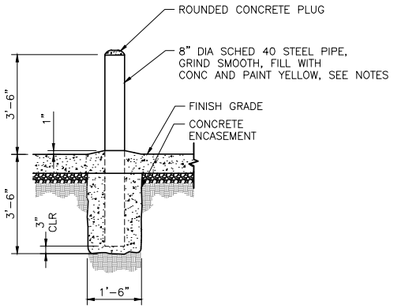
SHEET 12 OF 14
DWG NO. GC-109
DATE FEB 2019

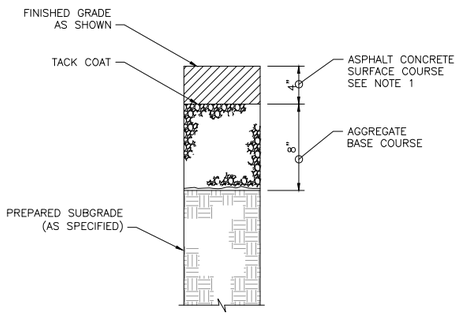



NOTES:

1. SEVEN (7) DAYS PRIOR TO ANY METAL SURFACE PREPARATION, SUBMIT A COLOR SAMPLE FOR AGENCY APPROVAL.
2. METAL SURFACES SHALL HAVE ALL DELETERIOUS SURFACE CONTAMINATION REMOVED TO THE SATISFACTION OF THE AGENCY. AFTER PREPARATION THE METAL SURFACE SHALL HAVE A MINIMUM 1.5MIL –2.0MIL BLAST PROFILE. THEREAFTER ALL PREPARED METAL SURFACES SHALL BE CLEANED WITH A COMMERCIAL CLEANER TO REMOVE ALL REMAINING DELETERIOUS CONTAMINATION, INCLUDING BUT NOT LIMITED TO DIRT, GREASE, AND OIL.
3. APPLY A PRIME COAT TO ALL PREPARED SURFACES. COATING THICKNESS SHALL BE CONSISTENT WITH MANUFACTURER'S RECOMMENDATIONS. COLOR SHALL BE DIFFERENT THAN FINAL COAT.
4. WITHIN THE MANUFACTURER'S SPECIFIED RECOAT TIME, APPLY A FINAL COAT. FINAL COATING THICKNESS SHALL BE CONSISTENT WITH MANUFACTURER'S RECOMMENDATIONS.

GUARD POST – EXTERIOR 02080

NTS

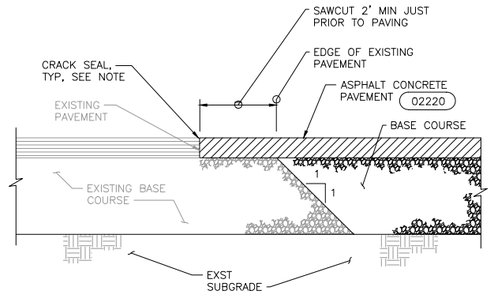



NOTES:

1. ASPHALT THICKNESS FOR NEW PAVEMENT SHALL BE 4 INCHES UNLESS NOTED OTHERWISE. PLACE 4–INCH THICKNESS IN TWO LIFTS OF EQUAL THICKNESS AND TACK COAT BETWEEN LIFTS.
2. AGGREGATE BASE SHALL BE CLASS II BASE COMPACTED TO AT LEAST 95% RELATIVE COMPACTION OVER EXISTING NATIVE SUBGRADE.
3. COMPACT EXISTING NATIVE SUBGRADE TO 90% RELATIVE COMPACTION.

ASPHALT CONCRETE PAVEMENT 02220

NTS

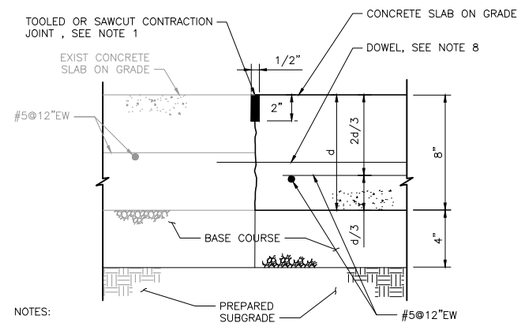



NOTE:

PAINT EDGE OF EXISTING ASPHALT WITH TACK COAT PRIOR TO PAVING. CRACK SEAL JOINT AFTER PAVING OPERATION HAS BEEN COMPLETED.

PAVEMENT CONNECTION 02221

NTS

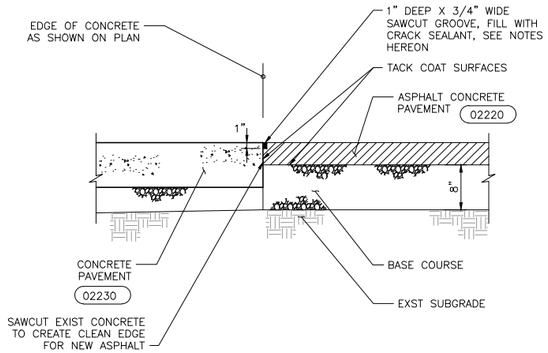



NOTES:

1. CONTRACTION JOINT SHALL BE MADE, CLEANED WITH COMPRESSED AIR, AND FILLED WITH TYPE 2 SEALANT.
2. INSTALL 1/2" PREMOLDED JOINT FILLER FULL DEPTH WHERE CONCRETE PAVEMENT ABUTS CONCRETE CURB, BUILDING, OR ANY RIGID STRUCTURE.
3. PROVIDE A 12" THICK BY 18" WIDE THICKENED EDGE AT FREE EDGES OF SLAB. TRANSITION THICKENED EDGE TO NORMAL 8" THICKNESS IN 18".
4. IF LOCATION OF SAWCUT IS WITHIN 5 FEET OF AN EXISTING JOINT OR EDGE OF CONCRETE, REPLACE ENTIRE CONCRETE TO THE JOINT OR EDGE.
5. CONSTRUCT JOINTS ACROSS NEW CONCRETE TO MATCH EXISTING JOINT TYPES AND LOCATIONS.
6. AGGREGATE BASE SHALL BE CLASS II BASE COMPACTED TO AT LEAST 95% RELATIVE COMPACTION OVER EXISTING NATIVE SUBGRADE.
7. COMPACT EXISTING NATIVE SUBGRADE TO 90% RELATIVE COMPACTION.
8. DOWEL INTO EXIST CONCRETE SLAB 6" AND PROVIDE 18" DEVELOPMENT LENGTH IN NEW SLAB.

CONCRETE PAVEMENT 02230

NTS

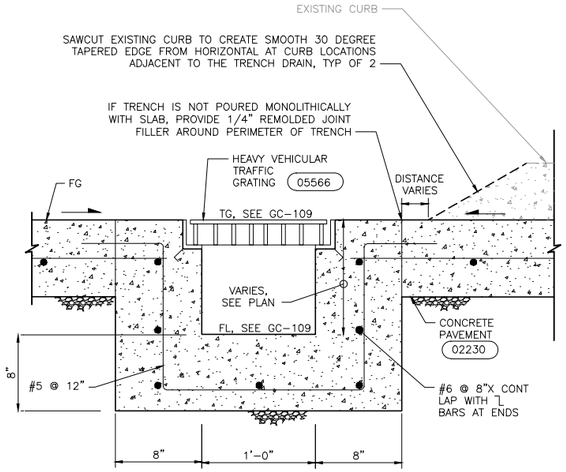



NOTES:

1. CRACK SEALANT SHALL BE HOT POURED, SELF–LEVELING, BITUMINOUS–BASED CRACK SEALANT MEETING THE REQUIREMENTS OF ASTM D6690.
2. CONTRACTOR SHALL THOROUGHLY CLEAN ALL SAWCUT CRACKS BY REMOVING DUST, DIRT, SAND, MOISTURE, LOOSE ASPHALT, AND OTHER DELETERIOUS MATERIALS.
3. ALL CRACKS SHALL BE FILLED IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
4. FILL ALL CRACKS WITHIN TWO (2) HOURS OF CLEANING. FILL CRACKS FROM THE BOTTOM TO THE TOP WITHOUT FORMATION OF VOIDS AND AIR POCKETS.
5. FILL CRACKS COMPLETELY AND LEVEL THE CRACK–FILLED SURFACES. SEALANT WIDTH SHALL NOT EXCEED 1/8 INCH ABOVE THE PAVEMENT SURFACE.

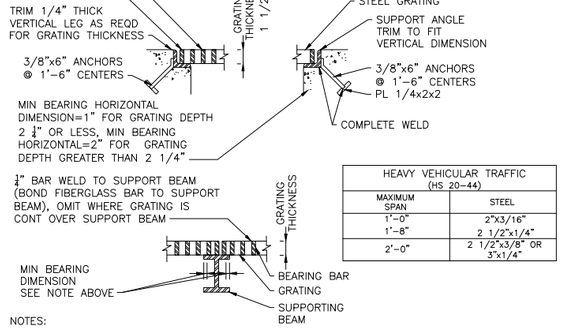
CONCRETE/ASPHALT TRANSITION 02234

NTS




CAST–IN–PLACE TRENCH DRAIN 02481

NTS




| HEAVY VEHICULAR TRAFFIC (HS 20–44) | |
|---|---|
| MAXIMUM SPAN | STEEL |
| 1'–0" | 2"X3/16" |
| 1'–8" | 2 1/2"x1/4" |
| 2'–0" | 2 1/2"x3/8" OR 3"x1/4" |

NOTES:

1. STEEL GRATING BEARING BARS FOR VEHICULAR TRAFFIC SHALL BE SPACED AT 1 7/8" OC.
2. SHOP DRAWINGS BASED ON FIELD DIMENSIONS SHALL BE SUBMITTED TO THE AGENCY PRIOR TO FABRICATION.
3. MATERIAL FOR SUPPORTS OF STEEL GRATING TO BE SAME AS GRATING EXCEPT METAL SUPPORTS THAT ARE TO BE EMBEDDED IN CONCRETE SHALL BE TYPE 316 STAINLESS STEEL.
4. BEARING BAR THICKNESS FOR GRATING TO BE 3/16" MINIMUM.
5. BAND ALL EDGES WITH 3/16" x DEPTH OF BEARING BAR.
6. PROVIDE MISCELLANEOUS GRATING FASTENERS AS REQUIRED.
7. THE HORIZONTAL CLEARANCE BETWEEN THE GRATING AND GRATING SUPPORTS SHALL NOT BE LESS THAN 1/4" NOR GREATER THAN 1/2" AND AS SPECIFIED.
8. ALL GRATING SECTIONS, WHEN IN PLACE, SHALL ALWAYS BE FIRMLY ANCHORED TO THEIR SUPPORTS AS SPECIFIED.
9. PROVIDE GRATING SUBMITTAL TO AGENCY FOR REVIEW AND ACCEPTANCE.
10. GRATING SECTION LENGTHS SHALL BE 3 FT OR APPROVED BY AGENCY.

STANDARD GRATING 05566

NTS


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


REGISTERED PROFESSIONAL ENGINEER — SIMON PAUL GRISSOM — No. 71,188 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

02/06/2019

# *2019 PLANT CONCRETE REPAIR PROJECT*

## SITE DETAILS

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 — 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

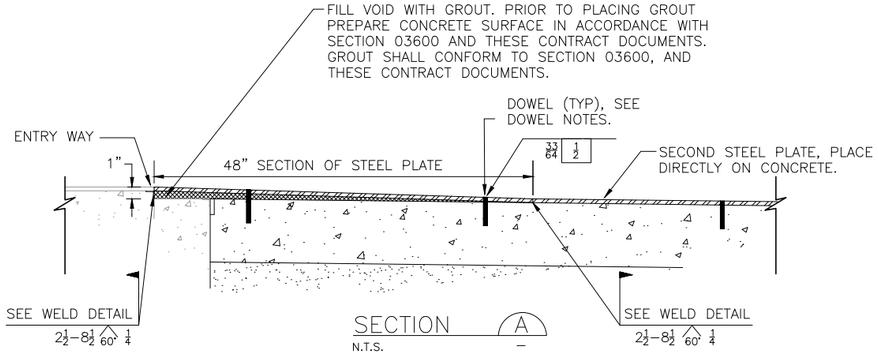
| | |
|---|---|
| *Designed By:* | AC |
| *Drawn By:* | SF |
| *Checked By:* | JP |
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|
| | | | |

SHEET 13 OF 14

DWG NO. GC–401

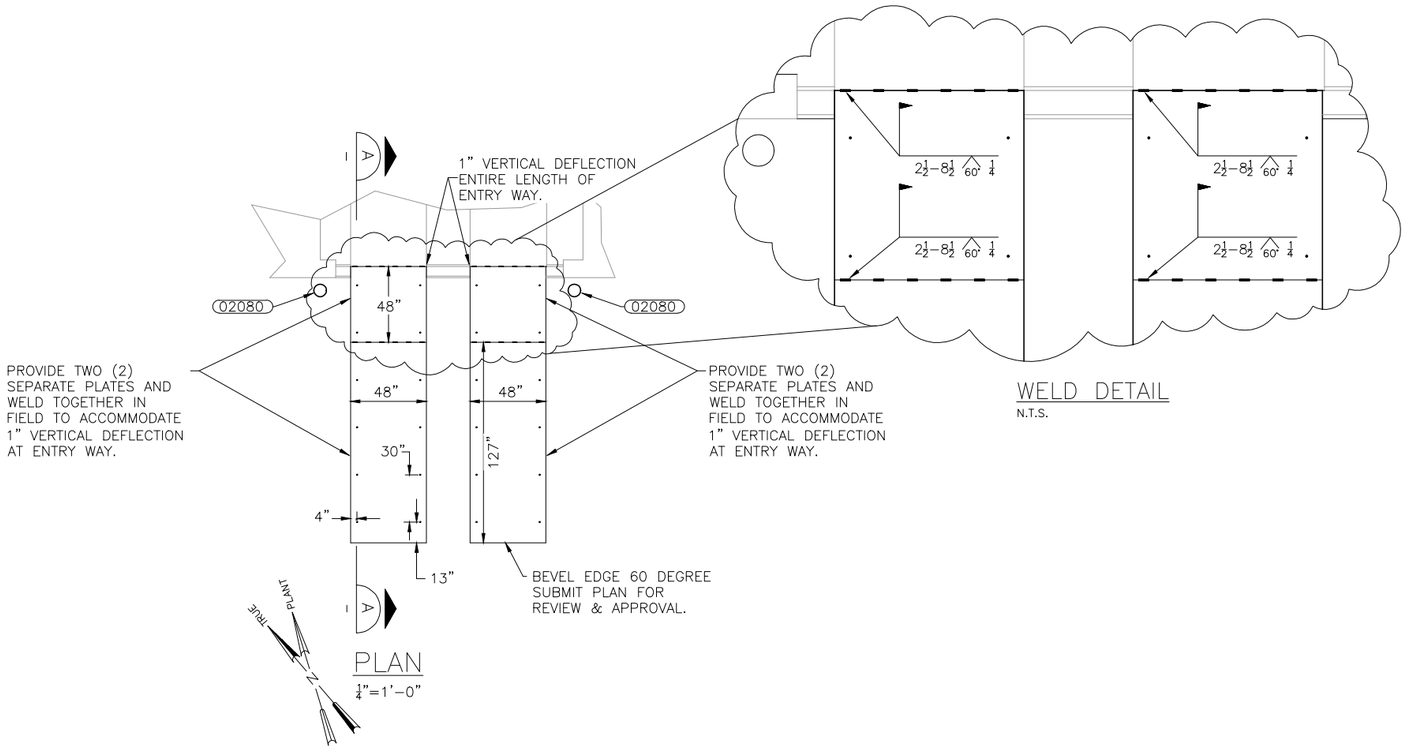
DATE FEB 2019




SECTION A
N.T.S.

DOWEL NOTES:

1. PLACE STEEL PLATES AS SHOWN, THEN DRILL 24 HOLES THROUGH STEEL PLATES. HOLE SHALL EXTEND 3" INTO CONCRETE. LOCATION OF HOLES AS SHOWN IN THE DRAWINGS.
2. PLACE 24 SECTIONS OF #4 REBAR DOWEL INTO HOLES. TOP OF #4 REBAR DOWEL SHALL BE 1/4" BELOW SURFACE OF STEEL PLATE.
3. EMBEDMENT DEPTH OF REBAR SHALL BE AT MINIMUM 3". EPOXY USED TO EMBED DOWELS SHALL BE APPROVED BEFORE USE.
4. AFTER EPOXY HAS CURED PLUG, WELD ALL HOLES, 24 TOTAL, AS SHOWN ON THESE DRAWINGS.




PLAN
1/4"=1'-0"




WELD DETAIL
N.T.S.

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

REGISTERED PROFESSIONAL ENGINEER JOHN PAUL GROSSMAN No. 71388 Exp. 12-31-19 CIVIL STATE OF CALIFORNIA

02/06/2019

*2019 PLANT CONCRETE REPAIR PROJECT*

SITE DETAILS

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| *Drawn By:* | AC |
| *Checked By:* | JP |
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|
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SHEET 14 OF 14

DWG NO. GC-402

DATE FEB 2019

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Jay Parker, Engineering Manager

**Item:** V-6

**Subject:** Approval to advertise and solicit bids for the 2019 Roof Repair project

**Background**
The 2019 Roof Repair project is included in the fiscal year 2019-2020 Replacement, Rehabilitation and Upgrade budget under EPDM Roof Replacement and is intended to follow last year's project to repair critical roof areas that reached the end of their life cycle. The approved budget amount was $100,000.

Unfortunately, during the winter of 2018/2019, staff noted several unexpected roof failures in other various buildings throughout the plant that needed repair or replacement. Based on assessments and inspections conducted by staff and contractors, it is recommended that the roofs with unexpected failures be replaced. The roof areas are as follows:

- Building 4, Middle Roof
- Building 27, Electrical Supply Building
- Building 32, Digester Building (New Side)
- Buildings 13 & 53, C&CT

As the new roof failures were not scheduled for fiscal year 2018-2019 and are in need for replacement due to the potential compromise of critical equipment, staff incorporated the additional roof areas into the project. This would exceed the approved budget amount, however, (1) staff believes that the work is critical and (2) there is a better potential to obtain more bids as the expanded scope may be of greater interest to larger roofing contractors and lower bid amounts. The project field work is scheduled to commence August 5, 2019 and end October 4, 2019.

**Fiscal Impact**
The engineer's construction cost estimate for the project is $460,000.

**Attachments**
2019 Roof Repair project plans.

**Recommendation**
Management and staff recommend approval to advertise and solicit bids for the 2019 Roof Repair project.

**Review Tracking**

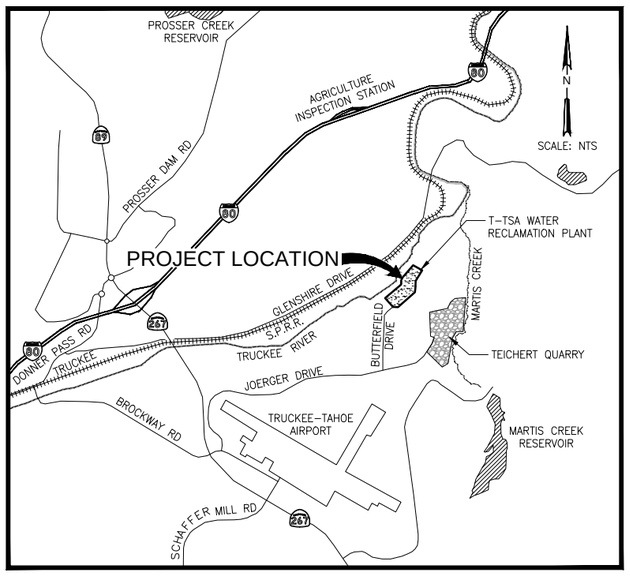
Submitted By: _____
Jay Parker
Engineering Manager

Approved By: _____
LaRue Griffin
General Manager

# TAHOE - TRUCKEE SANITATION AGENCY

## REGIONAL WATER RECLAMATION PLANT

# 2019 ROOF REPAIR PROJECT



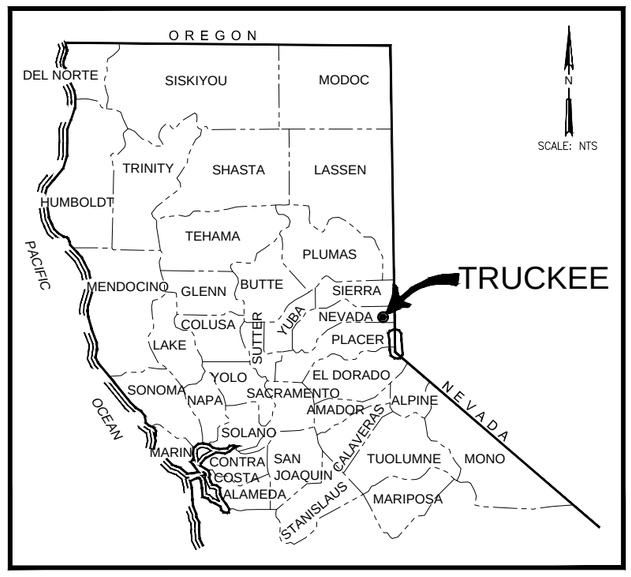

LOCATION MAP

## APRIL 2019

### BOARD OF DIRECTORS

| | |
|---|---|
| PRESIDENT | S. LANE LEWIS |
| VICE PRESIDENT | DALE COX |
| DIRECTOR | JON NORTHROP |
| DIRECTOR | DAN WILKINS |
| DIRECTOR | BLAKE TRESAN |

APPROVED: _____
GENERAL MANAGER
LARUE GRIFFIN




VICINITY MAP

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

REGISTERED PROFESSIONAL ENGINEER
JORDON PAUL CARLSON
No. 71388
Exp. 12-31-19
CIVIL
STATE OF CALIFORNIA

04/3/2019

*2019 ROOF REPAIR PROJECT*

TITLE SHEET

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| *Drawn By:* | AC |
| *Checked By:* | JP |
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|
| | | | |

SHEET 1 OF 9
DWG NO. G-1
DATE APRIL 2019

## SHEET INDEX

### GENERAL

| SHEET NO. | DRAWING NO. | DRAWING TITLE |
|---|---|---|
| 1 | G–1 | TITLE SHEET |
| 2 | G–2 | SHEET INDEX, LEGEND, ABBREVIATIONS, AND NOTES |
| 3 | G–3 | SITE ACCESS PLAN |

### SITE CIVIL

| SHEET NO. | DRAWING NO. | DRAWING TITLE |
|---|---|---|
| 4 | GC–101 | BUILDING 4, MIDDLE ROOF RESTORATION |
| 5 | GC–102 | BUILDING 27, ROOF RESTORATION |
| 6 | GC–103 | BUILDING 32, ROOF RESTORATION |
| 7 | GC–104 | BUILDING 13 & 53, ROOF RESTORATION |
| 8 | GC–401 | SITE DETAILS |
| 9 | GC–402 | SITE DETAILS |

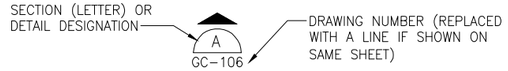
## WORK TO BE DONE

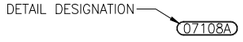
THE WORK INCLUDES THE REPLACEMENT OF EXISTING ROOFING AND RELATED APPURTENANCES ON BUILDINGS 4, 27, 32, 13 & 53.

## STANDARD SPECIFICATIONS AND DRAWINGS

SEE PART 6 FOR THE STANDARD SPECIFICATIONS TO BE USED FOR THE PROJECT. DRAWINGS FOR THE PROJECT ARE IN THE PART 7 DRAWING SET.

## DETAIL AND SECTION DESIGNATION




CONTRACTOR SHALL PROVIDE AGENCY SHOP DRAWING(S) (SUBMITTAL(S)) FOR WORK RELATING TO DETAIL DESIGNATION NUMBERS SHOWN (E.G. 07108A), INCLUDING ROOFING SYSTEM, AND RELATED APPURTENANCES. WHERE DIFFERENCES EXIST BETWEEN MANUFACTURER'S STANDARDS AND INDUSTRY STANDARDS, THE MORE STRINGENT SHALL PREVAIL. AGENCY SHALL APPROVE SAID SUBMITTALS PRIOR TO THE START OF WORK.

## GENERAL NOTE

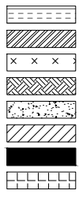
1. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL NECESSARY MEASUREMENTS AS NEEDED FOR THE PREPARATION OF THE BID.

## GENERAL SYMBOLS

DIRECTION OF SURFACE SLOPE


NORTH ARROW SHOWING TRUE NORTH AND "PLANT NORTH". PLANT NORTH IS ADJUSTED TO MATCH ORIENTATION OF PLANT FACILITIES.

## CIVIL LEGEND



ROOF NOT TO BE WORKED ON
STAGING AREA
REPAIR AND RESURFACE
GROUND
CONCRETE
INSULATION
EPDM ROOF MEMBRANE
WALKWAY PADS

## ABBREVIATIONS

| | |
|---|---|
| @ | AT |
| AB | ANCHOR BOLT, AGGREGATE BASE |
| ABDN | ABANDONED |
| AC | ASPHALTIC CONCRETE |
| ACI | AMERICAN CONCRETE INSTITUTE |
| ADDL | ADDITIONAL |
| ADH AB | ADHESIVE ANCHOR BOLT |
| ADJ | ADJACENT, ADJUSTABLE |
| AFF | ABOVE FINISH FLOOR |
| AFG | ABOVE FINISH GRADE |
| AGGR | AGGREGATE |
| AHR | ANCHOR |
| AISC | AMERICAN INSTITUTE OF STEEL CONSTRUCTION |
| AL | ALUMINUM |
| ALTN | ALTERNATE |
| ANSI | AMERICAN NATIONAL STANDARDS INSTITUTE |
| APPROX | APPROXIMATE |
| APVD | APPROVED |
| ARCH | ARCHITECTURAL |
| AWT | ADVANCED WASTE TREATMENT |
| BETW | BETWEEN |
| BF | BLIND FLANGE, BOTTOM FACE |
| BLDG | BUILDING |
| BM | BENCHMARK, BEAM |
| BNR | BIOLOGICAL NITROGEN REMOVAL |
| BOP | BOTTOM OF PIPE |
| BOS | BOTTOM OF STEEL |
| BOT | BOTTOM |
| C | CHANNEL (BEAM) |
| C&CT | CONVENTIONAL AND CHEMICAL TREATMENT |
| CB | CATCH BASIN |
| CC | CIRCLE CENTER, CARBON COLUMN |
| CEIL | CEILING |
| CFM | CUBIC FEET PER MINUTE |
| CFS | CUBIC FEET PER SECOND |
| CHEM | CHEMICAL |
| CHKD | CHECKERED PLATE |
| CJ | CONSTRUCTION JOINT |
| CLDIP | CEMENT LINED DUCTILE IRON PIPE |
| CLG | CEILING |
| CLR | CLEAR |
| ℄ CL | CENTERLINE |
| CMP | CORRUGATED METAL PIPE |
| CMU | CONCRETE MASONRY UNIT |
| CO | CLEANOUT |
| COL | COLUMN |
| CONC | CONCRETE |
| CONN | CONNECTION |
| CONT | CONTINUOUS, CONTINUATION |
| COORD | COORDINATION |
| CPVC | CHLORINATED POLYVINYL CHLORIDE |
| CRS | COLD ROLLED STEEL |
| CTD | CENTERED |
| CTR | CENTER |
| C TO C | CENTER TO CENTER |
| CU | CUBIC |
| CU FT | CUBIC FEET |
| CU IN | CUBIC INCH |
| CU YD | CUBIC YARD |
| CULV | CULVERT |
| DBA | DEFORMED BAR ANCHOR |
| D | PENNY (NAIL SIZE), DEEP |
| DBL | DOUBLE |
| DEMO | DEMOLITION |
| DET | DETAIL |
| DI | DROP INLET, DUCTILE IRON |
| DIA | DIAMETER |
| DIAG | DIAGONAL |
| DIL | DILUTE |
| DIMJ | DUCTILE IRON MECHANICAL JOINT |
| DIP | DUCTILE IRON PIPE |
| DIPGL | DUCTILE IRON PIPE, FLANGED, GLASS LINED |
| DIR | DIRECTION |
| DOWN | DOWN |
| DWG | DRAWING |
| e | EXTERNAL DISTANCE |
| E | EAST |
| EWEF | EACH WAY, EACH FACE |
| EC | END CURVE |
| ECC | ECCENTRIC |
| EF | EACH FACE, EXHAUST FAN |
| EFF | EFFLUENT |
| EL | ELEVATION |
| ELB | ELBOW |
| ELEC | ELECTRIC, ELECTRICAL |
| ENGR | ENGINEER |
| EPDM | ETHYLENE PROPYLENE DIENE MONOMER |
| EQL SP | EQUALLY SPACED |
| EQPT | EQUIPMENT |
| EW | EACH WAY |
| EXC | EXCAVATE |
| EXH | EXHAUST FAN |
| EXP | EXPOSED, EXPANSION |
| EXP JT | EXPANSION JOINT |
| EXST | EXISTING |
| FB | FLAT BAR |
| FC | FLEXIBLE COUPLING |
| FCA | FLEXIBLE COUPLING ADAPTER |
| FCO | FLOOR CLEANOUT |
| FD | FLOOR DRAIN |
| FDA | FLOOR DRAIN W/ INTEGRAL TRAP |
| FDN | FOUNDATION |
| FF | FINISH FLOOR |
| FG | FINISH GRADE |
| FHY | FIRE HYDRANT |
| FIG | FIGURE |
| FL | FLOOR |
| FLG | FLANGE |
| FLH | FLAT HEAD |
| FLL | FLOW LINE |
| FLTR | FILTER |
| FNSH | FINISH |
| FOC | FACE OF CONCRETE |
| FRP | FIBERGLASS REINFORCED PLASTIC |
| FT | FOOT OR FEET |
| FTG | FOOTING |
| FWD | FORWARD |
| °F | DEGREE FAHRENHEIT |
| GA | GAGE, GAUGE |
| GAL | GALLON |
| GALV | GALVANIZED |
| GALVI | GALVANIZED IRON |
| GC | GENERAL CIVIL |
| GCO | GRADE CLEANOUT |
| GCF | GROOVED COUPLING FITTING |
| GE | GROOVED END |
| GL | GLASS |
| GLDIP | GLASS LINED DUCTILE IRON PIPE |
| GRTG | GRATING |
| GSP | GALVANIZED STEEL PIPE |
| GVL | GRAVEL |
| HAS | HEADED ANCHOR STUD |
| HDR | HEADER |
| HDW | HARDWARE |
| HGT | HEIGHT |
| HM | HOLLOW METAL |
| HORIZ | HORIZONTAL |
| HR | HANDRAIL |
| HPT | HIGH POINT |
| I&C | INSTRUMENTATION & CONTROL |
| ID | INSIDE DIAMETER |
| IE, I.E. | INVERT ELEVATION |
| IF | INSIDE FACE |
| IN | INCH |
| INFL | INFLUENT |
| INSTM | INSTRUMENT |
| INSUL | INSULATE |
| INV | INVERT |
| JT | JOINT |
| KIP | THOUSAND POUNDS |
| KW | KILOWATT |
| L | LEFT, ANGLE, LENGTH |
| LAT'L | LATERAL |
| LB | POUNDS |
| LB/CU FT | POUNDS PER CUBIC FOOT |
| LF | LINEAR FEET |
| LG | LONG |
| LH | LEFT HAND |
| LINT | LINTEL |
| LONG | LONGITUDINAL |
| LR | LONG RADIUS |
| LPT | LOW POINT |
| MAX | MAXIMUM |
| MB | MACHINE BOLT |
| MCC | MOTOR CONTROL CENTER |
| MECH | MECHANICAL |
| MFR | MANUFACTURER |
| MGD | MILLION GALLONS PER DAY |
| MH | MANHOLE |
| MIN | MINIMUM, MINUTE |
| MISC | MISCELLANEOUS |
| MJ | MECHANICAL JOINT |
| MSNRY | MASONRY |
| MTL | MATERIAL |
| MO | MASONRY OPENING |
| N | NORTH |
| N/A | NOT APPLICABLE |
| NIC | NOT IN CONTRACT |
| NO | NUMBER, NUMBERING |
| NTS | NOT TO SCALE |
| OC | ON CENTER |
| OD | OUTSIDE DIAMETER |
| OF | OUTSIDE FACE |
| OPNG | OPENING |
| P | PILASTER |
| PE | PLAIN END |
| PENT | PENETRATION |
| PG | PROFILE GRADE |
| PI | POINT OF INTERSECTION |
| PJF | PREMOLDED JOINT FILLER |
| PL | PLATE, PROPERTY LINE |
| PLYWD | PLYWOOD |
| PPL | POLYPROPYLENE LINED |
| PRCST | PRECAST |
| PREFAB | PREFABRICATED |
| PROP | PROPERTY |
| PSF | POUNDS PER SQUARE FOOT |
| PSI | POUNDS PER SQUARE INCH |
| PVC | POLYVINYL CHLORIDE PLASTIC |
| PVMT | PAVEMENT |
| R, RAD | RADIUS |
| RC | REINFORCED CONCRETE |
| RCP | REINFORCED CONCRETE PIPE |
| RD | ROAD, ROOF DRAIN |
| RDCR | REDUCER |
| RDW | REDWOOD |
| REF | REFER OR REFERENCE |
| REINF | REINFORCED, REINFORCING, REINFORCE |
| REQD | REQUIRED |
| RH | ROD HOLE |
| RJ | RESTRAINED JOINT |
| RM | ROOM |
| RO | ROUGH OPENING |
| RST | REINFORCING STEEL |
| RTN | RETURN |
| R/W | RIGHT–OF–WAY |
| S | I–BEAM, SOUTH, SLOPE |
| SCH | SCHEDULE |
| SEC | SECONDARY |
| SECT | SECTION |
| SH | SHEET |
| SHS | SOLIDS HANDLING SYSTEM |
| SIM | SIMILAR |
| SLP | SLOPE |
| SOLN | SOLUTION |
| SP | SPACE OR SPACES |
| SPEC | SPECIFICATIONS |
| SPECD | SPECIFIED |
| SPLY | SUPPLY |
| SQ | SQUARE |
| SQ FT | SQUARE FOOT |
| SQ IN | SQUARE INCH |
| SST | STAINLESS STEEL |
| STA | STATION |
| STD | STANDARD |
| STIF | STIFFENER |
| STL | STEEL, STEEL PIPE |
| STLS | STEEL PIPE (SPECIAL) |
| STRL | STRUCTURAL |
| STRUCT | STRUCTURE |
| SUBFL | SUBFLOOR |
| SUSP | SUSPEND |
| SYMM | SYMMETRICAL |
| SYM | SYMBOL |
| T | TANGENT |
| TBD | TO BE DETERMINED |
| T&B | TOP AND BOTTOM |
| TC | TOP OF CURB, TOP OF CONCRETE |
| TECH | TECHNICAL |
| TEL | TELEPHONE |
| TEMP | TEMPERATURE |
| TF | TOP FACE |
| T&G | TONGUE AND GROOVE |
| THD | THREAD |
| THK | THICK |
| TOC | TOP OF CONCRETE |
| TOF | TOP OF FOOTING |
| TOG | TOP OF GRADE |
| TP | TURNING POINT |
| TRANS | TRANSITION |
| TRANSV | TRANSVERSE |
| TST | TOP OF STEEL |
| TT | THRUST TIE |
| TW | TOP OF WALL |
| TYP | TYPICAL |
| UBC | UNIFORM BUILDING CODE |
| UD | UNDERDRAIN |
| UH | UNIT HEATER |
| UP | UNIT PROCESS |
| VERT | VERTICAL |
| VPI | VERTICAL POINT OF INTERSECTION |
| VPS | VENEER PLASTER SYSTEM |
| VTR | VENT THRU ROOF |
| W/ | WITH |
| W | WIDE FLANGE (BEAM), WEST |
| WD | WOOD |
| W/O | WITHOUT |
| WR | WATER RESISTANT |
| WS | WATER SURFACE, WATER STOP |
| W SH ST | WEATHERING SHEET STEEL |
| WTR | WATER |
| YD | YARD |

## NOTES

1. CONTACT THE AGENCY FOR ABBREVIATIONS NOT LISTED.
2. THIS IS A STANDARD LEGEND SHEET, SOME SYMBOLS AND/OR ABBREVIATIONS MAY APPEAR ON THIS SHEET AND NOT ON THE PLANS.

## LINEWORK CONVENTIONS

1. SOLID BLACK LINEWORK AND BACKGROUNDS, AS SHOWN ON THESE DRAWINGS, REPRESENT WORK REQUIRED UNDER THIS CONTRACT.
2. SCREENED LINEWORK AND BACKGROUNDS, APPEARING LIGHT GRAY ON THESE DRAWINGS, MAY ILLUSTRATE EITHER EXISTING INFRASTRUCTURE OR NEW FACILITIES TO BE CONSTRUCTED ON THIS PROJECT.
3. WHEN SCREENED LINEWORK IS USED TO REPRESENT EXISTING INFRASTRUCTURE, AGENCY MAKES NO WARRANTIES OR REPRESENTATIONS THAT THE INFORMATION SHOWN IS ACCURATE. CONTRACTOR SHALL FIELD VERIFY ALL INFORMATION SHOWN PRIOR TO USING THE INFORMATION FOR ANY PURPOSE.
4. SCREENED LINEWORK MAY BE USED TO ILLUSTRATE NEW ASPECTS OF THE WORK THAT, IF THEY OTHERWISE HAD BEEN DRAWN IN SOLID BLACK, WOULD HAVE OBSCURED SPECIFIC DETAILS SHOWN.
5. SCREENED LINEWORK MAY ALSO BE USED TO REFLECT NEW WORK THAT CONTRACTOR SHALL CONSTRUCT UNDER ANOTHER DISCIPLINE BESIDES THE ONE BEING SHOWN (E.G., NEW STRUCTURAL WORK MAY BE SCREENED BACK ON A MECHANICAL DRAWING).
6. IF THE PURPOSE OF ANY PARTICULAR SCREENED LINEWORK/BACKGROUND IS NOT SELF–EVIDENT, CONSULT AGENCY'S ENGINEER PRIOR TO BIDDING.


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



04/3/2019

*2019 ROOF REPAIR PROJECT*

SHEET INDEX, LEGEND, ABBREVIATIONS, AND NOTES

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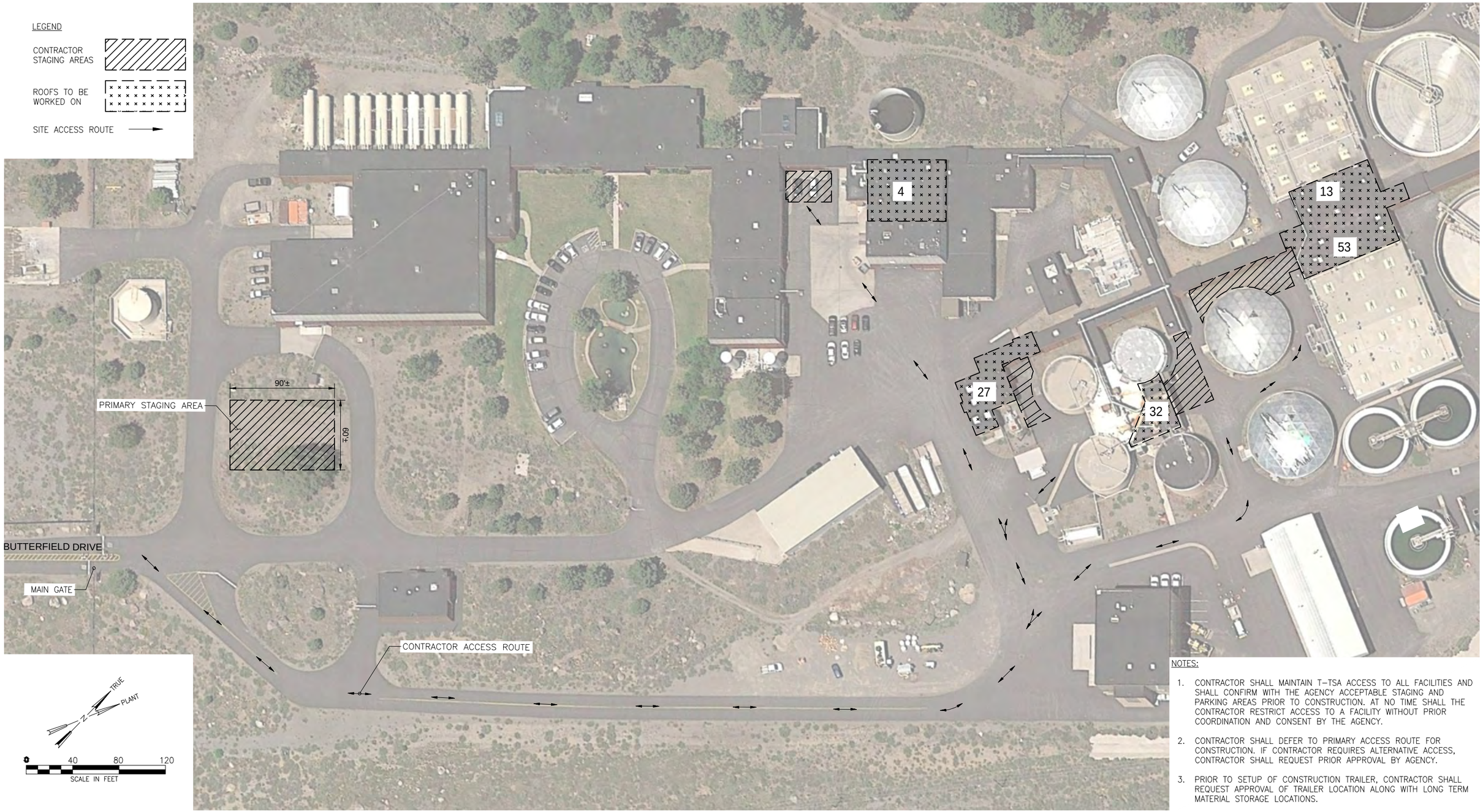
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|
| | | | |

SHEET 2 OF 9

DWG NO. G–2

DATE APRIL 2019




NOTES:

1. CONTRACTOR SHALL MAINTAIN T-TSA ACCESS TO ALL FACILITIES AND SHALL CONFIRM WITH THE AGENCY ACCEPTABLE STAGING AND PARKING AREAS PRIOR TO CONSTRUCTION. AT NO TIME SHALL THE CONTRACTOR RESTRICT ACCESS TO A FACILITY WITHOUT PRIOR COORDINATION AND CONSENT BY THE AGENCY.
2. CONTRACTOR SHALL DEFER TO PRIMARY ACCESS ROUTE FOR CONSTRUCTION. IF CONTRACTOR REQUIRES ALTERNATIVE ACCESS, CONTRACTOR SHALL REQUEST PRIOR APPROVAL BY AGENCY.
3. PRIOR TO SETUP OF CONSTRUCTION TRAILER, CONTRACTOR SHALL REQUEST APPROVAL OF TRAILER LOCATION ALONG WITH LONG TERM MATERIAL STORAGE LOCATIONS.

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

REGISTERED PROFESSIONAL ENGINEER
JOHN PAUL GRISSOM
No. 71388
Exp. 12-31-19
CIVIL
STATE OF CALIFORNIA

04/3/2019

# *2019 ROOF REPAIR PROJECT*

## SITE ACCESS PLAN

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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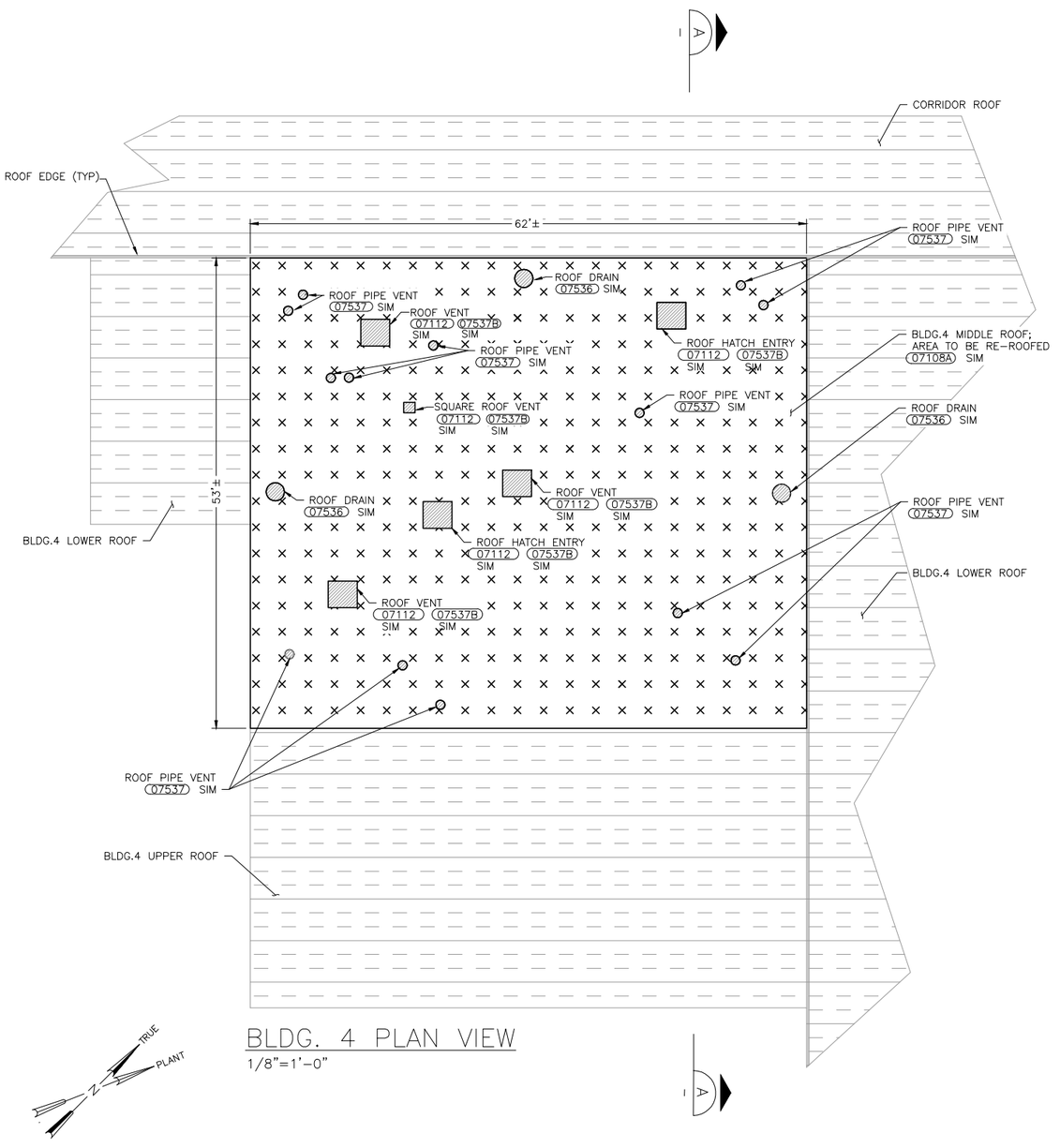
|---|---|
| *Designed By:* | AC |
| *Drawn By:* | AC |
| *Checked By:* | JP |
| *Approved By:* | LG |

| SYM | REVISIONS | DATE | BY |
|---|---|---|---|

SHEET 3 OF 9

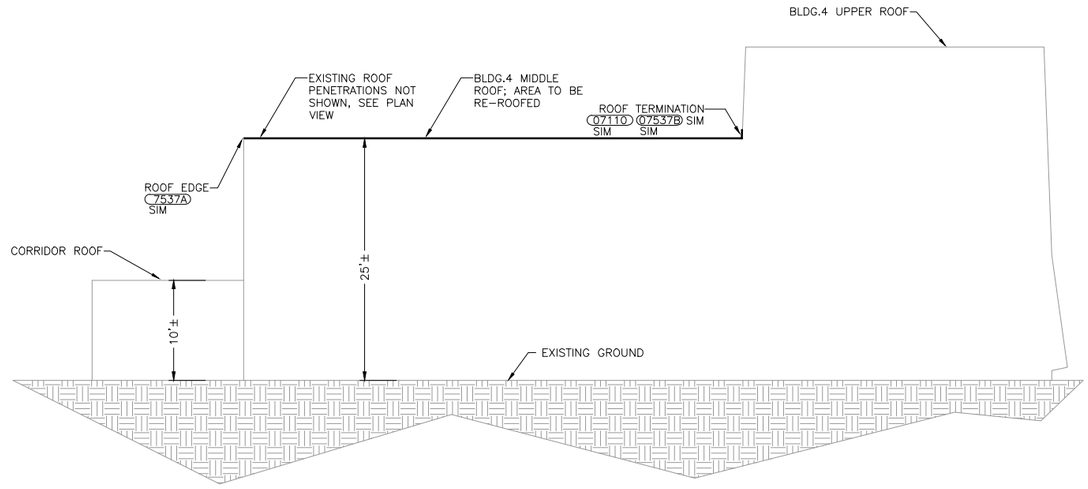
DWG NO. G-3

DATE APRIL 2019




BLDG. 4 PLAN VIEW

1/8"=1'-0"




SECTION A

1/8"=1'-0"

NOTES:

1. EXISTING STRUCTURES AND OTHER CONDITIONS MAY NOT BE COMPLETELY OR ACCURATELY REPRESENTED AND MAY VARY FROM THOSE SHOWN ON THE DRAWINGS.
2. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL NECESSARY MEASUREMENTS AT THE MANDATORY PRE-BID CONFERENCE FOR THE PROPER PREPARATION OF THE BID.
3. PRIOR TO COMMENCING WITH CONSTRUCTION, CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS, AND ADJUST WORK ACCORDINGLY, SUCH THAT THE PROGRESS OF THE WORK IS NOT DELAYED.
4. PRIOR TO SUBMITTING SHOP DRAWINGS, CONTRACTOR SHALL FIELD VERIFY THE MEASUREMENTS OF ALL EXISTING HORIZONTAL, VERTICAL, AND OTHER RELATED ROOF APPURTENANCES.
5. AGENCY ROOF ACCESS HATCHES SHALL ONLY BE USED FOR WORKER ACCESS. AGENCY ROOF ACCESS HATCHES SHALL NOT BE USED TO TRANSPORT EQUIPMENT AND MATERIALS ONTO THE ROOF.
6. EXISTING ROOF MEMBRANES ADJACENT TO THE WORK AREA SHALL BE PROTECTED FROM DAMAGE.
7. PRIOR TO STARTING WORK, CONTRACTOR SHALL SUBMIT A ROOF ACCESS PLAN TO THE AGENCY.
8. CONTRACTOR AND AGENCY SHALL INSPECT THE ROOF AREA AND SURROUNDING AREA PRIOR TO STARTING WORK, AND AFTER COMPLETION OF WORK. THE PURPOSE OF SAID INSPECTION SHALL BE TO ENSURE THE EXISTING ROOF WAS NOT DAMAGED BY CONTRACTORS ACTIVITIES ON THE ROOF(S).

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

REGISTERED PROFESSIONAL ENGINEER — AARON PAUL GROSSO — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

04/3/2019

# *2019 ROOF REPAIR PROJECT*

## BUILDING 4, MIDDLE ROOF RESTORATION

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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

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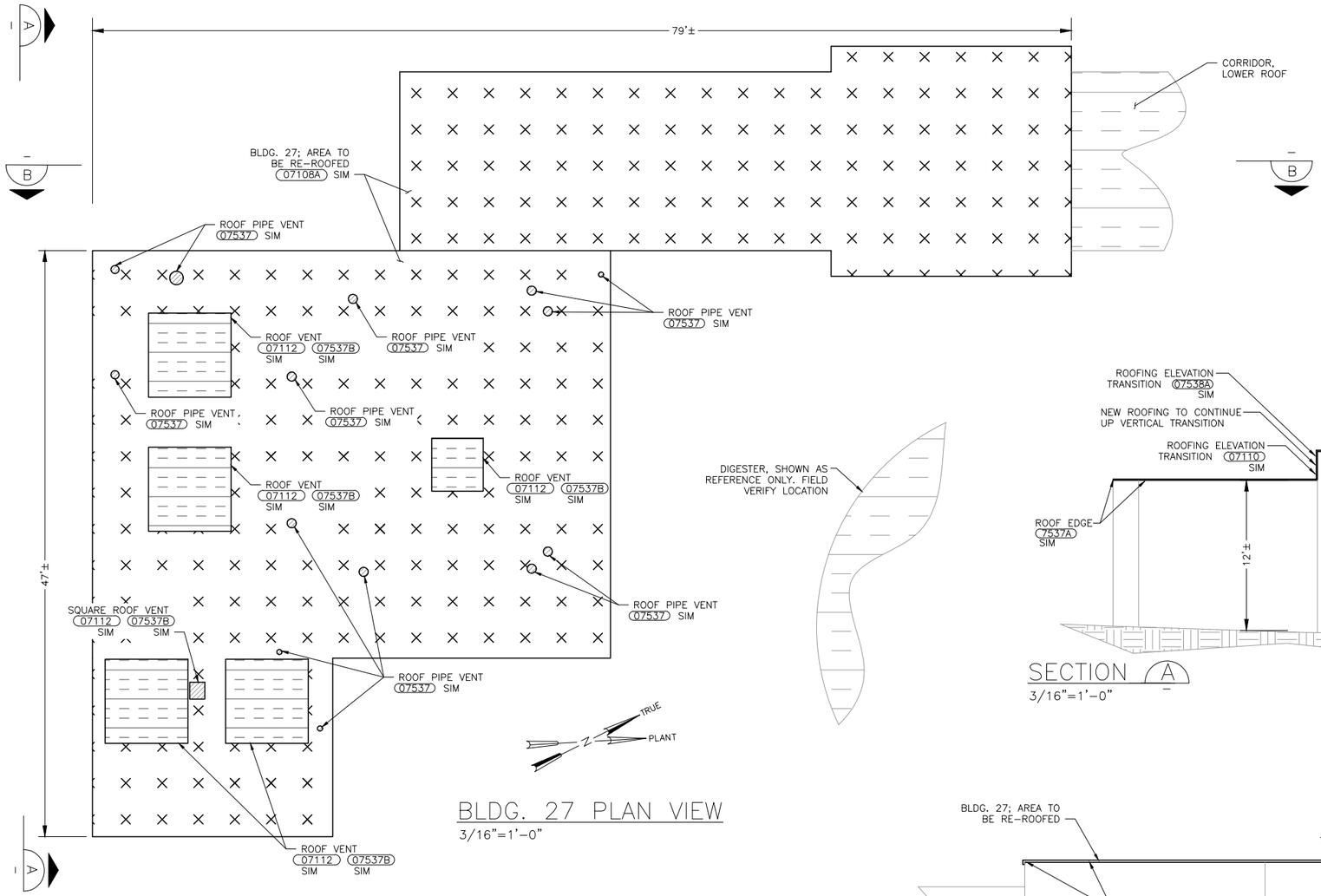
SHEET 4 OF 9

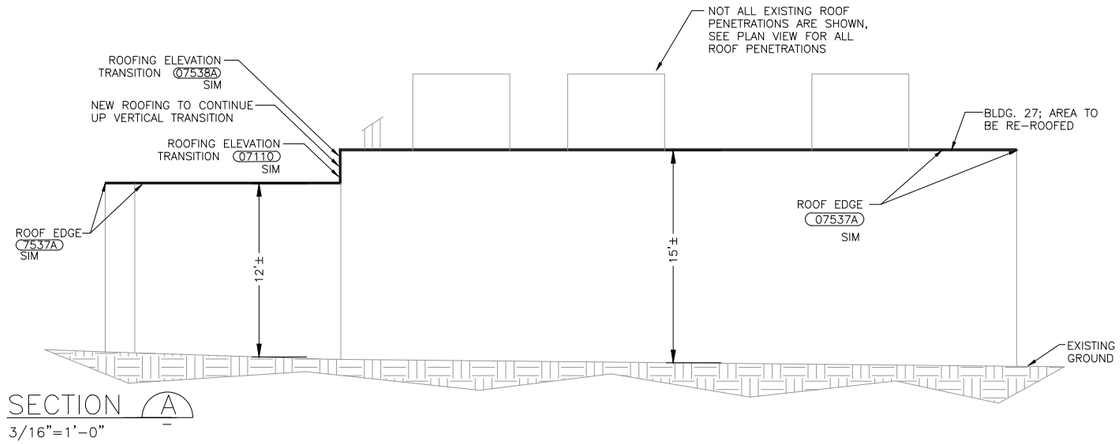
DWG NO. GC-101

DATE APRIL 2019



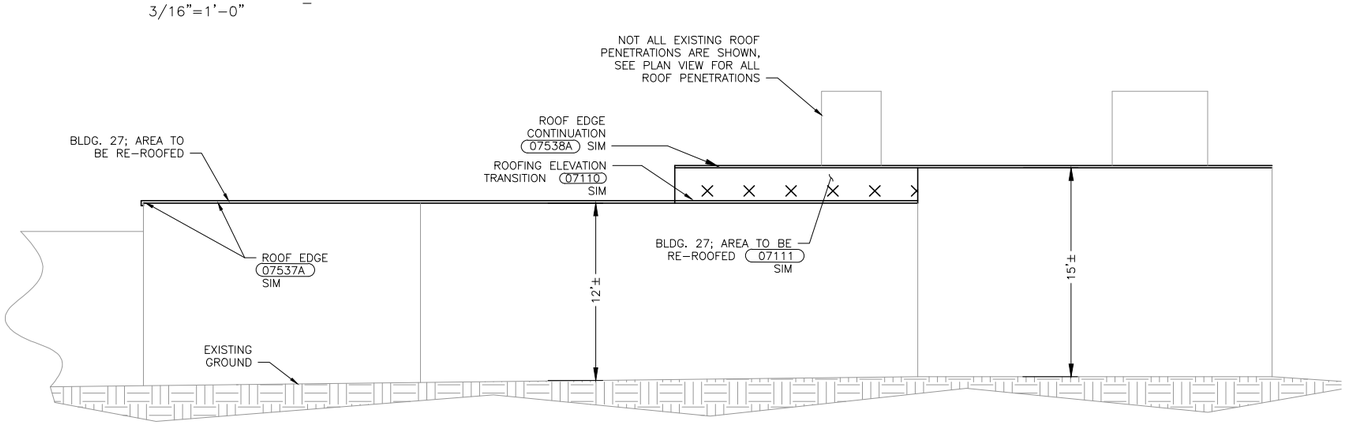

## BLDG. 27 PLAN VIEW

3/16"=1'-0"




## SECTION A

3/16"=1'-0"




## SECTION B

3/16"=1'-0"

NOTES:

1. EXISTING STRUCTURES AND OTHER CONDITIONS MAY NOT BE COMPLETELY OR ACCURATELY REPRESENTED AND MAY VARY FROM THOSE SHOWN ON THE DRAWINGS.
2. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL NECESSARY MEASUREMENTS AT THE MANDATORY PRE-BID CONFERENCE FOR THE PROPER PREPARATION OF THE BID.
3. PRIOR TO COMMENCING WITH CONSTRUCTION, CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS, AND ADJUST WORK ACCORDINGLY, SUCH THAT THE PROGRESS OF THE WORK IS NOT DELAYED.
4. PRIOR TO SUBMITTING SHOP DRAWINGS, CONTRACTOR SHALL FIELD VERIFY THE MEASUREMENTS OF ALL EXISTING HORIZONTAL, VERTICAL, AND OTHER RELATED ROOF APPURTENANCES.
5. AGENCY ROOF ACCESS HATCHES SHALL ONLY BE USED FOR WORKER ACCESS. AGENCY ROOF ACCESS HATCHES SHALL NOT BE USED TO TRANSPORT EQUIPMENT AND MATERIALS ONTO THE ROOF.
6. EXISTING ROOF MEMBRANES ADJACENT TO THE WORK AREA SHALL BE PROTECTED FROM DAMAGE.
7. PRIOR TO STARTING WORK, CONTRACTOR SHALL SUBMIT A ROOF ACCESS PLAN TO THE AGENCY.
8. CONTRACTOR AND AGENCY SHALL INSPECT THE ROOF AREA AND SURROUNDING AREA PRIOR TO STARTING WORK, AND AFTER COMPLETION OF WORK. THE PURPOSE OF SAID INSPECTION SHALL BE TO ENSURE THE EXISTING ROOF WAS NOT DAMAGED BY CONTRACTORS ACTIVITIES ON THE ROOF(S).

NOTES (CONTINUED):

9. BLDG. 27 HOUSES TWO (2) EMERGENCY BACKUP GENERATORS. SAID GENERATORS MAY TURN ON AT ANY TIME. IF SAID GENERATIONS ARE ACTIVATED, CONTRACTOR SHALL LEAVE THE ROOF IMMEDIATELY UNTIL GENERATORS ARE DEACTIVATED AND STACKS HAVE COOLED SUFFICIENTLY.
10. WHEN THE CONTRACTOR IS WORKING WITHIN 0'-5' OF THE EDGE OF THE ADJACENT DIGESTER, HIS WORK AND METHODS AND EQUIPMENT SHALL BE CLASS 1 DIVISION 1 COMPLIANT.
11. WHEN THE CONTRACTOR IS WORKING WITHIN 5'-10' OF THE EDGE OF THE ADJACENT DIGESTER, HIS WORK METHODS AND EQUIPMENT SHALL BE CLASS 1 DIVISION 2 COMPLIANT.


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


PROFESSIONAL ENGINEER — JASON PAUL JACKSON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

04/3/2019

# *2019 ROOF REPAIR PROJECT*

## BUILDING 27, ROOF RESTORATION

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 — 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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

| SYM | REVISIONS | DATE | BY |
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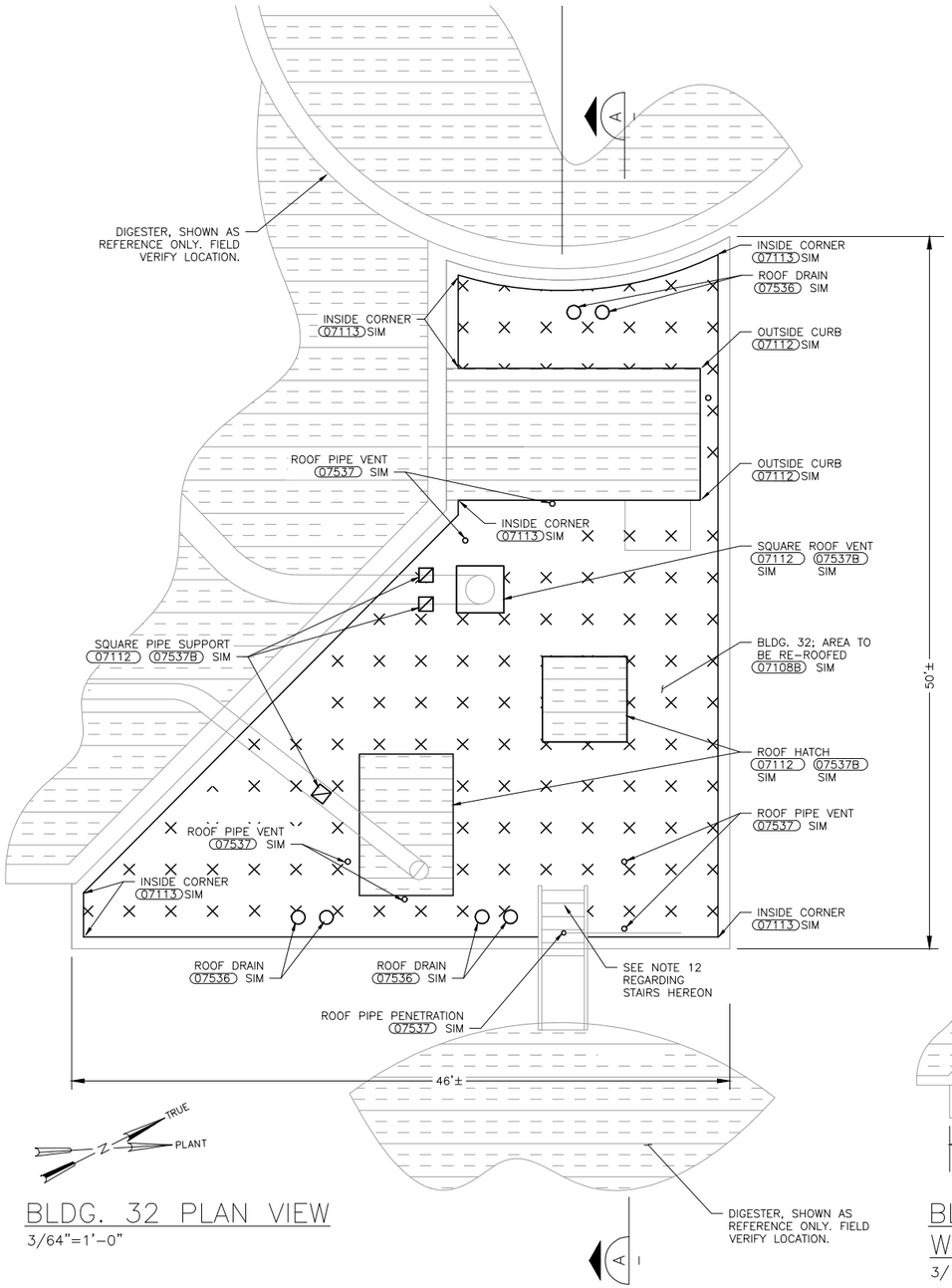
SHEET 5 OF 9

DWG NO. GC-102

DATE APRIL 2019



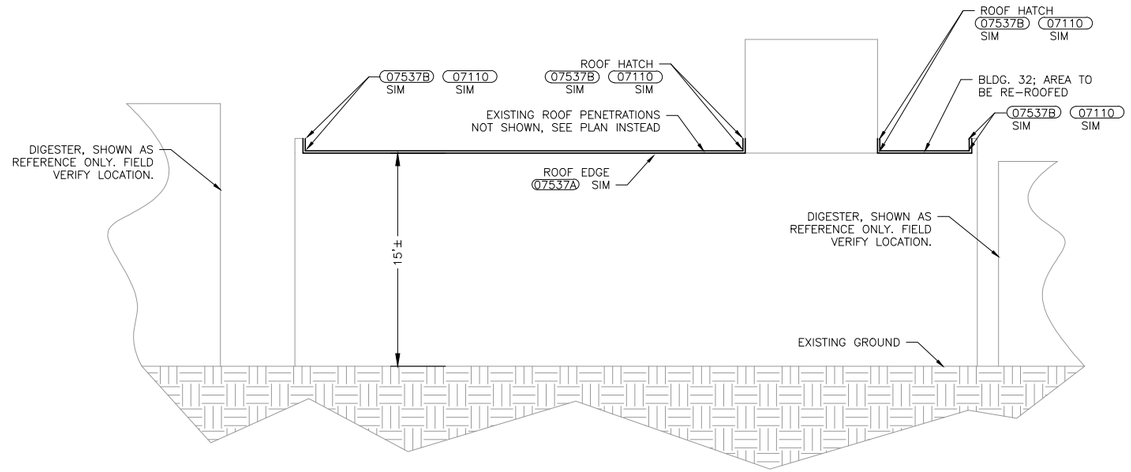

BLDG. 32 PLAN VIEW

3/64"=1'-0"




BLDG. 32 PLAN VIEW: WALKWAY PAD LOCATION

3/128"=1'-0"




SECTION A

1/8"=1'-0"

NOTES:

1. EXISTING STRUCTURES AND OTHER CONDITIONS MAY NOT BE COMPLETELY OR ACCURATELY REPRESENTED AND MAY VARY FROM THOSE SHOWN ON THE DRAWINGS.
2. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL NECESSARY MEASUREMENTS AT THE MANDATORY PRE-BID CONFERENCE FOR THE PROPER PREPARATION OF THE BID.
3. PRIOR TO COMMENCING WITH CONSTRUCTION, CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS, AND ADJUST WORK ACCORDINGLY, SUCH THAT THE PROGRESS OF THE WORK IS NOT DELAYED.
4. PRIOR TO SUBMITTING SHOP DRAWINGS, CONTRACTOR SHALL FIELD VERIFY THE MEASUREMENTS OF ALL EXISTING HORIZONTAL, VERTICAL, AND OTHER RELATED ROOF APPURTENANCES.
5. AGENCY ROOF ACCESS HATCHES SHALL ONLY BE USED FOR WORKER ACCESS. AGENCY ROOF ACCESS HATCHES SHALL NOT BE USED TO TRANSPORT EQUIPMENT AND MATERIALS ONTO THE ROOF.
6. EXISTING ROOF MEMBRANES ADJACENT TO THE WORK AREA SHALL BE PROTECTED FROM DAMAGE.
7. PRIOR TO STARTING WORK, CONTRACTOR SHALL SUBMIT A ROOF ACCESS PLAN TO THE AGENCY.
8. CONTRACTOR AND AGENCY SHALL INSPECT THE ROOF AREA AND SURROUNDING AREA PRIOR TO STARTING WORK, AND AFTER COMPLETION OF WORK. THE PURPOSE OF SAID INSPECTION SHALL BE TO ENSURE THE EXISTING ROOF WAS NOT DAMAGED BY CONTRACTORS ACTIVITIES ON THE ROOF(S).
9. ROOF HATCHES SHALL NOT TO BE REMOVED.
10. WHEN THE CONTRACTOR IS WORKING WITHIN 0'-5' FROM THE EXTERIOR WALL OF THE ADJACENT DIGESTER, HIS WORK METHODS AND EQUIPMENT SHALL BE CLASS 1 DIVISION 1 COMPLIANT.
11. WHEN THE CONTRACTOR IS WORKING BETWEEN 5'-10' FROM THE EXTERIOR WALL OF THE ADJACENT DIGESTER, HIS WORK METHODS AND EQUIPMENT SHALL BE CLASS 1 DIVISION 2 COMPLIANT.
12. AGENCY WILL REMOVE THE FIRST TWO (2) STEPS OF THE STAIRS PRIOR TO CONSTRUCTION. THE RUNNERS FOR THE STAIRS SHALL REMAIN IN PLACE DURING CONSTRUCTION.
13. THE WORK AREA WHERE THE CONTRACTOR IS INSTALLING NEW ROOFING SHALL BE KEPT OPEN AT ALL TIMES TO AGENCY STAFF FOR ROUTINE INSPECTION AND MAINTENANCE OF THE ADJACENT DIGESTERS. CONTRACTOR SHALL MAKE SAID ACCOMMODATIONS AT NO EXTRA COST TO THE AGENCY.

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

REGISTERED PROFESSIONAL ENGINEER — JORDON PAUL CARLSON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

04/3/2019

*2019 ROOF REPAIR PROJECT*

BUILDING 32,
ROOF RESTORATION

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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

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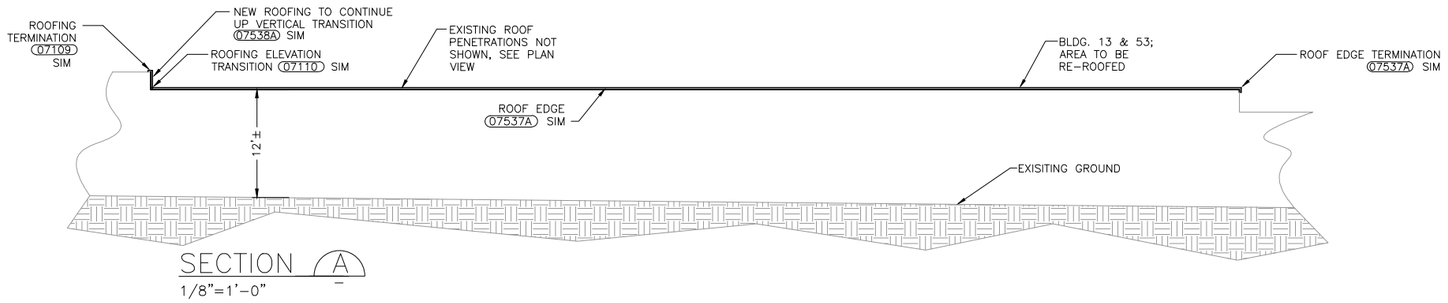
SHEET 6 OF 9

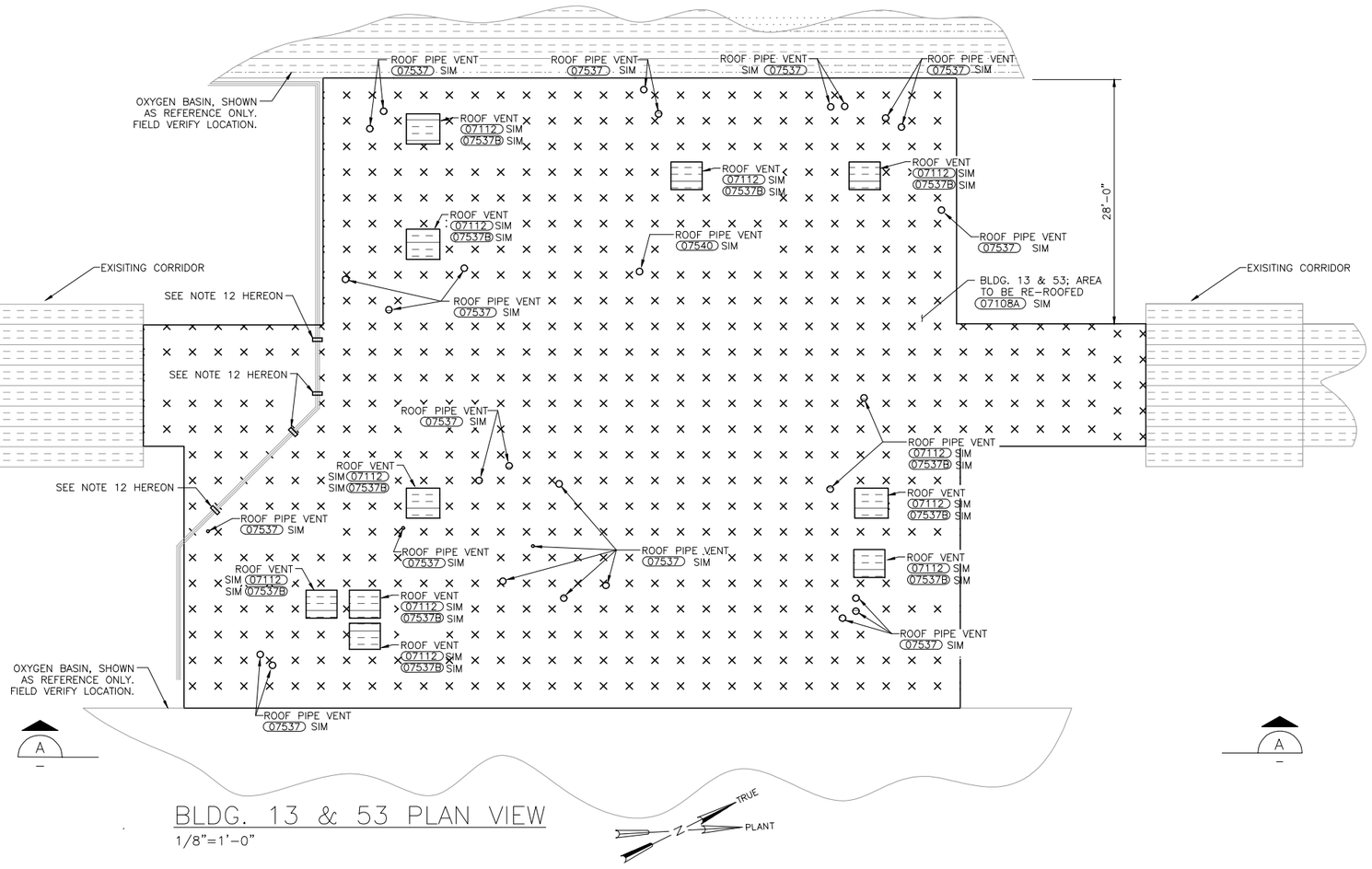
DWG NO. GC-103

DATE APRIL 2019




SECTION A

1/8"=1'-0"




BLDG. 13 & 53 PLAN VIEW

1/8"=1'-0"

NOTES:

1. EXISTING STRUCTURES AND OTHER CONDITIONS MAY NOT BE COMPLETELY OR ACCURATELY REPRESENTED AND MAY VARY FROM THOSE SHOWN ON THE DRAWINGS.
2. PRIOR TO BIDDING, CONTRACTOR SHALL ASSESS EXISTING CONDITIONS AND PERFORM ALL NECESSARY MEASUREMENTS AT THE MANDATORY PRE-BID CONFERENCE FOR THE PROPER PREPARATION OF THE BID.
3. PRIOR TO COMMENCING WITH CONSTRUCTION, CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS, AND ADJUST WORK ACCORDINGLY, SUCH THAT THE PROGRESS OF THE WORK IS NOT DELAYED.
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9. WHEN THE CONTRACTOR IS WORKING WITHIN 0'-5' OF THE EDGE OF THE ADJACENT OXYGEN BASIN, HIS WORK METHODS AND EQUIPMENT SHALL BE CLASS 1 DIVISION 1 COMPLIANT.
10. WHEN THE CONTRACTOR IS WORKING BETWEEN 5'-10' FROM THE EDGE OF THE OXYGEN BASIN, HIS WORK METHODS AND EQUIPMENT SHALL BE CLASS 1 DIVISION 2 COMPLIANT.
11. THE WORK AREA WHERE THE CONTRACTOR IS INSTALLING NEW ROOFING SHALL BE KEPT OPEN AT ALL TIMES TO AGENCY STAFF FOR ROUTINE INSPECTION AND MAINTENANCE OF THE ADJACENT DIGESTERS. CONTRACTOR SHALL MAKE SAID ACCOMMODATIONS AT NO EXTRA COST TO THE AGENCY.
12. CONTRACTOR SHALL REMOVE ONLY ONE SQUARE PIPE SUPPORT AT A TIME WHEN INSTALLING ROOFING SYSTEM UNDER SQUARE PIPE SUPPORTS.

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

REGISTERED PROFESSIONAL ENGINEER — JASON PAUL GARRISON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

04/3/2019

# *2019 ROOF REPAIR PROJECT*

## BUILDING 13 & 53, ROOF RESTORATION

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 — 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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

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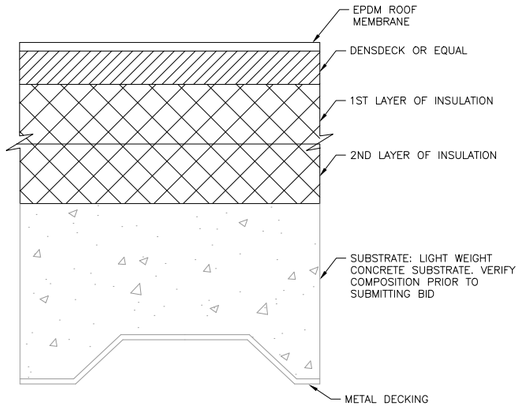
SHEET 7 OF 9

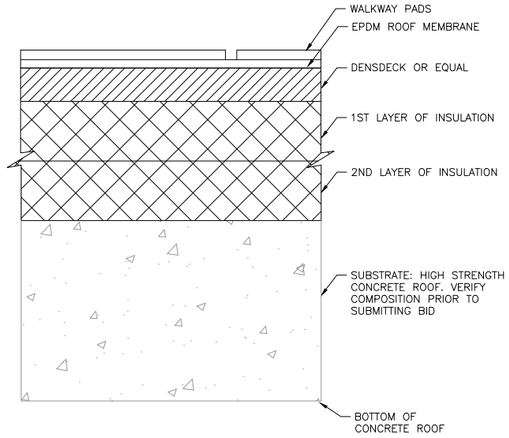
DWG NO. GC-104

DATE APRIL 2019



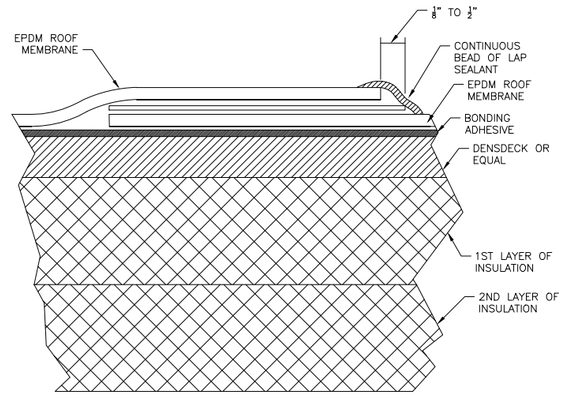

LIGHT WEIGHT CONCRETE & METAL DECKING — 07108A

NTS



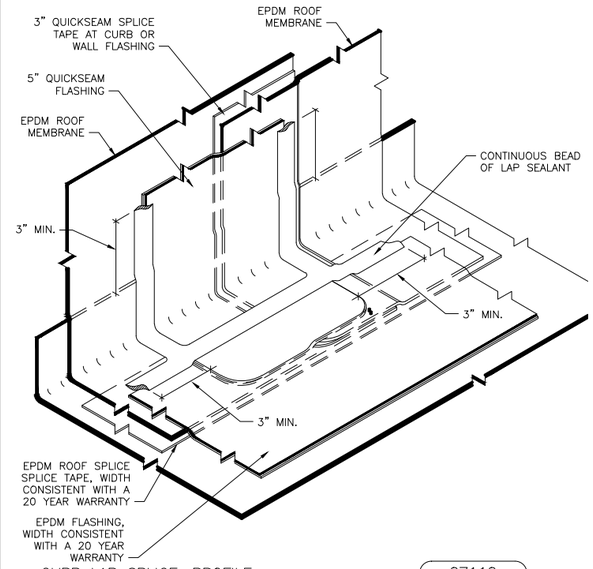

HIGH STRENGTH CONCRETE DECK — 07108B

NTS



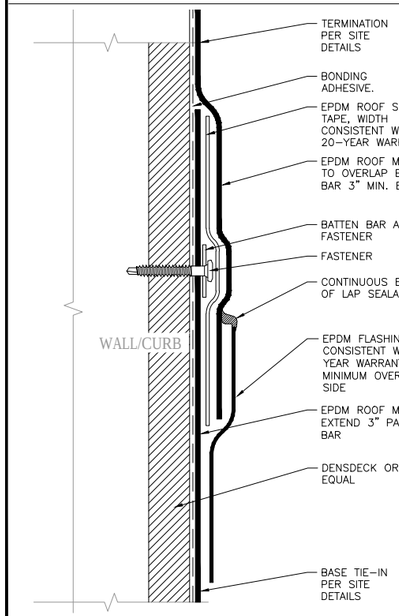

HORIZONTAL LAP SPLICE, PROFILE — 07109

NTS



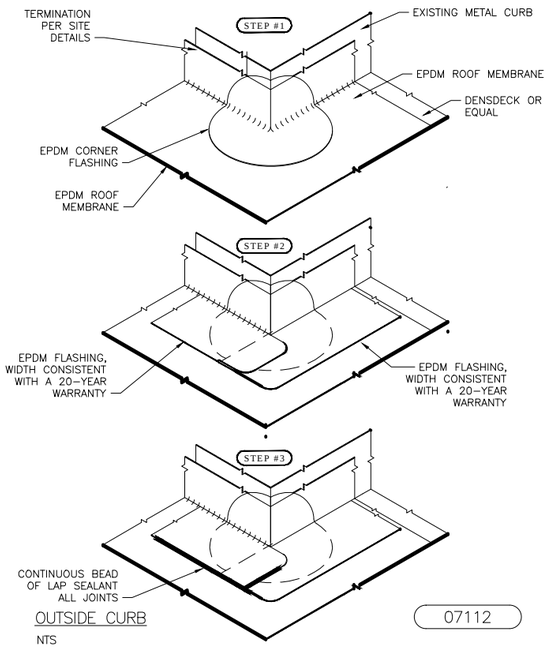

CURB LAP SPLICE, PROFILE — 07110

NTS



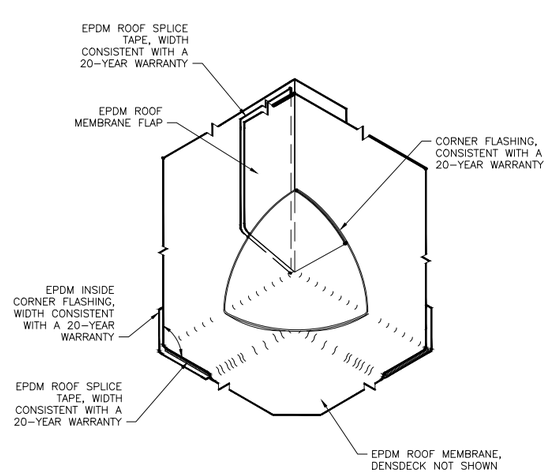

VERTICAL LAP SPLICE, PROFILE — 07111

NTS



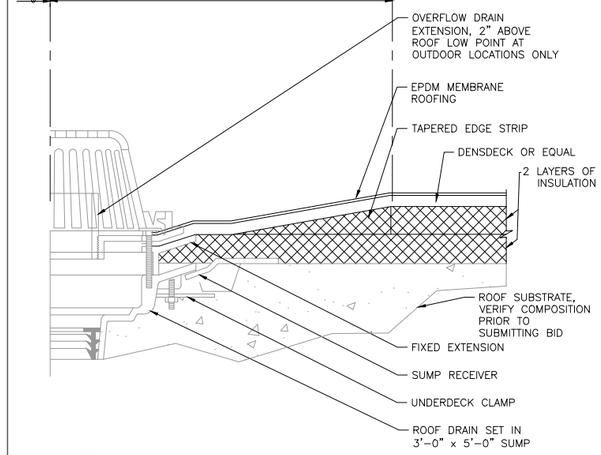

OUTSIDE CURB — 07112

NTS




INSIDE CORNER — 07113

NTS




NOTE:

1. DRAIN PIPES AND LEADERS NOT SHOWN.

ROOF DRAIN — 07536

NTS

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

REGISTERED PROFESSIONAL ENGINEER — JASON PAUL CARLSSON — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

04/3/2019

# *2019 ROOF REPAIR PROJECT*

## SITE DETAILS

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

0 — 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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

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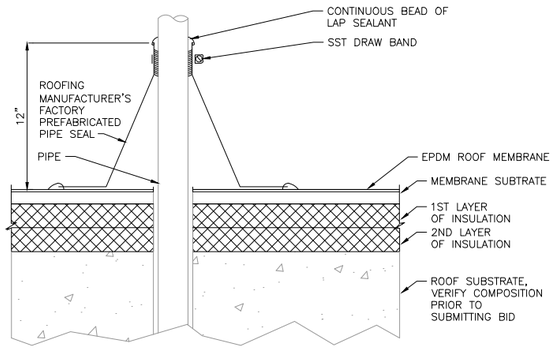
SHEET 8 OF 9

DWG NO. GC-401

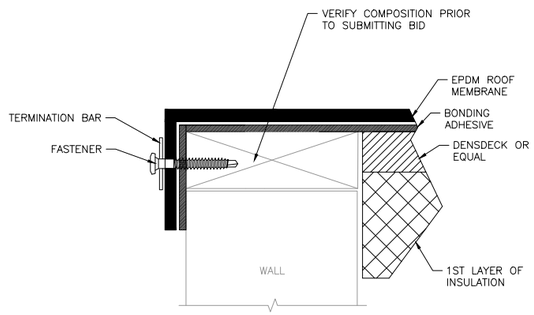
DATE APRIL 2019




ROOF PIPE VENT

NTS

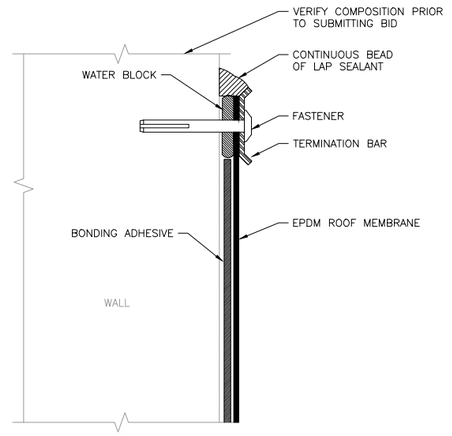
07537




ROOF EDGE TERMINATION

NTS

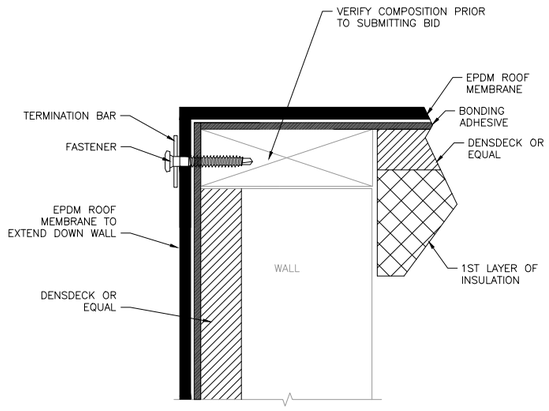
07537A




ROOF EDGE TERMINATION

NTS

07537B




ROOF EDGE TERMINATION

NTS

07538A

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

REGISTERED PROFESSIONAL ENGINEER — AARON PAUL GROSSO — No. 71388 Exp. 12-31-19 — CIVIL — STATE OF CALIFORNIA

04/3/2019

# *2019 ROOF REPAIR PROJECT*

SITE DETAILS

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING

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IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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| *Drawn By:* | SF |
| *Checked By:* | JP |
| *Approved By:* | LG |

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SHEET 9 OF 9

DWG NO. GC-402

DATE APRIL 2019

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Roshelle Chavez, Administrative Services Manager

**Item:** V-7

**Subject:** Approval of the T-TSA Investment Policy

**Background**
The Agency maintains an investment policy that should be regularly reviewed and approved by the Board of Directors.

**Fiscal Impact**
None.

**Attachments**
T-TSA Investment Policy.

**Recommendation**
Management recommends approval of the T-TSA Investment Policy.

**Review Tracking**

Submitted By: _____
Roshelle Chavez
Administrative Services Manager

Approved By: _____
LaRue Griffin
General Manager

April 2019

# T-TSA INVESTMENT POLICY

This policy statement is intended to provide guidelines for the prudent investment of Tahoe-Truckee Sanitation Agency's (T-TSA) cash for which no immediate need is anticipated. T-TSA has chosen to abide by a uniformly conservative policy in the investment of reserve and temporarily idle funds.

T-TSA follows the "prudent man rule" outlined in Government Code Section 53600.3, which states in essence that funds shall be administered with the care, skill, prudence, and diligence under the prevailing circumstances that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of a similar enterprise. T-TSA is further restricted by provisions of Government Code Sections 53600 et seq. and 53635 et seq.

The primary investment policy objectives, in priority order, of investment activities will be safety, liquidity, and yield:

1. **Safety.** Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. Each investment transaction will be entered into with consideration for the quality of the issuer and of the underlying security and collateral.

2. **Liquidity.** The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Liquidity will be accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands whenever feasible.

3. **Yield.** The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.

The following are acceptable investments of T-TSA funds:

<u>Local Agency Investment Fund</u>

T-TSA may maintain a balance of up to the limit established by the Local Agency Investment Fund (LAIF). There is no set maturity date for these investments. LAIF funds are pooled and invested in varying instruments. The interest rate therefore varies and is earned according to the rate of return of the investment portfolio. T-TSA funds may be withdrawn at any time without penalty. The LAIF interest rate varies in comparison with the rate obtainable through investments in U.S. Treasury Bills (TBills) or U.S. Treasury Notes (Notes) and other investment options.

T-TSA will maintain varying balances with LAIF depending upon the current interest rates of LAIF and of other available investment instruments.

Placer County Investment Fund

T-TSA may deposit funds in the Placer County Investment Fund. There is no set maturity date for these investments but a minimum of five days notice, preferably 30 days notice, must be given for withdrawal. Placer County Investment Fund funds are pooled and invested in varying instruments. The interest rate paid therefore varies according to the rate of return of the investment portfolio. T-TSA funds may be withdrawn without penalty. T-TSA will maintain varying balances with the Placer County Investment Fund depending upon current interest rates and other available investment options.

Investment Trust of California (CalTRUST)

TTSA may invest funds in one or more of the pooled funds offered through the Investment Trust of California (doing business as CalTRUST), a joint powers authority created pursuant to the provisions of California Government Code Section 6509.7. Funds invested in the CalTRUST funds are pooled with funds of other local agencies and invested in varying instruments authorized for local agency investment under provisions of California Government Code Sections 53601 et seq. and 53635 et seq. Interest paid on the investment varies according to the rate of return of the overall investment portfolio of each of the funds. There is no set maturity date for these investments, and funds may be withdrawn without penalty according to the following liquidity (accessibility of funds) criteria:

1. CalTRUST Money Market Fund - same-day liquidity
2. CalTRUST Short-Term Fund - next-day liquidity
3. CalTRUST Medium-Term Fund - monthly liquidity

The T-TSA will maintain varying balances with CalTRUST depending upon current interest rates and other available investment options.

U.S. Treasury Bills and Notes

T-TSA may invest in U.S. Treasury Bills and Notes for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are set maturity dates for these investments and a fixed rate of interest is paid. The amount invested in Treasuries varies dependent upon how their yield compares with other available investment options.

Certificates of Deposit

T-TSA may invest in a certificate of deposit with a Federal Deposit Insurance Corporation-insured bank or savings and loan association, which in the Treasurer's judgement is to the public advantage with certain restrictions as outlined in the above-referenced Government Code sections.

It is T-TSA policy not to purchase time certificates of deposit issued by state-chartered banks or savings associations in excess of 30 percent of the total of T-TSA's temporarily idle funds.

Savings Accounts

T-TSA may deposit money in a Federal Deposit Insurance Corporation-insured account in a bank or savings and loan association according to anticipated needs for the funds in the short term.

Intra-fund Loans

T-TSA may approve an intra-Agency fund loan and transfer with a fair rate of return from one fund to another as specifically authorized by resolution of the Board of Directors.

Other

Such other permitted investments as authorized by the Government Code and approved by the Board of Directors.

All investments must be consistent with the limitations and requirements of Government Code sections 53600 et seq. and 53635 et seq.

General Provisions

Any deposit to a savings association or bank shall not exceed the total of two hundred fifty thousand dollars ($250,000) unless such deposits are insured or secured as required by law.

A depository, and the agent of the depository, are responsible for securing moneys with eligible securities in securities pools which have a market value of at least 10 percent in excess of the total amount of all deposits of a depository if the securities are promissory notes secured by first mortgages and first trust deeds. T-TSA requires certification by the depository and the agent of the depository that there are securities in the pool in the amounts required to secure all deposits. Securities must comply with Section 53651 of the Government Code, which defines eligible security.

The Board authorizes the General Manager to operate the investment program consistent with the investment directions of the Board, this Policy, the Government Code, and established Agency procedures and internal controls for the operation of the investment program.

Adopted By the Board: _____

Dated:_____

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** V-8

**Subject:** Discussion and action on funding request from the Truckee River Watershed Council

**Background**

The Truckee River Watershed Council (TRWC) regularly performs eradication of non-native invasive plant species on various parcels, some of which are Agency owned. The Agency has historically entered into agreements with TRWC to allow access to perform such eradication activities at no monetary cost to the Agency.

Attached is a letter from the TRWC requesting a cost-share participation in the amount of $5,000 to help fund the TRWC 2019 invasive species treatment within the Truckee corridor. This funding will be used for on-the-ground treatment costs. TRWC's project management costs are covered by a separate grant.

**Fiscal Impact**

$5,000.

**Attachments**

Truckee River Watershed Council cost-share participation request letter.

**Recommendation**

Management recommends contributing $5,000 to the Truckee River Watershed Council.

**Review Tracking**

Submitted By: _____

LaRue Griffin
General Manager

# TRUCKEE RIVER WATERSHED COUNCIL

PO Box 8568
Truckee, CA 96162
530-550-8760
www.truckeeriverwc.org

March 20, 2019

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

Dear Members of the Board,

The control of invasive plant species is a long-term goal of the Truckee River Watershed Council's Weed Warriors program. These species are a pressing threat to the health, function, and enjoyment of the Tahoe-Truckee region. To counter this threat, TRWC works with our regional partners to manage these species, including treatment work in high priority areas like the Truckee River corridor between Truckee and Glenshire. We are requesting $5,000 in cost-share from the Tahoe Truckee Sanitation Agency to complete treatment work on TTSA properties in this area for 2019.

The Tahoe-Truckee region is host to nearly 100 different invasive plant species and thousands of infestations. These species cross all ownership, jurisdiction, and watershed boundaries. As such, TRWC works with local, state, and federal partners to provide coordinated treatment across the region. As part of this regional approach for 2019, TRWC proposes to complete treatment on 2.5 miles of the Truckee River between Truckee and Glenshire totaling 440 acres, including 112 acres of TTSA properties. This complements work completed by our project partners in the Nevada Placer Weed Management Area, which collectively covers TTSA's service area.

This project is an opportunity for effective and efficient treatment of invasive species on TTSA's properties within the treatment area. TRWC's collective approach to treatment with the multiple landowners in the area helps reduce costs to individual landowners and reduces the risk of re-infestation through holistic treatment. Moreover, the project builds upon five years of successful treatment in the area, reducing future management costs by controlling re-infestation risk.

TRWC's 2019 treatments are an integral part to our long-term and large-scale approach to invasive species management in the Tahoe-Truckee region. We believe that this is a benefit to TTSA and its land management. We appreciate your consideration of this request. Please let me know if you have any questions.

Sincerely,

Matt Freitas
Program Manager

Lisa Wallace
Executive Director

Attached: TRWC Weed Warriors 2019 Invasive Species Treatment Proposal

# Weed Warriors 2019 Invasive Species Treatment Project

## Project Summary

The Truckee River Watershed Council's 2019 Invasive Species Treatment Project will treat invasive species infestations along 2.5 miles and 440 acres of the Truckee River between Truckee and Glenshire, including 112 acres of TTSA properties.

This effort is an integral part of a coordinated approach to invasive species management in the Tahoe-Truckee region by TRWC and its partners. The project will provide effective and efficient treatment of invasive species on TTSA and other's properties.

TRWC is approaching multiple landowners and managers within the treatment areas (see attached maps) for a collective approach to funding treatment. We are requesting $5,000 in cost share from the Tahoe Truckee Sanitation Agency to fund on-the-ground treatment of invasive species.

## Goals and Mission

The goal of our project is to control the spread and establishment of non-native invasive plants along the Truckee River corridor between Truckee and Glenshire. This is a project of TRWC's Weed Warriors, one of our long-term programs.

Non-native invasive plant species represent a critical threat to the health and function of our region. Invasive species cross all ownership, watershed, and jurisdictional boundaries. They negatively affect our region's water and habitat quality, recreational use, fuels and fire loading, and agriculture and forestry. The Middle Truckee River watershed alone is host to 97 invasive plant species, more than 40 of which are determined noxious weeds by the State of California. These species constitute thousands of infestations in the Tahoe basin and Truckee River watershed.

Invasive species are a regional issue that requires a coordinated regional approach. As such, TRWC works with our local, state, and federal partners to survey and treat invasive species across the Tahoe-Truckee region. TRWC's 2019 treatment project is part of this large-scale coordinated response to invasive species in the region.

## Project Description

The project will provide targeted weed treatment along 2.5 miles (440 acres) of the Truckee River between the East River Street Bridge and the Tahoe-Truckee Sanitation Agency water reclamation plant. TRWC has targeted our treatment areas based on an analysis of existing infestation data in order to control both established and emerging populations.

TRWC will complete a survey of all treatment areas, collecting GPS-based records for all invasive species infestations. Following these surveys, TRWC will provide three rounds of repeated treatments using chemical and manual methods. Specific methodologies will selected based on the target species, habitat, and phenology. For example, manual methods will be used near aquatic habitats or sensitive native species. Conversely, certain species, such as spotted knapweed, spread rhizomatously through their roots. As such, manual pulling tends to stimulate growth and chemical applications are necessary for effective control.

TRWC will complete treatment activities between May and September 2019. All chemical applications will be completed by a Qualified Applicator Licensee based upon the recommendations of a Pest Control Advisor.

## Project Benefits

Regional Issue, Regional Response

The Tahoe-Truckee region is host to nearly 100 different invasive plant species and thousands of infestations. They cross all ownership, jurisdictional, and watershed boundaries with significant consequences for the region. Thus, effective invasive species management requires a coordinated response at the same scale. TRWC coordinates management efforts across the Tahoe-Truckee area through our work with the Nevada-Placer Weed Management Area Group (WMA). We work with project partners including Placer and Nevada counties, California State Parks, Caltrans, US Forest Service, and California Department of Fish and Wildlife to survey and treat invasive species annually. Our collective work includes treatment of invasive species in the Tahoe Basin (north and west shore), Squaw Valley/Alpine Meadows, Truckee, and the Highway 89 North corridor—covering all of TTSA's service area.

TRWC's 2019 Treatment Project is an integral part of that regional response to invasive species. The Truckee River corridor between Truckee and Glenshire is a high priority area for invasive species treatment, with more than 500 infestations recorded between 2015 and 2018. This area is also a gap in our partner's treatment efforts with complicated access and property ownership constraints. TRWC's proposed work closes that gap in the regional treatment strategy, providing effective and efficient treatment across multiple landowner properties.

Efficiency of Land and Operation Management

This project will provide effective and efficient treatment of invasive species on 440 acres along the Truckee River including 112 acres of TTSA's properties. TRWC's cost-share approach to funding this effort provides an efficient way for TTSA to manage their lands and their invasive species infestations. TRWC's project management costs are covered by a separate grant, meaning that all cost-share funding goes to on-the-ground work.

Moreover, TRWC's treatment efficacy is increased by working with multiple landowners in the project reach. This means our treatments capture all of the existing and emerging infestations so we have better control of seed spread and re-infestations.

Lastly, the project builds upon five years of TRWC treatments in this corridor. Infestations must be treated repeatedly in order exhaust the seed bank that accumulates in the soil. TRWC has successfully treated this area since 2014 and infestations are diminishing. By participating in cost-share, TTSA will build upon these successes and will benefit from reduced future management costs.

Community and Ecological Benefits

The species found along the Truckee River and on TTSA's properties (see species list below) have known impacts on habitat value, water quality, fuel loading, and recreational uses. For example, musk and bull thistle have significant infestations along the Truckee River. These species outcompete native species, promote erosion, and reduce recreational access and

quality. Effective treatments will promote habitat and water quality and maintain recreational opportunities along the Truckee River.

## Funding Request and Total Project Cost

TRWC requests $5,000 cost-share from the Tahoe Truckee Sanitation Agency to help fund our 2019 invasive species treatments within the Truckee River corridor. This funding will be used for on-the-ground treatment costs. TRWC's project management costs are covered by a separate grant. TRWC is working with multiple landowners and managers within the treatment areas to fund our total project costs.

| Project Element | TTSA Request | Total Project Cost |
|---|---|---|
| Invasive species treatment | $5,000 | $28,000 |

## Target Weed Species.

- bull thistle (*Cirsium vulgare*)
- Canada thistle (*Cirsium arvense*)
- Dalmatian toadflax (*Linaria dalmatica)*
- musk thistle (*Carduus nutans*)
- perennial pepperweed/tall mountain whitetop (*Lepidium latifolium*)
- rush skeletonweed (*Chondrilla juncea*)
- Russian knapweed (*Acroptilon repens*)
- Russian thistle (*Salsola tragus*)
- spotted knapweed (*Centaurea stoebe* ssp. *micranthos*)
- teasel (*Dipsacus fullonum*)
- yellow starthistle (*Centaurea solstitialis*)

## Attached: Proposed 2019 Treatment Area Maps

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** V-9

**Subject:** Discussion and action on video recordings of the Board of Directors meeting

**Background**

The Agency video recorded the March 13, 2019 Board of Directors meeting and posted the meeting to its website (www.ttsa.net) for increased public transparency. The purpose of the discussion is to obtain Board of Directors comments on the video recording and obtain action to continue video recording and publishing the Board of Directors meetings to the Agency website.

**Fiscal Impact**

None.

**Attachments**

None.

**Recommendation**

Management recommends an approval to continue video recording the Board of Directors meetings and publishing to the Agency website for increased public transparency.

**Review Tracking**

Submitted By: _____

LaRue Griffin
General Manager

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** VI-1

**Subject:** Department Reports

**Background**
Department reports for previous and current month(s).

**Fiscal Impact**
None.

**Attachments**
1. Operations Department Report.
2. Maintenance Department Report.
3. Engineering Department Report.
4. 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:** April 10, 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:

- 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 (1) | 5.52 |
| Monthly maximum instantaneous (1) | 8.17 |
| Maximum 7- day average | 5.93 |

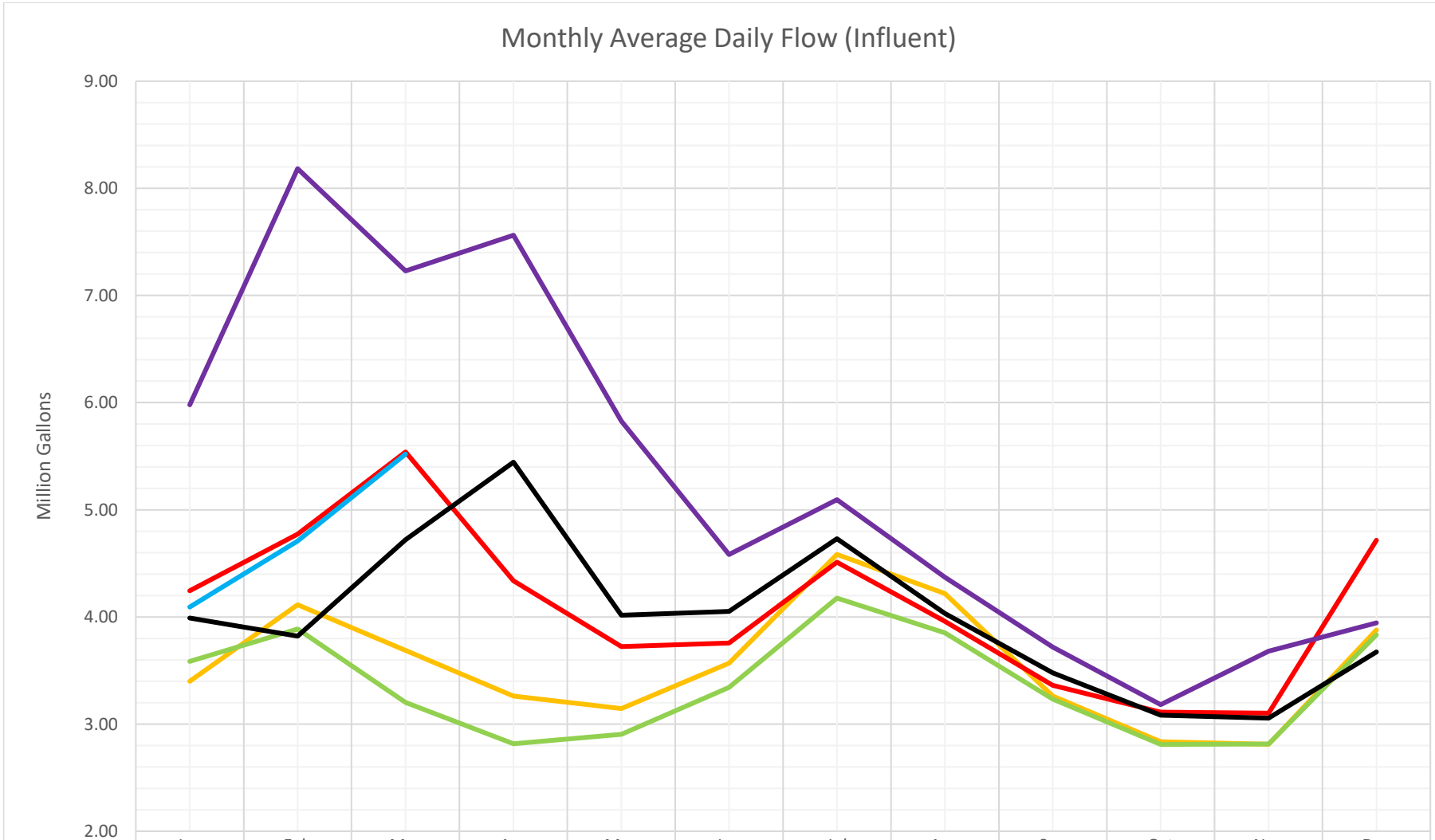
| Effluent Limitation Description (2) | WDR Monthly Average | | WDR Daily Maximum | |
|---|---|---|---|---|
| | ***Recorded*** | ***Limit*** | ***Recorded*** | ***Limit*** |
| Suspended Solids (mg/l) | 1.4 | 10.0 | 2.0 | 20.0 |
| Turbidity (NTU) | NA | NA | 2.2 | 10.0 |
| Total Phosphorus (mg/l) | 0.44 | 0.80 | 0.56 | 1.50 |
| Chemical Oxygen Demand (mg/l) | 29.0 | 45.0 | 35.0 | 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:**

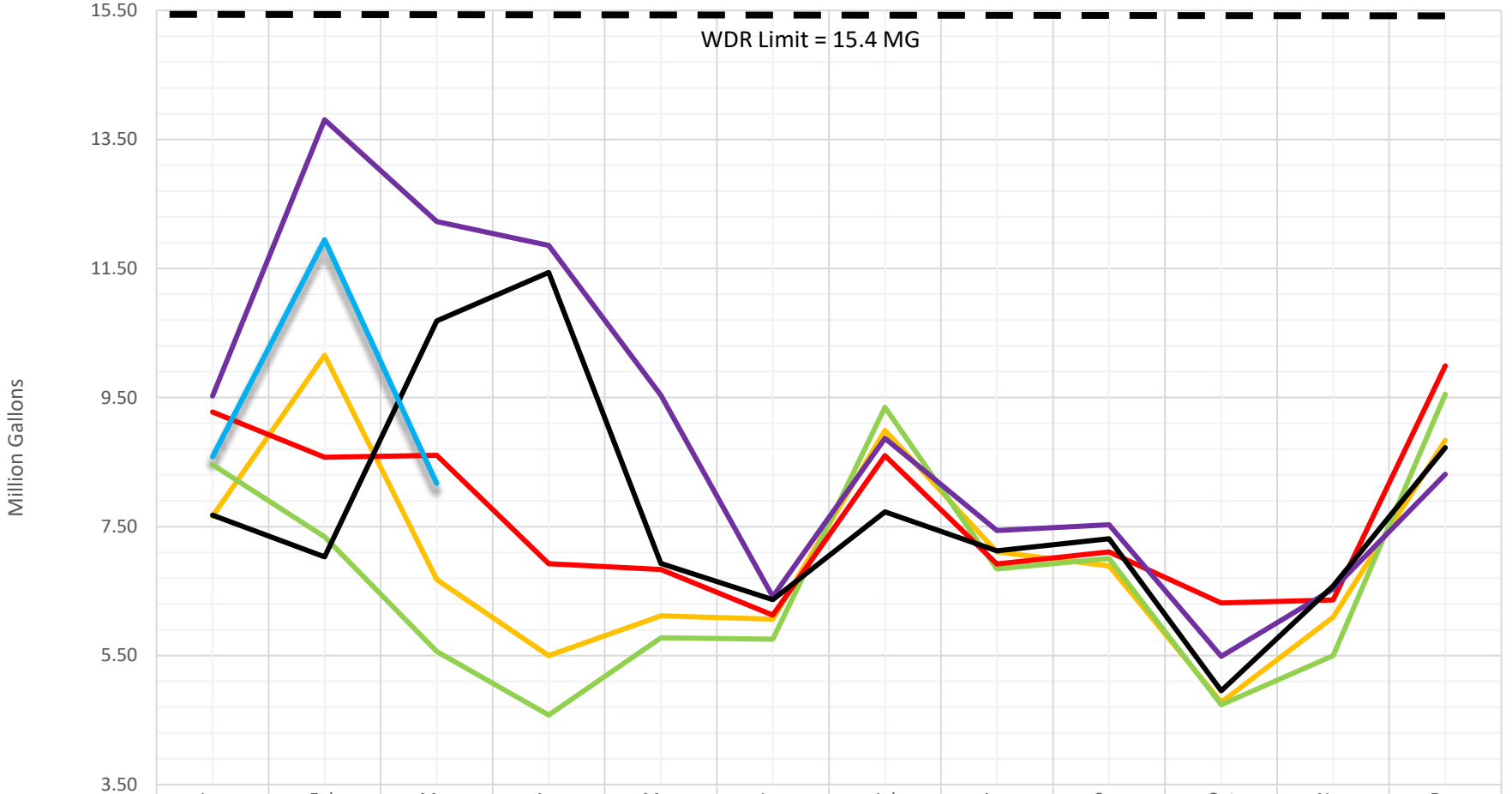
Submitted By: _____
Michael Peak
Operations Manager

Approved By: _____
LaRue Griffin
General Manager

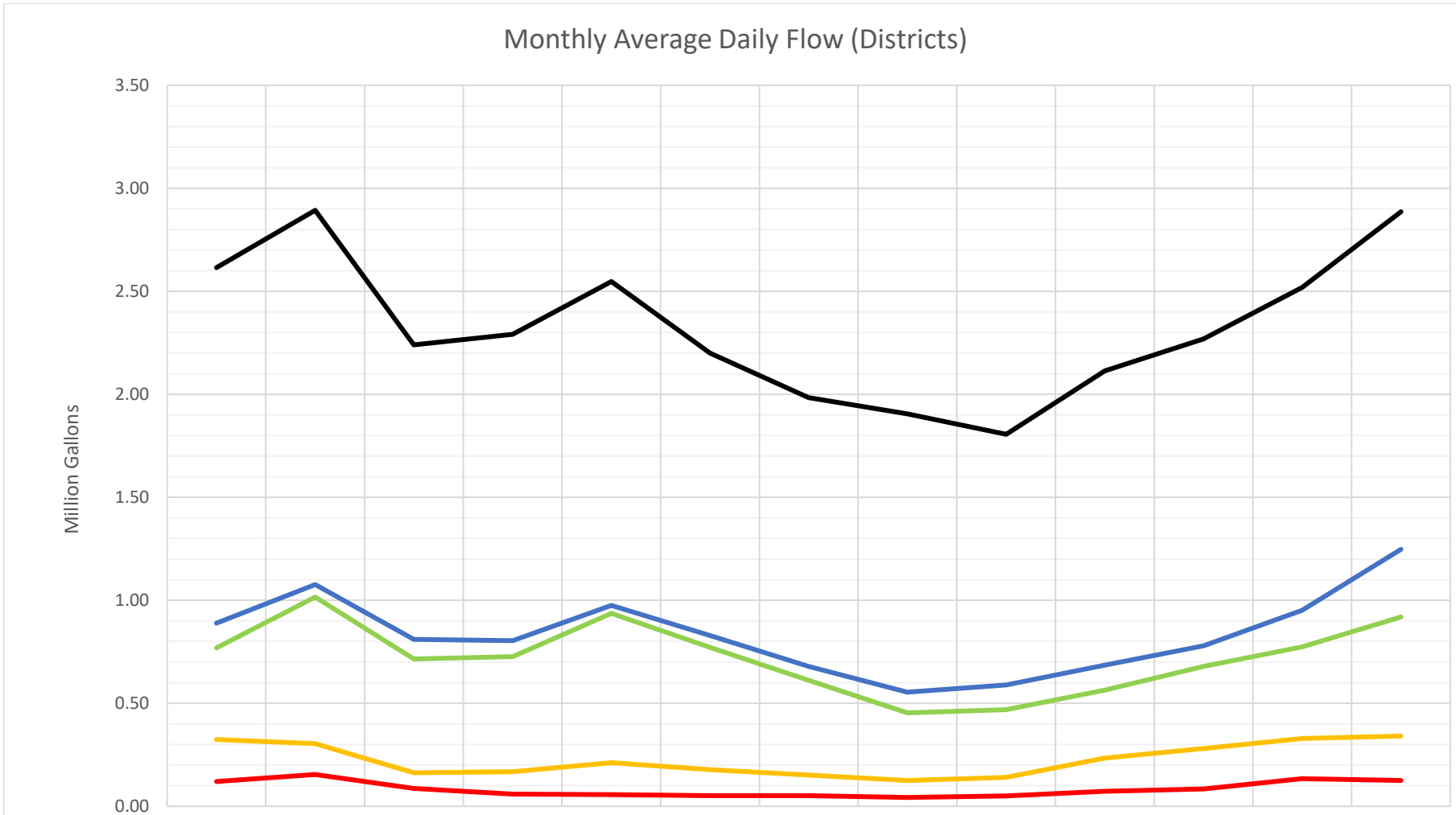



| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2014 | 3.40 | 4.11 | 3.69 | 3.26 | 3.14 | 3.57 | 4.58 | 4.22 | 3.26 | 2.84 | 2.81 | 3.88 |
| 2015 | 3.58 | 3.89 | 3.20 | 2.82 | 2.90 | 3.34 | 4.18 | 3.85 | 3.23 | 2.81 | 2.81 | 3.83 |
| 2016 | 4.24 | 4.77 | 5.54 | 4.34 | 3.72 | 3.76 | 4.51 | 3.96 | 3.36 | 3.11 | 3.10 | 4.72 |
| 2017 | 5.98 | 8.18 | 7.23 | 7.56 | 5.83 | 4.58 | 5.09 | 4.37 | 3.72 | 3.18 | 3.68 | 3.95 |
| 2018 | 3.99 | 3.82 | 4.72 | 5.44 | 4.02 | 4.05 | 4.73 | 4.03 | 3.48 | 3.08 | 3.06 | 3.67 |
| 2019 | 4.09 | 4.71 | 5.52 | | | | | | | | | |

## Monthly Maximum Instantaneous Flow (Influent)

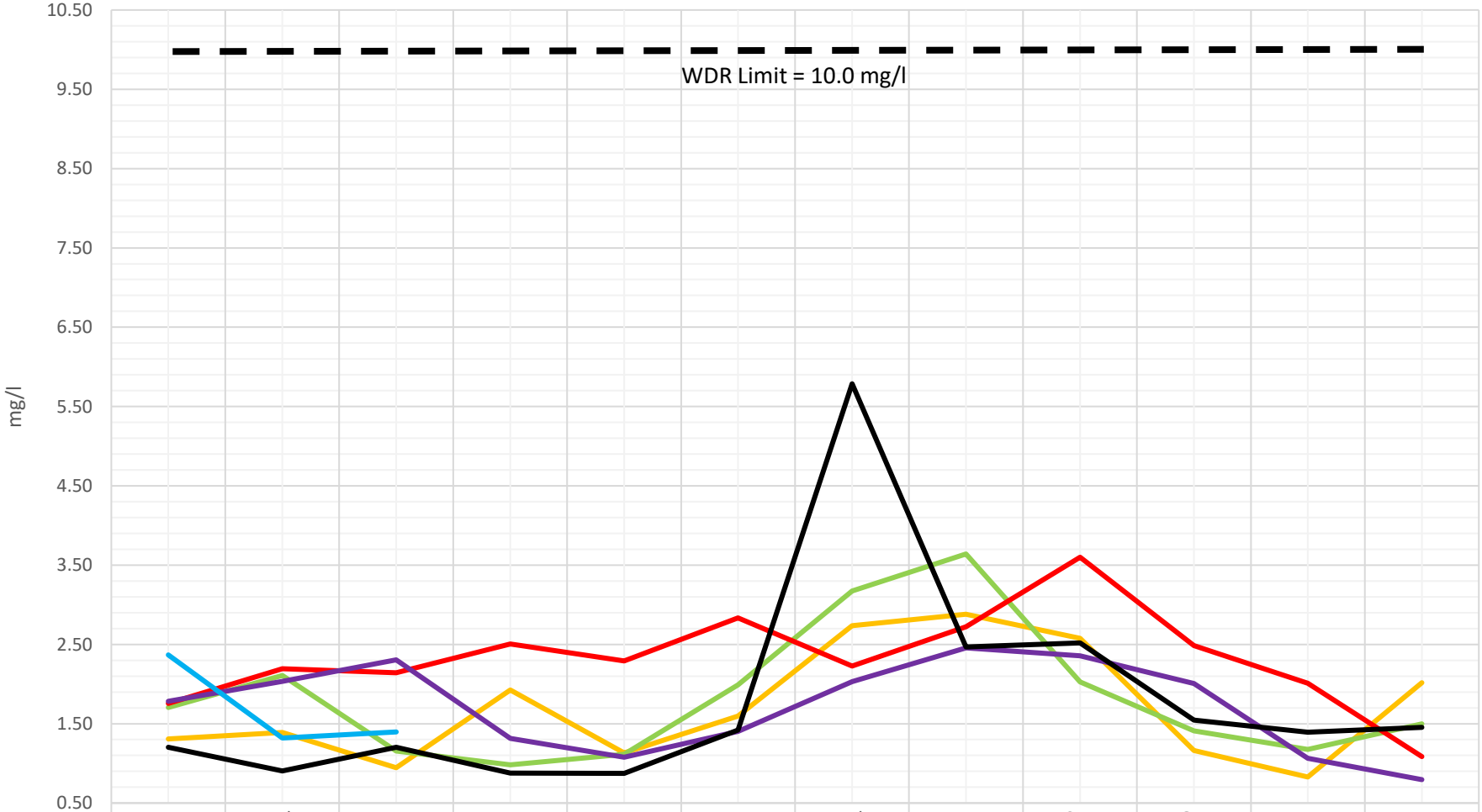



| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2014 | 7.66 | 10.16 | 6.68 | 5.50 | 6.12 | 6.06 | 8.99 | 7.11 | 6.89 | 4.78 | 6.09 | 8.84 |
| 2015 | 8.46 | 7.34 | 5.56 | 4.58 | 5.77 | 5.76 | 9.35 | 6.84 | 7.00 | 4.74 | 5.50 | 9.55 |
| 2016 | 9.28 | 8.58 | 8.60 | 6.93 | 6.84 | 6.13 | 8.60 | 6.92 | 7.11 | 6.32 | 6.36 | 9.99 |
| 2017 | 9.52 | 13.81 | 12.23 | 11.86 | 9.54 | 6.41 | 8.87 | 7.44 | 7.53 | 5.49 | 6.53 | 8.31 |
| 2018 | 7.68 | 7.03 | 10.69 | 11.44 | 6.93 | 6.37 | 7.73 | 7.12 | 7.31 | 4.95 | 6.58 | 8.72 |
| 2019 | 8.58 | 11.95 | 8.17 | | | | | | | | | |



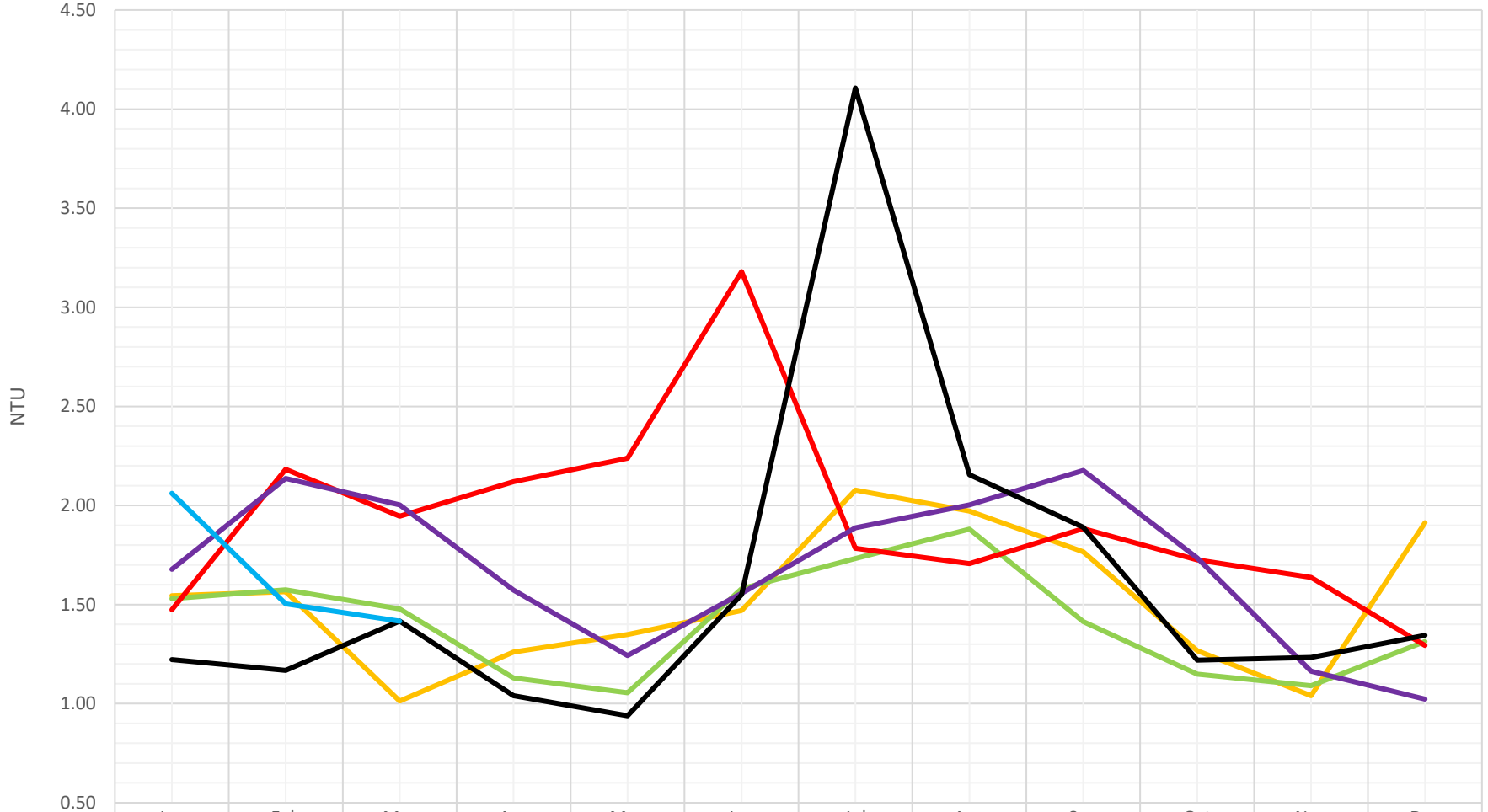

| | Mar-18 | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NTPUD | 0.89 | 1.08 | 0.81 | 0.80 | 0.98 | 0.83 | 0.68 | 0.55 | 0.59 | 0.69 | 0.78 | 0.95 | 1.25 |
| TCPUD | 0.77 | 1.02 | 0.72 | 0.73 | 0.94 | 0.77 | 0.61 | 0.45 | 0.47 | 0.56 | 0.68 | 0.77 | 0.92 |
| ASCWD | 0.12 | 0.15 | 0.09 | 0.06 | 0.06 | 0.05 | 0.05 | 0.04 | 0.05 | 0.07 | 0.08 | 0.13 | 0.13 |
| SVPSD | 0.32 | 0.30 | 0.16 | 0.17 | 0.21 | 0.18 | 0.15 | 0.13 | 0.14 | 0.23 | 0.28 | 0.33 | 0.34 |
| TSD | 2.62 | 2.89 | 2.24 | 2.29 | 2.55 | 2.20 | 1.98 | 1.91 | 1.81 | 2.11 | 2.27 | 2.52 | 2.89 |

## Monthly Average Daily Suspended Solids (Effluent)

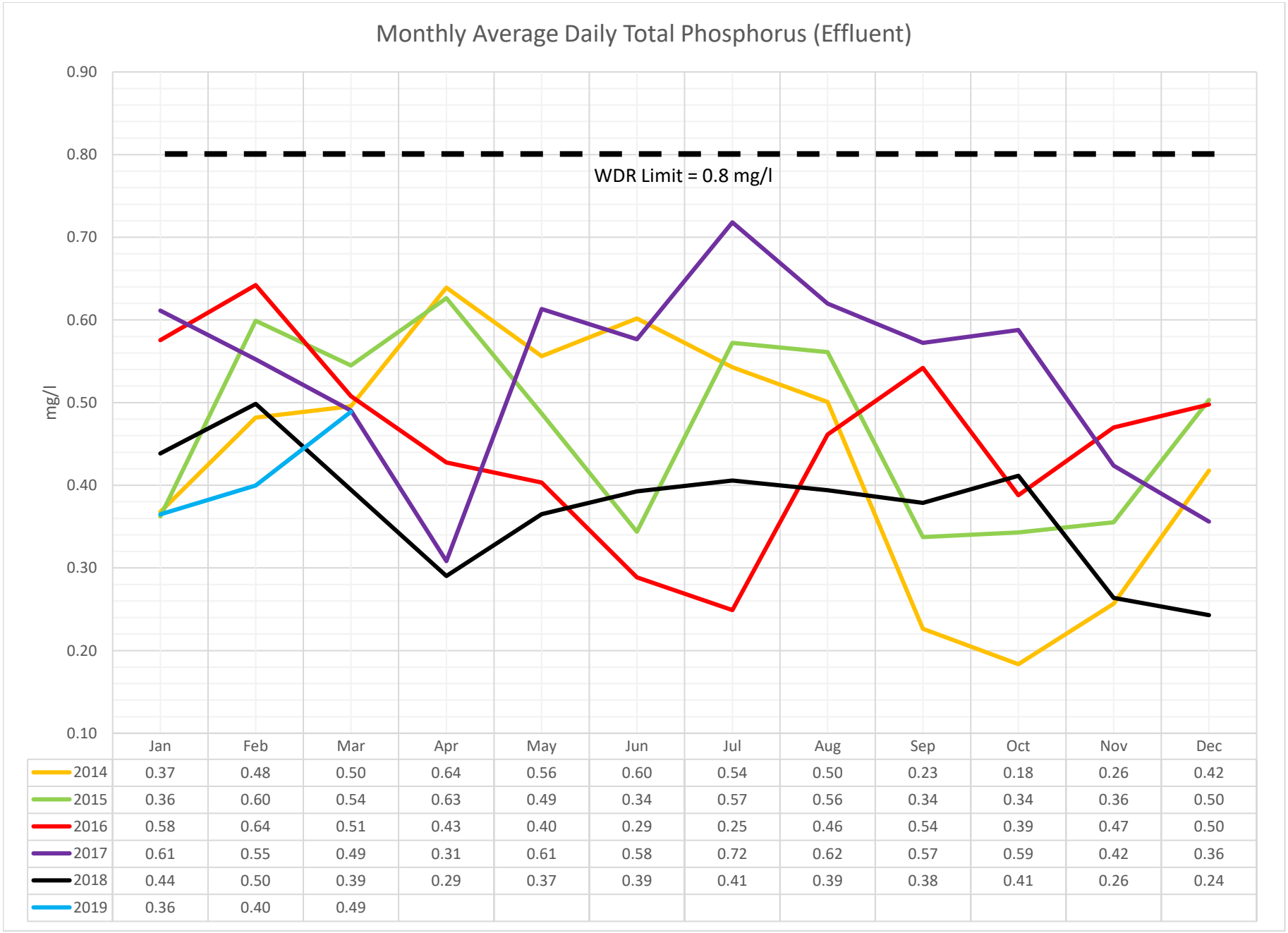



| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2014 | 1.31 | 1.39 | 0.95 | 1.93 | 1.13 | 1.60 | 2.73 | 2.88 | 2.58 | 1.16 | 0.83 | 2.02 |
| 2015 | 1.70 | 2.11 | 1.16 | 0.98 | 1.11 | 1.99 | 3.17 | 3.64 | 2.03 | 1.41 | 1.18 | 1.50 |
| 2016 | 1.76 | 2.20 | 2.14 | 2.51 | 2.29 | 2.84 | 2.23 | 2.72 | 3.60 | 2.49 | 2.01 | 1.09 |
| 2017 | 1.78 | 2.04 | 2.30 | 1.31 | 1.08 | 1.40 | 2.03 | 2.46 | 2.36 | 2.01 | 1.06 | 0.80 |
| 2018 | 1.20 | 0.91 | 1.20 | 0.88 | 0.87 | 1.42 | 5.79 | 2.47 | 2.52 | 1.55 | 1.39 | 1.45 |
| 2019 | 2.37 | 1.32 | 1.40 | | | | | | | | | |

## Monthly Average Daily Turbidity (Effluent)

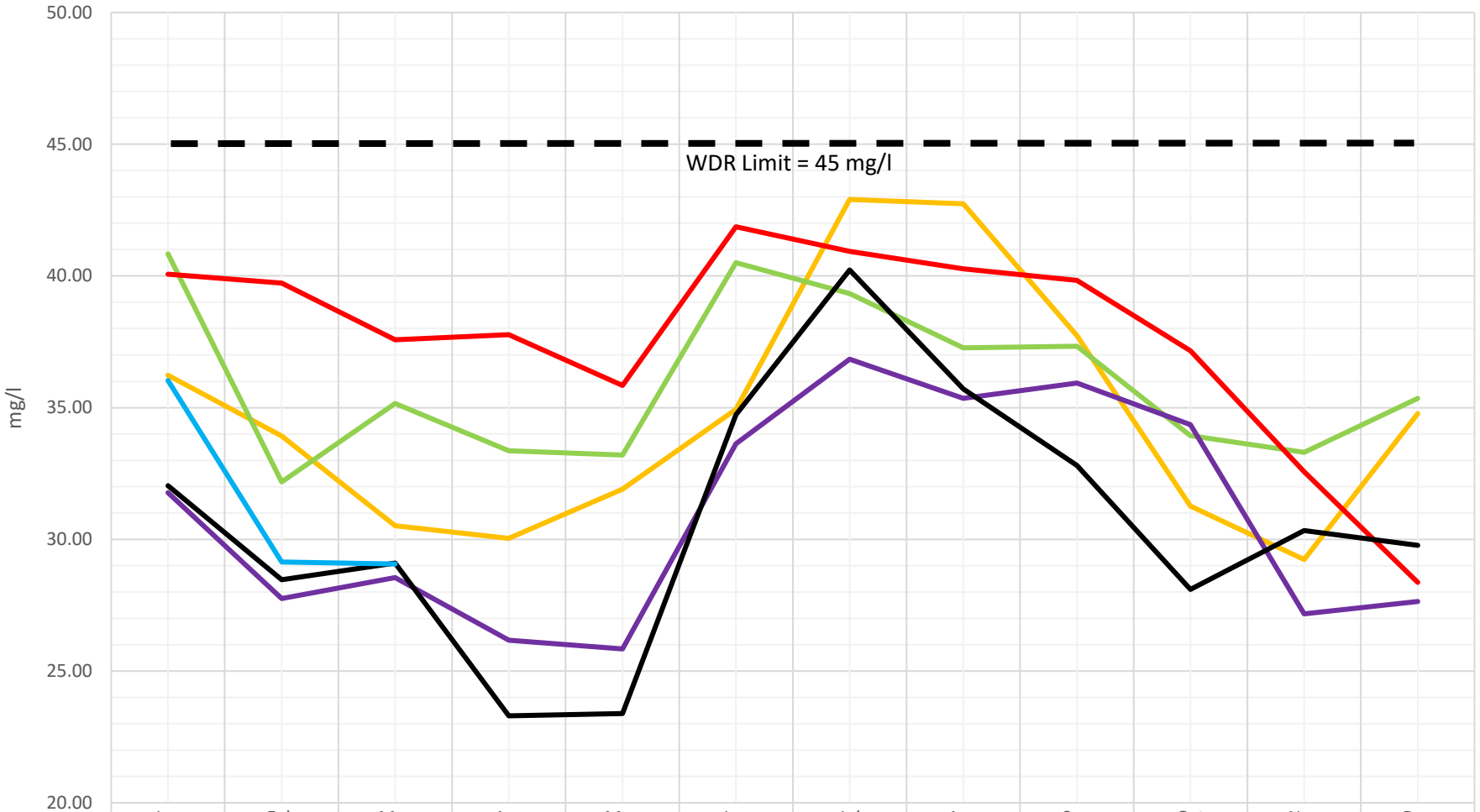



| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2014 | 1.55 | 1.56 | 1.01 | 1.26 | 1.35 | 1.47 | 2.08 | 1.97 | 1.77 | 1.27 | 1.04 | 1.91 |
| 2015 | 1.53 | 1.58 | 1.48 | 1.13 | 1.05 | 1.58 | 1.73 | 1.88 | 1.41 | 1.15 | 1.09 | 1.31 |
| 2016 | 1.47 | 2.18 | 1.95 | 2.12 | 2.24 | 3.18 | 1.78 | 1.71 | 1.88 | 1.73 | 1.64 | 1.29 |
| 2017 | 1.68 | 2.14 | 2.00 | 1.57 | 1.24 | 1.56 | 1.89 | 2.00 | 2.18 | 1.74 | 1.16 | 1.02 |
| 2018 | 1.22 | 1.17 | 1.42 | 1.04 | 0.94 | 1.55 | 4.11 | 2.15 | 1.89 | 1.22 | 1.23 | 1.35 |
| 2019 | 2.06 | 1.50 | 1.42 | | | | | | | | | |



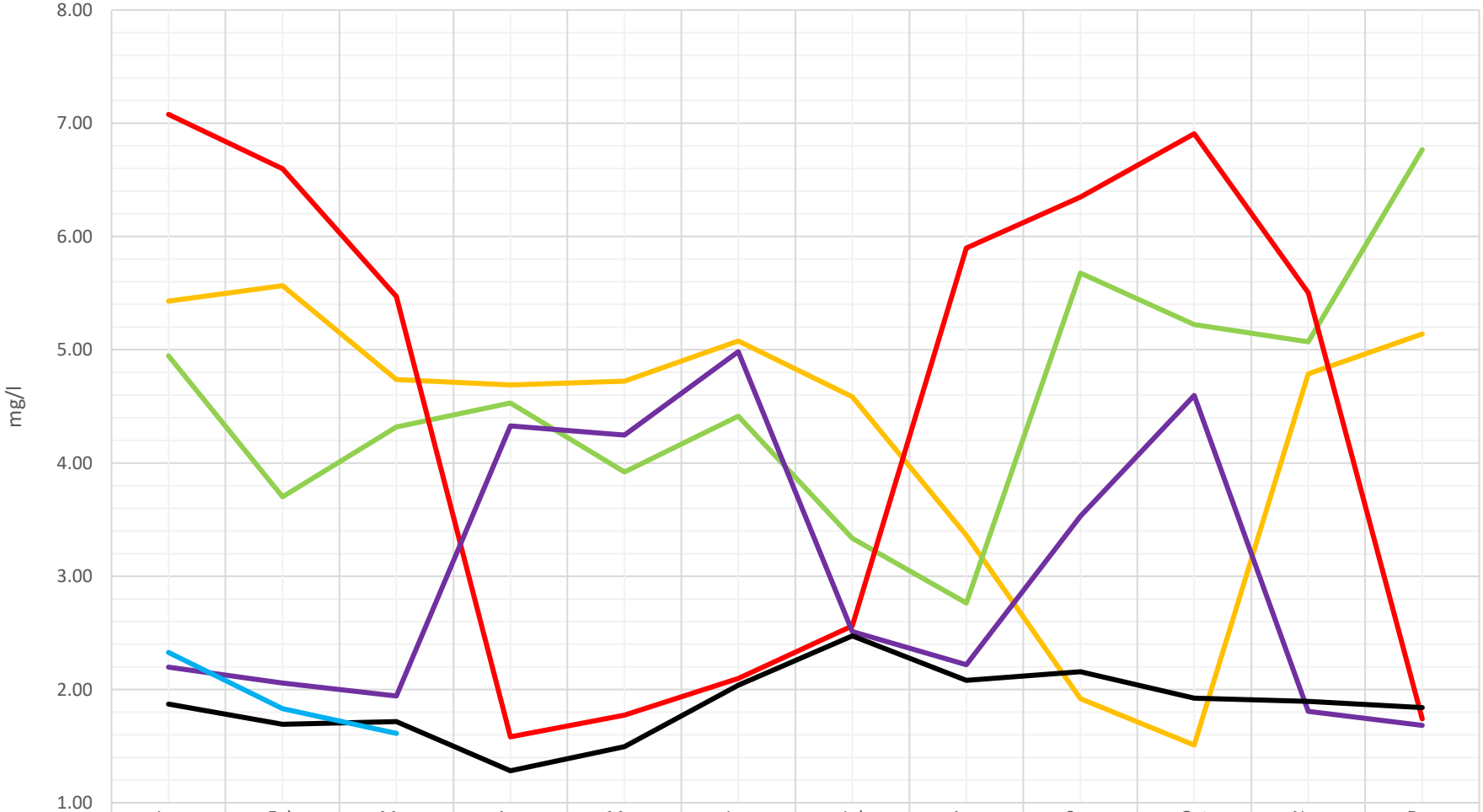

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2014 | 0.37 | 0.48 | 0.50 | 0.64 | 0.56 | 0.60 | 0.54 | 0.50 | 0.23 | 0.18 | 0.26 | 0.42 |
| 2015 | 0.36 | 0.60 | 0.54 | 0.63 | 0.49 | 0.34 | 0.57 | 0.56 | 0.34 | 0.34 | 0.36 | 0.50 |
| 2016 | 0.58 | 0.64 | 0.51 | 0.43 | 0.40 | 0.29 | 0.25 | 0.46 | 0.54 | 0.39 | 0.47 | 0.50 |
| 2017 | 0.61 | 0.55 | 0.49 | 0.31 | 0.61 | 0.58 | 0.72 | 0.62 | 0.57 | 0.59 | 0.42 | 0.36 |
| 2018 | 0.44 | 0.50 | 0.39 | 0.29 | 0.37 | 0.39 | 0.41 | 0.39 | 0.38 | 0.41 | 0.26 | 0.24 |
| 2019 | 0.36 | 0.40 | 0.49 | | | | | | | | | |

## Monthly Average Daily Chemical Oxygen Demand (Effluent)



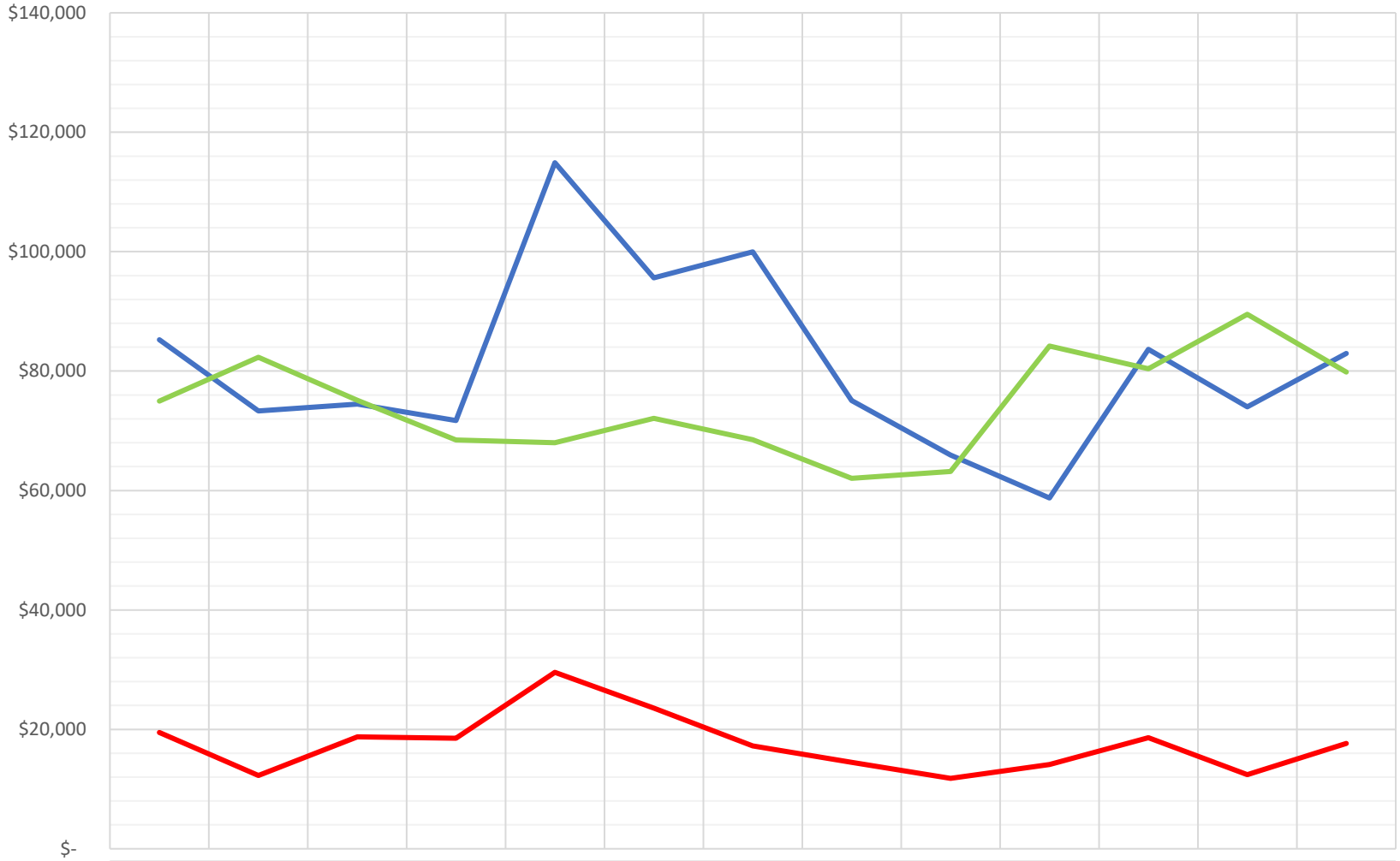

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2014 | 36.23 | 33.93 | 30.52 | 30.03 | 31.90 | 34.93 | 42.90 | 42.74 | 37.73 | 31.26 | 29.23 | 34.77 |
| 2015 | 40.84 | 32.18 | 35.16 | 33.37 | 33.20 | 40.50 | 39.33 | 37.27 | 37.33 | 33.94 | 33.30 | 35.35 |
| 2016 | 40.06 | 39.72 | 37.58 | 37.77 | 35.84 | 41.87 | 40.94 | 40.27 | 39.83 | 37.16 | 32.57 | 28.37 |
| 2017 | 31.77 | 27.75 | 28.55 | 26.17 | 25.84 | 33.63 | 36.84 | 35.35 | 35.93 | 34.35 | 27.17 | 27.65 |
| 2018 | 32.03 | 28.46 | 29.10 | 23.30 | 23.39 | 34.73 | 40.23 | 35.71 | 32.80 | 28.10 | 30.33 | 29.77 |
| 2019 | 36.03 | 29.14 | 29.06 | | | | | | | | | |

## Monthly Average Daily Total Nitrogen (Effluent)




| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2014 | 5.43 | 5.57 | 4.74 | 4.69 | 4.72 | 5.08 | 4.58 | 3.36 | 1.92 | 1.51 | 4.79 | 5.14 |
| 2015 | 4.95 | 3.70 | 4.32 | 4.53 | 3.92 | 4.41 | 3.34 | 2.76 | 5.68 | 5.22 | 5.07 | 6.77 |
| 2016 | 7.08 | 6.60 | 5.47 | 1.58 | 1.77 | 2.10 | 2.56 | 5.90 | 6.35 | 6.91 | 5.50 | 1.74 |
| 2017 | 2.20 | 2.06 | 1.94 | 4.33 | 4.25 | 4.98 | 2.51 | 2.22 | 3.53 | 4.60 | 1.81 | 1.68 |
| 2018 | 1.87 | 1.69 | 1.72 | 1.28 | 1.50 | 2.04 | 2.47 | 2.08 | 2.16 | 1.92 | 1.90 | 1.84 |
| 2019 | 2.33 | 1.83 | 1.61 | | | | | | | | | |

## Chemical, Power and Sludge Disposal Costs




| | Mar-18 | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Chemical | $85,237 | $73,330 | $74,466 | $71,733 | $114,902 | $95,616 | $99,985 | $75,081 | $65,950 | $58,752 | $83,644 | $74,020 | $82,977 |
| Power | $74,980 | $82,300 | $75,117 | $68,486 | $68,012 | $72,081 | $68,530 | $62,041 | $63,203 | $84,179 | $80,374 | $89,515 | $79,844 |
| Sludge Disposal | $19,469 | $12,296 | $18,752 | $18,517 | $29,550 | $23,564 | $17,231 | $14,472 | $11,797 | $14,115 | $18,617 | $12,429 | $17,642 |

# TAHOE-TRUCKEE SANITATION AGENCY
# MAINTENANCE DEPARTMENT REPORT

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Richard Pallante, Maintenance Manager

**Subject:** Maintenance Report

- **Project support:** In the month of March, Maintenance staff provided support for the following projects:
  - No TRI USA Dig- Alert request were received.
- **Plant Maintenance activity:** Maintenance staff resources were focused on the following for the month of March:
  - Work order statistics for March are as follows:
    - Completed a total of 423 work orders, a 55% increase from the previous month.
    - 306 scheduled preventative maintenance work orders, a 68% increase from the previous month.
    - 85 corrective, 9 project, 18 safety and 5 unscheduled preventative work orders.
    - End of March open work orders by work group, Mechanical 45, Facilities 35, I&E 35.
- **Plant Maintenance projects:** Maintenance staff performed tasks on the following ongoing projects:
  - Completed first phase of chlorine leak detection equipment installation.
  - Continue Camus hydronic boiler installation.
  - Continue new blower installation for BNR aeration.
  - Lucity project kickoff.

**Review Tracking:**

Submitted By: _____
Richard Pallante
Maintenance Manager

Approved By: _____
LaRue Griffin
General Manager

# TAHOE-TRUCKEE SANITATION AGENCY
# ENGINEERING DEPARTMENT REPORT

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Jay Parker, Engineering Manager

**Subject:** Engineering Report

- **Projects:** In the month of March, 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
  - Master Sewer Plan

- **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:** April 10, 2019

**To:** Board of Directors

**From:** Bob Gray, IT Department Manager

**Subject:** Information Technology (IT) Report

- 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, starting internal testing
- Windows Domain Upgrade- Preparing for Windows domain upgrade of 3 servers – postponed for one month.
- 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.
  - Addition of headloss logging for BNR Nitrification cells after backwashes
  - Communication protocol and software development and analytics for data from Switchgear in 27
- CLINO Automation Equipment/Software Upgrade
  - CPU equipment acquired
  - IO count determined and compiling hardware requirements
- 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 PI

    - Programming client devices with touchscreen access.
- Master Plan and Carollo Assistance
    - Developed a mirror read-only Plant Information System site dedicated for Carollo use that they are actively using in conjunction with Operations staff.

Submitted By: _____
Robert Gray
IT Department Manger

Approved By: _____
LaRue Griffin
General Manager

# TAHOE-TRUCKEE SANITATION AGENCY

# ADMINISTRATION DEPARTMENT REPORT

**Date:** April 10, 2019

**To:** Board of Directors

**From:** Roshelle Chavez, Administrative Services Manager

**Subject:** Administration Report

Accounting

- Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
- Coordination with consultants Chouinard & Myhre, Inc., regarding the chart of accounts re-structuring of the AS400 software for approved 2018/2019 Agency budgets.
- Coordination of staff, and management, for additional research and data entry with respect to the chart of accounts restructuring.

Billing/Customer Service

- General assistance with billing customer accounts, adjustments, refunds, reduction agreements and plan review.
- Conducted no commercial inspection(s) and eleven (11) drive by residential inspection(s).
- Processed seven (7) new account(s)/connection(s): 1 Commercial / 6 Residential .
- Coordination of staff, management, and HDR Engineering, Inc. regarding the finalization of the Sewer Connection Fee Study and Ordinance No. 1-2019.
- Teleconferences with Caselle implementation technical consultants regarding data conversion, provided subset of billing master data.
- Continued planning for implementation of billing Agency Sewer Service Charges to county tax rolls.

Purchasing

- Coordinated purchase of plant O&M supplies and performed various administrative tasks.
- Coordinated with Engineering, Maintenance, and Operations for Agency contracts and bids.

General Administration

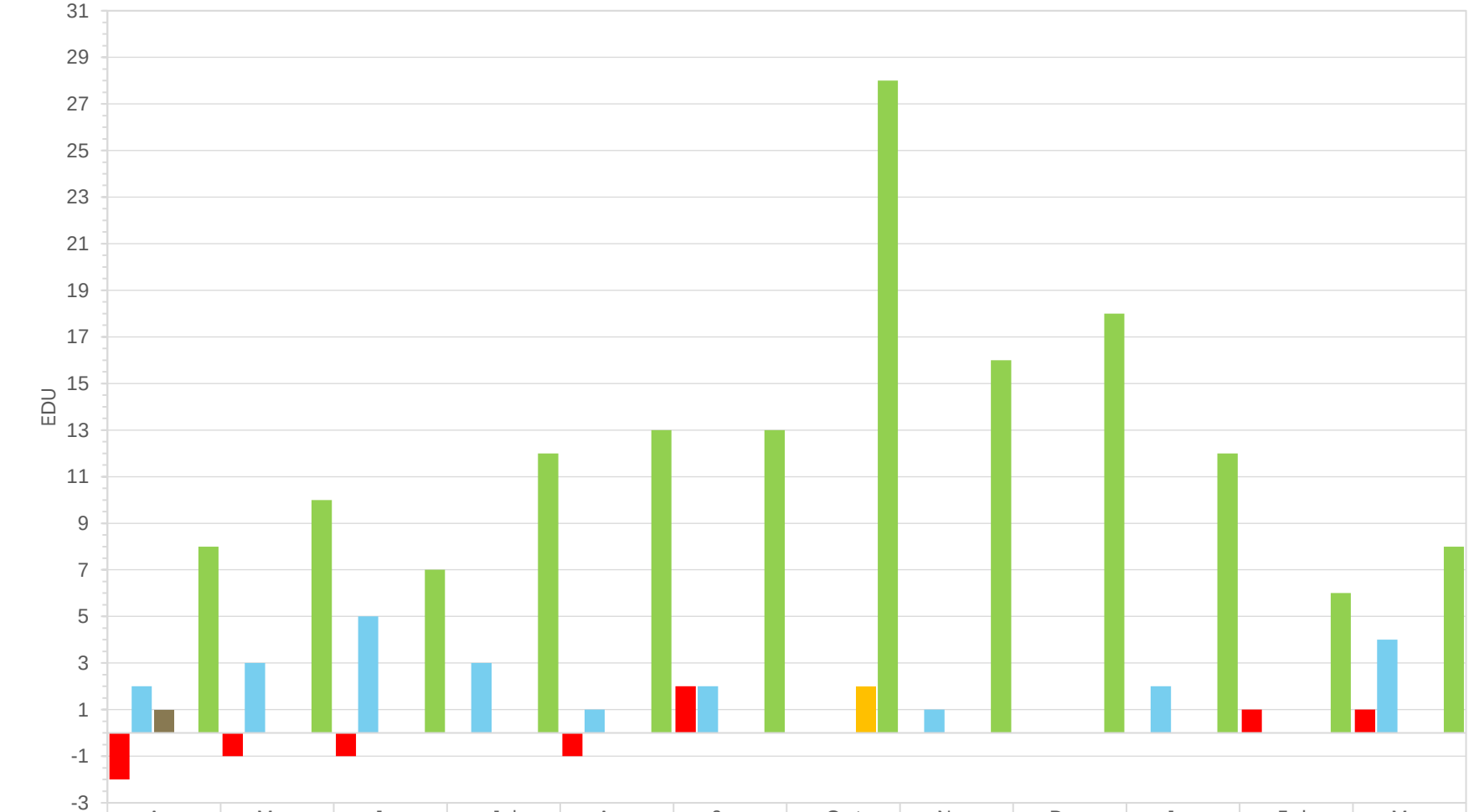
- Continued coordination with Caselle software beginning the prep phase of implementation.
- Continued department task review within the administration department.
- Performed various administrative duties to assist GM and Board of Directors.
- Performed miscellaneous public records requests.

**Review Tracking**

Submitted By: _____
Roshelle Chavez
Administrative Services Manager

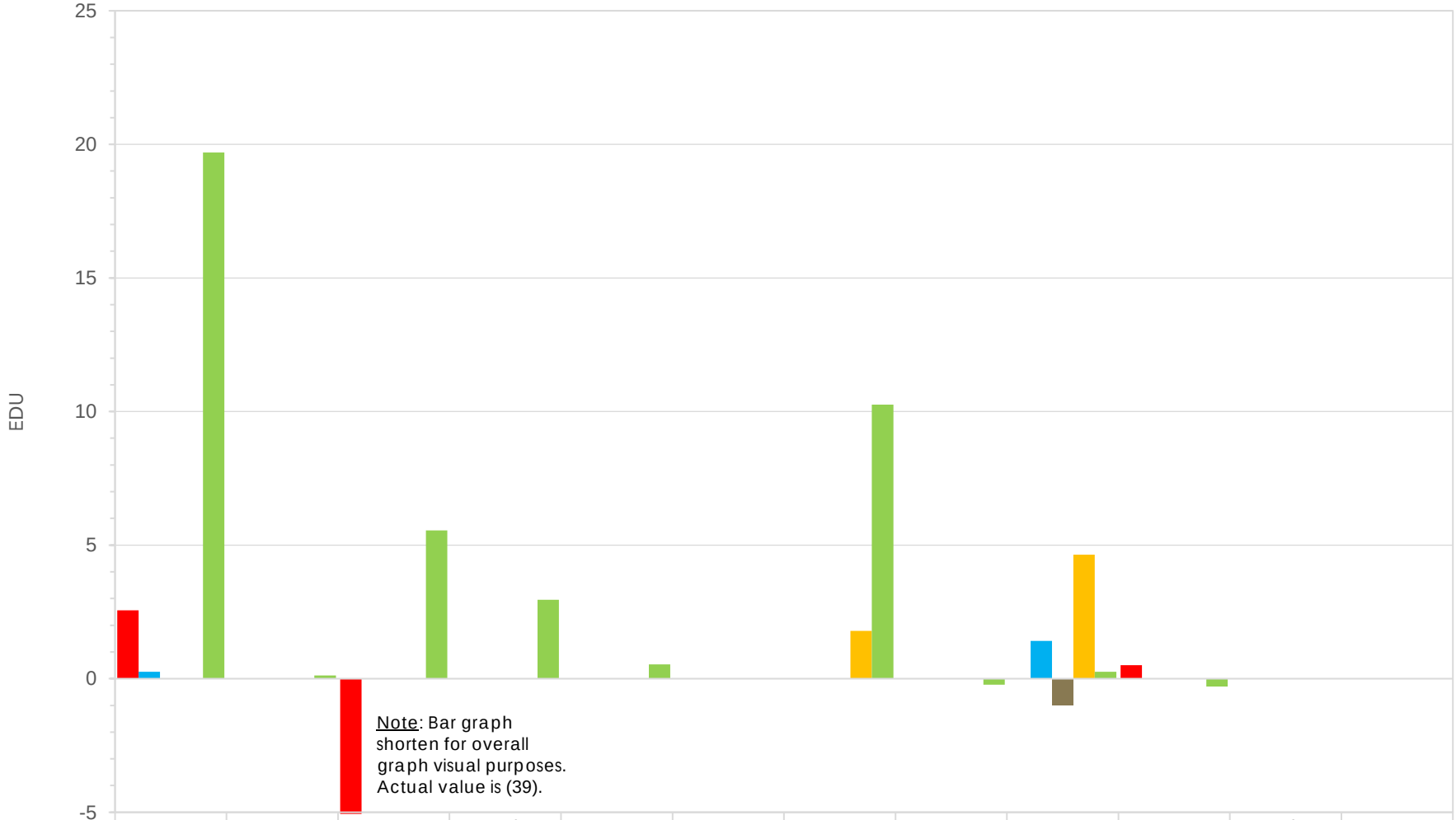
Approved By: _____
LaRue Griffin
General Manager

# Residential EDU Summary



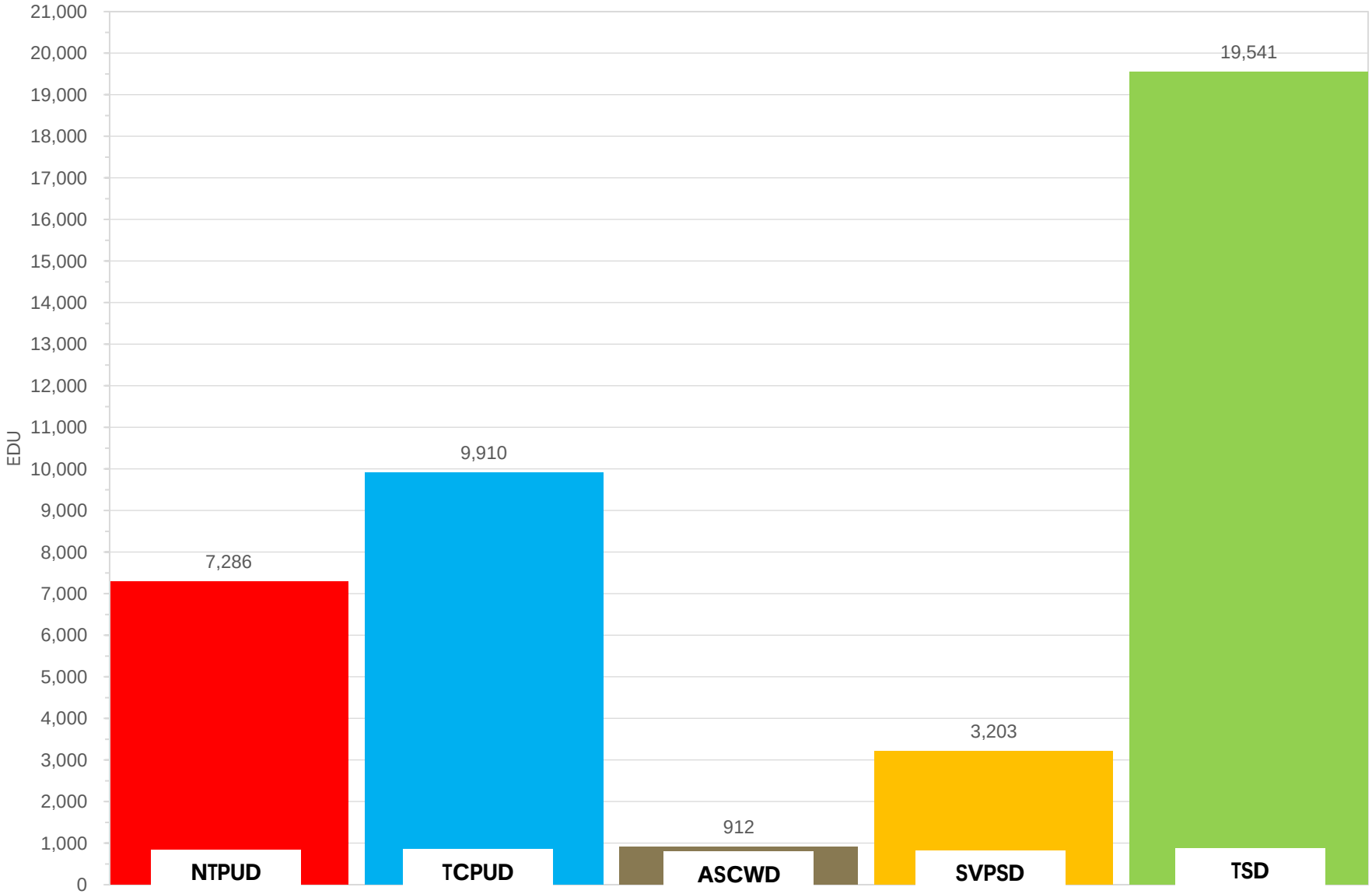

| | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NTPUD | (2) | (1) | (1) | 0 | (1) | 2 | 0 | 0 | 0 | 0 | 1 | 1 |
| TCPUD | 2 | 3 | 5 | 3 | 1 | 2 | 0 | 1 | 0 | 2 | 0 | 4 |
| ASCWD | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SVSPD | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 |
| TSD | 8 | 10 | 7 | 12 | 13 | 13 | 28 | 16 | 18 | 12 | 6 | 8 |

# Other EDU Summary

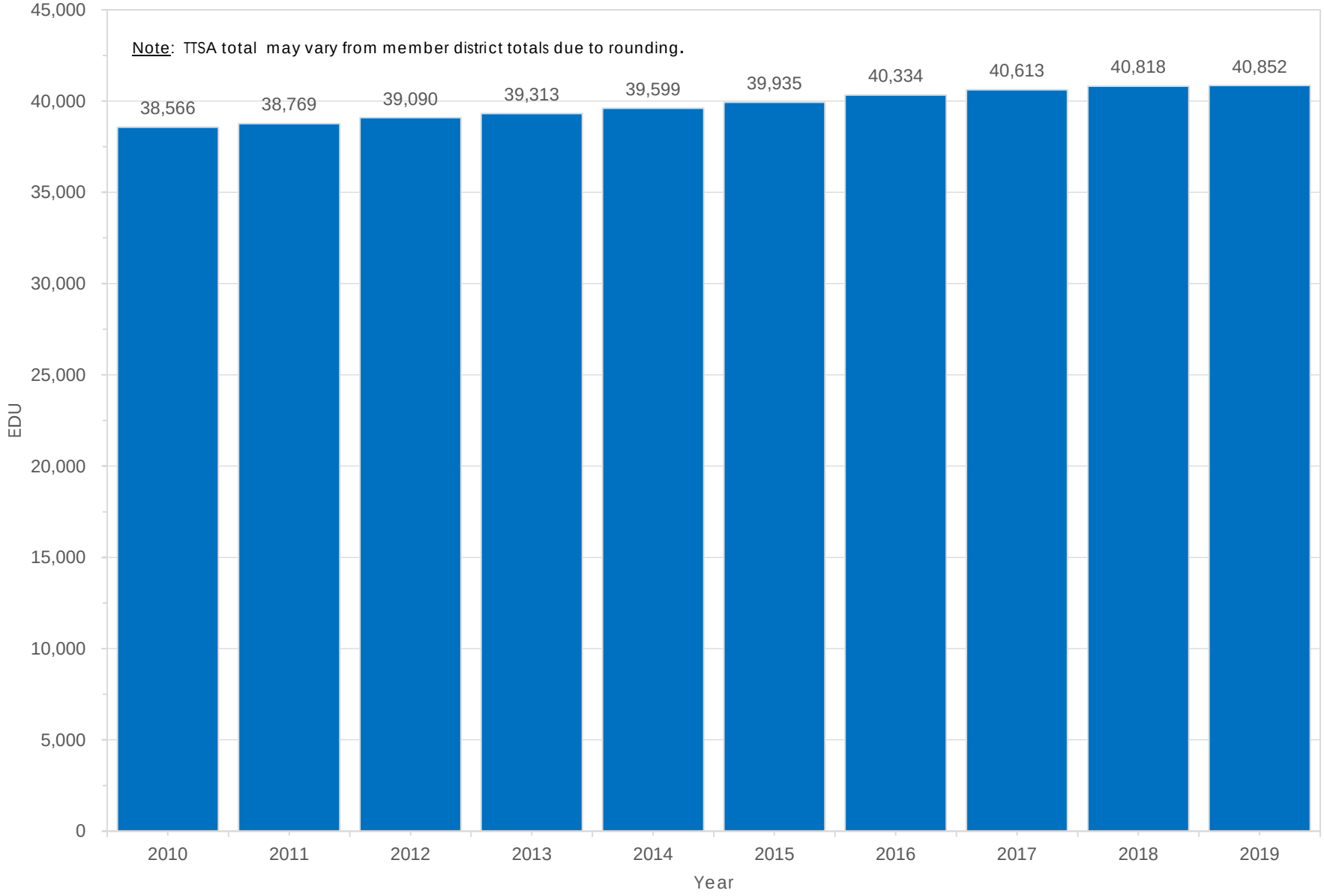



| | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NTPUD | 2.6 | 0.0 | (39.0) | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.5 | 0.0 | 0.0 |
| TCPUD | 0.3 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 1.4 | 0.0 | 0.0 | 0.0 |
| ASCWD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

# Current EDU Summary
# By Member District



# Historical TTSA EDU Summary



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** VI-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 (update attached).
- 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 and staff worked with CalPERS to evaluate different payment options towards the Agency's employee pension plan.
- Management and staff began planning the implementation of the new software programs.
- Management and staff had a kick-off meeting with Carollo Engineers for the Sewer Master Plan.
- Management held a quarterly all staff meeting.
- Management attended the monthly member district luncheon
- Management assisted staff with updated financial reports.
- Management approved change order #3 (attached) for the Building 27 Main Service Upgrade project.

**Review Tracking**

Submitted By: _____
LaRue Griffin
General Manager

BRYCE CONSULTING

April 2, 2019

TO: Mr. LaRue Griffin, General Manager
FROM: Shellie Anderson, Principal

SUBJECT: Classification and Compensation Study Update

The memo serves as an update on the status of the classification and compensation study. With respect to the classification study, the Agency is currently reviewing the draft job descriptions that have been prepared by the consultant with support from Agency Counsel. In terms of the compensation study, the majority of the salary and benefit data has been collected. There are a few outstanding questions to the survey agencies that we are following up with; however, we will not finalize the draft data until the review of the job descriptions by the Agency has been completed so that we can ensure appropriate comparability. Below provides a list of study tasks with the status of each provided.

**Classification Study**

- Employee Orientation ***Completed***
- Department Manager Interviews ***Completed***
- Employees Complete Position Inventory Questionnaires ***Completed***
- Employee Interviews ***Completed***
- Develop Classification Plan Structure ***Completed***
- Review Classification Plan Structure with Agency ***Completed***
- Prepare Job Descriptions ***Completed***
- Review Job Descriptions with Agency ***In Process***
- Review and Recommend Revisions to Performance Evaluation Form ***In Process***
- Conduct Employee Review Process
- Conduct FLSA Analysis
- Finalize Classification Study

**Compensation Study**

- Review and Recommend Compensation Survey Parameters ***Completed***
- Review Compensation Survey Parameters with the Agency ***Completed***
- Finalize Compensation Parameters ***Completed***
- Contact Survey Employers and Prepare Information Packet ***Completed***
- Collect and Analyze Salary Survey Data ***In Process***
- Review Preliminary Survey Results with the Agency
- Follow Up Data Collection
- Prepare Preliminary Salary Plan and Internal Relationship Analysis
- Review and Revise Salary Plan with the Agency
- Prepare and Present Final Report

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



# CONTRACT MODIFICATION NO. 3
**(Change Order)**

The following additions, deletions or revisions to the Contract Documents for the Building 27 Main Service Upgrade Project by and between the Tahoe-Truckee Sanitation Agency and Schneider Electric USA, Inc. (SE) dated June 13, 2018 have been ordered and authorized:

| ITEM | DESCRIPTION | COMPENSATION BASIS | COST |
|---|---|---|---|
| 1 | Part 2, Contract Forms, Paragraph 2.1.5: CHANGE "October 26, 2018" to "March 27, 2019". | N/A | $0 |
| | | Total Cost | $0 |

| | |
|---|---|
| ORIGINAL CONTRACT AMOUNT: | $552,569.10 |
| CONTRACT MODIFICATION NO. 1 AMOUNT: | ($4,000.00) |
| CONTRACT MODIFICATION NO. 2 AMOUNT: | $500.00 |
| REVISED CONTRACT AMOUNT: | $549,069.10 |
| CONTRACT TIME ADJUSTMENT: | Revised as indicated herein. |

All terms and conditions stipulated in the Contract Documents for the Building 27 Main Service Upgrade Project by and between the Tahoe-Truckee Sanitation Agency and Schneider Electric USA, Inc. dated June 13, 2018 are incorporated herein, except as provided in approved Contract Modifications.

ACCEPTED BY: Brett C Hartman — 3/29/19
Schneider Electric USA, Inc. — Date

APPROVED BY: — 3/29/19
Tahoe-Truckee Sanitation Agency — Date

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** VII

**Subject:** Board of Director Comment

**Background**

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

# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** April 10, 2019

**To:** Board of Directors

**From:** LaRue Griffin, General Manager

**Item:** VIII

**Subject:** Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.

2. Closed session for public employee discipline/dismissal/release.