



Tahoe-Truckee Sanitation Agency
Regular Board Meeting
May 18, 2022

TAHOE-TRUCKEE SANITATION AGENCY



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

Directors

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

BOARD OF DIRECTORS REGULAR MEETING NOTICE AND AGENDA

Date: May 18, 2022

Time: 9:00 AM

This meeting will be accessible via teleconference (video and audio) only and the board room will not be accessible to the public. To participate via videoconference, join the meeting with the following link: <https://us02web.zoom.us/j/85118251552>. To participate via audio teleconference, join the meeting with the following call-in information: Toll-Free phone no. (888) 475-4499, access code: 851-1825-1552#.

Public comments will be accepted by the Board and should be submitted to Roshelle Chavez, Board Clerk, at rchavez@ttsa.ca.gov, by mail at 13720 Butterfield Drive, Truckee, CA 96161 (the final mail collection before the meeting will be the Tuesday before the meeting at 3:00 p.m.), and via teleconference on any item on the agenda until the close of public comment on the item.

If you wish to make a comment during the teleconference on an item, please use the Zoom meeting controls to "Raise Your Hand" if attending via video teleconference or dial *9 if attending via audio teleconference. All requests to make a comment will be called upon in the order received.

- I. Call to Order, Roll Call, and Pledge of Allegiance**
- II. AB 361 Action** Consider finding by a majority vote under Gov. Code § 54953(e)(3) that a result of the continuing COVID-19 emergency: (i) the board has reconsidered the circumstances of the state of emergency; (ii) renew prior findings that meeting in person would continue to present imminent risks to the health or safety of attendees; and (iii) the authorization for meetings to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C) is renewed.
- III. 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.
- IV. Professional Achievements, Awards and Anniversaries** Acknowledgement of staff for professional achievement and other awards.

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

VI. Regular Agenda

1. Report from the April 20, 2022 closed session meeting.
2. Approval of the minutes of the regular Board meeting on April 20, 2022.
3. Approval of cost-of-living adjustment and salary schedule for fiscal year 2022-2023.
4. Approval to reject bids for the 2022 Plant Improvements project.
5. Approval to solicit bids for the 2022 Digital Scanning of Sewer Lines project.
6. Approval to award bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, hydrochloric acid and liquid chlorine.
7. Approval to negotiate a contract for the procurement of ferric chloride.
8. Discussion and possible vote to select a Special District Representative to Placer LAFCO.
9. Discussion of in-person Board of Directors meeting.

VII. Management Team Report

1. Department Reports.
2. General Manager Report.

VIII. 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.

IX. Closed Session

1. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Fay v. Tahoe-Truckee Sanitation Agency.
2. Closed session for public employee performance evaluation of the General Manager position.

X. Adjournment

Posted and Mailed, 05/12/22



Roshelle Chavez
Executive Assistant/Board Clerk

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

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
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: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: II
Subject: AB 361 Action

Background

In light of Governor Newsom's declaration that a state of emergency exists due to the incidence and spread of the novel coronavirus, and the pandemic caused by the resulting disease COVID-19, the Board of Directors should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees.

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people.

Although effective vaccines and boosters have been approved by the U.S. Food and Drug Administration for use, the vaccination and booster rates are slow and have not yet reached a point to significantly control community transmission. Those who become infected with COVID-19 are at risk of serious illness and death.

Conducting Board meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and Agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus.

If the reauthorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

Fiscal Impact

None.

Attachments

None.

Recommendation

Management recommends the Board of Directors find that it has reconsidered the state of the COVID-19 emergency, meeting in person continues to present imminent risks to the health or safety of attendees, and the Board renews the prior authorization for meetings to be held by teleconference as authorized by subdivision (e)(1)(C) of section 54943 of the Government Code.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: III
Subject: Public Comment

Background

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: IV
Subject: Professional Achievements, Awards & Anniversaries

Background

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

Achievements and Promotions

- Jessie Denham – Received Wastewater Operator Grade II certification
- Jessie Denham – Promoted to Wastewater Operator Grade II position

Fiscal Impact

Recipients of promotions receive salary increases.


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: May 18, 2022
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: V-1
Subject: Ratify payment of general fund warrants

Background

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

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

Fiscal Impact

Decrease in Agency funds per the warrant amounts.

Attachments

Report of general fund warrants.

Recommendation

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

Review Tracking

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

Approved By: *LaRue Griffin*
LaRue Griffin
General Manager

Payee	Check Number	Check Issue Date	Description	Amount
4D TRANSPORT LLC				
	88359	04/21/2022	Transportation services for BNR Influent Pump #1	2,025.00
Total 4D TRANSPORT LLC:				2,025.00
AIRGAS USA LLC				
	88360	04/21/2022	CYLINDER RENTALS	86.04
	88360	04/21/2022	CYLINDER RENTALS	59.38
	88360	04/21/2022	CYLINDER RENTALS	32.72
Total AIRGAS USA LLC:				178.14
ALESHIRE & WYNDER LLP				
	88361	04/21/2022	MARCH 2022 FEES	15,171.56
Total ALESHIRE & WYNDER LLP:				15,171.56
ALPHA ANALYTICAL INC				
	88342	04/14/2022	1Q 2022 TRIHALOMETHANES	475.00
	88342	04/14/2022	1Q 2022 BIOSOLIDS	360.00
Total ALPHA ANALYTICAL INC:				835.00
ANNIE'S CLEANING SERVICE				
	88307	04/07/2022	MARCH 2022 JANITORIAL SVC	3,813.33
Total ANNIE'S CLEANING SERVICE:				3,813.33
ARAMARK WORK APPAREL				
	88308	04/07/2022	MATS FOR MAINTENANCE	168.90
	88308	04/07/2022	TOWELS FOR LAB	10.26
	88308	04/07/2022	SVC CHARGE OPS	13.00
Total ARAMARK WORK APPAREL:				192.16
AUTOSCRIBE INFOMATICS				
	88343	04/14/2022	MONTHLY LIMS FEE	2,716.00
Total AUTOSCRIBE INFOMATICS:				2,716.00
BARTKIEWICZ, KRONICK & SHANAHAN				
	88383	04/21/2022	MARCH 2022 FEES	8,044.36 M
Total BARTKIEWICZ, KRONICK & SHANAHAN:				8,044.36
BASIC BENEFITS, LLC				
	4142202	04/14/2022	FINALIZATION OF BASIC HRA	20.00 M
	4142202	04/14/2022	FINALIZATION OF BASIC HRA	105.00 M
Total BASIC BENEFITS, LLC:				125.00
BRAGG INVESTMENT COMPANY				
	88362	04/21/2022	Crane and rigging services for BNR Influent Pump	2,194.20
Total BRAGG INVESTMENT COMPANY:				2,194.20

Payee	Check Number	Check Issue Date	Description	Amount
CALIFORNIA STATE BOARD OF EQUALIZAT				
	4072201	04/07/2022	TAXES ON #10 WINDOW WITH WINDOW	31.00 M
	4072201	04/07/2022	TAXES ON LASER CHECKS	17.00 M
	4072201	04/07/2022	TAXES ON SENSOR FOR PS-S CHLORINE	17.00 M
	4072201	04/07/2022	TAXES ON ENLESS BAGS FOR SCREENING	27.00 M
	4072201	04/07/2022	TAXES CDQ STATOR	412.00 M
	4072201	04/07/2022	TAXES ON CDQ ROTOR	159.00 M
	4072201	04/07/2022	TAXES ON FINAL SAFETY VALVE	33.00 M
	4072201	04/07/2022	TAXES ON BEARINGS, BALL, GROOVES	17.00 M
	4072201	04/07/2022	TAXES ON AUGER	547.00 M
	4072201	04/07/2022	TAXES ON HACH PHOSVER 3 PHOSPHATE	4.00 M
	4072201	04/07/2022	TAXES ON LED LAMPS HIGHBAY FIXTURES	46.00 M
	4072201	04/07/2022	TAXES ON LED LAMPS HGIHBAY FIXTURES	111.00 M
	4072201	04/07/2022	TAXES ON LED LAMPS HIGHBAY FIXTURES	178.00 M
	4072201	04/07/2022	TAXES ON BUTTON, CONTACT, PUSH	11.00 M
	4072201	04/07/2022	TAXES ON CRACH & JOINT FILLER 2 GALLONS	21.00 M
Total CALIFORNIA STATE BOARD OF EQUALIZAT:				1,631.00
CAPITAL RUBBER CO. LTD				
	88309	04/07/2022	3/8" Circular Neoprene Gasket.	460.73
Total CAPITAL RUBBER CO. LTD:				460.73
CAROLLO				
	88344	04/14/2022	MASTER SEWER PLAN-APRIL PROGRESS REPORT	4,455.00
Total CAROLLO:				4,455.00
CASELLE				
	88345	04/14/2022	APRIL 2022 MONTHLY SUPPORT & MAINTENANCE	3,458.00
	88345	04/14/2022	MAY 2022 MONTHLY SUPPORT & MAINTENANCE	3,458.00
Total CASELLE:				6,916.00
CASHMAN EQUIPMENT CO.				
	88310	04/07/2022	Air Filter # 9X-3352	45.87
	88310	04/07/2022	Air Filter # 7X-6041	46.90
	88310	04/07/2022	Air Filter # 3E-0411	9.52
	88310	04/07/2022	Air Filter # 3E-0410	47.46
	88310	04/07/2022	Filter AS 1R-0750	21.55
	88310	04/07/2022	Filter AS 1R-0753	34.30
	88310	04/07/2022	Lube Filter 1R-1807	22.26
	88310	04/07/2022	Element AS 6I-2501	74.79
	88310	04/07/2022	Element AS 6I-2502	55.93
	88363	04/21/2022	Grease Fitting Kit	34.96
	88363	04/21/2022	Bottle A	66.38
	88363	04/21/2022	Seat GP-Basi	670.82
	88363	04/21/2022	Freight	68.90
	88363	04/21/2022	Parts Manual Caterpillar 248	165.89
Total CASHMAN EQUIPMENT CO.:				1,365.53
CH2M HILL				
	88311	04/07/2022	#37 SCADA & INFORMATION TECHNOLOGY MASTER PLANNING SERVICES	19,974.84

Payee	Check Number	Check Issue Date	Description	Amount
Total CH2M HILL:				19,974.84
CHARD SNYDER & ASSOCIATES				
	4142204	04/14/2022	HRA	17.58 M
	4142204	04/14/2022	HRA	535.00 M
	4142204	04/14/2022	HRA	35.00 M
	4142204	04/14/2022	HRA	20.66 M
	4142204	04/14/2022	HRA	514.81 M
	4142204	04/14/2022	HRA	16.02 M
	4142204	04/14/2022	HRA	28.00 M
	4142204	04/14/2022	HRA	326.24 M
	4142204	04/14/2022	HRA	205.00 M
	4142204	04/14/2022	HRA	1,716.45 M
	4142204	04/14/2022	HRA	58.00 M
	4142204	04/14/2022	HRA	563.75 M
	4142204	04/14/2022	FSA	142.09 M
	4142204	04/14/2022	HRA	50.48 M
	4142204	04/14/2022	HRA	20.00 M
	4142204	04/14/2022	HRA	50.60 M
	4142204	04/14/2022	FSA	3.23 M
	4142204	04/14/2022	HRA	167.21 M
	4142204	04/14/2022	FSA	349.06 M
	4142204	04/14/2022	HRA	221.73 M
	4142204	04/14/2022	HRA	150.94 M
	4142204	04/14/2022	HRA	2.63 M
	4142204	04/14/2022	FSA	35.00 M
	4142204	04/14/2022	HRA	75.69 M
	4142204	04/14/2022	HRA	15.00 M
	4142204	04/14/2022	FSA	564.00 M
	4142204	04/14/2022	HRA	35.00 M
	4142204	04/14/2022	HRA	242.68 M
	4142204	04/14/2022	HRA	287.00 M
	4142204	04/14/2022	HRA	954.29 M
	4142204	04/14/2022	HRA	1,223.80 M
	4142204	04/14/2022	HRA	2,397.72 M
	4142204	04/14/2022	HRA	660.00 M
	4142204	04/14/2022	HRA	35.00 M
	4142204	04/14/2022	HRA	35.00 M
	4142204	04/14/2022	HRA	106.48 M
	4142204	04/14/2022	HRA	37.27 M
	4142204	04/14/2022	HRA	245.85 M
	4142204	04/14/2022	HRA	27.66 M
	4142204	04/14/2022	HRA	93.41 M
	4142204	04/14/2022	HRA	35.00 M
	4142204	04/14/2022	HRA	10.00 M
	4142204	04/14/2022	DCA	749.00 M
	4142204	04/14/2022	HRA	174.99 M
	4142204	04/14/2022	FSA	4.89 M
	4142204	04/14/2022	HRA	546.90 M
	4142204	04/14/2022	HRA	37.74 M
	4142204	04/14/2022	HRA	20.00 M
	4292201	04/29/2022	FSA	11.05 M
	4292201	04/29/2022	HRA	346.59 M
	4292201	04/29/2022	HRA	19.51 M
	4292201	04/29/2022	HRA	32.12 M
	4292201	04/29/2022	HRA	240.00 M

Payee	Check Number	Check Issue Date	Description	Amount
	4292201	04/29/2022	HRA	75.00 M
	4292201	04/29/2022	HRA	106.26 M
	4292201	04/29/2022	FSA	101.86 M
	4292201	04/29/2022	HRA	670.93 M
	4292201	04/29/2022	HRA	256.90 M
	4292201	04/29/2022	HRA	35.00 M
	4292201	04/29/2022	HRA	282.64 M
	4292201	04/29/2022	HRA	55.20 M
	4292201	04/29/2022	HRA	150.00 M
	4292201	04/29/2022	HRA	360.63 M
	4292201	04/29/2022	HRA	93.00 M
	4292201	04/29/2022	HRA	35.00 M
	4292201	04/29/2022	HRA	51.94 M
	4292201	04/29/2022	HRA	653.27 M
	4292201	04/29/2022	HRA	42.80 M
	4292201	04/29/2022	HRA	576.80 M
	4292201	04/29/2022	HRA	63.00 M
	4292201	04/29/2022	HRA	35.00 M
	4292201	04/29/2022	HRA	9.11 M
	4292201	04/29/2022	HRA	317.00 M
	4292201	04/29/2022	HRA	93.00 M
	4292201	04/29/2022	HRA	35.00 M
	4292201	04/29/2022	FSA	2,505.67 M
	4292201	04/29/2022	HRA	4.33 M
	4292201	04/29/2022	HRA	75.00 M
	4292201	04/29/2022	HRA	26.89 M
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Total CHARD SNYDER & ASSOCIATES:				21,204.35
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CIVICPLUS				
	88312	04/07/2022	SOFTWARE AS A SERVICE TO REPLACE OUR CURRENT WEBSITE HOST	3,500.00
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Total CIVICPLUS:				3,500.00
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CORELOGIC INFORMATION SOLUTIONS, IN				
	88313	04/07/2022	MARCH 2022 INVOICE	491.73
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Total CORELOGIC INFORMATION SOLUTIONS, IN:				491.73
				<hr/>
CRANE ENGINEERING				
	88364	04/21/2022	Rotor, C72FG1 (22-000054)	4,786.00
	88364	04/21/2022	Stator, mfr# C320GQ (22-000073)	2,690.00
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Total CRANE ENGINEERING:				7,476.00
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CRYSTAL SUBLET				
	88314	04/07/2022	APRIL 2022 PHONE	18.04
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Total CRYSTAL SUBLET:				18.04
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DATCO SERVICES CORP.				
	88346	04/14/2022	QUARTERLY FEES	380.25
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Total DATCO SERVICES CORP.:				380.25
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DELL COMPUTER CORP. C/O DELL USA L.				
	88315	04/07/2022	Dell OptiPlex 3090 Micro	7,246.26

Payee	Check Number	Check Issue Date	Description	Amount
Total DELL COMPUTER CORP. C/O DELL USA L.:				7,246.26
E&M ELECTRIC				
	88365	04/21/2022	6AV2101-0AA07-0AH5 WinCC Comfort V17 DL	610.00
	88365	04/21/2022	6AV6612-0AA00-0AY0 SIMATIC WINCC COMFORT SUS DL (Yearly Support Fee	120.00
	88365	04/21/2022	MODULE PM-E 24V DC W/DIAGNO ET200S	151.91
Total E&M ELECTRIC:				881.91
ENVIRONMENTAL WATER SOLUTIONS, INC.				
	88316	04/07/2022	OIL FOR TUTHILL BLOWERS IN BNR	1,535.30
Total ENVIRONMENTAL WATER SOLUTIONS, INC.:				1,535.30
FASTENAL				
	88317	04/07/2022	Stainless Steel Finished Hex Nut For Stripper 58 Scrapers	40.20
	88317	04/07/2022	Stainless Steel Tap Bolt For Stripper 58 Scrapers	194.12
	88317	04/07/2022	Conspicuity Tape Roll For stripper 58 Scrapers	97.67
	88317	04/07/2022	Stainless Steel Fender Washer For Stripper 58 Scrapers	48.19
Total FASTENAL:				380.18
GLOBAL INDUSTRIAL				
	88318	04/07/2022	Elkay & Halsey Taylor 1500 Gallon Replacement Filter Cartridge, 51299C (21-000	356.95
	88318	04/07/2022	Shipping	30.30
Total GLOBAL INDUSTRIAL:				387.25
GRAINGER INC., W.W.				
	88347	04/14/2022	Disinfecting Wipes: Canister, 75 ct Container Size, Ready to Use, Wipes	129.29
	88347	04/14/2022	Gray Pipe Cement, Heavy Bodied, Size 32 oz, For Use With PVC Pipe	106.03
	88347	04/14/2022	Gray Cement, Extra Heavy Bodied, Size 128 oz, For Use With Rigid PVC	111.09
	88347	04/14/2022	Aerosol Duster: 17 oz Size, 10 oz Net Wt, 2 PK	110.98
	88347	04/14/2022	Shipping	30.00
	88347	04/14/2022	SCBA Backframe Assembly	6,656.85
	88366	04/21/2022	NORTON ABRASIVE ROLL: FINE, SILICON CARBIDE	73.00
	88366	04/21/2022	AIR SENSING SWITCH, HVAC/GENERAL PURPOSE	21.10
Total GRAINGER INC., W.W.:				7,238.34
ILEANA VASSILIOU				
	88319	04/07/2022	MARCH 2022 TRAINING	200.00
	88319	04/07/2022	MARCH 2022 TRAINING	200.00
	88319	04/07/2022	MARCH 2022 TRAINING	400.00
Total ILEANA VASSILIOU:				800.00
J.W. WELDING SUPPLY				
	88320	04/07/2022	OXYGEN CYLINDER RENTAL	15.12
	88320	04/07/2022	HELIUM, AIR CYLINDER RENTAL	77.46
	88320	04/07/2022	NITROGEN CYLINDER RENTAL	43.02
Total J.W. WELDING SUPPLY:				135.60
JESSIE DENHAM				
	88348	04/14/2022	REIMB OPERATOR GRADE 2 EXAM	155.00

Payee	Check Number	Check Issue Date	Description	Amount
Total JESSIE DENHAM:				155.00
JOEL OBERLY				
	88367	04/21/2022	REIMB OIT CERT	125.00
Total JOEL OBERLY:				125.00
JOHNSON CONTROLS FIRE PROTECTION LP				
	88321	04/07/2022	END OF LINE DEVICE REMOVAL- FIRE ALARM SYSTEM	762.77
	88321	04/07/2022	WORK PERFORMED ON WET SPRINKLER SYSTEM	1,023.00
	88349	04/14/2022	EXTINGUISHER BASIC TEST & INSPECT	776.00
Total JOHNSON CONTROLS FIRE PROTECTION LP:				2,561.77
LHOIST NORTH AMERICA				
	88322	04/07/2022	24.660 TON HYDRATED LIME DLVD 3/16/22	8,722.42
	88350	04/14/2022	25.04 TON HYDRATED LIME DLVD 3/29/22	8,856.82
Total LHOIST NORTH AMERICA:				17,579.24
LIBERTY UTILITIES				
	88351	04/14/2022	ELECTRIC BILL	28.47
	88351	04/14/2022	ELECTRIC BILL	23.82
	88351	04/14/2022	ELECTRIC BILL	26.31
	88351	04/14/2022	ELECTRIC BILL	25.71
	88351	04/14/2022	ELECTRIC BILL	33.23
Total LIBERTY UTILITIES:				137.54
LINDE GAS AND EQUIP INC				
	88323	04/07/2022	ACETYLENE CYLINDER RENTALS FOR MAINTENANCE	84.80
Total LINDE GAS AND EQUIP INC:				84.80
LOGICALLY				
	88324	04/07/2022	Windows Server Project	7,165.00
Total LOGICALLY:				7,165.00
MOUNTAIN HARDWARE				
	88368	04/21/2022	DUCT TAPE FOR ADMIN BLDG REPAIR	10.81
	88368	04/21/2022	SAND BAGS	48.68
	88368	04/21/2022	ANT BAIT	19.47
	88368	04/21/2022	ACID MURIATIC	129.76
Total MOUNTAIN HARDWARE:				208.72
NALCO COMPANY				
	88325	04/07/2022	55 gallon transfer Base Tank	7,266.65
Total NALCO COMPANY:				7,266.65
NAPA- SIERRA				
	88326	04/07/2022	HAND PUMP FOR PUMPING OUT OILS FOR VARIOUS VEHICLES	5.40
	88357	04/14/2022	STOPLIGHT SWITCH, TRICO ICE BLADE	36.97 M
	88357	04/14/2022	BOOSTER PAC	215.41 M

Payee	Check Number	Check Issue Date	Description	Amount
	88369	04/21/2022	BELT FOR MAJOR SVC ON VHCL-26	24.76
Total NAPA- SIERRA:				282.54
NORTH TAHOE PUD				
	88358	04/14/2022	LAB OVERPAYMENT REIMBURSEMENT	250.00 M
Total NORTH TAHOE PUD:				250.00
OFFICE DEPOT				
	88370	04/21/2022	3"x5" Wirebound Memo Books	8.38
	88370	04/21/2022	College Ruled 3-hole punched Notbook	12.11
	88370	04/21/2022	Tear-by-Hand Tape- Pack of 2 rolls	33.77
	88370	04/21/2022	Smaill Binder clips	2.00
	88370	04/21/2022	At-A-Glance Large 3-Month Wall Calendar	24.58
	88370	04/21/2022	Soft-Grip Black in Pens	10.62
	88370	04/21/2022	Just Basics 1" Black Binder	3.59
	88370	04/21/2022	Just Basics 1 1/2" Black Binder	6.86
	88370	04/21/2022	Small Post it notes- Floral Fantasy	9.76
	88370	04/21/2022	Cotton Linen Paper Box of 500	36.29
	88370	04/21/2022	6.5 Gallon Wastebasket- pack of 3	12.12
	88370	04/21/2022	Crayola Fabric Markers	10.81
	88370	04/21/2022	Avery Heavy Dudy 1" White Binder	23.38
	88370	04/21/2022	Avery Heavy Duty 1 1/2" White Binder	25.29
	88370	04/21/2022	Office Depot 1 1/2" round ring binder, Black	8.55
	88370	04/21/2022	2-Tone Hanging File Folders	4.76
	88370	04/21/2022	Febreze Small Spaces- 2 pack	16.21
	88370	04/21/2022	Febreze Air Fresheners- 2 pack	15.56
Total OFFICE DEPOT:				264.64
PACIFIC OFFICE AUTOMATION				
	88352	04/14/2022	2/28/22-3/28/22 OVERTAGE	111.77
	88352	04/14/2022	3/28/22-4/28/22 INVOICE	50.77
Total PACIFIC OFFICE AUTOMATION:				162.54
PAN PACIFIC SUPPLY				
	88371	04/21/2022	AST 80984 1.688 Single Cartridge Seal	2,442.29
Total PAN PACIFIC SUPPLY:				2,442.29
PERS-RETIREMENT				
	4142203	04/14/2022	LOUREY RBF	101.70 M
Total PERS-RETIREMENT:				101.70
PINNACLE TOWERS INC.				
	88327	04/07/2022	TOWER RENTAL-PLUTO MTN	788.41
Total PINNACLE TOWERS INC.:				788.41
PLATT ELECTRIC COMPANY				
	88328	04/07/2022	Weatherproof Box Extension, 2-Gang, Die Cast. Depth: 1"	42.67
	88353	04/14/2022	Weatherproof Box, 2-Gang, Die Cast.	57.17
	88353	04/14/2022	Pull Box, Type 1, Screw Cover, Size/Dims: 6" x 6" x 4"	42.53
	88353	04/14/2022	60 AMP, 3-Pole, General Duty Safety Switch	130.69

Payee	Check Number	Check Issue Date	Description	Amount
Total PLATT ELECTRIC COMPANY:				273.06
PRO-PIPE, INC				
	88384	04/26/2022	RETENTION #1 DIGITAL SCANNING OF SEWER LINES	4,457.40
	88384	04/26/2022	RETENTION #2 DIGITAL SCANNING OF SEWER LINES	4,298.35
Total PRO-PIPE, INC:				8,755.75
QUADIENT				
	88329	04/07/2022	QUARTERLY METER RENTAL	173.66
Total QUADIENT:				173.66
RED WING BUSINESS ADVANTAGE ACCOUNT				
	88354	04/14/2022	EMPLOYEE SUMMER WORK BOOTS	250.00
	88354	04/14/2022	EMPLOYEE WINTER WORK BOOTS	248.46
	88354	04/14/2022	EMPLOYEE SUMMER WORK BOOTS	250.00
	88354	04/14/2022	EMPLOYEE WINTER WORK BOOTS	204.61
	88354	04/14/2022	EMPLOYEE SUMMER WORK BOOTS	250.00
	88354	04/14/2022	EMPLOYEE WINTER WORK BOOTS	174.84
	88354	04/14/2022	EMPLOYEE SUMMER WORK BOOTS	213.04
	88354	04/14/2022	EMPLOYEE WINTER WORK BOOTS	222.72
Total RED WING BUSINESS ADVANTAGE ACCOUNT:				1,813.67
RENO BUSINESS INTERIORS				
	88330	04/07/2022	Office furniture CMMS / GIS Technician	3,418.16
	88372	04/21/2022	Ignition 2 Task Chair Mid-back, Ilira back	404.93
Total RENO BUSINESS INTERIORS:				3,823.09
REXEL				
	88373	04/21/2022	OMC B83/001 3/0 DLO Cable - 70'	844.19
Total REXEL:				844.19
ROY SMITH COMPANY				
	88331	04/07/2022	3,988 GAL LIQUID OXYGEN DLVD 3/16/22	3,842.14
	88331	04/07/2022	3,541 GAL LIQUID OXYGEN DLVD 3/22/22	3,411.49
	88331	04/07/2022	902 GAL LIQUID OXYGEN DLVD 3/22/22	869.01
	88374	04/21/2022	4823 GAL LIQUID OXYGEN DLVD 3/09/22	4,646.60
	88374	04/21/2022	4338 GAL LIQUID OXYGEN DLVD 4/7/22	4,190.16
Total ROY SMITH COMPANY:				16,959.40
SOLENIS				
	88375	04/21/2022	K133L Praestol 1 tote	4,685.17
Total SOLENIS:				4,685.17
SOUTHWEST GAS CORP.				
	88341	04/14/2022	APRIL 2022 MAIN BILL 10%	370.55 M
	88341	04/14/2022	APRIL 2022 MAIN BILL 90%	3,335.01 M
	88341	04/14/2022	APRIL 2022 PLANT BILL 10%	549.03 M
	88341	04/14/2022	APRIL 2022 PLANT BILL 90%	4,941.30 M

Payee	Check Number	Check Issue Date	Description	Amount
Total SOUTHWEST GAS CORP.:				9,195.89
STONE'S COUNTRY TIRE				
	88376	04/21/2022	DISMOUNTS AND MOUNTS FOR VHCT-11	67.58
Total STONE'S COUNTRY TIRE:				67.58
TAHOE FOREST HOSP. DIST./TAHOE WORX				
	88377	04/21/2022	EMPLOYEE SCREENING	125.00
Total TAHOE FOREST HOSP. DIST./TAHOE WORX:				125.00
TAHOE TRUCKEE DISPOSAL				
	88332	04/07/2022	MARCH 2022 SLUDGE	10,431.32
	88332	04/07/2022	MARCH 2022 CENTIFUGE	16,671.29
Total TAHOE TRUCKEE DISPOSAL:				27,102.61
THATCHER COMPANY OF CA INC				
	88333	04/07/2022	4 TONS CHLORINE DLVD 1/11/22	8,100.00
	88333	04/07/2022	CHLORINE EMPTIES	4,330.00-
Total THATCHER COMPANY OF CA INC:				3,770.00
THE UNION				
	88334	04/07/2022	Solicitation to Bid - 2022 Plant Improvements Project	692.56
Total THE UNION:				692.56
THERMO FISHER SCIENTIFIC (ASHEVILLE)				
	88378	04/21/2022	Fan Assembly - Lab Furnace	615.17
Total THERMO FISHER SCIENTIFIC (ASHEVILLE):				615.17
TRUCKEE DONNER PUD				
	88335	04/07/2022	MARCH 2022 ELECTRIC	57.63
	88335	04/07/2022	MARCH 2022 ELECTRIC	65.45
	88335	04/07/2022	MARCH 2022 ELECTRIC	30.05
	88335	04/07/2022	MARCH 2022 ELECTRIC	102,265.58
	88335	04/07/2022	MARCH 2022 WATER	138.42
Total TRUCKEE DONNER PUD:				102,557.13
U.S. BANK CM-9690				
	88379	04/21/2022	Administrative Fees for 2020 WWCRF Bond Debt	2,500.00
Total U.S. BANK CM-9690:				2,500.00
U.S. BANK CARD DIVISION				
	4142201	04/14/2022	ZOOM MONTHLY AUDIO CONFERENCE	110.00 M
	4142201	04/14/2022	DELTA GFOA CONFERENCE FLIGHTS FINANCE (2 EMPLOYEES)	1,826.40 M
	4142201	04/14/2022	RENO ACES GAMES APRIL 22, SEPT 2	1,200.00 M
	4142201	04/14/2022	CSDA VIRTUAL WORKSHOP	175.00 M
	4142201	04/14/2022	COSTCO LAKSO HEATER	86.59 M
	4142201	04/14/2022	COSTCO K-KUPS COFFEE	38.99 M
	4142201	04/14/2022	VERIZON MONTHLY BILL	73.66 M

Payee	Check Number	Check Issue Date	Description	Amount
	4142201	04/14/2022	ASCE MEMBER RENEWAL FOR GM	270.00 M
	4142201	04/14/2022	VERIZON MONTHLY BILL	36.83 M
	4142201	04/14/2022	OSHA TRAINING CREDIT CONFINED SPACE ENTRY	775.00- M
	4142201	04/14/2022	AED SUPERSTORE MEDICAL DIRECTION & PROGRAM SUBSCRIPTION	299.98 M
	4142201	04/14/2022	LOWES WERNER LADDER	301.77 M
	4142201	04/14/2022	THE LOCK PEOPLE POWDER COATED PADLOCK	204.45 M
	4142201	04/14/2022	AMAZON CLOROX POOL & SPA TABLETS	243.40 M
	4142201	04/14/2022	VERIZON MONTHLY BILL	331.42 M
	4142201	04/14/2022	SUPPLY HOUSE SOLENOID VALVE TOOL MAGNET	61.06 M
	4142201	04/14/2022	INGREDI DOWFROST 55% BLEND	1,143.50 M
	4142201	04/14/2022	AMAZON PUMICE CLEANING STONE	26.63 M
	4142201	04/14/2022	CWEA PREP CLASS MECH TECH GRD 3	50.00 M
	4142201	04/14/2022	VERIZON MONTHLY BILL	150.83 M
	4142201	04/14/2022	GAYLORD PALMS HOTEL CENTRAL SQUARE ENGAGE EVENT EXP	1,232.02 M
	4142201	04/14/2022	WESTERN ENTERPRISES SIZE 3 CONTACT KIT	1,323.96 M
	4142201	04/14/2022	E PLASTICS BLACK POLYCARBONATE, CUT SHEETS	1,996.29 M
	4142201	04/14/2022	PRIMELIGHTS LED 4 LAMP HIGHBAY FIXTURE, CABLE HANGER	2,690.00 M
	4142201	04/14/2022	AMAZON LEXAN DRILL BIT	26.12 M
	4142201	04/14/2022	ADOBE JAN 2022 BILL	17.99 M
	4142201	04/14/2022	VERIZON MONTHLY BILL	36.83 M
	4142201	04/14/2022	MICROSOFT ONLINE SERVICES	355.74 M
	4142201	04/14/2022	MICROSOFT ONLINE SERVICES	25.00 M
	4142201	04/14/2022	MICROSOFT ONLINE SERVICES	4.00 M
	4142201	04/14/2022	AMAZON WEB FEB 2022 BILL	6.58 M
	4142201	04/14/2022	GOOGLE CHROME DEVICE MANAGEMENT	969.33 M
	4142201	04/14/2022	LOG ME IN MONTHLY BILL	84.00 M
	4142201	04/14/2022	SUPPLY HOUSE STOCK DAMPNERS & PRESSURE VALVES	911.34 M
	4142201	04/14/2022	SERVE A PURPOSE STOCK WOUND FILTERS-BLEACHED COTTON	41.83 M
	4142201	04/14/2022	AIR COMPRESSOR SVC STOCK AIR COMPRESSORS FILTERS	279.98 M
	4142201	04/14/2022	FILTER BUY STOCK FILTERS-MERV 13	1,131.69 M
Total U.S. BANK CARD DIVISION:				16,988.21
UNIFIRST CORPORATION				
	88336	04/07/2022	UNIFORMS	128.85
	88336	04/07/2022	UNIFORMS	15.76
	88336	04/07/2022	UNIFORMS	96.42
	88336	04/07/2022	UNIFORMS	69.24
	88336	04/07/2022	UNIFORMS	27.70
	88336	04/07/2022	UNIFORMS	10.92
	88336	04/07/2022	UNIFORMS	260.74
	88336	04/07/2022	UNIFORMS	16.07
	88336	04/07/2022	UNIFORMS	100.59
	88336	04/07/2022	UNIFORMS	70.24
	88336	04/07/2022	UNIFORMS	28.42
	88336	04/07/2022	UNIFORMS	16.79
	88380	04/21/2022	HATS STOCK	194.85
	88380	04/21/2022	HATS STOCK	194.85
	88380	04/21/2022	UNIFORMS	139.27
	88380	04/21/2022	UNIFORMS	15.76
	88380	04/21/2022	UNIFORMS	96.42
	88380	04/21/2022	UNIFORMS	69.24
	88380	04/21/2022	UNIFORMS	27.70
	88380	04/21/2022	UNIFORMS	10.92
Total UNIFIRST CORPORATION:				1,590.75

Payee	Check Number	Check Issue Date	Description	Amount
UNITED PARCEL SERVICE, UPS				
	88337	04/07/2022	LAB SHIPPING CHARGES THERMCO	75.89
	88337	04/07/2022	IT SHIPPING CHARGES AIMS TEAM	13.83
	88381	04/21/2022	APRIL 2022 SHIPPING CHARGES	35.66
Total UNITED PARCEL SERVICE, UPS:				125.38
UNIVAR USA INC.				
	88338	04/07/2022	7K GAL METHANOL DLVD 3/17/22	14,037.32
	88338	04/07/2022	23.55 TON CAUSTIC SODA DLVD 3/21/22	6,664.61
	88355	04/14/2022	7,000 GAL METHANOL DLVD 3/31/22	14,037.32
Total UNIVAR USA INC.:				34,739.25
VICKY LUFRANO				
	88339	04/07/2022	APRIL 2022 PHONE	18.04
Total VICKY LUFRANO:				18.04
VWR SCIENTIFIC INC				
	88340	04/07/2022	Lab Supplies-SP Wilmad-LabGlass Low Form Color Comparison Tubes	429.71
	88340	04/07/2022	VIAL CLEAR 40ML GLASS FOR LAB	380.00
	88340	04/07/2022	lab supplies-sodium phenate solution for ammonia nitrogen	115.44
	88340	04/07/2022	SULFATE STANDARD 1000 PPM	61.81
	88340	04/07/2022	Lab Supplies-Culture Tubes, Reusable, Borosilicate Glass	663.97
	88340	04/07/2022	SHIPPING	27.69
	88340	04/07/2022	DIONEX AS-DV AUTOSAMPLER POLYVIALS	266.62
Total VWR SCIENTIFIC INC:				1,945.24
WORK WORLD				
	88356	04/14/2022	EMPLOYEE WINTER WORK BOOTS	216.53
	88356	04/14/2022	EMPLOYEE WINTER WORK BOOTS	173.21
	88356	04/14/2022	EMPLOYEE SUMMER WORK BOOTS	156.97
	88356	04/14/2022	EMPLOYEE WINTER WORK BOOTS	173.21
Total WORK WORLD:				719.92
ZORO				
	88382	04/21/2022	Capacitor-Start/Run General Purpose Motor	431.94
Total ZORO:				431.94
Grand Totals:				401,861.56



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Item: V-2
Subject: Ratify approval of financial statements

Background

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

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

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

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

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

Fiscal Impact

None.

Attachments

Report of financial statements.

Recommendation

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

Review Tracking

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

Approved By: *LaRue Griffin*
LaRue Griffin
General Manager



Tahoe-Truckee Sanitation Agency
 Fund 10: General Fund
 Fiscal Year 2021 - 2022
 Period Ending April 30, 2022

	Budget \$	Month \$	Month %	YTD \$	YTD %	Notes
REVENUE						
Income from Service Charge	13,287,000.00	43,108.72	0.3	9,924,987.53	74.7	1,2,3
Tax Revenue - Ad Valorem	3,958,000.00	0.00	0.0	2,400,355.05	60.6	2,3
Fund Interest	40,000.00	4,086.69	10.2	10,202.23	25.5	3,4
Other Revenue	15,000.00	550.00	3.7	27,957.87	186.4	3,5
Temporary Discharge	25,000.00	0.00	0.0	7,609.98	30.4	3
TOTAL REVENUE	17,325,000.00	47,745.41	0.3	12,371,112.66	71.4	
EXPENDITURE						
Salaries & Wages	5,599,400.00	417,048.63	7.4	4,673,032.23	83.5	
Employee Benefits	3,817,000.00	81,893.61	2.1	2,677,030.66	70.1	
Director Fees	7,600.00	0.00	0.0	6,600.00	86.8	
Vehicle	51,900.00	1,500.24	2.9	31,208.32	60.1	
CSRMA Insurance	375,000.00	0.00	0.0	285,459.80	76.1	
Professional Memberships	44,700.00	550.00	1.2	35,816.00	80.1	
Agency Permits & Licenses	196,000.00	0.00	0.0	195,741.07	99.9	
Office Expense	455,000.00	22,655.26	5.0	206,216.11	45.3	
Contractual Services	2,204,800.00	138,841.71	6.3	1,733,812.96	78.6	
Professional Services	990,000.00	54,561.76	5.5	398,777.89	40.3	
Conferences & Training	116,500.00	4,089.67	3.5	38,666.72	33.2	
Utilities	1,010,200.00	113,047.94	11.2	837,136.64	82.9	
Supplies, Repairs & Maintenance	1,091,500.00	41,551.24	3.8	519,597.12	47.6	
TOTAL EXPENDITURE	15,959,600.00	875,740.06	5.5	11,639,095.52	72.9	
NET INCOME (LOSS)	1,365,400.00			732,017.14		
Unfunded Accrued Liability	1,044,000.00			1,023,078.00	98.0	

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

Notes:

- 1 – TTSA collects the majority of its Sewer Service Charges on the county property tax bills of Placer County, El Dorado County and Nevada County. Placer County and Nevada County Sewer Service Charges are on the Teeter Schedule.
- 2 – Sewer Service Charges and Property Tax Revenue are net amounts of each County's billing fees. Teeter Schedule 55% - 1/2022, 40% 5/2022 and 5% 7/2022.
- 3 – All revenue is accrued at Fiscal Year-End according to accrual-based accounting method and cash basis throughout the year.
- 4 – Interest on LAIF balances is received and recorded quarterly (10/2021, 1/2022, 4/2022 and 7/2022).
- 5 – Other Revenue includes rebates, billings and surplus items sold.



Tahoe-Truckee Sanitation Agency
 Fund 02: Wastewater Capital Reserve
 Fiscal Year 2021 - 2022
 Period Ending April 30, 2022

	Budget \$	Month \$	Month %	YTD \$	YTD %	Notes
REVENUE						
Income from Connection Fees	1,990,000.00	148,362.78	7.5	1,857,981.58	93.4	
Fund Interest	100,000.00	13,784.57	13.8	37,921.86	37.9	
TOTAL REVENUE	2,090,000.00	162,147.35	7.5	1,895,903.44	93.4	
EXPENDITURE						
Barscreens, Washers, Compactors	2,600,000.00	0.00	0.0	2,105,607.63	81.0	4
Digester & Plant Heating Improvements	250,000.00	0.00	0.0	102,563.08	41.0	1
Effluent Flow Meter Installation	100,000.00	0.00	0.0	0.00	0.0	2
Manlift	60,000.00	0.00	0.0	0.00	0.0	2
Influent Flow Meter Installation	50,000.00	0.00	0.0	0.00	0.0	2
Operations and Maintenance Carts	25,000.00	0.00	0.0	0.00	0.0	3
Maintenance/IT Shop Improvements	0.00	0.00	0.0	2,728.50	0.0	1
2022 Plant Improvement Project	0.00	692.56	0.0	692.56	0.0	3
SUBTOTAL EXPENDITURES	3,085,000.00	692.56	0.0	2,211,591.77	71.7	
Allocation of 73.2% of Bond Payment	2,222,810.00	0.00	0.0	287,947.96	13.0	
TOTAL EXPENDITURE	5,307,810.00	692.56	0.0	2,499,539.73	47.1	
NET INCOME (LOSS)	(3,217,810.00)			(603,636.29)		

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

Notes:

- (1) Project started
- (2) Project started; no expenses invoiced
- (3) Project not started
- (4) Project completed
- (5) Project postponed to after FY22
- (6) Project cancelled



Tahoe-Truckee Sanitation Agency
Fund 06: Replacement, Rehabilitation and Upgrade
Fiscal Year 2021 - 2022
Period Ending April 30, 2022

EXPENDITURE	Budget \$	Month \$	Month %	YTD \$	YTD %	Notes
Chlorine Scrubber Replacement	1,000,000.00	0.00	0.0	15,250.20	1.5	1
Plant Coating Improvements	500,000.00	0.00	0.0	412,009.69	82.4	4,2
Wasting Pumps Upgrade	350,000.00	0.00	0.0	0.00	0.0	6
Lime System Improvements	150,000.00	0.00	0.0	0.00	0.0	5
Facility Asphalt Sealing	100,000.00	0.00	0.0	97,435.26	97.4	4
Centrifuge Rebuild	50,000.00	0.00	0.0	0.00	0.0	3
SCADA Repeater Replacement	50,000.00	0.00	0.0	0.00	0.0	2
Telephone Upgrade	50,000.00	0.00	0.0	0.00	0.0	2
Arc Flash Study/Breaker Replacement	45,000.00	0.00	0.0	0.00	0.0	2
Filter Press Pump VFD Replacement	45,000.00	0.00	0.0	0.00	0.0	3
IT Server Replacement	40,000.00	0.00	0.0	0.00	0.0	2
Odorous Air VFD Replacement	35,000.00	0.00	0.0	0.00	0.0	3
Cake Discharge VFD Replacement	35,000.00	0.00	0.0	0.00	0.0	3
Polyblend Thickener	35,000.00	0.00	0.0	0.00	0.0	3
VFD Replacements	30,000.00	0.00	0.0	0.00	0.0	2
MPPS VFD	30,000.00	0.00	0.0	0.00	0.0	2
Lab Equipment Replacement	25,000.00	0.00	0.0	4,003.72	16.0	1
BNR Blower Replacement	25,000.00	0.00	0.0	34,512.03	138.0	4
Portable Welder Replacement	25,000.00	0.00	0.0	0.00	0.0	2
Vehicle Replacement*	0.00	0.00	0.0	9,938.93	0.0	4
Facilities Security System**	0.00	0.00	0.0	36,850.00	0.0	1
Accounting Software Upgrade***	0.00	0.00	0.0	4,680.00	0.0	1
EPDM Roof Replacement	0.00	0.00	0.0	781.13	0.0	2
Control Room Upgrades 02 & 13	0.00	0.00	0.0	1,570.32	0.0	2
SUBTOTAL EXPENDITURES	2,620,000.00	0.00	0.0	617,031.28	23.6	
Allocation of 26.8% of Bond Payment	813,816.00	0.00	0.0	105,423.57	13.0	
TOTAL EXPENDITURES	3,433,816.00	0.00	0.0	722,454.85	21.0	

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

Notes:

- (1) Project started
- (2) Project started; no expenses invoiced
- (3) Project not started
- (4) Project completed
- (5) Project postponed to after FY22
- (6) Project cancelled

*Vehicle Replacement - Unit was budgeted for and expected to be received in FY21; however, the unit was not physically delivered or invoiced until FY22.

**Facilities Security System - Project is in process, was originally budgeted for FY21.

***Accounting Software Upgrade - Addition of Document Management Module

TAHOE-TRUCKEE SANITATION AGENCY
 COMBINED CASH STATEMENT
 APRIL 30, 2022

COMBINED CASH ACCOUNTS

CASH - US BANK CHECKING	358,717.61
CASH - USB SERVICE CHARGE	16,346.54
CASH - US BANK TAX REV	17,368.56
CASH - US BANK WWCRF	313,368.78
CASH - WELLS FARGO PAYROLL	351,921.84
CASH - WELLS FARGO INVESTMENTS	0.00
CASH - PETTY CASH	600.00
CASH - L.A.I.F.	39,147,479.58
BANK TRANSFER CLEARING	<u>(460,000.00)</u>
TOTAL COMBINED CASH	<u>39,745,802.91</u>
CASH ALLOCATED TO OTHER FUNDS	<u>(39,745,802.91)</u>
TOTAL UNALLOCATED CASH	0.00

FUND	CASH ALLOCATION RECONCILIATION	April 30, 2022	April 30, 2021	Amount of Change	% of Change
02	ALLOCATION TO WASTEWATER CAPITAL RESERVE FUND	18,731,031.62	21,471,039.04	(2,740,007.42)	(12.76)
06	ALLOCATION TO R.R. & UPGRADE FUND	9,188,535.78	9,754,401.12	(565,865.34)	(5.80)
07	ALLOCATION TO EMERGENCY & CONTINGENCY FUND	7,284,839.62	7,264,702.90	20,136.72	0.28
10	ALLOCATION TO GENERAL FUND	<u>4,541,395.89</u>	<u>5,670,297.90</u>	<u>(1,128,902.01)</u>	<u>(19.91)</u>
	TOTAL ALLOCATION TO OTHER FUNDS	<u>39,745,802.91</u>	<u>44,160,440.96</u>	<u>(4,414,638.05)</u>	<u>(10.00)</u>
	ALLOCATIONS FROM COMBINED CASH	<u>(39,745,802.91)</u>	<u>(44,160,440.96)</u>		
	ZERO PROOF IF ALLOCATIONS BALANCE	0.00	0.00		

California State Treasurer
Fiona Ma, CPA



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

May 02, 2022

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

TAHOE TRUCKEE SANITATION AGENCY

TREASURER
13720 BUTTERFIELD DRIVE
TRUCKEE, CA 96161

[Tran Type Definitions](#)

Account Number: 70-31-001

April 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/4/2022	4/4/2022	RW	1700092	1660371	MICHELLE MACKEY	-300,000.00
4/15/2022	4/14/2022	QRD	1701682	N/A	SYSTEM	30,112.21
4/21/2022	4/21/2022	RW	1703345	1663623	MICHELLE MACKEY	-500,000.00
4/29/2022	4/28/2022	RD	1703738	1664023	MICHELLE MACKEY	460,000.00

Account Summary

Total Deposit:	490,112.21	Beginning Balance:	39,457,367.37
Total Withdrawal:	-800,000.00	Ending Balance:	39,147,479.58

[Investment Data](#)[My Account Profile](#)[Documentation/Forms](#)

Investment Allocation

Account: 5084675063 » Tahoe-Truckee Sanitation Agency

Investment Strategy	Unit Price	Number of Units	Balance
CERBT Strategy 1	20.593255	662,665.614	\$13,646,442.15
Total			\$13,646,442.15

[Download to Excel](#)



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-1
Subject: Report from the April 20, 2022 closed session meeting

Background

At the conclusion of the closed session discussion at the April 20, 2022 meeting, the meeting was adjourned without providing a report from closed session.

There was no action taken during the closed session meeting.

Fiscal Impact

None.

Attachments

None.

Recommendation

Management recommends a report from the April 20, 2022 closed session meeting.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Roshelle Chavez, Executive Assistant/Board Clerk
Item: VI-2
Subject: Approval of the minutes of the regular Board meeting on April 20, 2022

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 April 20, 2022.

Recommendation

Management and staff recommend approval of the minutes of the regular Board meeting on April 20, 2022.

Review Tracking

Submitted By:

Roshelle Chavez
Executive Assistant/Board Clerk

Approved By:

LaRue Griffin
General Manager

**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

April 20, 2022

I. Call to Order:

President Wilkins called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:00 AM. The meeting was conducted via videoconference. Roll call and Pledge of Allegiance followed.

Directors Present: Dan Wilkins, TCPUD
Blake Tresan, TSD
S. Lane Lewis, NTPUD
Dale Cox, OVPSD
David Smelser, ASCWD

Staff Present: LaRue Griffin, General Manager
Roshelle Chavez, Executive Assistant/Board Clerk
Vicky Lufrano, Human Resources Administrator
Crystal Sublet, Finance & Administrative Manager
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Richard Pallante, Maintenance Manager
Richard P. Shanahan, Agency Counsel
Monna Radulovich, Agency Special Counsel
Paul Shouse, Maintenance Department
Soraya Morz, Maintenance Department

II. AB 361 Action.

MOTION by Director Lewis **SECOND** by Director Smelser, to find under Gov. Code § 54953, subd. (e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C) is renewed; unanimously approved.

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

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

Motion passed.

III. Public Comment.

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

IV. Professional Achievements, Awards & Anniversaries.

Mrs. Lufrano welcomed new staff, Jeffrey Tollefson (Operator in Training), to the Agency and Board of Directors. She also acknowledged Agency staff Ryan Schultz, Anthony Salinas, Zeb Snider, Kristin Davis, Alan Farrant, Dean Haines and Trevor Shamblin for first quarter Safety Suggestion Awards. Mrs. Lufrano also commended Collin Fischer for his ten year employment anniversary.

No action was taken by the Board.

V. Consent Agenda.

The item “Ratify approval of general fund warrants” was removed from the consent agenda for discussion.

1. Ratify approval of financial statements.

MOTION by Director Lewis **SECOND** by Director Tresan to approve the consent agenda; unanimously approved.

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

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

Motion passed.

VI. Regular Agenda.

1. Ratify payment of general fund warrants.

MOTION by Director Lewis **SECOND** by Director Tresan to approve the ratification of the general fund warrants; unanimously approved.

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

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

Motion passed.

2. Report from March 16, 2022 closed session meeting.

Mr. Griffin stated there was nothing to report from the March 16, 2022 closed session meeting.

No action was taken by the Board.

3. Approval of the minutes of the regular Board meeting on March 16, 2022.

MOTION by Director Cox **SECOND** by Director Lewis to approve the minutes of the regular Board meeting on March 16, 2022; unanimously approved.

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

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

Motion passed.

4. Approval to enter into a contract with CNW Construction Inc. to perform the 2022 Control Room Upgrades project.

MOTION by Director Smelser **SECOND** by Director Lewis to approve entering into contract with CNW Construction Inc. to perform the 2022 Control Room Upgrades project in the amount of \$185,000 (\$167,955.90 plus contingency of \$17,044.10); unanimously approved.

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

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

Motion passed.

5. Approval to purchase two (2) Taylor-Dunn electric utility carts.

MOTION by Director Lewis **SECOND** by Director Cox to approve the purchase of two (2) Taylor-Dunn electric utility carts not to exceed \$25,500; unanimously approved.

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

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

Motion passed.

6. Approval for HDR Engineering, Inc. to perform a Sewer Service Charge Study.

MOTION by Director Cox **SECOND** by Director Tresan to approve HDR Engineering, Inc. to perform a Sewer Service Charge Study in the amount of \$38,500 (\$34,905 plus contingency of \$3,595); unanimously approved.

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

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

Motion passed.

7. Approval for HDR Engineering, Inc. to perform a Sewer Connection Fee Study.

MOTION by Director Cox **SECOND** by Director Smelser to approve HDR Engineering, Inc. to perform a Sewer Service Charge Study in the amount of \$23,000 (\$20,240 plus contingency of \$2,760); unanimously approved.

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

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

Motion passed.

8. Discussion and possible action on nomination of Special District Commissioner to Placer LAFCO.

This item was tabled for a future meeting. No action was taken by the Board.

9. Discussion of methods for receiving Public Comment.

Director Tresan stated that the current methods for receiving Public Comment appeared to be fair and accurate. He asked for Agency Counsel, Dick Shanahan for his input on the matter. Mr. Shanahan stated that the methods being used by the Agency are reasonable and exceed the requirements of the Brown Act. All Directors agreed.

No action was taken by the Board.

10. Discussion of in-person Board of Directors meeting.

The Board of Directors requested the May 2022 regular Board of Directors meeting to be held via videoconference per AB 361.

VII. Management Team Reports.

1. Department Reports.

Mr. Peak provided an update on current and past projects for the operations department.

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.

Mrs. Sublet 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.

VIII. Board of Directors Comment.

Director Cox inquired about the status of the TTAD land swap. Mr. Griffin stated that the agreement had been finalized and legal descriptions of the areas are being prepared. Director Cox inquired if a nomination of Rick Stevens (of TTAD) for a LAFCO representative would cause any adverse Agency concerns with regard to TTAD. Mr. Shanahan stated that such a nomination would have no adverse or binding effect on TTSA relations with TTAD and its Board.

Director Tresan stated that TSD staff attended the CWEA conference and he encourages Mr. Griffin, Directors, and TTSA staff to participate at the local level.

Director Wilkins stated that Kevin Smith is retiring from TTAD.

Director Lewis stated that he was impressed to see all of the staff participation in the safety suggestion awards and thanked them for their efforts.

No action was taken by the Board.

The Board went into closed session with legal counsel and Mr. Griffin at 10:26 AM.

IX. Closed Session.

1. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) – Fay v. Tahoe-Truckee Sanitation Agency.
2. Closed session for public employee performance evaluation of the General Manager.

X. Adjournment.

There being no further business, the meeting was adjourned at 11:45 AM.

LaRue Griffin
Secretary to the Board

Approved: _____



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: VI-3
Subject: Approval of cost-of-living adjustment and salary schedule for fiscal year 2022-2023

Background

In 2019, as part of Resolution 12-2019, the Board approved annual cost-of-living adjustments (COLA) to be applied to Group B classifications within the Salary Schedule.

The COLA shall be in accordance with the California Consumer Price Index (CPI), All Urban Consumers, beginning and ending in February of the corresponding year, and be applied at the beginning of the first full pay period in the fiscal year. For the upcoming fiscal year, if approved by the Board of Directors, the COLA will be applied commencing July 3, 2022. The CPI has now been updated by the CA Department of Industrial Relations.

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

Therefore, the posted CPI of 7.4%, will be calculated as follows:

3.0%	@	100%	=	3.00%
3.0%	@	75%	=	2.25%
<u>1.4%</u>	@	50%	=	<u>0.70%</u>
7.4%				5.95%

The 5.95% increase in Group B classifications is scheduled to become effective July 3, 2022. Employees in Group A will automatically be assigned to Group B when their corresponding maximum salary in Group B exceeds their current maximum salary. This is an effort to eventually have a single Salary Schedule.

Based on the COLA, approximately 6 employees from the classifications of Electrical and Instrumentation Technician II, Operations Shift Supervisor, and Operator I have been automatically assigned to Group B. There remains approximately 11 employees in Group A from the classifications of Accounting Supervisor, Accounting Technician II, Customer Service Specialist II, Maintenance Mechanic III, Chemist II, Chemist III, and Operator III.

Fiscal Impact

5.95% salary increase for employees within the TTSA Salary Schedule, Group B only.


Attachments

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

Recommendation

Management and staff recommend approval of the cost-of-living adjustment and salary schedule for fiscal year 2022-2023.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager



Consumer Price Index Calculator

1. Select an Index

California

2. Select index type

All Urban Consumers

3. Select beginning month

February

4. Select beginning year

2021

5. Select ending month

February

6. Select ending year

2022

Beginning Index Value

289.632

Ending Index Value

311.048

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

7.4%



Tahoe-Truckee Sanitation Agency
Salary Schedule
FY 2022-2023 Hourly Salary Schedule
Approved and Adopted by Board of Directors: May 18, 2022

Job Classification		Group	1	2	3	4	5	6	7
Administration	Accounting Supervisor	A	48.6000	49.8404	51.0981	52.3788	53.6885	55.0327	56.4058
	Accounting Supervisor	B	34.2044	35.9139	37.7068	39.5956	41.5741	43.6551	
	Accounting Technician I	B	25.3556	26.6234	27.9552	29.3574	30.8237	32.3667	
	Accounting Technician II	A	42.0462	44.1519	46.3731	48.6981	51.1327		
	Accounting Technician II	B	28.0192	29.4214	30.8877	32.4308	34.0571	35.7603	
	Customer Service Specialist I	B	25.3556	26.6234	27.9552	29.3574	30.8237	32.3667	
	Customer Service Specialist II	A	38.1288	40.0385	42.0462	44.1519	46.3731		
	Customer Service Specialist II	B	28.0192	29.4214	30.8877	32.4308	34.0571	35.7603	
	Finance and Administrative Department Manager *	B	67.7366	71.1234	74.6796	78.4135	82.3343	86.4509	
	Purchasing Agent I	B	25.3556	26.6234	27.9552	29.3574	30.8237	32.3667	
	Purchasing Agent II	B	28.0192	29.4214	30.8877	32.4308	34.0571	35.7603	
Engineering	Assistant Engineer	B	47.2984	49.6674	52.1517	54.7577	57.4917	60.3667	
	Associate Engineer	B	52.2605	54.8729	57.6198	60.5011	63.5232	66.6991	
	Engineering Department Manager *	B	72.9996	76.6493	80.4782	84.5056	88.7315	93.1688	
	Safety Officer	B	48.4957	50.9224	53.4643	56.1407	58.9452	61.8905	
	Senior Engineer *	B	60.6995	63.7346	66.9168	70.2656	73.7808	77.4688	
Maintenance	CMMS/GIS Technician	B	34.5465	36.2739	38.0876	39.9920	41.9916	44.0911	
	Electrical and Instrumentation Supervisor	B	54.9369	57.6838	60.5651	63.5937	66.7760	70.1118	
	Electrical and Instrumentation Technician I	B	36.8615	38.7056	40.6393	42.6690	44.8076	47.0422	
	Electrical and Instrumentation Technician II	B	40.7289	42.7651	44.9037	47.1446	49.5073	51.9788	
	Electrical and Instrumentation Technician III	B	44.9997	47.2471	49.6098	52.0941	54.7000	57.4341	
	Information Technology Specialist	B	46.1330	48.4444	50.8647	53.4067	56.0767	58.8811	
	Inventory Control Specialist	B	30.8044	32.3411	33.9611	35.6578	37.4378	39.3139	
	Maintenance Department Manager *	B	66.0652	69.3691	72.8395	76.4827	80.3053	84.3199	
	Maintenance Mechanic I	B	29.4534	30.9261	32.4692	34.0955	35.7986	37.5851	
	Maintenance Mechanic II	B	32.5396	34.1660	35.8756	37.6683	39.5508	41.5293	
	Maintenance Mechanic III	A	39.8827	40.8750	41.9077	42.9519	44.0365	45.1385	46.2692
	Maintenance Mechanic III	B	35.9524	37.7516	39.6404	41.6189	43.6999	45.8833	
Maintenance Supervisor	B	54.9369	57.6838	60.5651	63.5937	66.7760	70.1118		
Operations	Chemist I	B	30.1961	31.7008	33.2888	34.9535	36.7014	38.5392	
	Chemist II	A	42.4212	43.4827	44.5788	45.6923	46.8519	48.0173	49.2231
	Chemist II	B	33.3591	35.0303	36.7784	38.6223	40.5497	42.5793	
	Chemist III	A	46.8462	48.0173	49.2231	50.4635	51.7269	53.0192	54.3519
	Chemist III	B	36.8615	38.7056	40.6393	42.6690	44.8076	47.0422	
	Chief Plant Operator *	B	54.9369	57.6838	60.5651	63.5937	66.7760	70.1118	
	Laboratory Director *	B	54.9369	57.6838	60.5651	63.5937	66.7760	70.1118	
	Operations Department Manager *	B	66.0652	69.3691	72.8395	76.4827	80.3053	84.3199	
	Operations Shift Supervisor	B	41.7534	43.8408	46.0369	48.3356	50.7559	53.2914	
	Operations Supervisor	B	48.4957	50.9224	53.4643	56.1407	58.9452	61.8905	
	Operator I	B	29.4534	30.9261	32.4692	34.0955	35.7986	37.5851	
	Operator II	B	32.5396	34.1660	35.8756	37.6683	39.5508	41.5293	
	Operator III	A	39.8827	40.8750	41.9077	42.9519	44.0365	45.1385	46.2692
	Operator III	B	35.9524	37.7516	39.6404	41.6189	43.6999	45.8833	
Operator in Training	B	26.6554	27.9872	29.3894	30.8557	32.3987	34.0187		
GM	Executive Assistant/Board Clerk	B	40.1225	42.1286	44.2350	46.4467	48.7690	51.2075	
	General Manager *	B	93.2071	97.8685	102.7603	107.9018	113.2930	118.9597	
	Human Resources Administrator *	B	56.0446	58.8428	61.7881	64.8743	68.1206	71.5269	

* = FLSA Exempt

Effective Date: July 03, 2022

Approval Signature: _____

Revision Date (if any): _____



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: VI-4
Subject: Approval to reject bids for the 2022 Plant Improvements project

Background

The 2022 Plant Improvements project combined two projects identified in the 5-year capital improvements plan: (1) the effluent flow meter installation project and, (2) the two-water system improvement project. These elements were combined into one project set for efficiency purposes as they are of similar nature. In this project, a permanent electromagnetic flowmeter would be installed on the filter effluent piping and the existing suction-side two-water isolation valves would be replaced in the yard.

Two bids for the project were received on April 14, 2022 as follows:

- TNT Industrial Contractors Inc., Sacramento, CA: \$405,192.00
- K.G. Walters Construction Co., Inc. (KGW), Santa Rosa, CA: \$537,000.00

Fiscal Impact

Both bids were significantly higher than the engineer's estimate of \$225,000.


Attachments

None.

Recommendation

Management and staff recommend rejecting all bids for the 2022 Plant Improvements project as the Agency will perform this work with its own forces.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: VI-5
Subject: Approval to solicit bids for the 2022 Digital Scanning of Sewer Lines project

Background

As is customary each year, T-TSA will be digitally scanning the Truckee River Interceptor (TRI) this fall. The project will focus on scanning Schedules I and II, which spans the distance between the CalTrans Maintenance Yard in Tahoe City and Bridge No. 6, as shown in the attached figure. In addition, a section of Schedule III will be scanned due to the inability of last year's contractor to inspect this section. The total length to be scanned is approximately 37,100 feet and consists of reinforced concrete pipe ranging from 24 to 36 inches in diameter and ductile iron pipe 24 and 30 inches in diameter.

The project field work is slated to occur between September 6, 2022 and October 14, 2022.

Fiscal Impact

The engineer's estimate for this project is \$195,000.


Attachments

Overview map.

Recommendation

Management and staff recommend approval to solicit bids for the 2022 Digital Scanning of Sewer Lines project.

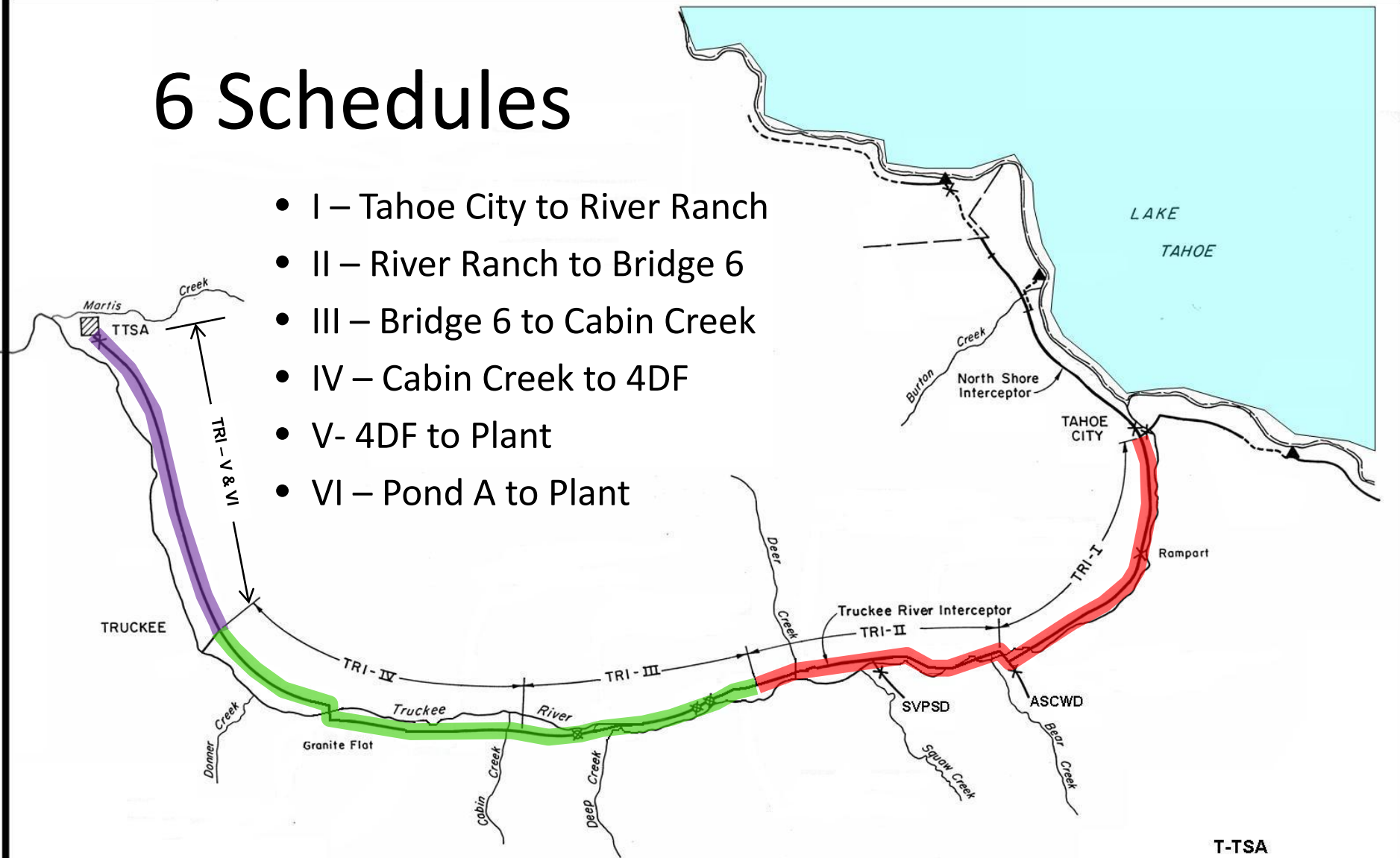
Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager

6 Schedules

- I – Tahoe City to River Ranch
- II – River Ranch to Bridge 6
- III – Bridge 6 to Cabin Creek
- IV – Cabin Creek to 4DF
- V- 4DF to Plant
- VI – Pond A to Plant



T-TSA
TRUCKEE RIVER INTERCEPTOR

2023 2024 2022



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Michael Peak, Operations Manager
Item: VI-6
Subject: Approval to award bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, hydrochloric acid and liquid chlorine

Background

The Agency has solicited bids for the purchase of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, hydrochloric acid, and liquid chlorine for the upcoming 2022-2023 fiscal year. The breakdown of submitted bids per chemical is shown below. The lowest responsive bidder is indicated by the asterisk (*) next to the bidder's name per chemical.

Hydrated Lime

<i>Bidder</i>	<i>Bid Price (\$/ton)</i>
Lhoist*	390.77
Applied Specialties	392.40

Methanol

<i>Bidder</i>	<i>Bid Price (\$/gal)</i>
Univar*	0.6994
Thatcher	0.77

Liquid Oxygen

<i>Bidder</i>	<i>Bid Price (\$/gal)</i>
Roy Smith*	1.36

Liquid Chlorine

<i>Bidder</i>	<i>Bid Price (\$/ton)</i>
Thatcher*	1,840.00

Hydrochloric Acid

<i>Bidder</i>	<i>Bid Price (\$/ton)</i>
Thatcher*	222.90

Liquid Sodium Hydroxide

<i>Bidder</i>	<i>Bid Price (\$/ton)</i>
Univar*	480.50
Thatcher	505.00

Fiscal Impact

Fiscal impact shall be dependent on quantities purchased per chemical.

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

Ferric chloride is not in the comparison as there were no responsive bids.

Chemical	FY 2021-2022 Unit Cost	FY 2022-2023 Unit Cost	Quantity	FY Cost Difference
Liquid Chlorine	\$1,025	\$1,840.00	88 ton	\$71,720
Liquid Oxygen	\$0.97	\$1.36	160,000 gal	\$62,400
Methanol	\$0.5425	\$0.6994	200,000 gal	\$31,380
Hydrated Lime	\$353.71	\$390.77	850 ton	\$31,500
Liquid Sodium Hydroxide	\$283	\$480.50	120 ton	\$23,700
Hydrochloric Acid	\$360	\$222.90	70 ton	(\$9,597)
Total				\$211,103

When comparing the fiscal impact for current and the upcoming fiscal year, the Agency will see an increase of approximately \$211,103 for fiscal year 2022-2023 in chemical costs.


Attachments

None.

Recommendation

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

Review Tracking

Submitted By: 
Michael Peak
Operations Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: Michael Peak, Operations Manager
Item: VI-7
Subject: Approval to negotiate a contract for the procurement of ferric chloride

Background

The Agency solicited bids for the purchase of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, ferric chloride, hydrochloric acid, and liquid chlorine for the upcoming 2022-2023 fiscal year, however, there were no responsive bids submitted for ferric chloride.

The Agency's purchasing policy established in T-TSA Ordinance No. 3-2015 states "*if no responsive bids are received by the bid deadline, the Board may authorize the work to be performed by negotiated contract or contracts with a qualified contractor or contractors.*"

The Agency can readvertise and rebid for the procurement of ferric chloride or negotiate with a contractor. Due to time constraints, it would be more beneficial to negotiate the procurement with a contractor.

Fiscal Impact

Impact shall be dependent on negotiated price and quantities purchased.


Attachments

None.

Recommendation

Management and staff recommend approval to negotiate a contract for the procurement of ferric chloride for the fiscal year 2022-2023.

Review Tracking

Submitted By: 
Michael Peak
Operations Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-8
Subject: Discussion and possible vote to select a Special District Representative to Placer LAFCO

Background

Placer Local Agency Formation Commission (LAFCO) requested Special Districts to consider nominating a representative to serve as a Special District Representative to the Placer LAFCO.

Placer LAFCO received nominations for four candidates:

1. H. Gordon Ainsleigh, Auburn Area Recreation and Park District Board Member
2. William Kahrl, Newcastle Fire Protection District Board Chair
3. Luke Ragan, North Tahoe Fire Protection District Board Chair
4. Rick Stephens, Truckee Tahoe Airport District Board Member

Placer County LAFCO is requesting the Agency cast a vote for one of the candidates to serve as the Special District Representative.

The voting period is from May 5 to July 8.

Fiscal Impact

None.

Attachments

Placer LAFCO correspondence entitled "Selection of a Special District Representative on LAFCO".

Recommendation

Management recommends the Agency vote Mr. Rick Stephens for the Special District Representative to Placer LAFCO.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager

PLACER COUNTY

LOCAL AGENCY FORMATION COMMISSION

Electronic Transmittal

COMMISSIONERS:
Joshua Alpine
Chair (Special District)
Trinity Burruss
(City)

Cindy Gustafson
(County)

William Kahl
(Special District)

Tracy Mendonsa
(City)

Susan Rohan
(Public)

Robert Weygandt
(County)

ALTERNATE
COMMISSIONERS:

Jim Holmes
(County)

Jenny Knisley
(City)

Jeffrey Starsky
(Public)

Rick Stephens
(Special District)

STAFF:

Michelle McIntyre
Executive Officer

Amy Engle
Commission Clerk

William Wright
Legal Counsel

Date: May 5, 2022
To: Presiding Officer c/o Clerk of the District
From: Michelle McIntyre
Re: Selection of a Special District Representative on LAFCO

We request your agency cast a vote to select a Special District representative for the Placer Local Agency Formation Commission (LAFCO) to serve as a regular (voting) member from May 2022 to May 2026, a four-year term.

On March 22, 2022, LAFCO requested the 36 Special Districts to consider nominating a member from their boards to serve on LAFCO. The deadline to submit nominations was on May 2, 2022. LAFCO received nominations for four candidates within the deadline.

Enclosed with this memo are a ballot and a copy of each candidate's Statement of Qualifications. While a formal decision from your board is preferred, the only requirement for a valid ballot is a signed authorization by your presiding officer (board chair or president).¹

We prefer your agency to return signed ballots via e-mail. A quorum of the 36 special districts must submit valid ballots by the deadline. The candidate receiving the most votes shall be elected.

The voting period is from May 5 to **Friday, July 8, 2022, at 5 pm.**

Please consult with your board chair or president and cast a ballot as soon as possible – it is crucial to LAFCO that independent special districts are duly represented.

Please contact LAFCO staff (530) 889-4097 if you have any questions. Thank you.

Enclosures: Ballot and Statement of Qualifications

¹ If the presiding officer is unable to vote, the legislative body of the district may designate another board member to cast the ballot in place of the presiding officer. Board members designated by their district board to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members **may not** substitute their signature for the presiding officer's signature.

LOCAL AGENCY FORMATION COMMISSION

Ballot: Selection of Special District Representative on LAFCO

Please choose one:

_____ **H. Gordon Ainsleigh** Auburn Area Recreation and Park District Board Member
Nominated by:
Auburn Area Recreation and Park District

_____ **William Kahrl**, Newcastle Fire Protection District Board Chair
Nominated by:
Newcastle Fire Protection District

_____ **Luke Ragan**, North Tahoe Fire Protection District Board Chair
Nominated by:
North Tahoe Fire Protection District

_____ **Rick Stephens**, Truckee Tahoe Airport District Board Member
Nominated by:
Alpine Springs County Water District
Truckee Tahoe Airport District

Name of Special District

Presiding Officer
Signature

Printed Name

**Must be received by LAFCO no later than
July 8, 2022 by 5pm .**

LAFCO@placer.ca.gov

GOVERNING by H Gordon Ainsleigh DC: I have been blessed by being able to think the unthinkable.

In the mid-late 1980s, I was invited to join, and accepted, an appointment to the Board of Directors of Midway Heights County Water District. This had been a very uncontroversial district. However, in the later 1980s we were sued by the EPA to provide chlorinated water to all residences without wells. Although our District made it clear that this was irrigation water, many households had connected it to their homes, with no noticeable disease outbreaks. We resisted because Dr Vincent DeVito, head of the National Cancer Institute, was then bragging about documenting the causative link between chlorinated water and bowel and bladder cancer to show that the War on Cancer was producing results. We favored the ozonation model for producing potable water that was/is commonplace in Europe. Given septic standards, the only realistic risk from raw water was easily-cured giardiasis, versus frequently-fatal bowel and bladder cancer from chlorinated water, and it was illogical to switch from giardia risk to cancer risk. However, as so often occurs in dysgovernment, logic and reason did not prevail, ozonation was not permitted by the Feds, and we were forced to provide chlorinated water, with all its negatives.

While the battle with the Feds was going on, another crisis arose. Our Board President Emil Pruss had for years organized ad hoc work parties of friends and family to go out on water line breaks after they got off work, bringing a case of beer, and making a repair project a kind of guys party into the evening and sometimes night. When the problem was fixed, Emil would pay them all out of pocket, write down his expenses, and bill the District for reimbursement. This worked wonders economically for District customers, as there was no need for permanent staff; until Emil, a very attractive older divorced gentleman, caught the eye of a wealthy widow customer who decided that they were perfect for each other. She was quite persistent. Emil had exactly the opposite life plan, and made his disinterest perfectly, or more than perfectly, clear. Then, in affirmation that Solomon was correct when he wrote, "Hell hath no fury like a woman scorned", this woman had a daughter who worked for perennial Assembly Speaker Willie Brown, and soon Emil was being prosecuted by the District Attorney under the Brown Act for taking more than \$500/month from the District, albeit the water code was on his side.

With these dual crises boiling, I became President of the BoD by arriving a minute or two late. The hall had been filled with upset people for months, the Board President had abruptly resigned, telling me she couldn't take the stress, our past President was under (spurious) indictment, and the only seat open was behind the microphone. The other Board members all had their heads down, and when I asked Emil, "Aren't you going to chair the meeting, Emil?" he said, without raising his head, "You better sit down, Doc." The meetings always started at 7:00 and were always over before 9:00. Having studied sociology, psychology and social psychology at Sierra and UC Santa Barbara, I changed that. I let everyone talk for as long as they wanted to talk. That first meeting went past 11:00 and my second meeting went to about 10:30. The other Board members grumbled and griped, but by my third meeting we had an almost-empty hall, and we could get back to taking care of business.

A decade later, I got involved in the Auburn Area Recreation and Park District (ARD) by solving a problem for users at Overlook Park. Overlook was built with 158 parking slots, 14 of which are long, drive-throughs for motor homes and pickup-trailer rigs, for the public to admire Auburn Dam, doomed when Oroville Dam demonstrated reservoir-induced seismicity in 1976. It was and is a favorite place where trail runners like me park our cars (to bake the sun) while we are out running. The cars nosed up to two sidewalk-bounded long elliptical grassy areas with very few trees, only one of which grew out over the parking slots. I decided to change that by planting rows of trees as close as practical to the parking slots, which was 3 feet in from the perimeter sidewalks. I went through the administrative channels and got permission for my plan. The Bureau of Reclamation, owners of Overlook and Railhead park, at that time required only native plants, so, due to financial constraints, I planted acorns and a couple small cedar seedlings. My oaks got mowed down as they grew up, but, being seedling oaks, continued to try. So I asked the head of Fields and Grounds what his problem was with my little oaks. He said, "For one thing, the species." He said he wanted liquid amber, flowering pear, red leaf plum and crepe myrtle. When I reminded him that BoR required native species, he responded, "I'm sure they are native somewhere." I decided that an administration that hired such a mentally-limited person in such an important position had to be dysfunctional, and decided I better get involved. So I ran for the Board and was elected to start in 2005. By 2006, I figured out that the problem was the District Administrator, I provided the swing vote to say good-bye to him, and the Board launched a national search for a new administrator, with Kahl Muscott temporarily in charge.

ARD had had 4 nightmares in a row from hiring administrators who were really good at resumes and interviews. Additionally, Sierra College and Placer High School District had prospered as long as they hired good people from within, but when they decided to go big time, they got disaster. Sierra lost a \$600,000 settlement because their fabulous President had such an ego that he thought he could bully a female librarian. They got off easy. Placer's wonder administrator cost Placer HSD \$23 million in a local bond to build Foresthill High School, that could have been paid for by 1994 School Bond money, if Randy Olson had just applied. But he didn't, because he needed the passage of a local bond in his resume to ascend to, and double his salary at, Acalanes HSD (Moraga, Orinda, Lafayette, Walnut Creek), which maintains its elite status (96th percentile in university admissions) by persuading its wealthy residents to tax themselves repeatedly.

I knew Kahl Muscott to be hard-working, honest, smart, and having the right education, so for two months I advocated for making him the head guy. Each time, the other board members looked at me like I was the village idiot. "Kahl can't do it. He has no experience running a district." I saw another disaster coming, and in desperation asked our nationwide search consultant, "Isn't there some way we can keep Kahl?" He said yes, that there had been a water district on the west side of the San Joaquin Valley that wanted a promising young man to be their next administrator. So instead of hiring the outside expert to run the district, they hired the outside expert to train the young man to run the District. Our consultant presented to the Board what we had been discussing, the Board bought it, Kahl got the job, and we hired an expert who had been head of Los Angeles County Parks for 10 years to teach Kahl the ropes. As anyone in local politics knows, hiring Kahl Muscott began an ARD metamorphosis from a woefully dysfunctional special district into a model of good governance and service to the public.

And now we are facing a new crisis: the loss of our park trees. We hire the lowest bidding tree service to provide risk mitigation, and it's a lot more expensive to take a tree back to health than it is to cut it down to mitigate risk. Once again, I am thinking the unthinkable to halt this creeping disaster. It occurs to me that LAFCO may need someone who thinks the unthinkable.

Statement of Qualifications for Re-Election to Placer LAFCO
William Kahrl, Chair, Newcastle Fire Protection District

Our Common Task. As one of your two representatives on Placer LAFCO, I believe that our special districts will face a very different range of challenges and opportunities in the years ahead. Reapportionment has bound the communities we serve in central Placer and the Tahoe/Truckee area more closely together than ever before. The ongoing threat of massive wildfires demands that we make common cause to bring our shared concerns more forcefully to the attention of the two mega-agencies -- CALFIRE and Pacific Gas and Electric -- whose operations most directly affect our mutual safety. And the advent of the state's new law on Accessory Dwelling Units has opened the gates for unexpected construction and expansion that could -- if we are not thoughtful -- undermine the best of our plans for the future.

All of Placer is affected by the increasing pace of new development. But it's different for special districts. The cities' and county representatives on LAFCO have resources in staffing and finance that they can draw on to meet changing needs and services. Most of us do not. We perform our public service often as volunteers, with little or no compensations. District funding is strictly limited and jealously guarded by local taxpayers. LAFCO can help, if we know how to use it..

The urban districts have a history of working together. But the distance from Auburn to Tahoe/Truckee is measured by more than just geography. With your support, I want to help bridge that gap. We need to do a better job of identifying common problems as well as the opportunities we can share to protect the things we love best about Placer. As chair of the Newcastle Fire Board, I can report we are already making progress along these lines, bringing together the leaders of other local fire districts, local, state and federal agencies, and tribal government on new programs that increase efficiency, improve public safety, and help to hold down the rising cost of insurance. Closer coordination and communication can benefit us all.

My Background. I have been lucky in life to be able to devote most of my career to serving California as an executive advisor on conflict resolution and natural resources policy. In state government, I've worked for the leaders of both parties in both houses of the state legislature as well as serving on the personal staff of both the Governor and the Assembly Speaker. In the private sector, I've served as a top-level advisor to several of the largest corporations in the United States and abroad, principally in the areas of forestry and water policy. Some of my proudest achievements in this connection include the creation of California's Wild and Scenic River System, the preservation of Point Reyes National Seashore and Headwaters National Forest, and launching the successful negotiations that created a permanent conservation easement for more than 80,000 acres of pristine coastal properties on the Hearst Ranch.

My clients have included all three of California's largest water districts -- Westlands, Imperial and the Metropolitan Water District of Southern California, the state Resources Agency, lumber companies, tribal governments the U.S. Geological Survey and the Army Corps of Engineers.

I am the editor of the award-winning *California Water Atlas* and the author of *Water and Power*, which the New York Times selected as one of the best books of the year. I graduated from Yale College and have subsequently received fellowships from the National Endowment for the Humanities, Coro Foundation, and the Rockefeller Foundation in Environmental Affairs. I also served as a member of the Editorial Board and Opinion Page Editor of the Sacramento Bee during its heyday. My wife Kathleen and I have lived in Newcastle for 22 years. I would appreciate your support. And if you have any questions or would like to discuss the issues your district is facing, please don't hesitate to call me at 916-663-0785.

Luke Thomas Ragan
P.O. Box 1793
Tahoe City, CA 96145
530.308.5098
ragan@ntfire.net

My name is Luke Thomas Ragan. My family is fifth generation Tahoe City. I currently serve on the North Tahoe Fire Protection District Board. I have been the Vice President on that Board for the past two years and have served on the Board since 2016. I also serve on the Boards for North Tahoe Little League and the Tahoe City Recreation Association. I am currently the President of Pacific Built, Inc. and sole owner of Ragan Snow Removal in Tahoe City. I graduated from North Tahoe High School and am currently in the process of being the assistant football coach for North Tahoe High School.

I am interested in this position to make a difference and protect the interests in Placer County. I appreciate your consideration to be nominated for a seat on the Placer County LAFCO Board.

Please feel free to contact me if you have any questions.

Rick Stephens

Rick Stephens has lived full time in Truckee since June 1, 2007. He was publicly elected to the Truckee Tahoe Airport Board in November 2016 and was re-elected in 2020. Rick was President of this Board in 2018 and 2019.

Stephens was elected to LAFCO in May 2021 as a Special District Alternate.

Rick was appointed to the Placer County Citizens Advisory Committee for allocation of a portion of TOT funds. The initial appointment was for 3 years in 2018. He was reappointed for an additional 3 year term in 2021.

Rick was the project manager for the TTCF Community House as a volunteer. It was a 4-year project including acquisition of the property, designing the plans to renovate the buildings, and reconstruction of the facility to serve non-profits in the Kings Beach area.

Rick also served on a citizens advisory group for the Truckee Fire Protection District on property tax revenue.

He has been President of Lahontan Community Association (5 years) and subsequently was President of Lahontan Golf Club (5 Years).

Rick Stephens worked in the commercial real estate business, as an Asset Manager and as an investor.

ZKS Real Estate Partners LLC was formed in 1996 after Zurich Insurance acquired Kemper Corporation. Its mission was to finish the orderly disposition of the remaining Kemper Corporation real estate portfolio (\$800 million) and to invest in real estate value added transactions. ZKS was closed at the end of 2013. Stephens Real Estate Partners LLC operated Stephens contracts and investments. Separate from the Zurich assets, ZKS acquired more than 5 million square feet of industrial and office properties valued at in excess of \$800 million.

Mr. Stephens was president of Kemper Real Estate Management Company from 1992-1996. KREMCO's sole mission was the orderly disposition of the \$5 billion Kemper real estate portfolio. In 1992 KREMCO had 700 employees, 11 million sf of buildings, 40,000 acres of land, and 2 home building companies.

Prior to Kemper, Mr. Stephens was president of The Koll Company's Los Angeles Division. This division was responsible for acquisition, development, property management and construction of approximately \$2 billion in real estate between 1986 and 1992.

Prior to Koll, Mr. Stephens was Sr. VP of Cadillac Fairview's Western Region from 1982-1985 responsible for industrial properties. This included 6 million sf of big box industrial in Torrance, Compton and Costa Mesa CA. In addition, 2,000 acres, in 5 industrial parks were developed.

Mr. Stephens started his real estate career at The Newhall Land and Farming Company in 1974. He was in charge of Newhall's industrial and commercial development from 1977-1982.

Mr. Stephens graduated from Cornell University in 1972 (BS Engineering) and received an MBA from Stanford University in 1974. He served 3 years in the US Army in the middle of his undergraduate studies, including tours of duty in Vietnam ('67-'68) and Germany ('68-'69).

Hiking and golf are Mr. Stephens leisure activities. Each year, Rick backpacks in the high Sierra Nevada mountains. Rick also enjoys adventure travel, 100 miles on The Camino Santiago, Patagonia, Inca Trail, Iceland, Copper Canyon in Mexico and the Haute Route in Switzerland in August 2019.

Rick has been married to Gail Stephens for 53 years. They have 2 children, 51 and 49 and 1 grandchild.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-9
Subject: Discussion of in-person Board of Directors meeting

Background

This agenda item is created to have a discussion to determine if the Board would like to hold an in-person meeting with each Director having the option to participate via teleconference, under the current Brown Act regulations or hold a teleconference meeting in accordance with AB 361 at the next upcoming Board meeting.

Fiscal Impact

None.

Attachments

None.

Recommendation

Management recommends the next Board of Directors meeting be held via teleconference meeting in accordance with AB 361 as there appears to be a rise in COVID-19 cases attributed to the new subvariants of Omicron.

Review Tracking

Submitted By: _____

LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VII-1
Subject: Department Reports

Background

Department reports for previous and current month(s).

Fiscal Impact

None.

Attachments

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

Recommendation

No action required.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY OPERATIONS DEPARTMENT REPORT

Date: May 18, 2022
To: Board of Directors
From: Michael Peak, Operations Department Manager
Subject: Operations Department Report

Compliance:

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

Operations:

- Plant performed well through the month.
- Sodium Hydroxide was added to the final effluent to maintain a 7.0 pH set point.
- Advertised and received bids for fiscal year 2022-2023 chemicals.
- Performed a plant effluent shutdown to facilitate maintenance work on the clino decommissioning project.

Operations Work Orders:

- Completed this month: 1
- Pending: 1

Laboratory:

- Staff performed necessary laboratory testing.
- The Laboratory Information Management System (LIMS) implementation is ongoing. The expected completion date is June 2022.
- Staff continue preparation of the laboratory Quality Manual and other documentation in accordance with The NELAC Institute (TNI) standards (approximately 60% complete). The Agency expects TNI compliance by end of calendar year.

Laboratory Corrective Actions:

- Completed this month: 1
- Pending: 0


Plant Data:


Influent Flow Description	MG
Monthly average daily ⁽¹⁾	3.74
Monthly maximum instantaneous ⁽¹⁾	6.35
Maximum 7- day average	4.20

Effluent Limitation Description ⁽²⁾	WDR Monthly Average		WDR Daily Maximum	
	<i>Recorded</i>	<i>Limit</i>	<i>Recorded</i>	<i>Limit</i>
Suspended Solids (mg/l)	2.2	10.0	2.6	20.0
Turbidity (NTU)	NA	NA	3.3	10.0
Total Phosphorus (mg/l)	0.43	0.80	0.58	1.50
Chemical Oxygen Demand (mg/l)	32	45	38	60

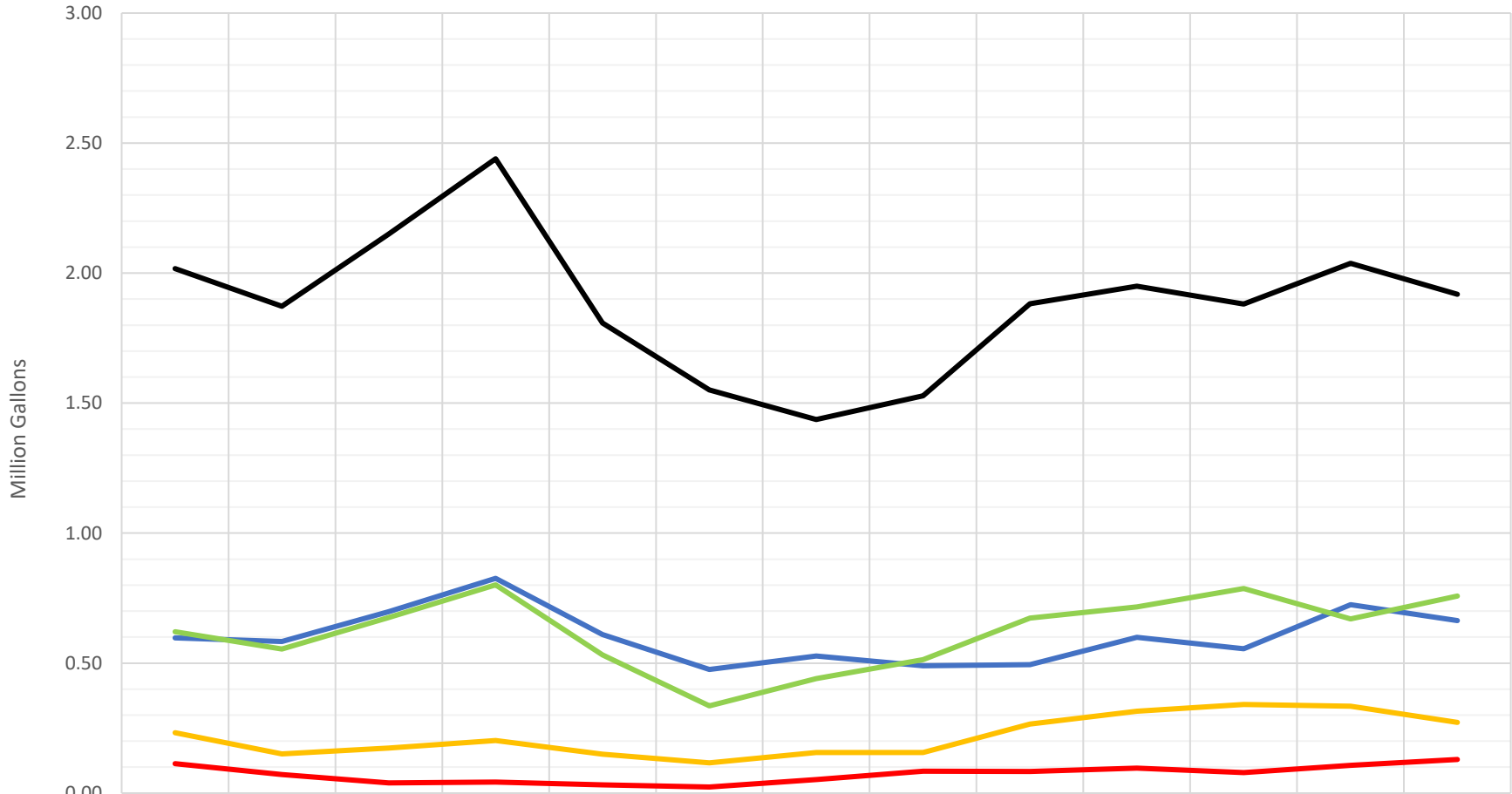
- Notes:
1. Flows are depicted in the attached graph.
 2. Effluent table data per WDR reportable frequency. Attached graphs depict all recorded data.

Review Tracking:

Submitted By: 
 Michael Peak
 Operations Manager

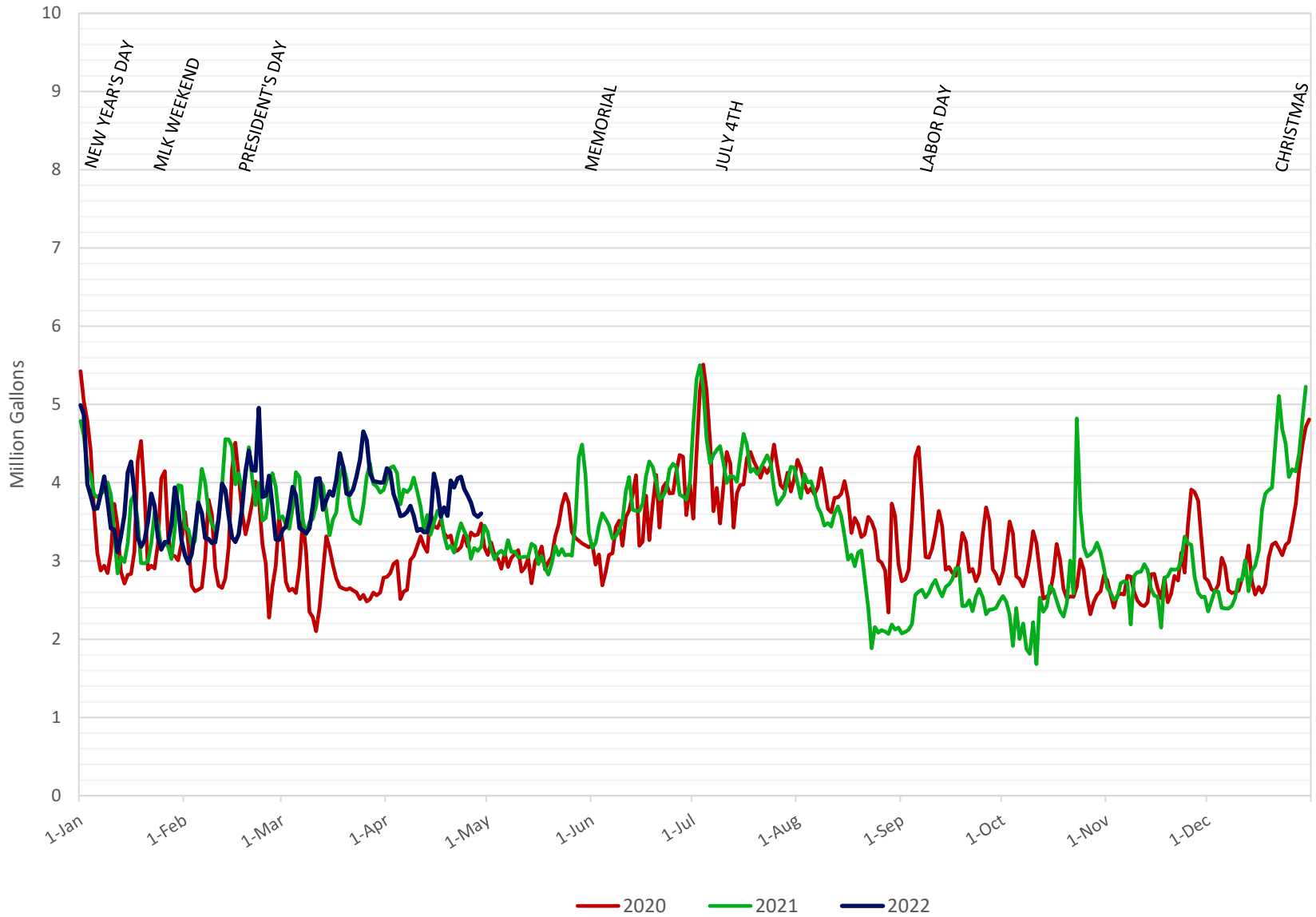
Approved By: 
 LaRue Griffin
 General Manager

Monthly Average Daily Flow (Districts)

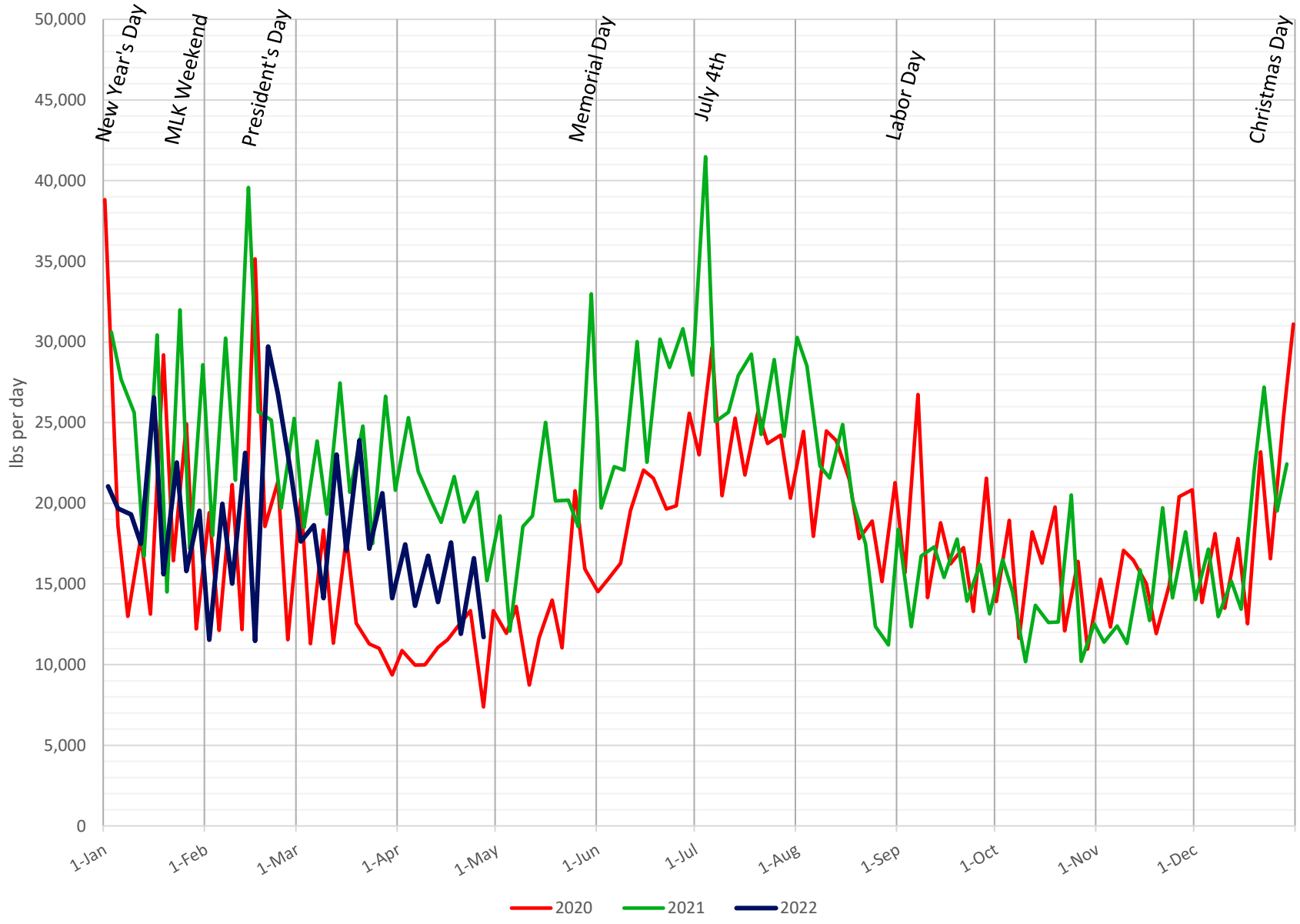


	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
NTPUD	0.60	0.58	0.70	0.83	0.61	0.48	0.53	0.49	0.49	0.60	0.56	0.72	0.66
TCPUD	0.62	0.55	0.68	0.80	0.53	0.34	0.44	0.51	0.67	0.72	0.79	0.67	0.76
ASCWD	0.11	0.07	0.04	0.04	0.03	0.02	0.05	0.08	0.08	0.10	0.08	0.11	0.13
OVPSD	0.23	0.15	0.17	0.20	0.15	0.12	0.16	0.16	0.27	0.31	0.34	0.33	0.27
TSD	2.02	1.87	2.15	2.44	1.81	1.55	1.44	1.53	1.88	1.95	1.88	2.04	1.92

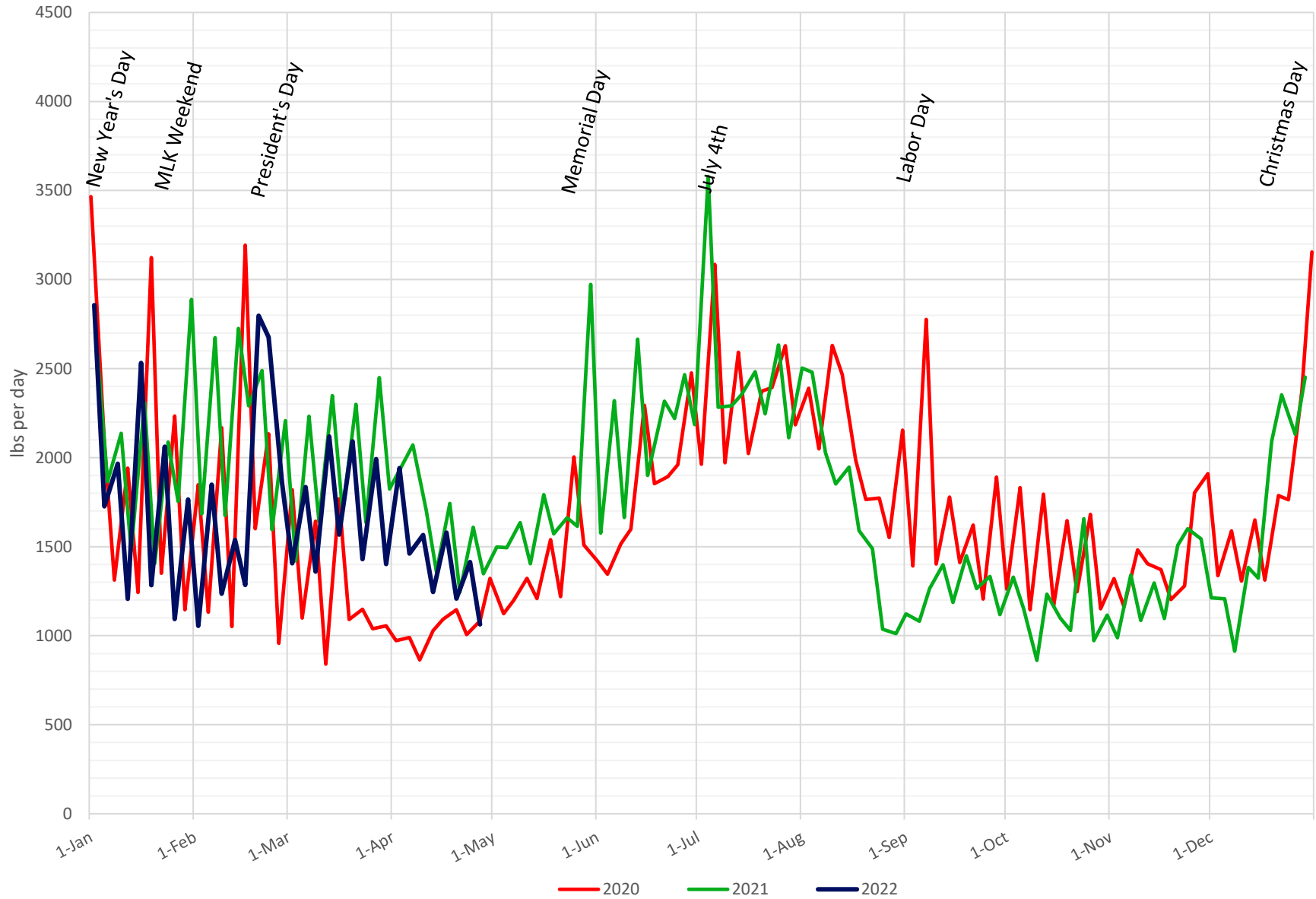
T-TSA Daily Influent Flow



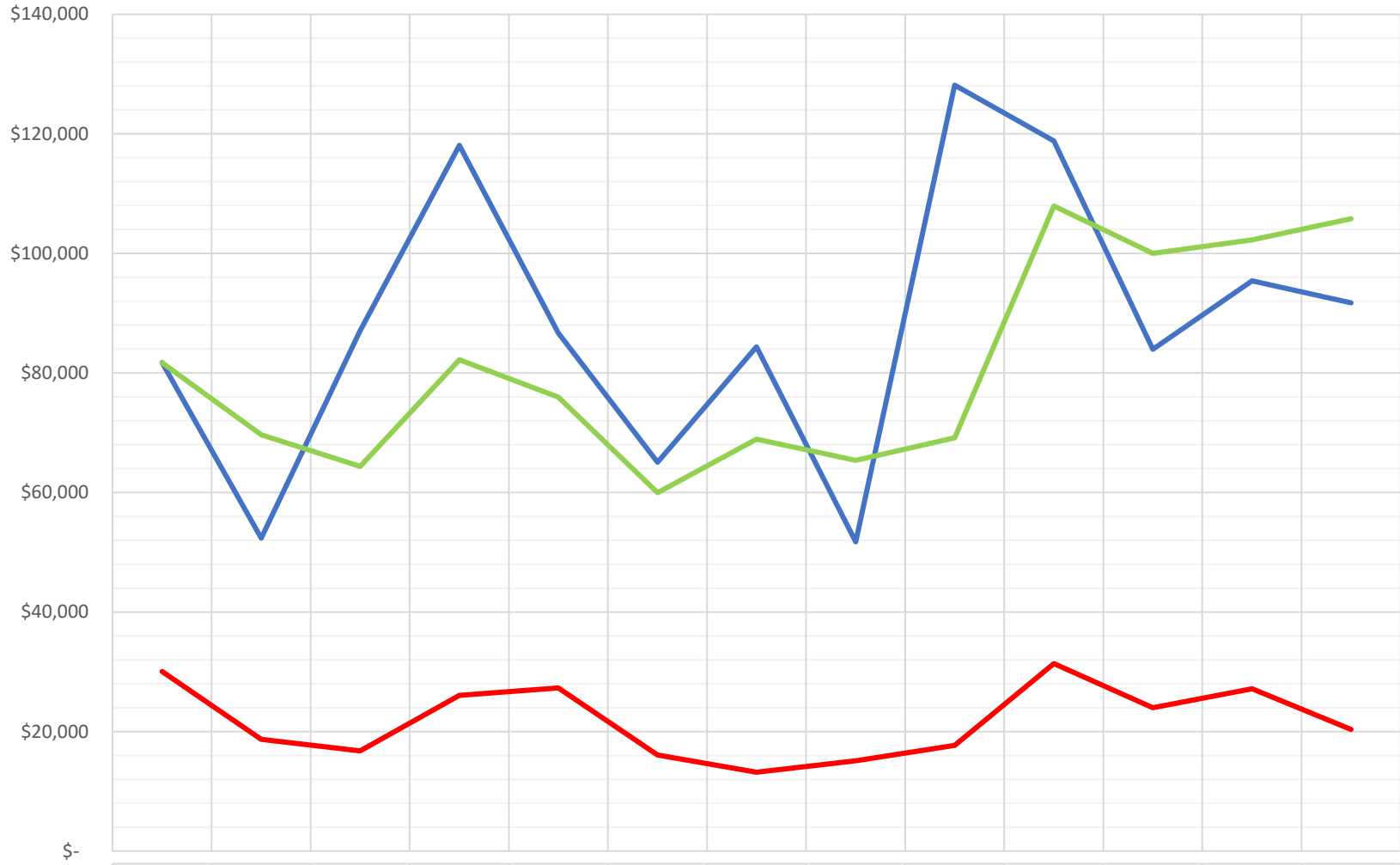
COD Influent Loading



TKN Influent Loading



Chemical, Power and Sludge Disposal Costs



	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Chemical	\$81,758	\$52,348	\$87,109	\$118,100	\$86,660	\$65,076	\$84,387	\$51,738	\$128,152	\$118,832	\$83,965	\$95,430	\$91,716
Power	\$81,705	\$69,645	\$64,361	\$82,199	\$75,956	\$59,970	\$68,936	\$65,393	\$69,150	\$107,937	\$100,001	\$102,266	\$105,788
Sludge Disposal	\$30,061	\$18,691	\$16,768	\$26,075	\$27,293	\$16,092	\$13,197	\$15,117	\$17,692	\$31,373	\$23,978	\$27,158	\$20,336



TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT

Date: May 18, 2022
To: Board of Directors
From: Richard Pallante, Maintenance Manager
Subject: Maintenance Report

◆ **Project support:** In the month of April, Maintenance staff provided support for the following projects:

- Logically Implementation.
- SCADA/IT Master Plan.
- Plant Security Camera Project-completed.
- Lucity CMMS Project.
- LIMS Project Support.
- 2022 Roofing Project.
- 2022 Coating Project.
- 2022 Plant Improvement Projects-Effluent flow meter.

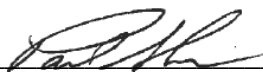
◆ **Plant Maintenance activities:** Maintenance staff performed tasks on the following items:

- BNR blower 8, 9, and 5 replaced with rebuilt units.
- Scrap recycling and clean up.
- Ongoing LED lighting project.
- Installed electrical disconnects on administration building HVAC and vacuum system.
- New sludge dewatering loadout bay CO monitor integrated with ventilation system.
- Shop relocation.
- Firewall upgrade/update.
- Website update.

◆ **Work Orders**

- Completed this month: Mechanical-37, Fleet-4, Electrical & Instrumentation-13, IT-17.
- Pending: Mechanical-229, Fleet-60, Electrical & Instrumentation-24, IT-8.

Review Tracking:

Submitted By: 
Richard Pallante
Maintenance Manager

Approved By: 
LaRue Griffin
General Manager



LED Lighting emergency generator room



Solar powerd security camera chlorine building



Shop relocation work




TAHOE-TRUCKEE SANITATION AGENCY ENGINEERING DEPARTMENT REPORT

Date: May 18, 2022
To: Board of Directors
From: Jay Parker, Engineering Manager
Subject: Engineering Report

- ◆ **Projects:** In the month of April, Engineering staff continued working on the following projects:
 - Digestion Improvements Study
 - 2021 Chlorine Scrubber Improvements Project
 - 2022 Control Room Upgrades Project
 - 2022 Digital Scanning of Sewer Lines Project
 - 2022 Filter Influent Condition Assessment Project
 - 2022 Plant Coating Project
 - 2022 Plant Improvements Project
 - 2022 Roof Repair Project
 - 2022 Truckee River Interceptor Improvements Project

- ◆ **Work Orders:**
 - Engineering:
 - Completed this month: 0
 - Pending: 0
 - Safety:
 - Completed this month: 0
 - Pending: 1

Review Tracking:

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATIVE DEPARTMENT REPORT

Date: May 18, 2022
To: Board of Directors
From: Crystal Sublet, Finance and Administrative Manager
Subject: Administrative Report

- Finance
 - Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
 - Final audit requests submitted to auditors for fiscal year 2020-2021 audit.
 - Participated in the financial committee meeting on May 11, 2022.
 - Continued preparation of the annual budget for FY 2022-2023.
- Billing/Customer Service
 - General assistance with customer accounts, utility demands, adjustments, and plan review.
 - Activated new account permits and prepared letters, reports and invoices.
- General Administration
 - Performed various administrative duties to assist GM and Board of Directors.
 - Continued discussions and research on investment and funding opportunities.

Review Tracking

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

Approved By: LaRue Griffin
LaRue Griffin
General Manager

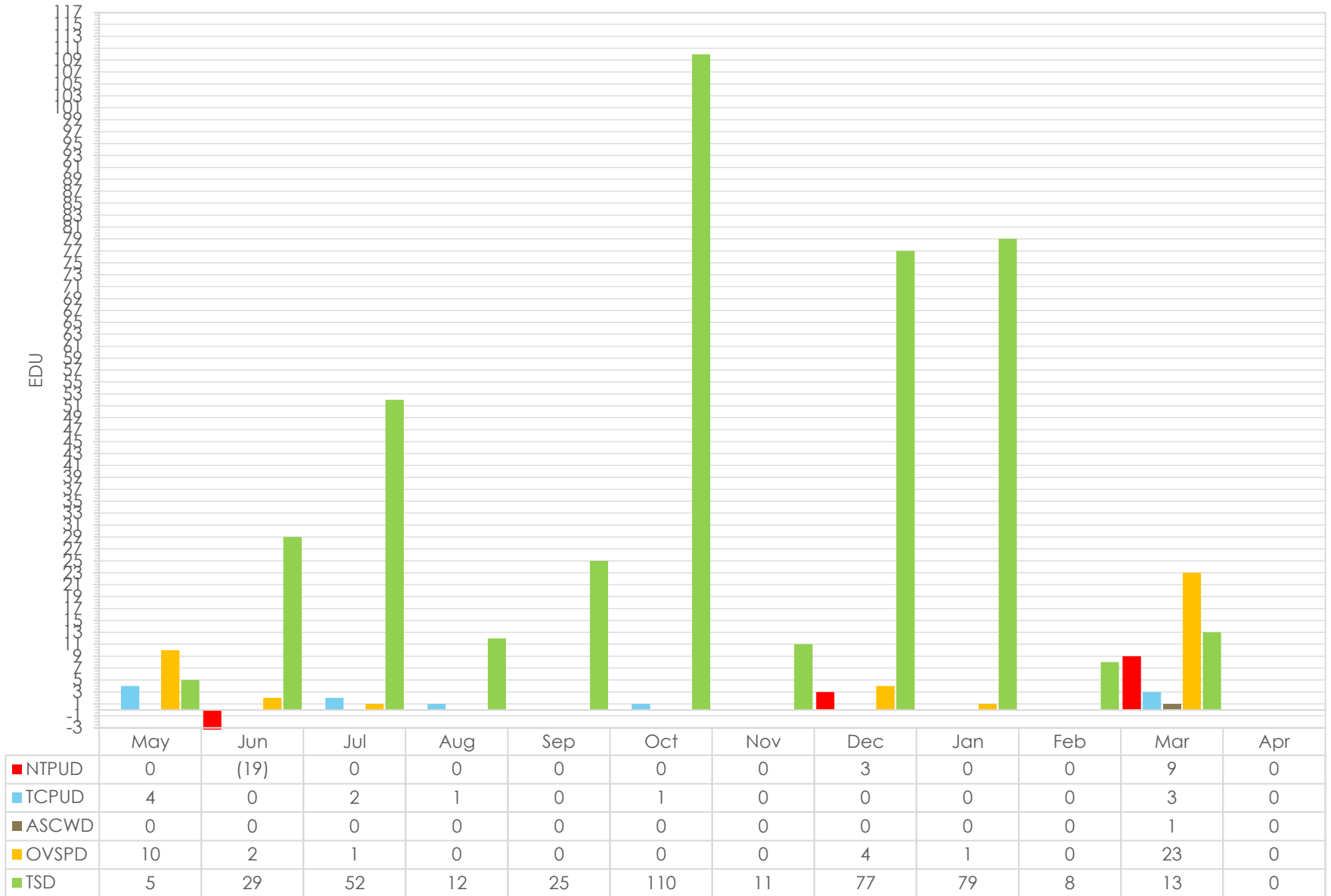
CONNECTION FEES - APRIL 2022

Connection Fee Type	MTD Count (#)	MTD Total Ft ²	MTD Total \$	YTD Count (#)	YTD Total Ft ²	YTD Total \$
Residential	22	60,039	\$ 138,068.78	271	751,481	\$ 1,699,189.08
Residential Ft ² Additions	2	2,261	\$ 3,956.75	19	32,962	\$ 57,683.50
Residential Ft ² Additions - Exempt	0	0	N/A	2	443	N/A
Accessory Dwelling Unit (ADU)	3	1,907	\$ 7,837.25	10	8,825	\$ 30,443.75
Accessory Dwelling Unit (ADU) - Exempt	0	0	N/A	2	658	N/A
Commercial	1	N/A	\$ 3,500.00	6	N/A	\$ 84,500.00
Industrial	0	N/A	\$ -	0	N/A	\$ -
Grand Total	28	64,207	\$ 153,362.78	310	794,369	\$ 1,871,816.33

INSPECTIONS - APRIL 2022

Inspection Type	MTD Count #	MTD Total	YTD Count #	YTD Total
Commercial	0	0	9	10
Residential (Drive-by of Suspended Accounts)	0		1	

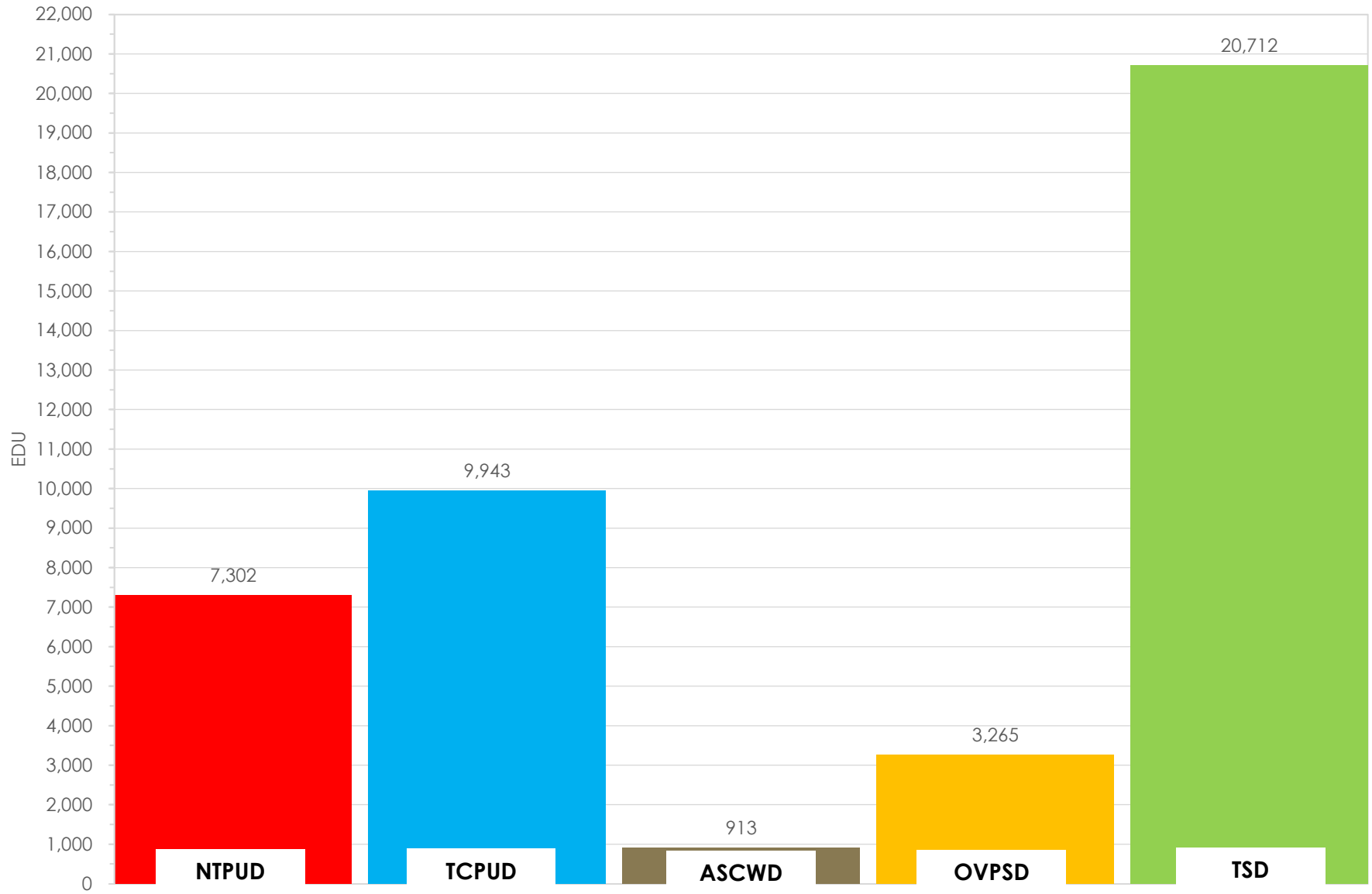
Residential EDU Summary



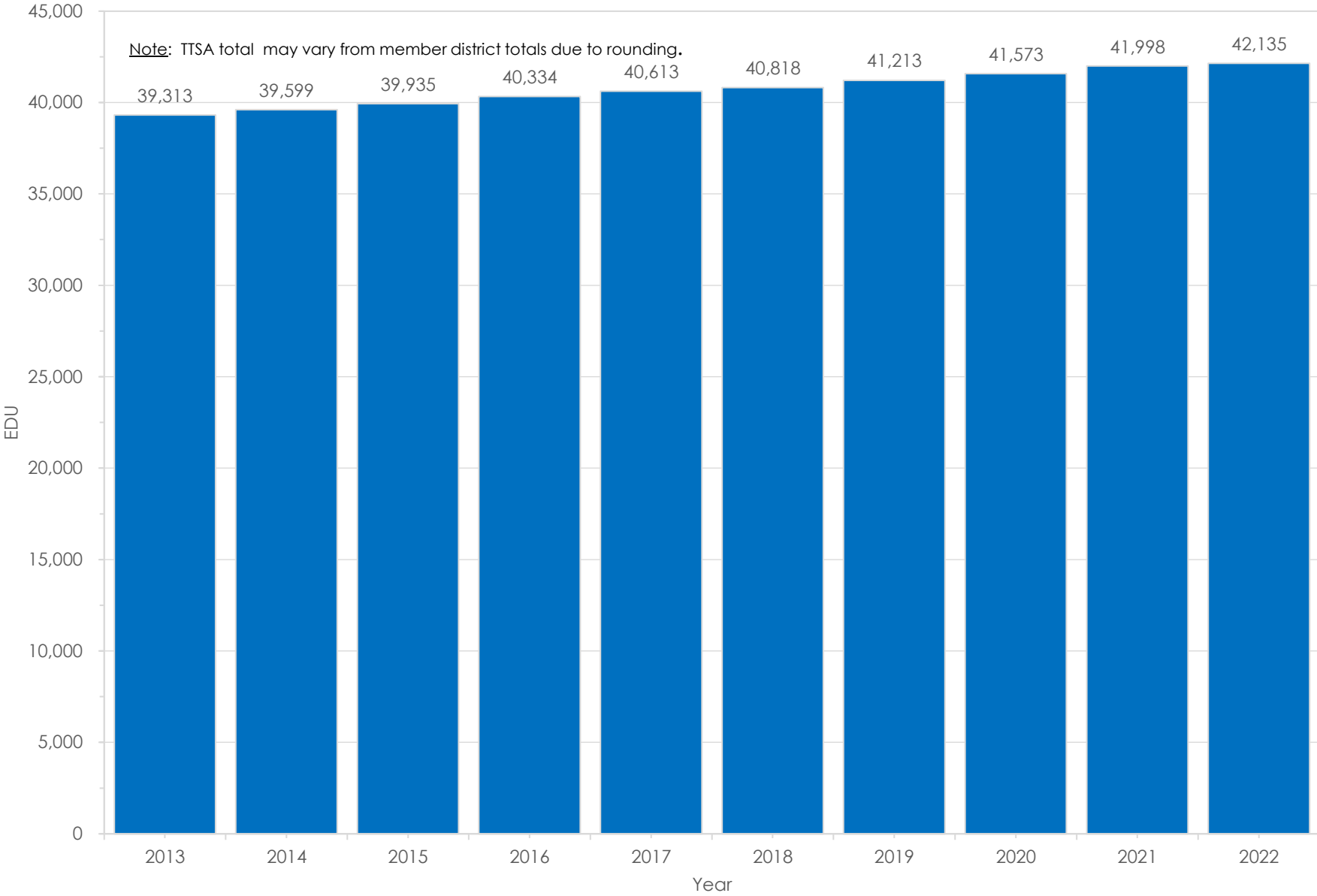
Other EDU Summary



Current EDU Summary By Member District



Historical TTSA EDU Summary





TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VII-2
Subject: General Manager Report

Continuing Projects/Work

- Management and staff continued to investigate options to become more efficient.
- Management and staff continued implementation of the new software programs.
- Management and staff continued progress on CIP projects.
- Management and staff continued leadership training.

Past Month Projects/Work

- Logically, Inc. continues to implement IT security measures.
- Jacobs is finalizing the Master SCADA/IT Plan.
- Security Camera Improvements project (Phase II) has been completed.
- Management and staff continue preparation of the annual financial budget.
- Management is updating the Employee Handbook.
- Management executed the agreements with HDR Engineering, Inc. for the Sewer Service Charge and Sewer Connection Fee studies.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VIII
Subject: Board of Director Comment

Background

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 18, 2022
To: Board of Directors
From: LaRue Griffin, General Manager
Item: IX
Subject: Closed Session

1. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Fay v. Tahoe-Truckee Sanitation Agency.
2. Closed session for public employee performance evaluation of the General Manager position.