



Tahoe-Truckee Sanitation Agency
Regular Board Meeting
May 19, 2021

TAHOE-TRUCKEE SANITATION AGENCY

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



Directors

Dale Cox: President
Dan Wilkins: Vice President
David Smelser
Blake Tresan
S. Lane Lewis

General Manager

LaRue Griffin

BOARD OF DIRECTORS REGULAR MEETING NOTICE AND AGENDA

Date: May 19, 2021

Time: 9:00 AM

This meeting will be conducted entirely by teleconferencing in accordance with Governor Newsom's Executive Order (#N-29-20) and the Board Room will not be accessible to the public. The following are the video conferencing: <https://us02web.zoom.us/j/84544484841> and audio teleconferencing call-in information: Toll-Free phone no. (888) 475-4499, access code: 845-4448-4841#. If you are an individual with a disability and need assistance or accommodation to participate in this teleconference meeting, please contact Mrs. Roshelle Chavez at (530) 587-2525 or rchavez@ttsa.net.

Members of the public will have the opportunity to directly address the Agency Board of Directors concerning any item listed on the Agenda below before or during consideration of that item via email. For more information on the process to participate in the meeting via computer, tablet or phone, see the accompanying [Guidelines for Using Zoom for T-TSA May 19 Board of Directors Meeting](#). To better accommodate members of the public and staff, some Agenda items may be considered in an order different than listed below.

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

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

III. Professional Achievements, Awards and Anniversaries Acknowledgement of staff for professional achievement and other awards.

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

1. Approval of general fund warrants.
2. Approval of financial statements.
3. Approval of Progress Pay Estimate No. 1 for the 2020 Headworks Improvements project.

V. Regular Agenda

1. Approval of the minutes of the regular Board meeting on April 21, 2021.
2. Discussion of actuarial estimate of OPEB liability changes from adoption of California Government Code Section 22893.
3. Approval to award bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, ferric chloride, and liquid chlorine.
4. Approval to award the 2021 Asphalt Sealing project.
5. Approval to solicit bids for the 2021 Digital Scanning of Sewer Lines project.
6. Approval to issue a Request For Proposals for Pretreatment Program Review services.
7. Approval to issue a Request For Proposals for SCADA and IT Master Planning services.
8. Presentation of CMMS and GIS software programs.

VI. Management Team Report

1. Department Reports.
2. General Manager Report.

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

VIII. Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
2. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Fay v. Tahoe-Truckee Sanitation Agency.
3. Closed session for public employee performance evaluation of the General Manager position.

IX. Adjournment

Posted and Mailed, 05/13/21



LaRue Griffin
Secretary to the Board

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact Roshelle Chavez at 530-587-2525 or 530-587-5840 (fax) or email rchavez@ttsa.net. 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.



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Guidelines for Using Zoom Meeting for the T-TSA MAY 19TH Board of Directors Meeting

Before the Meeting:

- Zoom can be used in a web only application, on mobile devices, or as a desktop version. The desktop version is recommended as it has the most functionality. Please use the following link to download the APP: [Press "ctrl + Click" to follow link and Register with Zoom](#)

To Join the Meeting:

- Video Teleconference: You can join the meeting via computer, tablet, or phone which will allow greater functionality such as having a name associated with your caller-ID.
 - Join using this link: <https://us02web.zoom.us/j/84544484841> If you do not have a microphone with your video conference, please call in via audio teleconference to as described below.
- Audio Teleconference: You may also join the meeting via phone only.
 - Join by calling the following Toll-Free phone number: (888) 475-4499
 - You will then be asked for the Meeting ID: 845-4448-4841#

Controls:

- If you are attending the meeting via video teleconference, please utilize the settings tab at the bottom of the screen to control your video. You are encouraged to share your video stream when speaking.
- Mute/Unmute – Please keep your audio/telephone on mute, regardless of teleconference method. If needed, the meeting host will also mute/unmute you to keep order for the meeting. You can do this using your phone's controls or using the controls on Zoom.

Public Comment Option(s):

- After the Directors have discussed an agenda item, President Cox will move to receive public comment from the audience on the item. There are three (3) options in which to request to speak during public comment of an Agenda item. Mrs. Chavez will call on individual attendees in order of request to sequence comment.
 - Option #1: Request to speak during public comment prior to the start of the meeting. If you are attending the meeting teleconference and would like to submit a general public comment or comment on a specific Agenda item, please email Mrs. Roshelle Chavez, Executive Assistant/Board Clerk at rchavez@ttsa.net. Identify your email subject title comment as "Public Comment". In the body of the email please state the nature of your comment so we can confirm if it is general, or Agenda item specific to speed up the meeting.
 - Option #2: Call our office at (530) 587-2525 x 112 and ask for Mrs. Roshelle Chavez. If she is not available, please leave her a voicemail to let her know you wish to comment at the meeting.
 - Option #3: Use the Zoom meeting controls to "Raise Your Hand." Once you are logged into the meeting, there is an option at the bottom of your screen to "Raise Your Hand", from a telephone you can dial *9 to "Raise Your Hand."

- Those who make any comments may do so when President Cox moves to receive public comment from the audience, Mrs. Chavez will then call them at that time.
- All requests to make a comment will be called upon in the order received.

Motions:

- All motions will be taken by roll call vote.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
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 19, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Item: II
Subject: Public Comment

Background

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: III
Subject: Professional Achievements, Awards & Anniversaries

Background

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

Achievements and Promotions

- Jason Hays - New Employee - Laboratory Director

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

- *5 Years*
 - Anthony Salinas – May
 - Roshelle Chavez – May

Fiscal Impact

None.


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 19, 2021
To: Board of Directors
From: Michelle Mackey, Accounting Supervisor
Item: IV-1
Subject: Approval 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 now excluded from the general fund warrants and are incorporated into the financial statements.

All warrants are paid and payable for the previous calendar month(s).

Fiscal Impact

Decrease in Agency general fund per the warrant amounts.

Attachments

Report of general fund warrants.

Recommendation

Management and staff recommend approval of the general fund warrants paid and payable.

Review Tracking

Submitted By: Michelle Mackey
Michelle Mackey
Accounting Supervisor

Approved By: LaRue Griffin
LaRue Griffin
General Manager

| Payee | Check Number | Check Issue Date | Description | Amount |
|------------------------------------|--------------|------------------|-------------------------------------|------------|
| 1000 BULBS | | | | |
| | 86791 | 04/21/2021 | SPIRAL CFL 120V BULBS | 80.67 |
| Total 1000 BULBS: | | | | 80.67 |
| 267 PARTNERS | | | | |
| | 86891 | 04/28/2021 | COVID Auto Relief | 207.54 |
| | 86891 | 04/28/2021 | COVID Auto Relief | 103.77 |
| | 86891 | 04/28/2021 | COVID Auto Relief | 975.90 |
| | 86891 | 04/28/2021 | COVID Auto Relief | 1,049.10 |
| Total 267 PARTNERS: | | | | 2,336.31 |
| AED Superstore | | | | |
| | 86792 | 04/21/2021 | 1-YR AED PROGRAM MANAGEMENT RENEWAL | 299.98 |
| Total AED Superstore: | | | | 299.98 |
| AIRGAS USA LLC | | | | |
| | 86882 | 04/21/2021 | MARCH CYLINDER RENTALS | 290.68 M |
| Total AIRGAS USA LLC: | | | | 290.68 |
| ALIBI ALE WORKS | | | | |
| | 86892 | 04/28/2021 | COVID Auto Relief | 510.00 |
| Total ALIBI ALE WORKS: | | | | 510.00 |
| ALLIED ELECTRONICS | | | | |
| | 86793 | 04/21/2021 | ABB SAFETY SWITCH | 269.24 |
| Total ALLIED ELECTRONICS: | | | | 269.24 |
| ALPHA ANALYTICAL INC | | | | |
| | 86794 | 04/21/2021 | ELECTRONIC FILE (DATA) | 25.00 |
| Total ALPHA ANALYTICAL INC: | | | | 25.00 |
| ANDREW OR MELANIE CHEKENE | | | | |
| | 86873 | 04/21/2021 | CONN FEE REFUND FOR OVERPAYMENT | 1,148.00 M |
| Total ANDREW OR MELANIE CHEKENE: | | | | 1,148.00 |
| ARAMARK WORK APPAREL | | | | |
| | 86795 | 04/21/2021 | SVC CHARGE | 198.79 |
| | 86874 | 04/21/2021 | SVC CHARGE | 198.79 M |
| Total ARAMARK WORK APPAREL: | | | | 397.58 |
| AT&T 530 582-0827 966 5 | | | | |
| | 86796 | 04/21/2021 | MARCH INVOICE 90% | 618.76 |
| | 86889 | 04/27/2021 | APRIL INVOICE 90% | 655.89 M |
| Total AT&T 530 582-0827 966 5: | | | | 1,274.65 |
| AT&T 831-000-9983 804 | | | | |
| | 86797 | 04/21/2021 | MARCH INVOICE 90% | 1,554.47 |

| Payee | Check Number | Check Issue Date | Description | Amount | |
|--------------------------------------------|--------------|------------------|-------------------------------------------|----------|---|
| | 86890 | 04/27/2021 | APRIL INVOICE 90% | 1,557.27 | M |
| Total AT&T 831-000-9983 804: | | | | 3,111.74 | |
| ATLAS COPCO COMPRESSORS LLC | | | | | |
| | 86798 | 04/21/2021 | FIL20CE GARDNER DENVER ELEMENT | 326.98 | |
| | 86798 | 04/21/2021 | FIL020GE GARDNER DENVER OIL VAPOR ELEMENT | 888.16 | |
| Total ATLAS COPCO COMPRESSORS LLC: | | | | 1,215.14 | |
| AULD DUBLINER SQUAW VALLEY | | | | | |
| | 86893 | 04/28/2021 | COVID Auto Relief | 886.50 | |
| Total AULD DUBLINER SQUAW VALLEY: | | | | 886.50 | |
| BABCOCK LABORATORIES INC | | | | | |
| | 86799 | 04/21/2021 | 1Q 2021 PFAS | 1,681.00 | |
| Total BABCOCK LABORATORIES INC: | | | | 1,681.00 | |
| BAR OF AMERICA | | | | | |
| | 86894 | 04/28/2021 | COVID Auto Relief | 1,263.90 | |
| Total BAR OF AMERICA: | | | | 1,263.90 | |
| BARTKIEWICZ, KRONICK & SHANAHAN | | | | | |
| | 86866 | 04/21/2021 | MARCH LEGAL FEES | 9,327.50 | M |
| Total BARTKIEWICZ, KRONICK & SHANAHAN: | | | | 9,327.50 | |
| BASIC BENEFITS, LLC | | | | | |
| | 4292101 | 04/29/2021 | MARCH COBRA | 40.70 | M |
| | 4292101 | 04/29/2021 | MARCH HRA | 252.00 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 51.08 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 888.29 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 261.00 | M |
| | 4292101 | 04/29/2021 | DEP CARE FSA | 1,465.48 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 48.10 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 35.00 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 81.50 | M |
| | 4292101 | 04/29/2021 | DEP CARE FSA | 195.19 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 505.63 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 83.95 | M |
| | 4292101 | 04/29/2021 | HRA MEDICAL | 154.70 | M |
| Total BASIC BENEFITS, LLC: | | | | 4,062.62 | |
| BEST PIES | | | | | |
| | 86895 | 04/28/2021 | COVID Auto Relief | 710.40 | |
| Total BEST PIES: | | | | 710.40 | |
| BISTRO 22 | | | | | |
| | 86896 | 04/28/2021 | COVID Auto Relief | 1,029.00 | |
| Total BISTRO 22: | | | | 1,029.00 | |

| Payee | Check Number | Check Issue Date | Description | Amount |
|--------------------------------------------|--------------|------------------|----------------------------------------|------------|
| BOATWORKS AT TAHOE LLC | | | | |
| | 86897 | 04/28/2021 | COVID Auto Relief | 624.18 |
| Total BOATWORKS AT TAHOE LLC: | | | | 624.18 |
| BORGES & MAHONEY | | | | |
| | 86876 | 04/21/2021 | CHLORINE TON TANK YOKE VALVE ASSEMBLY | 3,538.62 M |
| Total BORGES & MAHONEY: | | | | 3,538.62 |
| BRADY WORLDWIDE INC | | | | |
| | 86800 | 04/21/2021 | B30 SERIES INDOOR OUTDOOR VINYL LABELS | 203.13 |
| Total BRADY WORLDWIDE INC: | | | | 203.13 |
| CABLE AND CONNECTIVITY SOLUTIONS | | | | |
| | 86801 | 04/21/2021 | FREIGHT | 4,725.10 |
| Total CABLE AND CONNECTIVITY SOLUTIONS: | | | | 4,725.10 |
| CALIFORNIA STATE BOARD OF EQUALIZAT | | | | |
| | 4272101 | 04/27/2021 | 1ST QTR USE TAX 2021 | 442.00 M |
| Total CALIFORNIA STATE BOARD OF EQUALIZAT: | | | | 442.00 |
| Cascade Fire Equipment Co. | | | | |
| | 86802 | 04/21/2021 | 3M SCOTT AV632 BAYONET ADAPTER (1EA) | 430.40 |
| Total Cascade Fire Equipment Co.: | | | | 430.40 |
| CASELLE | | | | |
| | 86803 | 04/21/2021 | MAY SVC FEES | 3,208.00 |
| | 86862 | 04/14/2021 | HOSTED SOFTWARE/SVC | 9,320.00 M |
| | 86877 | 04/21/2021 | ASSET MANAGEMENT MODULE PER PROPOSAL | 1,550.00 M |
| Total CASELLE: | | | | 14,078.00 |
| CATHOLIC BISHOP OF SACTO | | | | |
| | 86898 | 04/28/2021 | COVID Auto Relief | 177.27 |
| | 86898 | 04/28/2021 | COVID Auto Relief | 177.84 |
| Total CATHOLIC BISHOP OF SACTO: | | | | 355.11 |
| CDW-G | | | | |
| | 86804 | 04/21/2021 | SHIPPING | 674.62 |
| Total CDW-G: | | | | 674.62 |
| CHA' FINE TEAS | | | | |
| | 86899 | 04/28/2021 | COVID Auto Relief | 67.50 |
| Total CHA' FINE TEAS: | | | | 67.50 |
| CHRIST THE KING LUTHERAN CHURCH | | | | |
| | 86900 | 04/28/2021 | COVID Auto Relief | 74.10 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|---------------------------------------------|--------------|------------------|---------------------------------------------|----------|
| Total CHRIST THE KING LUTHERAN CHURCH: | | | | 74.10 |
| CHRISTIAN SCIENCE SOCIETY OF TRUCKEE | | | | |
| | 86901 | 04/28/2021 | COVID Auto Relief | 57.00 |
| Total CHRISTIAN SCIENCE SOCIETY OF TRUCKEE: | | | | 57.00 |
| CHRISTY HILL RESTAURANT | | | | |
| | 86902 | 04/28/2021 | COVID Auto Relief | 337.50 |
| Total CHRISTY HILL RESTAURANT: | | | | 337.50 |
| CHURCH OF JESUS CHRIST | | | | |
| | 86903 | 04/28/2021 | COVID Auto Relief | 116.28 |
| Total CHURCH OF JESUS CHRIST: | | | | 116.28 |
| COFFEE CONNEXION | | | | |
| | 86904 | 04/28/2021 | COVID Auto Relief | 45.00 |
| Total COFFEE CONNEXION: | | | | 45.00 |
| COLLIN FISCHER | | | | |
| | 86881 | 04/21/2021 | CERT GRD III REIMBURSEMENT | 150.00 M |
| Total COLLIN FISCHER: | | | | 150.00 |
| CORELOGIC INFORMATION SOLUTIONS, IN | | | | |
| | 86872 | 04/21/2021 | MARCH INVOICE | 477.41 M |
| Total CORELOGIC INFORMATION SOLUTIONS, IN: | | | | 477.41 |
| COSTCO WHOLESALE | | | | |
| | 86805 | 04/21/2021 | ANNUAL MEMBERSHIP 2021 | 180.00 |
| Total COSTCO WHOLESALE: | | | | 180.00 |
| COUNTY OF PLACER | | | | |
| | 86905 | 04/28/2021 | COVID Auto Relief | 111.54 |
| Total COUNTY OF PLACER: | | | | 111.54 |
| CRANE ENGINEERING | | | | |
| | 86806 | 04/21/2021 | STATOR GASKET | 2,696.83 |
| Total CRANE ENGINEERING: | | | | 2,696.83 |
| CT 100 LLC PASTIME CLUB | | | | |
| | 86906 | 04/28/2021 | COVID Auto Relief | 202.50 |
| Total CT 100 LLC PASTIME CLUB: | | | | 202.50 |
| CWEA | | | | |
| | 86807 | 04/21/2021 | LAB ANALYST GRADE 1 - MICHAEL SMITH #291733 | 91.00 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|------------------------------------|--------------|------------------|------------------------------------------------|-------------|
| Total CWEA: | | | | 91.00 |
| DAN HAUSERMAN | | | | |
| | 86907 | 04/28/2021 | COVID Auto Relief | 1,061.76 |
| Total DAN HAUSERMAN: | | | | 1,061.76 |
| DATCO SERVICES CORP. | | | | |
| | 86870 | 04/21/2021 | EMPLOYEE SCREENING | 45.00 M |
| | 86870 | 04/21/2021 | QUARTERLY FEES | 292.50 M |
| Total DATCO SERVICES CORP.: | | | | 337.50 |
| DEERFIELD COMMUNITY CHURCH | | | | |
| | 86908 | 04/28/2021 | COVID Auto Relief | 39.90 |
| Total DEERFIELD COMMUNITY CHURCH: | | | | 39.90 |
| DEERFIELD PLAZA | | | | |
| | 86909 | 04/28/2021 | COVID Auto Relief | 90.00 |
| | 86909 | 04/28/2021 | COVID Auto Relief | 547.50 |
| Total DEERFIELD PLAZA: | | | | 637.50 |
| DEPENDABLE TOW | | | | |
| | 86808 | 04/21/2021 | TOWING TO SPARKS, NV (NOT TO EXCEED \$1500.00) | 600.00 |
| Total DEPENDABLE TOW: | | | | 600.00 |
| DIGI-KEY | | | | |
| | 86809 | 04/21/2021 | NETWORK SWITCH - NTRON | 1,012.63 |
| Total DIGI-KEY: | | | | 1,012.63 |
| DLT SOLUTIONS LLC | | | | |
| | 86790 | 04/06/2021 | AutoCAD Software Renewal | 1,531.20 M |
| Total DLT SOLUTIONS LLC: | | | | 1,531.20 |
| DONNER LAKE VILLAGE | | | | |
| | 86910 | 04/28/2021 | COVID Auto Relief | 69.18 |
| Total DONNER LAKE VILLAGE: | | | | 69.18 |
| DOUGLAS & KATHLEEN DALE | | | | |
| | 86911 | 04/28/2021 | COVID Auto Relief | 779.40 |
| Total DOUGLAS & KATHLEEN DALE: | | | | 779.40 |
| ED COLEMAN | | | | |
| | 86912 | 04/28/2021 | COVID Auto Relief | 543.90 |
| Total ED COLEMAN: | | | | 543.90 |
| ENDRESS+HAUSER C/O | | | | |
| | 86768 | 04/20/2021 | PROMAG W 400, 5W4C2H, DN200 8" | 4,499.02- V |

| Payee | Check Number | Check Issue Date | Description | Amount |
|----------------------------------|--------------|------------------|----------------------------------------|-----------|
| | 86768 | 04/20/2021 | PROMAG, GROUNDING DISC/PROTECTION DISC | 635.36- V |
| | 86883 | 04/20/2021 | PROMAG W 400, 5W4C2H, DN200 8" | .00 V |
| | 86883 | 04/20/2021 | PROMAG, GROUNDING DISC/PROTECTION DISC | .00 V |
| | 86884 | 04/20/2021 | PROMAG W 400, 5W4C2H, DN200 8" | 4,499.02 |
| | 86884 | 04/20/2021 | PROMAG, GROUNDING DISC/PROTECTION DISC | 635.36 |
| Total ENDRESS+HAUSER C/O: | | | | .00 |
| FASTENAL | | | | |
| | 86810 | 04/21/2021 | 1" X 50YD ALUMINUM OXIDE SHOP ROLL | 46.56 |
| Total FASTENAL: | | | | 46.56 |
| FEDERAL EXPRESS CORP. | | | | |
| | 86811 | 04/21/2021 | ADMIN SHIPPING CHARGES | 50.14 |
| | 86871 | 04/21/2021 | SHIPPING CHARGES | 10.43 M |
| Total FEDERAL EXPRESS CORP.: | | | | 60.57 |
| FILTER BUY | | | | |
| | 86812 | 04/21/2021 | PLEATED FILTERS | 214.46 |
| Total FILTER BUY: | | | | 214.46 |
| FIRESIDE PIZZA | | | | |
| | 86913 | 04/28/2021 | COVID Auto Relief | 980.10 |
| Total FIRESIDE PIZZA: | | | | 980.10 |
| FIRST BAPTIST CHURCH | | | | |
| | 86914 | 04/28/2021 | COVID Auto Relief | 49.02 |
| Total FIRST BAPTIST CHURCH: | | | | 49.02 |
| FISHER SCIENTIFIC COMPANY | | | | |
| | 86813 | 04/21/2021 | DRIERITE INDICATING ABSORBENTS | 763.72 |
| | 86813 | 04/21/2021 | GLASS MICROFIBER FILTERS | 1,213.39 |
| | 86813 | 04/21/2021 | GLASS MICROFIBER FILTERS | 204.84 |
| Total FISHER SCIENTIFIC COMPANY: | | | | 2,181.95 |
| G COFFEE BAR TRUCKEE LLC | | | | |
| | 86915 | 04/28/2021 | COVID Auto Relief | 169.50 |
| Total G COFFEE BAR TRUCKEE LLC: | | | | 169.50 |
| GATEWAY AT DONNER PASS LP | | | | |
| | 86916 | 04/28/2021 | COVID Auto Relief | 225.00 |
| Total GATEWAY AT DONNER PASS LP: | | | | 225.00 |
| GLADY'S POULSON | | | | |
| | 86917 | 04/28/2021 | COVID Auto Relief | 438.60 |
| Total GLADY'S POULSON: | | | | 438.60 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|-----------------------------------|--------------|------------------|-----------------------------------------------------------------|------------|
| GLOBAL INDUSTRIAL | | | | |
| | 86814 | 04/21/2021 | FIRST AID 16 UNIT EMPTY METAL CASE | 32.19 |
| Total GLOBAL INDUSTRIAL: | | | | 32.19 |
| GRAINGER INC., W.W. | | | | |
| | 86815 | 04/21/2021 | DAMPER ACTUATOR | 252.70 |
| | 86815 | 04/21/2021 | LED HEADLAMPS | 102.47 |
| | 86815 | 04/21/2021 | 1/2 HOSE CLAMP PK OF 10 | 48.06 |
| | 86815 | 04/21/2021 | VALVE REBUILD KIT | 503.29 |
| | 86815 | 04/21/2021 | HALF MASK RESPIRATOR, 6000 SERIES | 11.34 |
| | 86815 | 04/21/2021 | DIAL HAND SOAP GALLON 4-PK | 83.85 |
| | 86815 | 04/21/2021 | ALL PURPOSE CLEANER | 263.02 |
| | 86815 | 04/21/2021 | PVC GLUE - GREY | 36.68 |
| Total GRAINGER INC., W.W.: | | | | 1,301.41 |
| GRANLIBAKKEN MANAGEMENT | | | | |
| | 86918 | 04/28/2021 | COVID Auto Relief | 400.50 |
| Total GRANLIBAKKEN MANAGEMENT: | | | | 400.50 |
| GREG SMITH | | | | |
| | 86919 | 04/28/2021 | COVID Auto Relief | 165.00 |
| Total GREG SMITH: | | | | 165.00 |
| HACH CHEMICAL COMPANY | | | | |
| | 86816 | 04/21/2021 | UNIVERSAL CONTROLLER SC200 100-240 V AC W/DIGITAL SENSOR INPUT/ | 5,079.56 |
| Total HACH CHEMICAL COMPANY: | | | | 5,079.56 |
| HACIENDA DEL LAGO | | | | |
| | 86920 | 04/28/2021 | COVID Auto Relief | 1,507.50 |
| Total HACIENDA DEL LAGO: | | | | 1,507.50 |
| HDR ENGINEERING INC | | | | |
| | 86869 | 04/21/2021 | PROFESSIONAL ON CALL SVC | 1,655.00 M |
| Total HDR ENGINEERING INC: | | | | 1,655.00 |
| HIDDEN LAKE PROPERTIES | | | | |
| | 86921 | 04/28/2021 | COVID Auto Relief | 510.00 |
| | 86921 | 04/28/2021 | COVID Auto Relief | 208.20 |
| Total HIDDEN LAKE PROPERTIES: | | | | 718.20 |
| HILLTOP AT TRUCKEE | | | | |
| | 86922 | 04/28/2021 | COVID Auto Relief | 1,230.00 |
| Total HILLTOP AT TRUCKEE: | | | | 1,230.00 |
| HOME DEPOT CREDIT SERVICES | | | | |
| | 86817 | 04/21/2021 | DISPOSABLE FACE MASKS | 129.58 |
| | 86817 | 04/21/2021 | MILWAUKEE 18-VOLT CORDLESS TRANSFER PUMP KIT | 345.32 |

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|--------------------------------------|--------------|------------------|-----------------------------------|------------|
| Total HOME DEPOT CREDIT SERVICES: | | | | 474.90 |
| HUNT & SONS INC. | | | | |
| | 86818 | 04/21/2021 | REGULATORY COMP FEE | 1,405.38 |
| Total HUNT & SONS INC.: | | | | 1,405.38 |
| IDEXX LABORATORIES INC. | | | | |
| | 86819 | 04/21/2021 | SAMPLE VESSELS | 198.01 |
| | 86819 | 04/21/2021 | QUANTI-CULT QC KIT | 299.80 |
| Total IDEXX LABORATORIES INC.: | | | | 497.81 |
| ILEANA VASSILIOU | | | | |
| | 86878 | 04/21/2021 | TRAINING | 1,000.00 M |
| Total ILEANA VASSILIOU: | | | | 1,000.00 |
| J&L PRO KLEEN INC | | | | |
| | 86820 | 04/21/2021 | MARCH JANITORIAL SVC | 2,300.00 |
| Total J&L PRO KLEEN INC: | | | | 2,300.00 |
| J.W. WELDING SUPPLY | | | | |
| | 86821 | 04/21/2021 | WELDBEAST PROFESSIONAL LENS 2"X4" | 209.46 |
| Total J.W. WELDING SUPPLY: | | | | 209.46 |
| JAKES ON THE LAKE | | | | |
| | 86923 | 04/28/2021 | COVID Auto Relief | 2,009.10 |
| Total JAKES ON THE LAKE: | | | | 2,009.10 |
| J-MAR 1 LLC | | | | |
| | 86924 | 04/28/2021 | COVID Auto Relief | 466.50 |
| Total J-MAR 1 LLC: | | | | 466.50 |
| JOHN & MARGARET GOLDSMITH | | | | |
| | 86925 | 04/28/2021 | COVID Auto Relief | 563.55 |
| Total JOHN & MARGARET GOLDSMITH: | | | | 563.55 |
| JOHN MCMANUS | | | | |
| | 86926 | 04/28/2021 | COVID Auto Relief | 650.40 |
| | 86926 | 04/28/2021 | COVID Auto Relief | 1,126.80 |
| | 86926 | 04/28/2021 | COVID Auto Relief | 1,350.00 |
| Total JOHN MCMANUS: | | | | 3,127.20 |
| JONNY ZA'S | | | | |
| | 86927 | 04/28/2021 | COVID Auto Relief | 1,133.70 |
| Total JONNY ZA'S: | | | | 1,133.70 |

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|--------------------------------------------|--------------|------------------|------------------------------------------------------|----------|
| JULIE MOTAMEDI | | | | |
| | 86928 | 04/28/2021 | COVID Auto Relief | 103.77 |
| | 86928 | 04/28/2021 | COVID Auto Relief | 365.10 |
| Total JULIE MOTAMEDI: | | | | 468.87 |
| KAZ 42 LLC | | | | |
| | 86929 | 04/28/2021 | COVID Auto Relief | 122.40 |
| Total KAZ 42 LLC: | | | | 122.40 |
| KELLEY MONEY | | | | |
| | 86930 | 04/28/2021 | COVID Auto Relief | 405.00 |
| Total KELLEY MONEY: | | | | 405.00 |
| KEN GRADY CO. INC | | | | |
| | 86822 | 04/21/2021 | GAS, MIXTURE, CHLORINE NITROGEN BALANCE | 402.40 |
| | 86822 | 04/21/2021 | 50% LEL (2.5% METHANE) CALIBRATION GAS 105L-135A-2.5 | 180.31 |
| Total KEN GRADY CO. INC: | | | | 582.71 |
| KINGDOM HALL | | | | |
| | 86931 | 04/28/2021 | COVID Auto Relief | 80.37 |
| Total KINGDOM HALL: | | | | 80.37 |
| KINGS BEACH PARTNERSHIP | | | | |
| | 86932 | 04/28/2021 | COVID Auto Relief | 164.10 |
| Total KINGS BEACH PARTNERSHIP: | | | | 164.10 |
| KONICA MINOLTA BUSINESS SOLUTIONS U | | | | |
| | 86864 | 04/21/2021 | APRIL INVOICE | 104.47 M |
| Total KONICA MINOLTA BUSINESS SOLUTIONS U: | | | | 104.47 |
| KRAM ENDEAVORS | | | | |
| | 86933 | 04/28/2021 | COVID Auto Relief | 622.50 |
| Total KRAM ENDEAVORS: | | | | 622.50 |
| LAHONTAN GOLF CLUB | | | | |
| | 86934 | 04/28/2021 | COVID Auto Relief | 947.40 |
| Total LAHONTAN GOLF CLUB: | | | | 947.40 |
| LAKE TAHOE VENTURES LLC | | | | |
| | 86935 | 04/28/2021 | COVID Auto Relief | 396.60 |
| Total LAKE TAHOE VENTURES LLC: | | | | 396.60 |
| LHOIST NORTH AMERICA | | | | |
| | 86823 | 04/21/2021 | HYDRATED LIME | 9,033.71 |
| | 86823 | 04/21/2021 | HYDRATED LIME | 8,369.78 |

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| Total LHOIST NORTH AMERICA: | | | | 17,403.49 |
| LIBERTY UTILITIES | | | | |
| | 86824 | 04/21/2021 | MARCH ELECTRIC | 24.36 |
| Total LIBERTY UTILITIES: | | | | 24.36 |
| LTUMC & RETREAT CENTER | | | | |
| | 86936 | 04/28/2021 | COVID Auto Relief | 22.80 |
| Total LTUMC & RETREAT CENTER: | | | | 22.80 |
| MARTIS CAMP CLUB | | | | |
| | 86937 | 04/28/2021 | COVID Auto Relief | 2,023.20 |
| | 86937 | 04/28/2021 | COVID Auto Relief | 495.00 |
| | 86937 | 04/28/2021 | COVID Auto Relief | 669.00 |
| Total MARTIS CAMP CLUB: | | | | 3,187.20 |
| MCMASTER-CARR | | | | |
| | 86825 | 04/21/2021 | SILICONE GASKET FOR 2 1/2" PIPE 1/8" THICKNESS | 479.82 |
| | 86825 | 04/21/2021 | TIE-DOWN WITH ANCHOR PLATES, 2" WIDE | 99.17 |
| Total MCMASTER-CARR: | | | | 578.99 |
| MERRITT EHLERT | | | | |
| | 86938 | 04/28/2021 | COVID Auto Relief | 69.18 |
| Total MERRITT EHLERT: | | | | 69.18 |
| METTLER-TOLEDO INC | | | | |
| | 86826 | 04/21/2021 | SERVICE PLAN 200 BASIC TEST REPORT | 1,373.17 |
| Total METTLER-TOLEDO INC: | | | | 1,373.17 |
| MICHAEL SCHWARTZ | | | | |
| | 86939 | 04/28/2021 | COVID Auto Relief | 296.10 |
| Total MICHAEL SCHWARTZ: | | | | 296.10 |
| MICHAEL ZANFAGNA | | | | |
| | 86940 | 04/28/2021 | COVID Auto Relief | 137.70 |
| Total MICHAEL ZANFAGNA: | | | | 137.70 |
| MIKE MARIANI | | | | |
| | 86941 | 04/28/2021 | COVID Auto Relief | 510.00 |
| Total MIKE MARIANI: | | | | 510.00 |
| MOTION INDUSTRIES | | | | |
| | 86827 | 04/21/2021 | SPEEDI SLEEVE | 64.83 |
| Total MOTION INDUSTRIES: | | | | 64.83 |

| Payee | Check Number | Check Issue Date | Description | Amount |
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| MOUNTAIN HARDWARE | | | | |
| | 86828 | 04/21/2021 | TOOLS FOR DIGGING | 66.00 |
| | 86828 | 04/21/2021 | SPRAY PAINT | 7.58 |
| | 86828 | 04/21/2021 | EYE WASH PARTS FOR STOCK | 86.10 |
| Total MOUNTAIN HARDWARE: | | | | 159.68 |
| MOUNTAIN METRO CHURCH INC | | | | |
| | 86942 | 04/28/2021 | COVID Auto Relief | 102.60 |
| Total MOUNTAIN METRO CHURCH INC: | | | | 102.60 |
| MOURELATOS LAKESHORE RESORT | | | | |
| | 86943 | 04/28/2021 | COVID Auto Relief | 127.50 |
| Total MOURELATOS LAKESHORE RESORT: | | | | 127.50 |
| MOUSER ELECTRONICS | | | | |
| | 86829 | 04/21/2021 | MULTIPLE FUNCTION SENSOR | 427.43 |
| Total MOUSER ELECTRONICS: | | | | 427.43 |
| MSC INDUSTRIAL SUPPLY | | | | |
| | 86830 | 04/21/2021 | MIGHTMAG B&S IND & MAG BASE SET | 127.58 |
| Total MSC INDUSTRIAL SUPPLY: | | | | 127.58 |
| MUNI QUIP INC | | | | |
| | 86831 | 04/21/2021 | TRILLIUM LINER GRVD | 5,218.36 |
| | 86831 | 04/21/2021 | MOYNO C12F4 C_A5R7R | 9,712.59 |
| Total MUNI QUIP INC: | | | | 14,930.95 |
| NAPA- SIERRA | | | | |
| | 86832 | 04/21/2021 | BULBS FOR VCHL 13 | 43.17 |
| | 86832 | 04/21/2021 | TIRE CHAINS FOR SKID STEER | 270.31 |
| | 86832 | 04/21/2021 | DELO SYNTHETIC 5W40 OIL FOR OIL CHANGE | 227.22 |
| | 86832 | 04/21/2021 | BATTERY FOR VHCL 13 | 274.44 |
| Total NAPA- SIERRA: | | | | 815.14 |
| NEW MARTIS PARTNERS LLC | | | | |
| | 86944 | 04/28/2021 | COVID Auto Relief | 1,200.30 |
| | 86944 | 04/28/2021 | COVID Auto Relief | 333.00 |
| Total NEW MARTIS PARTNERS LLC: | | | | 1,533.30 |
| NEWEGG INC | | | | |
| | 86833 | 04/21/2021 | USB-C CHARGING CABLE | 36.01 |
| | 86833 | 04/21/2021 | USB MALE TO FEMALE EXTENSION | 1,077.67 |
| Total NEWEGG INC: | | | | 1,113.68 |
| NORTH TAHOE HEBREW CONG | | | | |
| | 86945 | 04/28/2021 | COVID Auto Relief | 28.50 |

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|----------------------------------------|--------------|------------------|-----------------------------------------------------|------------|
| Total NORTH TAHOE HEBREW CONG: | | | | 28.50 |
| NORTHERN SIERRA AQMD | | | | |
| | 86886 | 04/27/2021 | PERMIT TO OPERATE (CO FEES) | 1,362.11 M |
| Total NORTHERN SIERRA AQMD: | | | | 1,362.11 |
| NORTHSTAR PROPERTY OWNERS ASSOC | | | | |
| | 86946 | 04/28/2021 | COVID Auto Relief | 2,059.20 |
| Total NORTHSTAR PROPERTY OWNERS ASSOC: | | | | 2,059.20 |
| OBEXER FAMILY LLC | | | | |
| | 86947 | 04/28/2021 | COVID Auto Relief | 585.00 |
| | 86947 | 04/28/2021 | COVID Auto Relief | 37.80 |
| Total OBEXER FAMILY LLC: | | | | 622.80 |
| OFFICE DEPOT | | | | |
| | 86834 | 04/21/2021 | OD SLANTED SIGN HOLDER | 400.45 |
| | 86834 | 04/21/2021 | ZIPLOC - GALLON STORAGE BAGS | 22.70 |
| | 86834 | 04/21/2021 | LOGITECH WIRELESS KEYBOARD AND MOUSE | 189.38 |
| | 86834 | 04/21/2021 | Westcott Personal Cutter | 14.02 |
| | 86834 | 04/21/2021 | Business Source X Cube Storage (Copy Room) | 72.84 |
| | 86834 | 04/21/2021 | CHARTPAK PICKETT VINYL LETTER/NUMBERS 1" | 21.63 |
| | 86834 | 04/21/2021 | CHARTPAK PICKETT VINYL LETTER/NUMBERS 1/2" | 13.62 |
| Total OFFICE DEPOT: | | | | 734.64 |
| OLYMPIC VALLEY ASSOCIATES | | | | |
| | 86948 | 04/28/2021 | COVID Auto Relief | 183.90 |
| | 86948 | 04/28/2021 | COVID Auto Relief | 52.50 |
| | 86948 | 04/28/2021 | COVID Auto Relief | 1,132.50 |
| | 86948 | 04/28/2021 | COVID Auto Relief | 66.60 |
| | 86948 | 04/28/2021 | COVID Auto Relief | 375.00 |
| Total OLYMPIC VALLEY ASSOCIATES: | | | | 1,810.50 |
| OUR LADY OF THE LAKE | | | | |
| | 86949 | 04/28/2021 | COVID Auto Relief | 228.00 |
| | 86949 | 04/28/2021 | COVID Auto Relief | 117.42 |
| Total OUR LADY OF THE LAKE: | | | | 345.42 |
| PAC MACHINE CO. | | | | |
| | 86835 | 04/21/2021 | 2020 HYDRAULIC PUMP POWER PACK PPE #2 | 64,920.63 |
| | 86867 | 04/21/2021 | 4" FLANGE X 4" MALE QD ADAPTER (FOR PUMP DISCHARGE) | 1,589.88 M |
| Total PAC MACHINE CO.: | | | | 66,510.51 |
| PANDA EXPRESS | | | | |
| | 86950 | 04/28/2021 | COVID Auto Relief | 302.40 |
| Total PANDA EXPRESS: | | | | 302.40 |

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| PAYMENTUS GROUP INC | | | | | |
| | 86865 | 04/21/2021 | TRANS FEES FOR MARCH 2021 | 46.00 | M |
| Total PAYMENTUS GROUP INC: | | | | 46.00 | |
| PETERBILT EQUIPMENT TRUCK PARTS & E | | | | | |
| | 86863 | 04/14/2021 | Additional Engine Labor | 3,523.21 | M |
| | 86863 | 04/14/2021 | FINANCE CHARGE | 52.85 | M |
| Total PETERBILT EQUIPMENT TRUCK PARTS & E: | | | | 3,576.06 | |
| PINNACLE TOWERS INC. | | | | | |
| | 86836 | 04/21/2021 | APRIL TOWER RENTAL | 758.09 | |
| Total PINNACLE TOWERS INC.: | | | | 758.09 | |
| PLACER COUNTY | | | | | |
| | 86951 | 04/28/2021 | COVID Auto Relief | 119.25 | |
| | 86951 | 04/28/2021 | COVID Auto Relief | 264.96 | |
| Total PLACER COUNTY: | | | | 384.21 | |
| PLATT ELECTRIC COMPANY | | | | | |
| | 86837 | 04/21/2021 | STANDARD STRUT STRAP | 340.78 | |
| | 86837 | 04/21/2021 | 34P90S8 3/4 PVC 90 ELBOW PE S80 GRAY | 95.87 | |
| | 86837 | 04/21/2021 | 34PS8 3/4 PVC S80 - 10FT LENGTHS | 207.72 | |
| | 86837 | 04/21/2021 | RIGID STRUT STRAP, 1/2" | 260.59 | |
| | 86837 | 04/21/2021 | RAC EXTENTION BOX 1/2" | 211.39 | |
| | 86837 | 04/21/2021 | LIQUIDTIGHT CONNECTOR, 1/2" | 410.11 | |
| Total PLATT ELECTRIC COMPANY: | | | | 1,526.46 | |
| PORTER SIMON BLDG | | | | | |
| | 86952 | 04/28/2021 | COVID Auto Relief | 794.10 | |
| Total PORTER SIMON BLDG: | | | | 794.10 | |
| POULSON COMMERCIAL PROPERTIES | | | | | |
| | 86953 | 04/28/2021 | COVID Auto Relief | 472.50 | |
| Total POULSON COMMERCIAL PROPERTIES: | | | | 472.50 | |
| PRAXAIR DISTRIBUTION INC | | | | | |
| | 86838 | 04/21/2021 | FEBRUARY CYLINDER RENTALS | 72.87 | |
| Total PRAXAIR DISTRIBUTION INC: | | | | 72.87 | |
| QUADIENT | | | | | |
| | 86839 | 04/21/2021 | QUARTERLY METER RENTAL INVOICE | 173.66 | |
| Total QUADIENT: | | | | 173.66 | |
| RB WATERFRONTS LLC | | | | | |
| | 86954 | 04/28/2021 | COVID Auto Relief | 885.00 | |
| Total RB WATERFRONTS LLC: | | | | 885.00 | |

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| RENO GAZETTE & JOURNAL | | | | |
| | 86840 | 04/21/2021 | ADVERTISING - FINANCE/ADMIN MANAGER | 104.18 |
| Total RENO GAZETTE & JOURNAL: | | | | 104.18 |
| RICHARD BURGE | | | | |
| | 86955 | 04/28/2021 | COVID Auto Relief | 526.50 |
| | 86955 | 04/28/2021 | COVID Auto Relief | 317.70 |
| | 86955 | 04/28/2021 | COVID Auto Relief | 52.50 |
| | 86955 | 04/28/2021 | COVID Auto Relief | 217.50 |
| | 86955 | 04/28/2021 | COVID Auto Relief | 210.00 |
| | 86955 | 04/28/2021 | COVID Auto Relief | 240.00 |
| | 86955 | 04/28/2021 | COVID Auto Relief | 242.13 |
| | 86955 | 04/28/2021 | COVID Auto Relief | 502.50 |
| Total RICHARD BURGE: | | | | 2,308.83 |
| RITZ-CARLTON | | | | |
| | 86956 | 04/28/2021 | COVID Auto Relief | 2,311.98 |
| Total RITZ-CARLTON: | | | | 2,311.98 |
| ROBERT BELL | | | | |
| | 86957 | 04/28/2021 | COVID Auto Relief | 1,000.50 |
| Total ROBERT BELL: | | | | 1,000.50 |
| ROGER & LUCILLE GANNAM | | | | |
| | 86958 | 04/28/2021 | COVID Auto Relief | 32.40 |
| Total ROGER & LUCILLE GANNAM: | | | | 32.40 |
| ROY SMITH COMPANY | | | | |
| | 86841 | 04/21/2021 | LIQUID OXYGEN | 4,360.17 |
| | 86841 | 04/21/2021 | LIQUID OXYGEN | 3,508.82 |
| Total ROY SMITH COMPANY: | | | | 7,868.99 |
| SAFEWAY #25-2258 | | | | |
| | 86959 | 04/28/2021 | COVID Auto Relief | 172.95 |
| | 86959 | 04/28/2021 | COVID Auto Relief | 801.90 |
| | 86959 | 04/28/2021 | COVID Auto Relief | 645.00 |
| Total SAFEWAY #25-2258: | | | | 1,619.85 |
| SCOTT & CHRIS BRANDOS | | | | |
| | 86960 | 04/28/2021 | COVID Auto Relief | 145.80 |
| Total SCOTT & CHRIS BRANDOS: | | | | 145.80 |
| SDC TAHOE CITY LLC | | | | |
| | 86961 | 04/28/2021 | COVID Auto Relief | 1,155.00 |
| | 86961 | 04/28/2021 | COVID Auto Relief | 258.60 |
| | 86961 | 04/28/2021 | COVID Auto Relief | 112.50 |
| Total SDC TAHOE CITY LLC: | | | | 1,526.10 |

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| SIERRA BIBLE CHURCH | | | | |
| | 86962 | 04/28/2021 | COVID Auto Relief | 142.50 |
| Total SIERRA BIBLE CHURCH: | | | | 142.50 |
| SIERRA COMMUNITY COLLEGE DISTRICT | | | | |
| | 86963 | 04/28/2021 | COVID Auto Relief | 285.00 |
| Total SIERRA COMMUNITY COLLEGE DISTRICT: | | | | 285.00 |
| SIERRA FILTRATION PRODUCTS INC | | | | |
| | 86842 | 04/21/2021 | POLYESTER RING PANELS | 237.74 |
| Total SIERRA FILTRATION PRODUCTS INC: | | | | 237.74 |
| SIERRA NORTHWEST PROPERTIES | | | | |
| | 86964 | 04/28/2021 | COVID Auto Relief | 207.54 |
| Total SIERRA NORTHWEST PROPERTIES: | | | | 207.54 |
| SMART FOODS INC | | | | |
| | 86965 | 04/28/2021 | COVID Auto Relief | 512.40 |
| Total SMART FOODS INC: | | | | 512.40 |
| SMARTCOVER SYSTEMS | | | | |
| | 86843 | 04/21/2021 | UNIT WARRANTY | 962.00 |
| Total SMARTCOVER SYSTEMS: | | | | 962.00 |
| SMOKEY'S KITCHEN INC | | | | |
| | 86966 | 04/28/2021 | COVID Auto Relief | 470.10 |
| Total SMOKEY'S KITCHEN INC: | | | | 470.10 |
| SNAP-ON INDUSTRIAL | | | | |
| | 86844 | 04/21/2021 | 18V GRINDER WITH SAFETY SWITCH | 534.18 |
| | 86844 | 04/21/2021 | 48 PIECE MSTR EXTRACTOR SET | 399.75 |
| Total SNAP-ON INDUSTRIAL: | | | | 933.93 |
| SOLENIS | | | | |
| | 86888 | 04/27/2021 | K290FLX POLYMER | 11,968.75 M |
| Total SOLENIS: | | | | 11,968.75 |
| SOUTHWEST GAS CORP. | | | | |
| | 86845 | 04/21/2021 | MARCH NATURAL GAS 90% | 4,909.09 |
| | 86845 | 04/21/2021 | MARCH NATURAL GAS 90% | 2,355.15 |
| Total SOUTHWEST GAS CORP.: | | | | 7,264.24 |
| SQUAW VALLEY ACADEMY | | | | |
| | 86967 | 04/28/2021 | COVID Auto Relief | 397.50 |
| Total SQUAW VALLEY ACADEMY: | | | | 397.50 |

| Payee | Check Number | Check Issue Date | Description | Amount |
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| SQUAW VALLEY CHAPEL | | | | |
| | 86968 | 04/28/2021 | COVID Auto Relief | 45.60 |
| Total SQUAW VALLEY CHAPEL: | | | | 45.60 |
| SQUAW VALLEY INN | | | | |
| | 86969 | 04/28/2021 | COVID Auto Relief | 1,014.60 |
| Total SQUAW VALLEY INN: | | | | 1,014.60 |
| SQUAW VALLEY REAL ESTATE LLC | | | | |
| | 86970 | 04/28/2021 | COVID Auto Relief | 9,440.70 |
| | 86970 | 04/28/2021 | COVID Auto Relief | 1,231.50 |
| Total SQUAW VALLEY REAL ESTATE LLC: | | | | 10,672.20 |
| Squaw Valley Resort LLC | | | | |
| | 86971 | 04/28/2021 | COVID Auto Relief | 6,213.90 |
| | 86971 | 04/28/2021 | COVID Auto Relief | 9,354.90 |
| | 86971 | 04/28/2021 | COVID Auto Relief | 52.50 |
| | 86971 | 04/28/2021 | COVID Auto Relief | 54.00 |
| | 86971 | 04/28/2021 | COVID Auto Relief | 455.40 |
| | 86971 | 04/28/2021 | COVID Auto Relief | 604.80 |
| | 86971 | 04/28/2021 | COVID Auto Relief | 531.00 |
| Total Squaw Valley Resort LLC: | | | | 17,266.50 |
| STARBUCKS | | | | |
| | 86972 | 04/28/2021 | COVID Auto Relief | 573.00 |
| | 86972 | 04/28/2021 | COVID Auto Relief | 172.50 |
| Total STARBUCKS: | | | | 745.50 |
| STATE WATER RESOURCES CONTROL BOARD | | | | |
| | 86846 | 04/21/2021 | BRANDON DIMOND GRADE IV RENEWAL | 150.00 |
| Total STATE WATER RESOURCES CONTROL BOARD: | | | | 150.00 |
| STEFANIE ERBER | | | | |
| | 86973 | 04/28/2021 | COVID Auto Relief | 180.00 |
| Total STEFANIE ERBER: | | | | 180.00 |
| SUMMIT SWIRL | | | | |
| | 86974 | 04/28/2021 | COVID Auto Relief | 94.50 |
| Total SUMMIT SWIRL: | | | | 94.50 |
| SUPERCUTS MGMT OPERATIONS LLC | | | | |
| | 86975 | 04/28/2021 | COVID Auto Relief | 207.54 |
| Total SUPERCUTS MGMT OPERATIONS LLC: | | | | 207.54 |
| SUPERIOR HYDRAULIC REPAIR | | | | |
| | 86847 | 04/21/2021 | LABOR | 2,384.88 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|------------------------------------------------|--------------|------------------|-------------------------------------------------|-----------|
| Total SUPERIOR HYDRAULIC REPAIR: | | | | 2,384.88 |
| SWRCB WW Operator Certification Program | | | | |
| | 86879 | 04/21/2021 | RENEWAL FOR TRISTAN SIMMONS, OPERATOR GRADE III | 150.00 M |
| | 86879 | 04/21/2021 | RENEWAL FOR DANIEL ROBENKO, OPERATOR GRADE I | 150.00 M |
| Total SWRCB WW Operator Certification Program: | | | | 300.00 |
| TAHOE CITY PUD | | | | |
| | 86976 | 04/28/2021 | COVID Auto Relief | 480.00 |
| | 86976 | 04/28/2021 | COVID Auto Relief | 159.99 |
| Total TAHOE CITY PUD: | | | | 639.99 |
| TAHOE DONNER ASSOCIATION | | | | |
| | 86977 | 04/28/2021 | COVID Auto Relief | 1,458.30 |
| | 86977 | 04/28/2021 | COVID Auto Relief | 810.00 |
| | 86977 | 04/28/2021 | COVID Auto Relief | 1,889.40 |
| | 86977 | 04/28/2021 | COVID Auto Relief | 983.40 |
| Total TAHOE DONNER ASSOCIATION: | | | | 5,141.10 |
| TAHOE FOREST HOSPITAL DISTRICT | | | | |
| | 86978 | 04/28/2021 | COVID Auto Relief | 138.66 |
| | 86978 | 04/28/2021 | COVID Auto Relief | 56.91 |
| | 86978 | 04/28/2021 | COVID Auto Relief | 761.94 |
| Total TAHOE FOREST HOSPITAL DISTRICT: | | | | 957.51 |
| TAHOE INN INVESTMENT GRP | | | | |
| | 86979 | 04/28/2021 | COVID Auto Relief | 2,272.50 |
| Total TAHOE INN INVESTMENT GRP: | | | | 2,272.50 |
| TAHOE MOUNTAIN CLUB | | | | |
| | 86980 | 04/28/2021 | COVID Auto Relief | 570.90 |
| | 86980 | 04/28/2021 | COVID Auto Relief | 436.20 |
| Total TAHOE MOUNTAIN CLUB: | | | | 1,007.10 |
| TAHOE SUPPLY COMPANY LLC | | | | |
| | 86848 | 04/21/2021 | SINGLE FOLD TOWELS | 123.77 |
| | 86848 | 04/21/2021 | MULTIFOLD TOWELS | 231.83 |
| Total TAHOE SUPPLY COMPANY LLC: | | | | 355.60 |
| TAHOE SWISS PARTNERS LP | | | | |
| | 86981 | 04/28/2021 | COVID Auto Relief | 705.00 |
| Total TAHOE SWISS PARTNERS LP: | | | | 705.00 |
| TAHOE TRUCKEE DISPOSAL | | | | |
| | 86849 | 04/21/2021 | MARCH SLUDGE | 9,384.62 |
| | 86849 | 04/21/2021 | MARCH CENTRIFUGE | 19,484.82 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|-----------------------------------|--------------|------------------|---------------------------------------|------------|
| Total TAHOE TRUCKEE DISPOSAL: | | | | 28,869.44 |
| TAHOE YACHT HARBOR LLC | | | | |
| | 86982 | 04/28/2021 | COVID Auto Relief | 2,619.90 |
| Total TAHOE YACHT HARBOR LLC: | | | | 2,619.90 |
| THATCHER COMPANY OF CA INC | | | | |
| | 86789 | 04/01/2021 | CHLORINE | 7,920.00 M |
| Total THATCHER COMPANY OF CA INC: | | | | 7,920.00 |
| THE LOFT | | | | |
| | 86983 | 04/28/2021 | COVID Auto Relief | 41.88 |
| Total THE LOFT: | | | | 41.88 |
| THE SOULE DOMAIN | | | | |
| | 86984 | 04/28/2021 | COVID Auto Relief | 357.00 |
| Total THE SOULE DOMAIN: | | | | 357.00 |
| TITAN WIRE & CABLE | | | | |
| | 86850 | 04/21/2021 | MTW 16 AWG 1C (STR) BLU / (20-000267) | 72.66 |
| Total TITAN WIRE & CABLE: | | | | 72.66 |
| TOURIST CLUB | | | | |
| | 86985 | 04/28/2021 | COVID Auto Relief | 217.50 |
| Total TOURIST CLUB: | | | | 217.50 |
| TRBC PROPERTIES LLC | | | | |
| | 86986 | 04/28/2021 | COVID Auto Relief | 181.68 |
| | 86986 | 04/28/2021 | COVID Auto Relief | 757.50 |
| | 86986 | 04/28/2021 | COVID Auto Relief | 34.59 |
| Total TRBC PROPERTIES LLC: | | | | 973.77 |
| TRIPLE J ADVENTURES | | | | |
| | 86987 | 04/28/2021 | COVID Auto Relief | 382.50 |
| Total TRIPLE J ADVENTURES: | | | | 382.50 |
| TRUCKEE CROSSROADS SC LP | | | | |
| | 86988 | 04/28/2021 | COVID Auto Relief | 150.00 |
| Total TRUCKEE CROSSROADS SC LP: | | | | 150.00 |
| TRUCKEE DONNER LLC | | | | |
| | 86989 | 04/28/2021 | COVID Auto Relief | 277.65 |
| Total TRUCKEE DONNER LLC: | | | | 277.65 |
| TRUCKEE DONNER PUD | | | | |
| | 86851 | 04/21/2021 | MARCH ELECTRIC 90% | 72,881.27 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|---------------------------------------|--------------|------------------|-----------------------------------------------|------------|
| | 86851 | 04/21/2021 | MARCH WATER 90% | 126.99 |
| | 86851 | 04/21/2021 | MARCH ELECTRIC 90% | 61.04 |
| | 86851 | 04/21/2021 | MARCH ELECTRIC 90% | 53.04 |
| | 86851 | 04/21/2021 | MARCH ELECTRIC 90% | 27.32 |
| Total TRUCKEE DONNER PUD: | | | | 73,149.66 |
| TRUCKEE DONNER REC AND PARK | | | | |
| | 86990 | 04/28/2021 | COVID Auto Relief | 77.40 |
| Total TRUCKEE DONNER REC AND PARK: | | | | 77.40 |
| TRUCKEE TAHOE AIRPORT DISTRICT | | | | |
| | 86991 | 04/28/2021 | COVID Auto Relief | 428.70 |
| Total TRUCKEE TAHOE AIRPORT DISTRICT: | | | | 428.70 |
| TRUCKEE TAHOE LUMBER | | | | |
| | 86852 | 04/21/2021 | DOUG FIR, 2X6, 12' PT MUDSILL | 88.66 |
| Total TRUCKEE TAHOE LUMBER: | | | | 88.66 |
| TUNITAS BEACH LAND CO | | | | |
| | 86992 | 04/28/2021 | COVID Auto Relief | 405.00 |
| Total TUNITAS BEACH LAND CO: | | | | 405.00 |
| U.S. BANK CM-9690 | | | | |
| | 86875 | 04/21/2021 | ADMIN FEE FOR 2020 WWC RF BOND DEBT | 2,500.00 M |
| Total U.S. BANK CM-9690: | | | | 2,500.00 |
| U.S. BANK CARD DIVISION | | | | |
| | 4302101 | 04/30/2021 | SWITCH SELECTOR | 8,439.28 M |
| Total U.S. BANK CARD DIVISION: | | | | 8,439.28 |
| ULINE | | | | |
| | 86853 | 04/21/2021 | GOODWRAPPER PLASTIC WRAP | 109.47 |
| | 86853 | 04/21/2021 | CLEAR PLASTIC STACKABLE BINS 11 X 5 1/2 X 5 | 436.29 |
| | 86868 | 04/21/2021 | PLASTIC STACKABLE BINS 11X8X7 CLEAR | 142.60 M |
| | 86868 | 04/21/2021 | 11X16.5X5 CLEAR STACK BINS 6/CT | 85.15 M |
| | 86868 | 04/21/2021 | CREDIT FOR DAMAGED 11X16.5X5 CLEAR STACK BINS | 71.45- M |
| Total ULINE: | | | | 702.06 |
| UNIFIRST CORPORATION | | | | |
| | 86854 | 04/21/2021 | UNIFORMS | 164.66 |
| | 86854 | 04/21/2021 | UNIFORMS | 13.48 |
| | 86854 | 04/21/2021 | UNIFORMS | 81.51 |
| | 86854 | 04/21/2021 | UNIFORMS | 13.05 |
| | 86854 | 04/21/2021 | UNIFORMS | 15.43 |
| | 86854 | 04/21/2021 | UNIFORMS | 84.31 |
| | 86854 | 04/21/2021 | UNIFORMS | 129.06 |
| | 86854 | 04/21/2021 | UNIFORMS | 13.08 |
| | 86854 | 04/21/2021 | UNIFORMS | 74.49 |
| | 86854 | 04/21/2021 | UNIFORMS | 82.05 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|-----------------------------------|--------------|------------------|----------------------------------|------------|
| | 86854 | 04/21/2021 | UNIFORMS | 12.67 |
| | 86854 | 04/21/2021 | UNIFORMS | 15.15 |
| | 86854 | 04/21/2021 | UNIFORMS | 13.08 |
| | 86854 | 04/21/2021 | UNIFORMS | 129.06 |
| | 86854 | 04/21/2021 | UNIFORMS | 74.49 |
| | 86854 | 04/21/2021 | UNIFORMS | 82.05 |
| | 86854 | 04/21/2021 | UNIFORMS | 12.67 |
| | 86854 | 04/21/2021 | UNIFORMS | 15.15 |
| | 86854 | 04/21/2021 | UNIFORMS | 129.06 |
| | 86854 | 04/21/2021 | UNIFORMS | 74.49 |
| | 86854 | 04/21/2021 | UNIFORMS | 12.67 |
| | 86854 | 04/21/2021 | UNIFORMS | 15.15 |
| | 86854 | 04/21/2021 | UNIFORMS | 82.05 |
| | 86854 | 04/21/2021 | UNIFORMS | 13.08 |
| | 86887 | 04/27/2021 | UNIFORMS | 9.36 M |
| | 86887 | 04/27/2021 | UNIFORMS | 12.67 M |
| | 86887 | 04/27/2021 | UNIFORMS | 13.08 M |
| | 86887 | 04/27/2021 | UNIFORMS | 13.62 M |
| | 86887 | 04/27/2021 | UNIFORMS | 166.14 M |
| | 86887 | 04/27/2021 | UNIFORMS | 9.36 M |
| | 86887 | 04/27/2021 | UNIFORMS | 12.67 M |
| | 86887 | 04/27/2021 | UNIFORMS | 13.08 M |
| | 86887 | 04/27/2021 | UNIFORMS | 127.38 M |
| Total UNIFIRST CORPORATION: | | | | 1,729.30 |
| UNITED METHODIST | | | | |
| | 86993 | 04/28/2021 | COVID Auto Relief | 60.42 |
| Total UNITED METHODIST: | | | | 60.42 |
| UNIVAR USA INC. | | | | |
| | 86855 | 04/21/2021 | METHANOL | 13,604.61 |
| | 86855 | 04/21/2021 | METHANOL | 13,605.50 |
| | 86855 | 04/21/2021 | METHANOL | 13,605.50 |
| | 86855 | 04/21/2021 | METHANOL | 12,425.58 |
| | 86855 | 04/21/2021 | CREDIT FOR INV 48844768 METHANOL | 11,516.28- |
| Total UNIVAR USA INC.: | | | | 41,724.91 |
| VAIL RESORTS MANAGEMENT CO | | | | |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 86994 | 04/28/2021 | COVID Auto Relief | .00 V |
| | 87000 | 04/28/2021 | COVID Auto Relief | 86.31 |
| | 87000 | 04/28/2021 | COVID Auto Relief | 736.56 |
| | 87000 | 04/28/2021 | COVID Auto Relief | 1,088.34 |
| | 87000 | 04/28/2021 | COVID Auto Relief | 1,170.42 |
| | 87000 | 04/28/2021 | COVID Auto Relief | 7,142.25 |
| | 87000 | 04/28/2021 | COVID Auto Relief | 1,419.60 |
| | 87000 | 04/28/2021 | COVID Auto Relief | 4,548.66 |
| | 87000 | 04/28/2021 | COVID Auto Relief | 5,027.67 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|-------------------------------------|--------------|------------------|--------------------------------------|-----------|
| Total VAIL RESORTS MANAGEMENT CO: | | | | 21,219.81 |
| VALERIE GREEN | | | | |
| | 86995 | 04/28/2021 | COVID Auto Relief | 578.61 |
| Total VALERIE GREEN: | | | | 578.61 |
| VICKY LUFRANO | | | | |
| | 86856 | 04/21/2021 | APRIL CELL PHONE | 42.80 |
| Total VICKY LUFRANO: | | | | 42.80 |
| VILLAGE PIZZERIA | | | | |
| | 86996 | 04/28/2021 | COVID Auto Relief | 682.50 |
| Total VILLAGE PIZZERIA: | | | | 682.50 |
| VWR SCIENTIFIC INC | | | | |
| | 86857 | 04/21/2021 | IRON AA STD 1000PPM 100ML | 123.20 |
| | 86857 | 04/21/2021 | CONDUCTIVITY STANDR 100UMHO | 60.40 |
| | 86857 | 04/21/2021 | CONDUCTIVITY STANDR 1000UMHO | 70.55 |
| | 86857 | 04/21/2021 | ASCORBIC ACID | 318.57 |
| | 86857 | 04/21/2021 | 1 LITER HAND WASH REFILL | 35.50 |
| | 86857 | 04/21/2021 | CONDUCTIVITY STANDR 10UMHOS | 89.77 |
| | 86857 | 04/21/2021 | POTASSIUM DIHYDROGEN | 201.30 |
| | 86857 | 04/21/2021 | VOLUMETRIC FLASKS 100ML | 634.06 |
| | 86857 | 04/21/2021 | SOFTSIDE SOAP | 83.05 |
| | 86857 | 04/21/2021 | 500ML SPRAY BOTTLE | 38.44 |
| | 86880 | 04/21/2021 | PHENYLARGINE | 92.01 M |
| Total VWR SCIENTIFIC INC: | | | | 1,746.85 |
| WATER ENVIRONMENT FEDERATION | | | | |
| | 86885 | 04/21/2021 | MEMBERSHIP RENEWAL FOR SCOTT FLEMING | 145.00 M |
| Total WATER ENVIRONMENT FEDERATION: | | | | 145.00 |
| WATERMANS LANDING LLC | | | | |
| | 86997 | 04/28/2021 | COVID Auto Relief | 195.66 |
| Total WATERMANS LANDING LLC: | | | | 195.66 |
| WEST SHORE CAFE | | | | |
| | 86998 | 04/28/2021 | COVID Auto Relief | 1,299.60 |
| Total WEST SHORE CAFE: | | | | 1,299.60 |
| WESTERN NEVADA SUPPLY | | | | |
| | 86858 | 04/21/2021 | 1/2 S40 UNION GALVANIZED | 425.91 |
| Total WESTERN NEVADA SUPPLY: | | | | 425.91 |
| WESTGATE PLAZA | | | | |
| | 86999 | 04/28/2021 | COVID Auto Relief | 107.70 |
| | 86999 | 04/28/2021 | COVID Auto Relief | 400.20 |

| Payee | Check Number | Check Issue Date | Description | Amount |
|-----------------------------------|--------------|------------------|----------------------------------------|------------|
| Total WESTGATE PLAZA: | | | | 507.90 |
| Willdan Financial Services | | | | |
| | 86859 | 04/21/2021 | FY19/20 ANNUAL CONT. DISCLOSURE SVCS | 1,650.00 |
| Total Willdan Financial Services: | | | | 1,650.00 |
| WORK WORLD | | | | |
| | 86860 | 04/21/2021 | BOOTS GILMORE | 140.72 |
| Total WORK WORLD: | | | | 140.72 |
| ZORO | | | | |
| | 86861 | 04/21/2021 | PVC CEMENT | 105.90 |
| | 86861 | 04/21/2021 | HOSE BARB, 5/8" BARB, 3/4" MNPT, BRASS | 35.82 |
| | 86861 | 04/21/2021 | DRAWER LINER, BLACK, 16 1/2 X 157 | 57.85 |
| | 86861 | 04/21/2021 | 30MM SELECTOR SWITCH - 2 POSITION | 243.85 |
| Total ZORO: | | | | 443.42 |
| Grand Totals: | | | | 509,925.47 |

Dale Cox _____

Dan Wilkins _____

David Smelser _____

Blake Tresan _____

S. Lane Lewis _____

LaRue Griffin _____

Date _____



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Michelle Mackey, Accounting Supervisor
Item: IV-2
Subject: 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.

Fiscal Impact

None.

Attachments

Report of financial statements.

Recommendation

Management and staff recommend approval of the financial statements.

Review Tracking

Submitted By: Michelle Mackey
Michelle Mackey
Accounting Supervisor

Approved By: LaRue Griffin
LaRue Griffin
General Manager



Tahoe-Truckee Sanitation Agency
 Fund 10: General Fund
 Fiscal Year 2020 - 2021
 Period Ending April 30, 2021

| | Budget \$ | Month \$ | Month % | YTD \$ | YTD ⁽¹⁾ % |
|---------------------------------|----------------------|-------------------|------------|----------------------|-------------------------|
| REVENUE | | | | | |
| Income from Service Charge | 12,823,000.00 | 251,240.37 | 2.0 | 9,380,439.78 | 73.2 |
| Covid Relief | - | (186,147.33) | 0.0 | (186,147.33) | 0.0 |
| Tax Revenue - Ad Valorem | 3,900,000.00 | 97,830.00 | 2.5 | 2,294,544.22 | 58.8 |
| Fund Interest | 18,000.00 | 6,868.57 | 38.2 | 36,268.06 | 201.5 |
| Other Revenue | 7,500.00 | 1,126.07 | 15.0 | 13,936.18 | 185.8 |
| Temporary Discharge | 1,500.00 | 0.00 | 0.0 | 22,501.59 | 1,500.1 |
| TOTAL REVENUE | 16,750,000.00 | 170,917.68 | 1.0 | 11,561,542.50 | 69.0 |
| EXPENDITURE | | | | | |
| Salaries & Wages | 5,658,400.00 | 396,555.94 | 7.0 | 4,217,580.98 | 74.5 |
| Employee Benefits | 3,469,100.00 | 122,764.97 | 3.5 | 2,643,880.39 | 76.2 |
| Director Fees | 7,500.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Vehicle | 49,700.00 | 5,007.12 | 10.1 | 43,192.83 | 86.9 |
| CSRMA Insurance | 210,000.00 | 0.00 | 0.0 | 244,468.61 | 116.4 |
| Professional Memberships | 47,500.00 | 585.00 | 1.2 | 33,713.00 | 71.0 |
| Agency Permits & Licenses | 178,000.00 | 1,362.11 | 0.8 | 188,823.25 | 106.1 |
| Office Expense | 271,400.00 | 19,700.37 | 7.3 | 169,208.98 | 62.3 |
| Contractual Services | 1,896,900.00 | 170,107.60 | 9.0 | 1,539,549.93 | 81.2 |
| Professional Services | 805,000.00 | 20,600.80 | 2.6 | 396,794.22 | 49.3 |
| Conferences & Training | 107,500.00 | 1,600.00 | 1.5 | 29,634.13 | 27.6 |
| Uncollectable Accounts | 1,000.00 | 0.00 | 0.0 | 0.00 | 0.0 |
| Utilities | 1,001,100.00 | 89,972.95 | 9.0 | 819,517.36 | 81.9 |
| Supplies, Repairs & Maintenance | 789,300.00 | 38,696.41 | 4.9 | 511,926.43 | 64.9 |
| TOTAL EXPENDITURE | 14,492,400.00 | 866,953.27 | 6.0 | 10,838,290.11 | 74.8 |
| NET INCOME | 2,257,600.00 | | | 723,252.39 | |
| Unfunded Accrued Liability | 3,616,977.00 | 2,310,389.00 | 63.9 | 2,310,389.00 | 63.9 |

Note:

(1) 83% of the fiscal year has elapsed.

(2) Unfunded Accrued Liability payment is not in the above budget total expenditures, however is expenses through cash and net pension liability account.



Tahoe-Truckee Sanitation Agency
 Fund 02: Wastewater Capital Reserve
 Fiscal Year 2020 - 2021
 Period Ending April 30, 2021

| DESCRIPTION | Budget | Month | Month | YTD | YTD ⁽¹⁾ |
|---------------------------------------|---------------------|------------------|------------|---------------------|--------------------|
| | \$ | \$ | % | \$ | % |
| Barscreens, Washers, Compactors | 225,000.00 | 18,756.83 | 8.3 | 131,356.60 | 58.4 |
| Digester & Plant Heating Improvements | - | 14,373.12 | - | 59,025.81 | - |
| Portable Emergency Pump System | - | - | - | 19,132.80 | - |
| Plant Air Compressor | - | - | - | 24,519.22 | - |
| Security Improvements | 100,000.00 | - | - | 73,500.05 | 73.5 |
| Hydraulic Pump and Power Pack | 60,000.00 | - | - | 72,134.03 | 120.2 |
| SUB TOTAL | 385,000.00 | 33,129.95 | 8.6 | 379,668.51 | 98.6 |
| Allocation of 73.2% of Bond Payment | 2,222,378.00 | - | - | 2,222,378.00 | 100.0 |
| TOTAL | 2,607,378.00 | 33,129.95 | 1.3 | 2,602,046.51 | 99.8 |

Note:

(1) 83% of the fiscal year has elapsed



Tahoe-Truckee Sanitation Agency
 Fund 06: Replacement, Rehabilitation and Upgrade
 Fiscal Year 2020 - 2021
 Period Ending April 30, 2021

| DESCRIPTION | Budget \$ | Month \$ | Month % | YTD \$ | YTD ⁽¹⁾ % |
|-------------------------------------|---------------------|------------------|------------|---------------------|-------------------------|
| Plant Coating Improvements | 550,000.00 | - | - | 222,787.74 | 40.5 |
| Lab Equipment Replacement | 25,000.00 | - | - | - | - |
| Admin. Office Improvement | 350,000.00 | - | - | 317,183.11 | 90.6 |
| Accounting Software Upgrade | - | 10,870.00 | - | 10,870.00 | - |
| EPDM Roof Replacement | 800,000.00 | - | - | 439,330.09 | 54.9 |
| VFD Replacements | - | - | - | 89,636.98 | - |
| TRI Improvemens | 100,000.00 | - | - | - | - |
| Centrifuge Rebuild | - | - | - | 55,100.00 | - |
| Lab Improvement | 75,000.00 | - | - | - | - |
| Vehicle Replacement | 30,000.00 | - | - | - | - |
| WWTP Pilot Study Rehabilitation | 75,000.00 | - | - | - | - |
| Facilities Security System | 50,000.00 | - | - | - | - |
| Lime System Improvements | - | - | - | 66.41 | - |
| Chlorine Scrubber Replacement | - | 13,783.03 | - | 127,720.08 | - |
| MPPS VFD | 30,000.00 | - | - | - | - |
| Warehouse Fork Lift | 35,000.00 | - | - | 32,734.90 | 93.5 |
| Chiller Replacement | 150,000.00 | - | - | 727.28 | 0.5 |
| SCBA Tank Replacement | 35,000.00 | - | - | 36,472.39 | 104.2 |
| Polyblend Thickener | 35,000.00 | - | - | - | - |
| Arc Flash Study/Breaker Replacement | 45,000.00 | - | - | - | - |
| SUB TOTAL | 2,385,000.00 | 24,653.03 | 1.0 | 1,332,628.98 | 55.9 |
| Allocation of 26.8% of Bond Payment | 813,658.00 | - | - | 813,658.10 | 100.0 |
| TOTAL | 3,198,658.00 | 24,653.03 | 0.8 | 2,146,287.08 | 67.1 |

Note:

(1) 83% of the fiscal year has elapsed

TAHOE-TRUCKEE SANITATION AGENCY
 COMBINED CASH INVESTMENT
 APRIL 30, 2021

COMBINED CASH ACCOUNTS

| | | |
|----------------|--------------------------------|------------------|
| 99-00-0100-000 | CASH - US BANK CHECKING | 36,025.45 |
| 99-00-0101-000 | CASH - USB SERVICE CHARGE | 24,206.29 |
| 99-00-0102-000 | CASH - US BANK TAX REV | 351,115.82 |
| 99-00-0103-000 | CASH - US BANK WWCRF | 118,558.45 |
| 99-00-0104-000 | CASH - WELLS FARGO PAYROLL | 5,528.94 |
| 99-00-0105-000 | CASH - WELLS FARGO INVESTMENTS | 327,261.98 |
| 99-00-0106-000 | CASH - PETTY CASH | 600.00 |
| 99-00-0107-000 | CASH - L.A.I.F. | 43,297,144.03 |
| | | <hr/> |
| | TOTAL COMBINED CASH | 44,160,440.96 |
| 99-00-0001-000 | CASH ALLOCATED TO OTHER FUNDS | (44,160,440.96) |
| | | <hr/> |
| | TOTAL UNALLOCATED CASH | <u>.00</u> |

CASH ALLOCATION RECONCILIATION

| | | |
|----|----------------------------------------------|------------------|
| 2 | ALLOCATION TO WASTEWATER CAPITAL RESERVE FUN | 21,471,039.04 |
| 6 | ALLOCATION TO R. R. & UPGRADE FUND | 9,754,401.12 |
| 7 | ALLOCATION TO EMERGENCY & CONTINGENCY FUND | 7,264,702.90 |
| 10 | ALLOCATION TO GENERAL FUND | 5,670,297.90 |
| | | <hr/> |
| | TOTAL ALLOCATIONS TO OTHER FUNDS | 44,160,440.96 |
| | ALLOCATION FROM COMBINED CASH FUND - 99 | (44,160,440.96) |
| | | <hr/> |
| | ZERO PROOF IF ALLOCATIONS BALANCE | <u>.00</u> |

[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 | 21.584559 | 662,665.614 | \$14,303,344.91 |
| Total | | | \$14,303,344.91 |
| Download to Excel | | | |

Tahoe-Truckee Sanitation Agency

CERBT Strategy 1

Entity #: SKB0-5084675063

Quarter Ended March 31, 2021



Market Value Summary:

| | QTD Current Period | Fiscal Year to Date |
|------------------------------------|-----------------------|------------------------|
| Beginning Balance | \$13,527,016.68 | \$11,554,024.01 |
| Contribution | 0.00 | 0.00 |
| Disbursement | 0.00 | 0.00 |
| Transfer In | 0.00 | 0.00 |
| Transfer Out | 0.00 | 0.00 |
| Investment Earnings | 292,212.96 | 2,270,530.41 |
| Administrative Expenses | (1,662.41) | (4,738.34) |
| Investment Expense | (1,573.38) | (3,822.23) |
| Other | 0.00 | 0.00 |
| Ending Balance | \$13,815,993.85 | \$13,815,993.85 |
| FY End Contrib per GASB 74 Para 22 | 0.00 | 0.00 |
| FY End Disbursement Accrual | 0.00 | 0.00 |
| Grand Total | \$13,815,993.85 | \$13,815,993.85 |

Unit Value Summary:

| | QTD Current Period | Fiscal Year to Date |
|-----------------------------------|-----------------------|------------------------|
| Beginning Units | 662,665.614 | 662,665.614 |
| Unit Purchases from Contributions | 0.000 | 0.000 |
| Unit Sales for Withdrawals | 0.000 | 0.000 |
| Unit Transfer In | 0.000 | 0.000 |
| Unit Transfer Out | 0.000 | 0.000 |
| Ending Units | 662,665.614 | 662,665.614 |
| Period Beginning Unit Value | 20.413035 | 17.435677 |
| Period Ending Unit Value | 20.849118 | 20.849118 |

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 03/31/2021

Tahoe-Truckee Sanitation Agency

Entity #: SKB0-5084675063



| Date | Description | Amount | Unit Value | Units | Check/Wire | Notes |
|------|-------------|--------|------------|-------|------------|-------|
|------|-------------|--------|------------|-------|------------|-------|

Client Contact:
CERBT4U@CalPERS.ca.gov

California State Treasurer
Fiona Ma, CPA



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

May 05, 2021

[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 2021 Statement

| Effective Date | Transaction Date | Tran Type | Confirm Number | Web Confirm Number | Authorized Caller | Amount |
|----------------|------------------|-----------|----------------|--------------------|-------------------|------------|
| 4/14/2021 | 4/14/2021 | RD | 1670813 | 1630986 | MICHELLE MACKEY | 140,000.00 |
| 4/15/2021 | 4/14/2021 | QRD | 1671950 | N/A | SYSTEM | 45,913.46 |

Account Summary

| | | | |
|-------------------|------------|--------------------|---------------|
| Total Deposit: | 185,913.46 | Beginning Balance: | 43,111,230.57 |
| Total Withdrawal: | 0.00 | Ending Balance: | 43,297,144.03 |



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: IV -3
Subject: Approval of Progress Pay Estimate No. 1 for the 2020 Headworks Improvements project

Background

The 2020 Headworks Improvements project entails retrofitting the existing headworks facility with new mechanical screens and a set of new redundant washer-compactor units. Also, a new flow control structure is being constructed upstream of the headwork facility complete with flow control gates, interconnecting piping, and other features. This structure will enhance the ability of the Agency's Operations Department to fully combine, split, and shave all raw sewage flows and recycle streams as they enter the plant.

During this pay period, the contractor completed approximately 5 percent of the work as detailed on Progress Pay Estimate No. 1.

Fiscal Impact

Withholding 5% for retention from Progress Pay Estimate No. 1 would yield a payment to the contractor of \$117,277.50.


Attachments

Progress Pay Estimate No. 1.

Recommendation

Management and staff recommend approval of Progress Pay Estimate No. 1 for the 2020 Headworks Improvements project.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



Tahoe-Truckee Sanitation Agency
 2020 Headworks Improvements Project
 GL Code: 02-10-1700-001
 GL Description: Barscreens, Washers, Compact

Progress Pay Estimate No. 1
 March 29, 2021 to April 28, 2021

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

CONTRACTOR:
 K.G. Walters Construction Co., Inc.
 P.O. Box 195 4359
 Santa Rosa, CA 95403

| Item No. | Description of Work | Schedule Value | Work Completed | | Materials Presently Stored (Not in D or E) | Total Completed and Stored to Date (D+E+F) | % (G/C) | Balance to Finish (C-G) | Retainage |
|----------|------------------------------------------------------------------|----------------|---------------------------|--------------|--------------------------------------------|--------------------------------------------|---------|-------------------------|-----------|
| | | | From Previous Application | This Period | | | | | |
| 1 | BID ITEM 1 UPSTREAM DIVERSION STRUCTURE | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | \$ - | \$ - |
| 2 | Testing | \$ 2,790.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 2,790.00 | \$ - |
| 3 | 01 57 28 Mobilize Bypass Materials | \$ 6,259.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 6,259.00 | \$ - |
| 4 | 03 30 01 - Fabricate & Deliver Rebar | \$ 7,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 7,000.00 | \$ - |
| 5 | 05 12 00 - Fabricate & Deliver Metals | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 6 | 33 05 01.07 - Fabricate & Deliver RCP | \$ 12,979.70 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 12,979.70 | \$ - |
| 7 | 35 20 16.25 - Fabricate & Deliver Slide Gates | \$ 8,660.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 8,660.00 | \$ - |
| 8 | Onsite Mobilization 5/3/21 | \$ 12,500.00 | \$ - | \$ 12,500.00 | \$ - | \$ 12,500.00 | 100% | \$ - | \$ 625.00 |
| 9 | Pothole | \$ 1,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 1,500.00 | \$ - |
| 10 | Remove Site Surfacing for Excavation | \$ 2,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 2,500.00 | \$ - |
| 11 | Support 33" RS, Excavate for Structure, prep subgrade | \$ 28,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 28,000.00 | \$ - |
| 12 | Rebar for UDS Slab | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 13 | Construct UDS Slab | \$ 12,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 12,000.00 | \$ - |
| 14 | Form Walls @ UDS - Set Wall Spoil | \$ 20,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 20,000.00 | \$ - |
| 15 | Wall Rebar @ UDS | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 16 | Cast Walls @ UDS | \$ 15,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,500.00 | \$ - |
| 17 | Strip Walls @ UDS | \$ 4,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 4,500.00 | \$ - |
| 18 | Form Deck @ UDS | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,000.00 | \$ - |
| 19 | Set Hatch/Metals in UDS Deck | \$ 2,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 2,500.00 | \$ - |
| 20 | Cast Deck @ UDS | \$ 7,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 7,000.00 | \$ - |
| 21 | Strip Deck @ UDS | \$ 4,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 4,000.00 | \$ - |
| 22 | Plug & Patch UDS | \$ 3,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 3,500.00 | \$ - |
| 23 | Shutdown 36" RS & Install Temp Bulkhead in PDS | \$ 8,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 8,000.00 | \$ - |
| 24 | Demo Wall section of PDS | \$ 4,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 4,500.00 | \$ - |
| 25 | Install new 36" between UDS and PDS | \$ 15,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,000.00 | \$ - |
| 26 | Construct Pipe Collar @ PDS | \$ 15,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,000.00 | \$ - |
| 27 | Grout Flowline @ UDS | \$ 4,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 4,000.00 | \$ - |
| 28 | Install Gates and Frames at UDS | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,000.00 | \$ - |
| 29 | Install Bypass System | \$ 11,656.40 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 11,656.40 | \$ - |
| 30 | Cut out section of 33" RS, Remove Bulkhead @ PDS | \$ 5,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 5,000.00 | \$ - |
| 31 | Backfill 36" RS & UDS | \$ 7,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 7,000.00 | \$ - |
| 32 | Remove Bypass and Restore site surfacing | \$ 7,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 7,000.00 | \$ - |
| 33 | Punchlist | \$ 1,654.90 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 1,654.90 | \$ - |
| 34 | BID ITEM 2 HEADWORKS BUILDING | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 35 | Testing | \$ 14,220.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 14,220.00 | \$ - |
| 36 | 03 30 01 - Fabricate & Deliver Rebar | \$ 10,800.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,800.00 | \$ - |
| 37 | 05 12 00 - Fabricate & Deliver Metals | \$ 71,925.63 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 71,925.63 | \$ - |
| 38 | 08 11 00 - Fabricate & Deliver HM Doors | \$ 13,801.88 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 13,801.88 | \$ - |
| 39 | 08 30 00 - Fabricate & Deliver OH Door | \$ 14,515.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 14,515.00 | \$ - |
| 40 | 08 41 13 - Fabricate & Deliver Windows | \$ 3,744.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 3,744.00 | \$ - |
| 41 | 08 45 00 - Fabricate & Deliver Skylight Assembly | \$ 32,523.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 32,523.00 | \$ - |
| 42 | 23 31 16.16 - Fabricate & Deliver FRP Ductwork | \$ 76,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 76,000.00 | \$ - |
| 43 | 23 34 02 - Fabricate & Deliver HVAC | \$ 88,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 88,000.00 | \$ - |
| 44 | 35 20 16.25 - Fabricate & Deliver Slide Gates | \$ 17,320.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 17,320.00 | \$ - |
| 45 | 40 27 00 - Fabricate & Deliver Process Pipe | \$ 14,487.78 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 14,487.78 | \$ - |
| 46 | 44 42 25.02 - Fabricate & Deliver Pre-Engineered Aluminum Covers | \$ 18,483.69 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 18,483.69 | \$ - |


| | | | | | | | | | |
|--------------|----------------------------------------------------|------------------------|-------------|----------------------|-------------|----------------------|-----------|------------------------|--------------------|
| 47 | 44 42 30 - Fabricate & Deliver Screening System | \$ 585,281.77 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 585,281.77 | \$ - |
| 48 | Onsite Mobilization 5/3/21 | \$ 110,950.00 | \$ - | \$ 110,950.00 | \$ - | \$ 110,950.00 | 100% | \$ - | \$ 5,547.50 |
| 49 | SJE Mobilization | \$ 20,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 20,000.00 | \$ - |
| 50 | JLCS Mobilization | \$ 4,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 4,500.00 | \$ - |
| 51 | Saw-Cut & Demo AC | \$ 7,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 7,000.00 | \$ - |
| 52 | Pothole 8" TWAS & utilities | \$ 5,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 5,000.00 | \$ - |
| 53 | Relocate 8" TWAS | \$ 37,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 37,000.00 | \$ - |
| 54 | Demo Existing Stair and landings | \$ 10,070.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,070.00 | \$ - |
| 55 | Excavate for Building Extension & prep subgrade | \$ 38,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 38,000.00 | \$ - |
| 56 | Form Masonry Wall Footing | \$ 24,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 24,000.00 | \$ - |
| 57 | Rebar for Masonry Wall Footing | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 58 | Cast Masonry Wall Footing | \$ 18,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 18,000.00 | \$ - |
| 59 | Masonry Wall to Above Grade | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 60 | Backfill Masonry Wall to Subgrade | \$ 32,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 32,000.00 | \$ - |
| 61 | Underslab Drain Piping to Existing Channel | \$ 16,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 16,000.00 | \$ - |
| 62 | Underslab Electrical | \$ 40,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 40,000.00 | \$ - |
| 63 | Prep Slab Subgrade - Cast Post Ftg. | \$ 25,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 25,000.00 | \$ - |
| 64 | Rebar for New Building Slab | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 65 | Cast & Finish New Building Slab | \$ 20,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 20,000.00 | \$ - |
| 66 | Complete Masonry Walls | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 67 | Install Metals in Masonry Wall | \$ 18,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 18,000.00 | \$ - |
| 68 | Support Existing Roof Structure | \$ 50,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 50,000.00 | \$ - |
| 69 | Demo Existing Roof | \$ 25,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 25,000.00 | \$ - |
| 70 | Demo Masonry Wall | \$ 12,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 12,000.00 | \$ - |
| 71 | Install New Roof Framing, grout beam pockets | \$ 50,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 50,000.00 | \$ - |
| 72 | Metal Deck at Roofing | \$ 18,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 18,000.00 | \$ - |
| 73 | Lead Abatement | \$ 2,996.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 2,996.00 | \$ - |
| 74 | Masonry Wall Coating | \$ 22,550.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 22,550.00 | \$ - |
| 75 | Install New Roof Curb | \$ 4,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 4,000.00 | \$ - |
| 76 | Insulation at top of Masonry Wall | \$ 5,591.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 5,591.00 | \$ - |
| 77 | Install New Roof Drain Piping | \$ 9,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 9,000.00 | \$ - |
| 78 | Install New Roof Membrane | \$ 26,898.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 26,898.00 | \$ - |
| 79 | Install Fascia Panels | \$ 26,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 26,500.00 | \$ - |
| 80 | Install OH Door | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 81 | Install Windows | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 82 | Install New/Replaced Man Doors | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,000.00 | \$ - |
| 83 | Rough in Electrical above grade | \$ 95,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 95,000.00 | \$ - |
| 84 | Install New Electrical Gear | \$ 105,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 105,000.00 | \$ - |
| 85 | Pull Wires & Test | \$ 17,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 17,000.00 | \$ - |
| 86 | Furnish & Install Lighting | \$ 20,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 20,000.00 | \$ - |
| 87 | Electrical Start-Up & Testing | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,000.00 | \$ - |
| 88 | Demolish Existing Channel Features | \$ 20,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 20,000.00 | \$ - |
| 89 | Install New Slide & Stop Gates @ West Channel | \$ 7,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 7,000.00 | \$ - |
| 90 | Install New West Screen | \$ 15,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,000.00 | \$ - |
| 91 | Install New Washer Compactors | \$ 15,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,000.00 | \$ - |
| 92 | Install New Sluice and Tie into washers & screen | \$ 5,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 5,000.00 | \$ - |
| 93 | Modify 2W piping | \$ 8,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 8,000.00 | \$ - |
| 94 | Start-Up & Test New Screening System | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 1,000.00 | \$ - |
| 95 | Isolate and Clean East Channels | \$ 1,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 1,500.00 | \$ - |
| 96 | Remove Existing Screens, Conveyors & Appurtenances | \$ 17,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 17,000.00 | \$ - |
| 97 | Demo East Channel Appurtenances | \$ 15,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,000.00 | \$ - |
| 98 | East Channel Concrete Mods | \$ 38,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 38,000.00 | \$ - |
| 99 | Install New Slide & Stop Gates | \$ 7,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 7,000.00 | \$ - |
| 100 | Extend Sluice to East Channel | \$ 3,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 3,000.00 | \$ - |
| 101 | Install New East Screen | \$ 12,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 12,000.00 | \$ - |
| 102 | Install Pre-Engineered Aluminum Covers | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,000.00 | \$ - |
| 103 | Start-UP & Test East Screen | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 1,000.00 | \$ - |
| 104 | Prep Subgrade for Landings & Paving | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,000.00 | \$ - |
| 105 | Form & Cast Landings | \$ 19,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 19,000.00 | \$ - |
| 106 | Install Metal Stair & Landing | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 10,000.00 | \$ - |
| 107 | Install Ladder | \$ 4,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 4,500.00 | \$ - |
| 108 | Install Handrail | \$ 6,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 6,000.00 | \$ - |
| 109 | Core Hole For OA Piping | \$ 1,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 1,500.00 | \$ - |
| 110 | Install OA pipe & Supports along exterior wall | \$ 22,000.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 22,000.00 | \$ - |
| 111 | Insulate OA Pipe | \$ 24,316.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 24,316.00 | \$ - |
| 112 | Pave Site | \$ 15,725.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,725.00 | \$ - |
| 113 | Touch-Up Paint | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 114 | Install HVAC Gear | \$ 23,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 23,500.00 | \$ - |
| 115 | Start-Up & Test HVAC Gear | \$ 8,500.00 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 8,500.00 | \$ - |
| 116 | Install New Skylight System | \$ - | \$ - | \$ - | \$ - | \$ - | 100% | \$ - | \$ - |
| 117 | Punchlist | \$ 2,301.25 | \$ - | \$ - | \$ - | \$ - | 0% | \$ 2,301.25 | \$ - |
| TOTAL | | \$ 2,469,000.00 | \$ - | \$ 123,450.00 | \$ - | \$ 123,450.00 | 5% | \$ 2,345,550.00 | \$ 6,172.50 |

TOTAL EARNED TO DATE:

\$ 123,450.00

| | |
|-------------------------------------|----------------------|
| 5% TOTAL RETENTION TO DATE: | \$6,172.50 |
| TOTAL AMOUNT PREVIOUSLY PAID: | \$0.00 |
| TOTAL AMOUNT DUE CONTRACTOR: | \$ 117,277.50 |

ACCEPTED BY:
K.G. Walters Construction Co., Inc.

BY: 

DATE: **05-07-21**

APPROVED BY:
Tahoe-Truckee Sanitation Agency

BY: _____
DATE: _____



TAHOE-TRUCKEE SANITATION AGENCY
MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Item: V-1
Subject: Approval of the minutes of the regular Board meeting on April 21, 2021

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 21, 2021.

Recommendation

Management and staff recommend approval of the minutes of the regular Board meeting on April 21, 2021.

Review Tracking

Submitted By: 
Roshelle Chavez
Executive Assistant/Board Clerk

Approved By: 
LaRue Griffin
General Manager

**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

April 21, 2021

I. Call to Order:

This meeting was conducted via Zoom teleconferencing as described in the April 21, 2021 meeting agenda and the accompanying Guidelines for using Zoom for T-TSA April 21, 2021 Board of Directors Meeting. President Cox called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:00 AM. Roll call and Pledge of Allegiance followed.

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

Staff Present: LaRue Griffin, General Manager (via teleconference)
Roshelle Chavez, Executive Assistant/Board Clerk (via teleconference)
Michael Peak, Operations Manager (via teleconference)
Jay Parker, Engineering Manager (via teleconference)
Richard Pallante, Maintenance Manager (via teleconference)
Robert Gray, Information Technology Manager (via teleconference)
Vicky Lufrano, Human Resources Administrator (via teleconference)
Richard P. Shanahan, Agency Counsel (via teleconference)
Mike Smith, Engineering Department (via teleconference)
Aaron Carlsson, Engineering Department (via teleconference)
Scott Fleming, Engineering Department (via teleconference)
Michelle Mackey, Administrative Department (via teleconference)
Dawn Davis, Administrative Department (via teleconference)
Greg O'Hair, Operations Department (via teleconference)
Brandon Dimond, Operations Department (via teleconference)
Paul Shouse, Maintenance Department (via teleconference)
Tanner McGinnis, Maintenance Department (via teleconference)
Zeb Snider, Maintenance Department (via teleconference)
Anthony Salinas, Maintenance Department (via teleconference)
Jesus Zarate, Maintenance Department (via teleconference)
Dean Haines, Maintenance Department (via teleconference)
Jaime Garcia, Maintenance Department (via teleconference)

Public Present: Steven Gortler, Public
Mark Wasley, TSD
Sarah Coolidge, Public
Jane Davis, Public
Pippin Mader, Public
Patrick Baird, Public

II. Public Comment.

Mrs. Chavez advised the Board of Directors there were public comment letters received which have been forwarded to them for their consideration.

Ms. Jane Davis provided public comment regarding Agency legal fees as related to personnel matters.

Mr. Pippin Mader and Mr. Aaron Carlsson provided public comment regarding the renewal of the General Manager's employment agreement.

No action was taken by the Board.

III. Professional Achievements, Awards & Anniversaries

Mrs. Vicky Lufrano acknowledged Agency staff whom obtained professional achievements, awards, and anniversaries received for the previous calendar month to the Board of Directors.

Directors Cox and Lewis acknowledged Mr. Jim Redmond for his years of service with the Agency.

IV. Consent Agenda

1. Approval of the general fund warrants.
2. Approval of the financial statements.
3. Approval of Progress Pay Estimate No. 2 for the Furnishing Submersible Pump and Power Pack project.

MOTION by Director Wilkins **SECOND** by Director Lewis to approve the consent agenda; motion approved.

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

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

Motion passed.

V. Regular Agenda

1. Report from March 17, 2021 and March 25, 2021 closed session meetings.

Mr. Griffin stated there was no action to report from the February 17, 2021 and March 25, 2021 closed session meetings.

No action was taken by the Board.

2. Approval of the minutes of the regular Board meeting on March 17, 2021 and special Board meeting March 25, 2021.

Director Lewis directed staff to amend the February 17th Board Meeting minutes abstaining him from item V-2, and the March 17th, 2021 Board Meeting minutes amending the vote on item IV-4 as a motion by Director Lewis and a second by Director Tresan.

Mr. Pippin Mader provided public comment regarding the Board meeting minutes.

MOTION by Director Lewis **SECOND** by Director Tresan to approve the minutes of the regular Board meeting on March 17, 2021 and special Board meeting on March 25, 2021 with the requested amendments; motion approved.

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

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

Motion passed.

3. Approval of COVID-19 Supplemental Paid Sick Leave (SPSL) Policy.

MOTION by Director Lewis **SECOND** by Director Smelser to approve the COVID-19 Supplemental Paid Sick Leave (SPSL) Policy; motion approved.

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

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

Motion passed.

4. Approval of Resolution No. 5-2021 electing to adopt Public Agency Vesting for post-retirement health benefits under Section 22893 of the Public Employees' Medical and Hospital Care Act.

This item was tabled for a future Board of Directors meeting.

No action was taken by the Board.

5. Approval to solicit bids for the 2021 Lime System Improvements project.

MOTION by Director Lewis **SECOND** by Director Smelser for approval to solicit bids for the 2021 Lime System Improvements project; motion approved.

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

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

Motion passed.

6. Approval to award the Replacement of Exit Road Gate and Actuator project.

Mr. Pippin Mader provided public comment regarding the Replacement of the Exit Road Gate and Actuator project.

MOTION by Director Tresan **SECOND** by Director Wilkins to approve the award for the Replacement of Exit Road Gate and Actuator project to Awaxx Systems, Inc. in the amount of \$36,850; unanimously approved.

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

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

Motion passed.

7. Approval to issue a Request for Proposals for Audit Services.

MOTION by Director Wilkins **SECOND** by Director Lewis to approve a Request for Proposals for Audit Services; unanimously approved.

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

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

Motion passed.

8. Approval of the Agency Investment Policy.

MOTION by Director Tresan **SECOND** by Director Smelser to approve the Agency Investment Policy; unanimously approved.

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

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

Motion passed.

VI. Management Team Reports

1. Department Reports.

Mr. Peak provided an update on current and past projects for the operations department and reported that all waste discharge requirements were met for the month.

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

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

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

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

Public comment was received by Mr. Pippin Mader regarding department reports.

No action was taken by the Board.

2. General Manager Report

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

No action was taken by the Board.

VII. Board of Directors Comment

Director Lewis stated that he recently had the opportunity to tour the office and was very impressed with the recent upgrades, and staff was doing a great job. He also mentioned he was looking forward to possibly returning to the new Board room in June for in person meetings with everyone.

Director Cox inquired on the Agency's ability to receive dialysis discharges into the sewer.

MOTION by Director Lewis **SECOND** by Director Smelser to end the meeting and move into Closed Session at 10:43 AM; unanimously approved.

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

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

Motion passed.

VIII. Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
2. Closed session for public employee performance evaluation of the General Manager.
3. Closed session conference with Agency labor negotiator Richard Shanahan (Agency General Counsel), regarding the unrepresented employee in the General Manager position.

The meeting was reopened at 11:51 AM.

IX. Report from Closed Session

1. Report from Closed Session.

Mr. Richard P. Shanahan stated there was no action to report from closed session.

No action was taken by the Board.

2. Consider amendment of General Manager employment agreement.

MOTION by Director Wilkins **SECOND** by Director Smelser to approve Amendment No. 2 of the General Manager employment agreement; unanimously approved.

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

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

Motion passed.

X. Adjournment

There being no further business, the open session meeting was adjourned at 11:57 AM.

MOTION by Director Smelser **SECOND** by Director Wilkins to approve the adjournment of the Regular Board of Directors Meeting; unanimously approved.

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

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

Motion passed.

LaRue Griffin
Secretary to the Board

Approved: _____

DRAFT



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: V-2
Subject: Discussion of actuarial estimate of OPEB liability changes from adoption of California Government Code Section 22893

Background

At a previous Board meeting, there was a request from the Board of Directors to provide a cost analysis for potential changes to the retiree health benefit plan. The potential changes included the following:

1. Adopting a vesting schedule in accordance with CalPERS regulations.
2. Adopting a hybrid-vesting schedule.
3. Adopting a PEMHCA minimum plan in accordance with CalPERS regulations.

The Agency has consulted with Total Compensation Systems, Inc. to perform such cost comparisons. Mr. Geoff Kischuk of Total Compensation Systems, Inc. will be at the meeting to present the actuarial study and discuss the impacts of any changes.

Once a determination of a change is provided, staff will return with a resolution for adoption.

Fiscal Impact

Varies on changes in retiree health benefit changes.


Attachments

None.

Recommendation

No action needed.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Michael Peak, Operations Manager
Item: V-3
Subject: Approval to award bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, ferric chloride, and liquid chlorine

Background

The Agency has solicited bids for the purchase of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, ferric chloride, and liquid chlorine for the upcoming 2021-2022 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* | 353.71 |
| Applied Specialties | 375 |

Methanol

| <i>Bidder</i> | <i>Bid Price (\$/gal)</i> |
|-------------------|---------------------------|
| Univar* | 0.5425 |
| Thatcher | 0.61 |
| TRI International | 0.65 |

Liquid Oxygen

| <i>Bidder</i> | <i>Bid Price (\$/gal)</i> |
|-------------------|---------------------------|
| Roy Smith* | 0.97 |
| Linde | 1.02 |

Ferric Chloride

| <i>Bidder</i> | <i>Bid Price (\$/ton)</i> |
|------------------|---------------------------|
| Univar | 503.36 |
| Thatcher* | 455 |

Liquid Sodium Hydroxide

| <i>Bidder</i> | <i>Bid Price (\$/ton)</i> |
|-------------------|---------------------------|
| Univar* | 283 |
| Thatcher | 398 |
| TRI International | 391 |

Liquid Chlorine

| <i>Bidder</i> | <i>Bid Price (\$/ton)</i> |
|------------------|---------------------------|
| Thatcher* | 1,025 |

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, the liquid sodium hydroxide unit cost for fiscal year 2020-2021 was not under contract and was subject to a higher cost.

| Chemical | FY 2020-2021 Unit Cost | FY 2021-2022 Unit Cost | Quantity | FY Cost Difference |
|-------------------------|---------------------------|---------------------------|-------------|-----------------------|
| Liquid Chlorine | \$980 | \$1,025 | 92 ton | \$4,140.00 |
| Liquid Oxygen | \$0.932 | \$0.97 | 171,000 gal | \$6,498.00 |
| Ferric Chloride | \$467 | \$455 | 47 ton | (\$564.00) |
| Methanol | \$0.5498 | \$0.5425 | 200,000 gal | (\$1,460.00) |
| Hydrated Lime | \$365 | \$353.71 | 850 ton | (\$9,596.50) |
| Liquid Sodium Hydroxide | \$416.80 | \$283 | 135 ton | (\$18,063.00) |
| Total | | | | (\$19,045.50) |

When comparing the fiscal impact for current and the upcoming fiscal year, the Agency could save approximately \$20,000 in fiscal year 2021-2022 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, ferric chloride, 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 19, 2021
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: V-4
Subject: Approval to award the 2021 Asphalt Sealing project

Background

To prolong the life of the existing pavement at the water reclamation facility, the Agency contracts out for an asphalt sealing project every few years. The 2021 Asphalt Sealing project consists of providing two seal coats to approximately 332,000 square feet of asphalt pavement, routing and filling cracks with crack filler, and providing traffic stripes and pavement markings. If approved by the Board, the construction work contemplated would be performed by a general contractor with field work slated to occur between August 16, 2021 and September 3, 2021.

Three bids for the project were received on April 29, 2021 as follows:

- Blacktop Sealing & Striping, Inc., Tahoe City, CA: \$ 97,500
- Robert E. Sutton Company, Inc., Truckee, CA: \$107,720
- West Coast Paving, Inc., Reno, NV: \$137,250

The Blacktop Sealing & Striping, Inc. bid was found to be the lowest responsible and responsive.

Fiscal Impact

The total bid price of \$97,500 is less than both the budgeted amount of \$100,000 and the engineer's estimate of \$100,000.


Attachments

None.

Recommendation

Management and staff recommend approval to award the 2021 Asphalt Sealing project to Blacktop Sealing & Striping, Inc. in the amount of \$97,500.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: V-5
Subject: Approval to solicit bids for the 2021 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 III and IV, which spans the distance between Bridge No. 6 and the open land to the west of South River Street, as shown in the attached figure. In addition, a section of Schedule V will be scanned due to the inability of last year's contractor to inspect this section. The total length to be scanned is approximately 39,100 feet and consists of reinforced concrete pipe ranging from 24 to 36 inches in diameter and ductile iron pipe 24 to 30 inches in diameter.

The project field work is slated to occur between September 7, 2021 and October 15, 2021.

Fiscal Impact

The engineer's estimate for this project is \$175,000.


Attachments

Overview map.

Recommendation

Management and staff recommend approval to solicit bids for the 2021 Digital Scanning of Sewer Lines project.

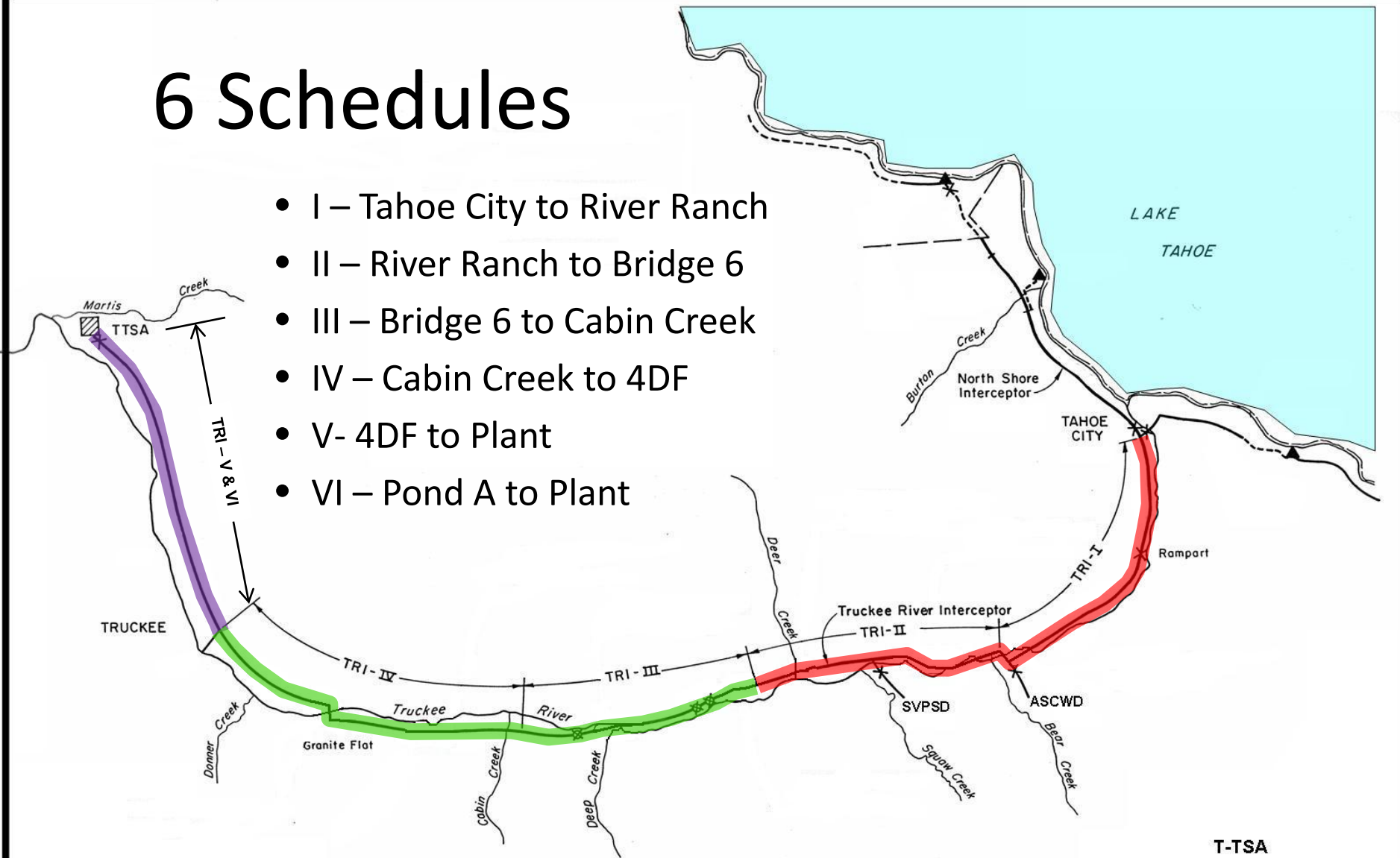
Review Tracking

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 2021 2022



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: V-6
Subject: Approval to issue a Request For Proposals for Pretreatment Program Review services

Background

The Agency would like to pursue consulting assistance in the continued improvement, administration, implementation, and upkeep of the Agency's Pretreatment Program. With the last major pretreatment program review occurring in 2015, it is recommended that the program be re-evaluated and updated as necessary.

Staff has developed the attached request for proposals (RFP) for a consultant to review and provide professional services associated with TTSA's Pretreatment Program. The consultant's work efforts would be to support Agency compliance with all applicable state and federal laws, the Clean Water Act, General Pretreatment Regulations, waste discharge requirements and receiving water quality standards imposed by the Lahontan Regional Water Quality Control Board, and Agency ordinances, rules, regulations, and prohibitions.

The attached RFP contains the details of this effort. This work is anticipated to commence sometime in Fiscal Year 2021/2022 following award to the successful consultant.

Fiscal Impact

The fiscal impact shall vary depending on submitted proposals.


Attachments

RFP for Pretreatment Program Review services.

Recommendation

Management and staff recommend approval to issue a Request For Proposals for Pretreatment Program Review services.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager

REQUEST FOR PROPOSALS
PRETREATMENT PROGRAM
REVIEW SERVICES



Release Date: May 20, 2021

Submission Deadline: July 1, 2021 at 4:00 pm (Pacific)

Contact Person: Jason Parker, P.E., Engineering Department Manager

Tahoe Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, CA 96161
www.ttsa.net

Release Date: May 20, 2021

Closing Date: Thursday, July 1, 2021 at 4:00 pm (Pacific)
Late proposals will not be considered.

Contact Person: Jason Parker, P.E., Engineering Department Manager
Email: jparker@ttsa.net
Phone: (530) 587-2525

Tahoe Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, CA 96161

1. PROPOSALS REQUESTED

The Tahoe-Truckee Sanitation Agency (“Agency” or “TTSA”) solicits proposals from qualified firms (“proposers”) to provide for Pretreatment Program Review Services. TTSA staff are looking for assistance in the continued improvement, administration, implementation, and upkeep of the Agency’s Industrial Pretreatment Program. Both small and large qualified firms with competitive rates are encouraged to apply. The proposal submittal requirements are listed below.

2. BACKGROUND

The TTSA is a public agency which provides wastewater collection and treatment for the North Lake Tahoe and Truckee region. The Agency owns and operates a 9.6 MGD Water Reclamation Plant (WRP) located along the Truckee River in the eastern portion of the Town of Truckee near the intersection of the Truckee River and Martis Creek. Wastewater is conveyed from Tahoe City to the WRP via the Truckee River Interceptor (TRI). The TRI collects flows from TTSA’s service area and five member districts, including:

- North Tahoe Public Utility District (NTPUD)
- Tahoe City Public Utility District (TCPUD)
- Alpine Springs County Water District (ASCWD)
- Olympic Valley Public Service District (OVPSD)
- Truckee Sanitary District (TSD), which includes Northstar Community Services District (NCSD)

The WRP liquid treatment processes include screening, grit removal, primary treatment, high purity oxygen activated sludge secondary treatment with advanced biological phosphorus removal (Phostrip™), chemical side-stream treatment (lime, carbon dioxide, and clarification), biological nitrogen removal (BNR), and advanced treatment (dual media filtration and disinfection) prior to discharge to the soil via subsurface percolation. Solids are thickened and treated through meso- and thermophilic digestion prior to dewatering and disposal.

More information may be found on the Agency website (www.ttsa.net).

3. SCOPE OF SERVICES

The scope of services is described in Attachment A. The selected firm will be expected to have substantial knowledge and experience relating to these tasks and services.

4. PROPOSAL CONTENT

Interested and qualified firms are requested to submit three (3) hard copies and one (1) electronic PDF copy of the written proposal no later than on the time and date set forth above. The only electronic copy submitted shall be contained on a thumb drive which shall be included in the same sealed envelope that contains the three (3) proposal hard copies. It is the proposer's responsibility to ensure that proposals are submitted and received in a timely and proper manner. The proposal shall provide the following information:

1. **Description of the Firm:** Provide a brief description of the proposing firm. Provide a description of the firm's history, how long the firm has been in business, and its area of specialty. Include firm name, address, telephone number, website, and principal contact name, telephone number and e-mail address.
2. **Firm's Related Experience:** The selected consultant is expected to be familiar with and well versed in all related deliverables and processes required for the preparation and the completion of the work. Provide a list of similar projects completed in the last five years that demonstrate firm's ability to perform the requested services. Provide at least three reference projects and brief description of work performed. In Appendix A, provide a further description of the three projects, including but not limited to the following: initial project estimate, actual project cost, staff that worked on the project, and a more detailed description of the work performed.
3. **Staff's Experience:** Provide a summary of the qualifications of the staff that will be working on the project. Previous and related projects that staff have completed work for in the past five years should be included in the summary. Provide an organizational chart that illustrates the team structure including project manager, supporting staff, and any subconsultants. Include two-page resumes for all key staff members. Resumes should be included in Appendix B of the proposal.
4. **Project Approach and Scope of Work:** Provide an outline of the major tasks and a detailed scope of work to outline approach. Identify if the scope items are optional, recommended, or required.
5. **Project Schedule:** Provide a proposed project schedule including major milestones and deliverables.

6. **List of Client References:** Include name, address, telephone number and e-mail address, along with a brief description of the services provided to the client, dates of service and, if litigated, the names of the attorneys involved in the litigation.
7. **Insurance:** Description of the firm's general liability, automobile liability and professional liability insurance coverages. The successful firm will need to provide proof of insurance satisfactory to the Agency.
8. **Fee Estimate:** Description of the firm's proposed fees, costs and charges with estimates broken down by position/title, hours for each position, task, and subtask including any assumptions and contingencies. Include an explanation of services correlating to a rate schedule with a not-to-exceed total amount. Explain how often the Agency will be invoiced for services. Explain what costs would be charged to the Agency and the firm's policy for billing fees and costs relating to travel.

Each proposal should be limited to no more than 20 single-sided pages. The cover letter and Appendices A and B will not be counted in the total page count. Larger (11x17) sheets are allowed for graphics and/or project schedule and will count as one page.

Proposals shall be addressed and delivered to:

Tahoe-Truckee Sanitation Agency
Attention: Mr. Jason Parker, P.E., Engineering Department Manager
13720 Butterfield Drive
Truckee, CA 96161

Questions regarding this request for proposals may be directed to Mr. Jason Parker at the above address or jparker@ttsa.net or (530) 587-2525.

5. EVALUATION AND SELECTION CRITERIA AND PROCESS

The Agency will review all submitted proposals and evaluate them against the following selection criteria: demonstrated positive experience performing the requested services; capability to perform the services, including demonstrated qualifications and resources to competently and timely perform the work; firm and principal staff reputation in the community; quality of references; location of the firm's nearest office that would service the work; and, proposal price and fees.

The Agency may schedule interviews with selected firms, or it may select based on the written submittal materials. Interviews may be conducted in person, telephonically, or via virtual meetings.

Proposals will be reviewed and considered by the Agency Board of Directors, based on a recommendation from Agency staff. Contract award, if any, will be based on the selection criteria set forth above. Proposal price alone will not be the determinative criterion. If the Board decides to proceed with retaining a firm, the Agency will enter into contract negotiations with the selected firm. The contract will be based on the Agency's standard form of services contract. The selected firm will be expected to begin work without delay.

6. GENERAL CONDITIONS AND REQUIREMENTS

- a. The Agency reserves the right to conduct contract negotiations with any firm (whether or not it has submitted a proposal), to verify the information in any proposal, to waive any informality in the process, to alter the selection process in any way, to request additional information or clarifications, to allow corrections of errors or omissions, to revise the scope of services and work, to extend the deadline for submission, to withdraw this request for proposals at any time without prior notice, to reject any and all proposals, and to decide whether or not to contract with any firm.
- b. The Agency makes no representation that any contract will be awarded to any firm responding to this request. Nothing in this request for proposals shall be construed to obligate the Agency to negotiate or enter into a contract with any particular firm. This request for proposals is not an offer to contract.
- c. All costs of response and proposal preparation shall be borne by the proposer. The Agency shall not be liable for any pre-contractual expenses incurred by the proposer, including any time and costs associated with the preparation and submission of the proposal and any interview.
- d. All submitted proposals shall become the property of the Agency. The Agency shall have the right to copy, publicly review and discuss, retain and dispose of each proposal. All responses received by the Agency will be considered public records subject to disclosure under the California Public Records Act.
- e. Proposals (three hard copies and one electronic copy) shall be submitted as described herein. Please be succinct. Unnecessarily elaborate or lengthy responses or other presentations beyond those needed to give sufficient and clear response to the request for proposals requirements are not desired.

Attachment A

Scope of Services

The proposed scope of services shall include, but not be limited to, the items of work described herein. Provide a list of deliverables, expected meetings, and workshops. If needed, provide suggested revisions and modifications to the scope tasks, or include additional tasks not captured in the descriptions below. Modifications to the scope tasks or additional tasks shall be clearly identified in the proposal.

Consultant shall conduct a pretreatment program evaluation and provide a written technical evaluation report for each task, in addition to updating the existing Enforcement Response Plan (ERP). The evaluation reports shall include all of the documentation used to evaluate and identify pollutants of concern; documentation used to evaluate and select technically based local limits for industrial discharges into the WRP and its associated wastewater collection systems; and calculations and methodology used to develop associated fees.

The consultant's work shall support Agency compliance with all applicable local, state and federal laws, the Clean Water Act, General Pretreatment Regulations, waste discharge requirements and receiving water quality standards (Waste Discharge Requirements (WDRs)) imposed by the Lahontan Regional Water Quality Control Board, and Agency ordinances, rules, regulations, and prohibitions.

Task 1- Project Management

Upon selection and award, the successful Consultant shall prepare a work plan and schedule. The consultant shall prepare monthly invoices and progress reports, as well as manage staff hours and ensure the budget and schedule are met. Consultant shall conduct coordination calls and meetings, prepare meeting agenda and meeting minutes, as well as maintain action item lists and decision logs.

Task 2- Data Review and Determination of Pollutants of Concern

The consultant shall review all analytical data, plant data, data from the five member districts, and applicable regulations and guidelines to identify which constituents pose a potential risk to the WRP or for violating the Agency's WDRs, as well as those that apply to the General Pretreatment Regulations in 40 CFR 403. This task shall involve:

- Obtaining recent WRP data;
- Reviewing WRP operations based on available raw influent, effluent, and biosolids quality data;
- Reviewing data for signs of plant process interference or pass-through;
- Comparing all WRP data with regulatory limits and biosolids disposal requirements;
- Meet with staff to discuss areas of concern;
- Review TTSA's existing customers and identify those that have high potential to negatively impact the plant; and
- Review TTSA's existing industrial waste surveys received from customers and conduct additional surveys as necessary.

The consultant shall prepare a report summarizing the data review and the identified pollutants of concern.

Task 3- Review Pretreatment Program

The consultant shall use information provided by TTSA and any other relevant data and information, including, but not limited to NPDES limits, professional judgement, EPA guidance, and LWRQCB guidance, to provide a high-level review of the existing pretreatment program against the six national pretreatment program elements:

- Legal Authority
- Procedures
- Funding
- Local Limits
- Enforcement Response Plan
- List of Significant Industrial Users (SIUs)

The consultant shall identify any gaps in compliance and shall make recommendations for updates and revisions. Additionally, the consultant shall review the existing industrial discharge permit application and discharge permits, and develop recommendations for revisions. The consultant shall prepare recommended edits to permits and a summary of the minimum program elements review.

Task 4- Legal Authority Pretreatment Ordinances

The consultant shall provide a detailed evaluation of TTSA's legal authority to implement and enforce program requirements. The consultant shall audit TTSA's existing ordinances based on the EPA model ordinance and EPA checklist, identifying any conflicts or gaps in the ordinance with respect to pretreatment regulations, legal authority, internal inconsistencies, or other matters.

The evaluation should include a review of responsibilities of member districts with recommendations as to whether an interjurisdictional agreement with the five other member agencies would be beneficial. If so, consultant will develop recommendations for the key elements of these agreements. A red-lined ordinance with proposed revisions shall also be prepared.

Task 5- Discharge Permits and Permit Applications

The consultant shall provide detailed review of existing discharge permit applications and discharge permits, and develop recommendations for revisions. This task shall include:

- Reviewing the Industrial Wastewater Discharge Permit Application for consistency with the red-line version of TTSA's ordinances and pretreatment requirements, and developing proposed revisions, as needed.
- Reviewing the existing Industrial Wastewater Discharge Permit template (for SIUs or non-SIUs) for consistency with the red-line version of TTSA's ordinances and pretreatment requirements, and developing proposed revisions, as needed.

- Reviewing the existing Temporary Discharge Permit templates (if any) for consistency with the red-line version of TTSA's ordinances and pretreatment requirements, and developing proposed revisions, as needed.
- Creating new discharge permit templates for discharger types (up to 8) identified by TTSA. These templates may include but are not limited to general permits for non-SIUs and permits for residuals from groundwater treatment.
- Review existing non-SIUs discharge applications received from customers and make recommendations based on findings.

Task 6- Revise Local Limits

The consultant shall review the prior Local Limits evaluation, including Maximum Allowable Headworks Loadings (MAHLs) and Maximum Allowable Industrial Loadings (MAILs). The consultant shall prepare a report summarizing the local limits review and provide updated Local Limits for TTSA review. This task shall include:

- Reviewing the full dataset used for the development of TTSA's existing local limits including Maximum Allowable Headworks Loadings (MAHLs) and Maximum Allowable Industrial Loadings (MAILs) calculations.
- Reviewing the approach, assumptions, calculations, and conclusions to assess whether they are technically justifiable and reasonable.
- Recommending any updates and/or revisions for TTSA's consideration and potential implementation. Proposed edits or revisions to TTSA's ordinances and pretreatment requirements based on recommendations shall be provided.

Task 7- Update Existing Enforcement Response Plan (ERP)

The consultant shall provide a detailed review of TTSA's existing ERP to determine sufficiency and consistency with the ordinance. Based on this analysis, the consultant will develop an updated ERP that is tailored to TTSA's program and needs. These needs include:

- Program organizational chart
- Roles and responsibilities of TTSA staff, legal counsel, and consultants
- Recommended sampling plan to verify compliance
- Procedures for investigating noncompliance
- Procedures for responding to noncompliance
- Penalties and fees associated with noncompliance
- Procedures for appeal

For the development of the penalties and fees associated with non-compliance, the Consultant shall review approaches used by other agencies, establish the basis for various categories of costs, and develop a fee and penalty schedule for TTSA to recover costs incurred due to non-compliance (not intended to fund the entire pretreatment program), such as:

- Sampling and laboratory analysis fees
- Staff time for field work
- Replacement parts and materials

- Outside costs for cleaning, repair, replacement work, etc.
- TTSA legal fees
- Administrative costs

The consultant shall prepare an updated ERP.

Task 8- Pretreatment Program Funding

The consultant shall develop a proposed detailed annual budget for the pretreatment program based on the proposed program changes developed in previous tasks, and calculate estimated costs of implementation. Additionally, the consultant shall review the calculations and methodology used to charge non-residential surcharge fees for wastewater strength parameters associated with connection fees or sewer rates for discharge to the WRP for treatment. The proposed budget shall include:

- Any remaining work efforts required to update TTSA's program
- Outline of all pretreatment program elements, corresponding tasks, and estimated staff hours
- Tasks assigned to TTSA staff and associated labor estimates
- Tasks assigned to outside consultants and associated labor estimates
- Other direct costs
- Recommendations for industrial user fees associated with discharge applications, annual permits, monitoring, etc.

The consultant shall prepare a summary report on program funding and recommendations for surcharge fees.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Item: V-7
Subject: Approval to issue a Request For Proposals for SCADA and IT Master Planning services

Background

The Organizational Assessment report, as prepared by Carollo Engineers, Inc., recommended the Agency consult a 3rd party to develop a SCADA and Information Technology (IT) Master Plan to assist the Agency in implementing industry IT/SCADA best practices and refocus IT for increased enterprise systems support.

To facilitate the recommendation, a request for proposals (RFP) has been drafted to solicit SCADA and IT Master Planning services. The scope of the work includes the following tasks:

- Task 1 - Project management
- Task 2 - System wide SCADA and IT needs analysis
- Task 3 - SCADA and IT hardware review and assessment
- Task 4 - SCADA and IT software review and assessment
- Task 5 - Server and network equipment review
- Task 6 - Organizational and operational Assessment
- Task 7 - Security assessment
- Task 8 - SCADA and IT Master Plan report

Fiscal Impact

The fiscal impact shall vary depending on submitted proposals.

Attachments

RFP for SCADA and IT Master Planning services.

Recommendation

Management and staff recommend approval to issue a Request For Proposals for SCADA and IT Master Planning services.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager

REQUEST FOR PROPOSALS

SCADA & INFORMATION TECHNOLOGY MASTER PLANNING SERVICES



Release Date: May 20, 2021

Submission Deadline: July 1, 2021 at 4:00 pm (Pacific)

Contact Person: Mr. Richard Pallante, Maintenance Department Manager

Tahoe Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, CA 96161
www.ttsa.net

Release Date: May 20, 2021

Closing Date: Thursday, July 1, 2021 at 4:00 pm (Pacific)
Late proposals will not be considered.

Contact Person: Richard Pallante, Maintenance Department Manager
Email: rpallante@ttsa.net
Phone: (530) 587-2525

Tahoe Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, CA 96161

1. PROPOSALS REQUESTED

The Tahoe Truckee Sanitation Agency (“Agency” or “TTSA”) solicits proposals from qualified firms (“proposers”) to provide SCADA and Information Technology (IT) Master Planning services. TTSA staff are looking for assistance in the review of the Agency’s existing SCADA and IT programs, organization, and technology. Both small and large qualified firms with competitive rates are encouraged to apply. The proposal submittal requirements are listed below.

2. BACKGROUND

The TTSA is a public agency which provides wastewater collection and treatment for the North Lake Tahoe and Truckee region. The Agency owns and operates a 9.6 MGD Water Reclamation Plant (WRP) located along the Truckee River in the eastern portion of the Town of Truckee near the intersection of the Truckee River and Martis Creek. Wastewater is conveyed from Tahoe City to the WRP via the Truckee River Interceptor (TRI). The TRI collects flows from TTSA’s service area and five member districts, including:

- North Tahoe Public Utility District (NTPUD)
- Tahoe City Public Utility District (TCPUD)
- Alpine Springs County Water District (ASCWD)
- Olympic Valley Public Service District (OVPSD)
- Truckee Sanitary District (TSD), which includes Northstar Community Services District (NCSD)

The WRP liquid treatment processes include screening, grit removal, primary treatment, high purity oxygen activated sludge secondary treatment with advanced biological phosphorus removal (Phostrip™), chemical side-stream treatment (lime, carbon dioxide, and clarification),

biological nitrogen removal (BNR), and advanced treatment (dual media filtration and disinfection) prior to discharge to the soil via subsurface percolation. Solids are thickened and treated through meso- and thermophilic digestion prior to dewatering and disposal.

More information may be found on the Agency website (www.ttsa.net).

3. SCOPE OF SERVICES

The scope of services is described in Attachment A. The selected firm will be expected to have substantial knowledge and experience relating to these tasks and services.

4. PROPOSAL CONTENT

Interested and qualified firms are requested to submit three (3) hard copies and one (1) electronic copy of the written proposal no later than on the time and date set forth above. The only electronic copy submitted shall be contained on a thumb drive which shall be included in the same sealed envelope that contains the three (3) proposal hard copies. It is the proposer's responsibility to ensure that proposals are submitted and received in a timely and proper manner. The proposal shall provide the following information:

1. **Description of the Firm:** Provide a brief description of the proposing firm. Provide a description of the firm's history, how long the firm has been in business, and its area of specialty. Include firm name, address, telephone number, website, and principal contact name, telephone number and e-mail address.
2. **Firm's Related Experience:** The selected consultant is expected to be familiar with and well versed in all related deliverables and processes required for the preparation and the completion of the work. Provide a list of similar projects completed in the last five years that demonstrate firm's ability to perform the requested services. Provide at least three reference projects and brief description of work performed. In Appendix A, provide a further description of the three projects, including but not limited to the following: initial project estimate, actual project cost, staff that worked on the project, and a more detailed description of the work performed.
3. **Staff's Experience:** Provide a summary of the qualifications of the staff that will be working on the project. Previous and related projects that staff have completed work for in the past five years should be included in the summary. Provide an organizational chart that illustrates the team structure including project manager, supporting staff, and any subconsultants. Include two-page resumes for all key staff members. Resumes should be included in Appendix B of the proposal.
4. **Project Approach and Scope of Work:** Provide an outline of the major tasks and a detailed scope of work to outline approach. Identify if the scope items are optional, recommended, or required.
5. **Project Schedule:** Provide a proposed project schedule including major milestones and deliverables.
6. **List of Client References:** Include name, address, telephone number and e-mail address, along with a brief description of the services provided to the client, dates of service and, if litigated, the names of the attorneys involved in the litigation.

7. **Insurance:** Description of the firm's general liability, automobile liability and professional liability insurance coverages. The successful firm will need to provide proof of insurance satisfactory to the Agency.
8. **Fee Estimate:** Description of the firm's proposed fees, costs and charges with estimates broken down by position/title, hours for each position, task, and subtask including any assumptions and contingencies. Include an explanation of services correlating to a rate schedule with a not to exceed total amount. Explain how often the Agency will be invoiced for services. Explain what costs would be charged to the Agency and the firm's policy for billing fees and costs relating to travel.

Each proposal should be limited to no more than 20 single-sided pages. The cover letter and Appendices A and B will not be counted in the total page count. Larger (11x17) sheets are allowed for graphics and/or project schedule and will count as one page.

Proposals shall be addressed and delivered to:

Tahoe-Truckee Sanitation Agency
Attention: Mr. Richard Pallante, Maintenance Department Manager
13720 Butterfield Drive
Truckee, CA 96161

Questions regarding this request for proposals may be directed to Mr. Richard Pallante at the above address or rpallante@ttsa.net or (530) 587-2525.

5. EVALUATION AND SELECTION CRITERIA AND PROCESS

The Agency will review all submitted proposals and evaluate them against the following selection criteria: demonstrated positive experience performing the requested services; capability to perform the services, including demonstrated qualifications and resources to competently and timely perform the work; firm and principal staff reputation in the community; quality of references; location of the firm's nearest office that would service the work; and proposal price and fees.

The Agency may schedule interviews with selected firms, or it may select based on the written submittal materials. Interviews may be conducted in person, telephonically, or via virtual meetings.

Proposals will be reviewed and considered by the Agency Board of Directors, based on a recommendation from Agency staff. Contract award, if any, will be based on the selection criteria set forth above. Proposal price alone will not be the determinative criterion. If the Board decides to proceed with retaining a firm, the Agency will enter contract negotiations with the selected firm. The contract will be based on the Agency's standard form of services contract. The selected firm will be expected to begin work without delay.

6. GENERAL CONDITIONS AND REQUIREMENTS

- a. The Agency reserves the right to conduct contract negotiations with any firm (whether or not it has submitted a proposal), to verify the information in any proposal, to waive any informality in the process, to alter the selection process in any way, to request additional information or clarifications, to allow corrections of errors or omissions, to revise the scope of services and work, to extend the deadline for submission, to withdraw this request for proposals at any time without prior notice, to reject any and all proposals, and to decide whether or not to contract with any firm.
- b. The Agency makes no representation that any contract will be awarded to any firm responding to this request. Nothing in this request for proposals shall be construed to obligate the Agency to negotiate or enter into a contract with any particular firm. This request for proposals is not an offer to contract.
- c. All costs of response and proposal preparation shall be borne by the proposer. The Agency shall not be liable for any pre-contractual expenses incurred by the proposer, including any time and costs associated with the preparation and submission of the proposal and any interview.
- d. All submitted proposals shall become the property of the Agency. The Agency shall have the right to copy, publicly review and discuss, retain, and dispose of each proposal. All responses received by the Agency will be considered public records subject to disclosure under the California Public Records Act.
- e. Proposals (three hard copies and one electronic copy) shall be submitted as described herein. Please be succinct. Unnecessarily elaborate or lengthy responses or other presentations beyond those needed to give sufficient and clear response to the request for proposals requirements are not desired.

Attachment A

Scope of Services

The proposed scope of services shall include, but not be limited to, the items of work described herein. Provide a list of deliverables, expected meetings, and workshops. If needed, provide suggested revisions and modifications to the scope tasks, or include additional tasks not captured in the descriptions below. Modifications to the scope tasks or additional tasks shall be clearly identified in the proposal.

Consultant will prepare a SCADA and IT Master Plan which will provide a summary of TTSA's existing SCADA components, and information technology (IT) systems in order to develop a benchmark for comparing the existing systems against current technology and industry standards. The master plan will identify system gaps, deficiencies, areas of improvement, and necessary upgrades and develop recommendations to further enhance and maintain the SCADA and IT systems. These recommendations will be evaluated and grouped into projects with estimated costs and a proposed project schedule to develop an overall roadmap for SCADA and IT systems improvements.

Task 1 - Project Management

Upon selection and award, the successful Consultant shall prepare a work plan and schedule. The consultant shall prepare monthly invoices and progress reports, as well as manage staff hours and ensure the budget and schedule are met. Consultant shall conduct coordination calls and meetings, prepare meeting agenda and meeting minutes, as well as maintain action item lists and decision logs.

Task 2 - System-Wide SCADA and IT Needs Analysis

System-Wide SCADA and IT Needs Analysis includes review of existing SCADA and IT system documentation, software systems needs and current usage for engineering, operations, maintenance, finance and management staff, high-level work activities involving the use of core software systems, SCADA control and alarming methodologies, work orders and change management procedures, document management, system testing and startup procedures, and staff interview information.

Task 3 – SCADA and IT Hardware Review and Assessment

The consultant shall perform a review of the Agency's SCADA and IT Hardware and provide an assessment relative to current industry standards. The consultant will provide recommendations on improvements, upgrades, or modifications to the current Agency hardware.

Task 4 - SCADA and IT Software Review and Assessment

This task will evaluate existing IT software applications including computerized maintenance management system (CMMS, Lucity), inspection / CCTV software, hydraulic / process models, document management software and TTSA's custom operations and laboratory data application. The consultant will provide recommendations on improvements, upgrades, and/or modifications to the current Agency hardware. Key elements of the review will focus on ease of graphical system use, functionality, levels of control, alarm management, trending, and access to data.

Task 5 – Server and Network Equipment Review

The consultant shall perform on-site reviews and gather documentation on the existing server and network equipment and related configuration and enterprise software used to provide essential background information needed to provide recommendations and SCADA/IT implementation plans.

Task 6 - Organizational and Operational Assessment

This task will focus on defining both the organization structure surrounding the SCADA and IT systems along with overall data needs for the enterprise. The organizational structure will be summarized, and key SCADA and IT system stakeholders and decision makers will be identified.

Task 7 - Security Assessment

This task will focus on plans and policies for physical and cyber security, asset management, incident detection and response, and resiliency and disaster recovery. The consultant will review the present state of TTSA's plans and develop next steps for updating plans, closing gaps, and implementation strategies if plans are well developed. This task will be highly coordinated with Tasks 3 through 6 as security is integral at every level of the SCADA and IT systems.

Task 8 - SCADA and IT Master Plan

The selected consultant will prepare a SCADA and IT Master Plan report for TTSA. The SCADA and IT Master Plan Report will be submitted to TTSA for review and comment. The consultant will facilitate a meeting with TTSA to discuss comments on the Draft Report. The consultant will then incorporate comments into the Final SCADA and IT Master Plan Report.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: Richard Pallante, Maintenance Manager
Item: V-8
Subject: Presentation of CMMS and GIS software programs

Background

With the procurement and implementation of two new asset management software packages the Agency's Board of Directors, at the March 17, 2021 Board of Directors meeting, requested staff to provide a demonstration and status update.

The Agency's Maintenance Manager, Richard Pallante, will provide a demonstration of the CentralSquare Asset Management Software Powered by Lucity. This software is a Computerized Maintenance Management Software (CMMS) utilized for the tracking, repair, and maintenance of the Agency's assets. The Agency's Engineering Manager, Jay Parker, will provide a demonstration of the AIMS software. This software is a Geographic Information System (GIS) utilized to capture and analyze spatial and geographic data of the Agency's infrastructure and service areas.

Fiscal Impact

None.

Attachments

None.

Recommendation

None.

Review Tracking

Submitted By: 

Richard Pallante
Maintenance Manager

Approved By: 

LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-1
Subject: Department Reports

Background

Department reports for previous and current month(s).

Fiscal Impact

None.

Attachments

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

Recommendation

No action required.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY OPERATIONS DEPARTMENT REPORT

Date: May 19, 2021
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:

- Overall, the plant performed well through the month.
- Prepared for headworks and painting projects.
- Performed shut down for installation of emergency power shut off switch.
- Installed new influent flow monitoring equipment for trial period.
- Lowered plant effluent pH set point from 7.5 to 7.0 and continued to monitor Well 31.

Laboratory:

- Staff performed necessary laboratory testing per WDR requirements and operational needs for the month.
- Staff continue to train operators for weekend testing and will be completing Demonstrations of Capability (DOC) for dayshift staff and are scheduled to complete prior to operator shift change.
- The new Laboratory Director is assessing lab testing and evaluating administrative and analytical laboratory SOP needs.

Work Orders:

- Completed this month: 6
- Pending: 4

Plant Data:


| Influent Flow Description | MG |
|----------------------------------------------|------|
| Monthly average daily ⁽¹⁾ | 3.58 |
| Monthly maximum instantaneous ⁽¹⁾ | 6.19 |
| Maximum 7- day average | 4.04 |


| 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) | 1.2 | 10.0 | 2.1 | 20.0 |
| Turbidity (NTU) | NA | NA | 2.5 | 10.0 |
| Total Phosphorus (mg/l) | 0.41 | 0.80 | 0.55 | 1.50 |
| Chemical Oxygen Demand (mg/l) | 30 | 45 | 36 | 60 |

Notes:

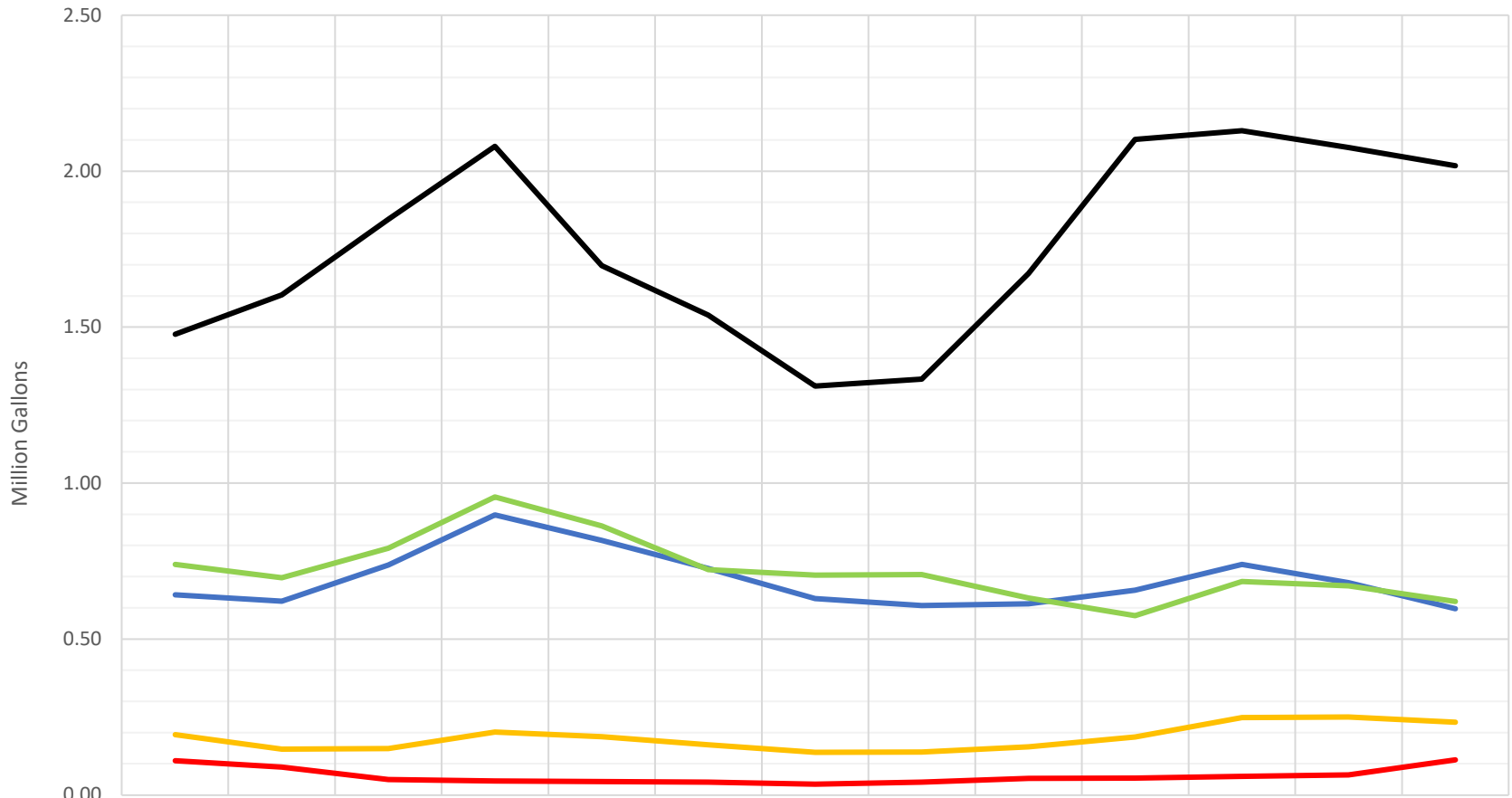
1. Flows are depicted in the attached graph.
2. Effluent table data per WDR reportable frequency. Attached graphs depict all recorded data.

Review Tracking:

Submitted By: 
Michael Peak
Operations Manager

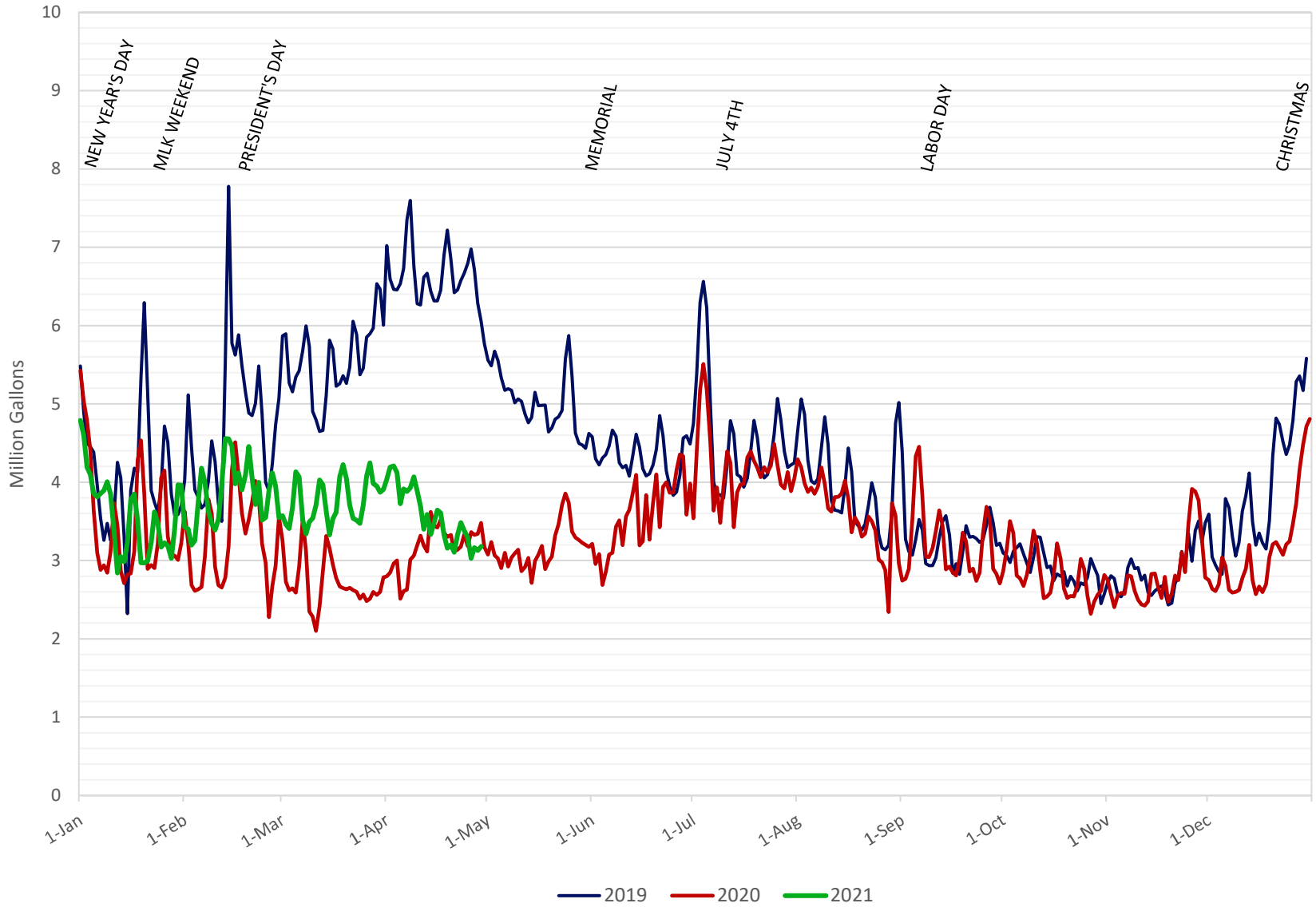
Approved By: 
LaRue Griffin
General Manager

Monthly Average Daily Flow (Districts)

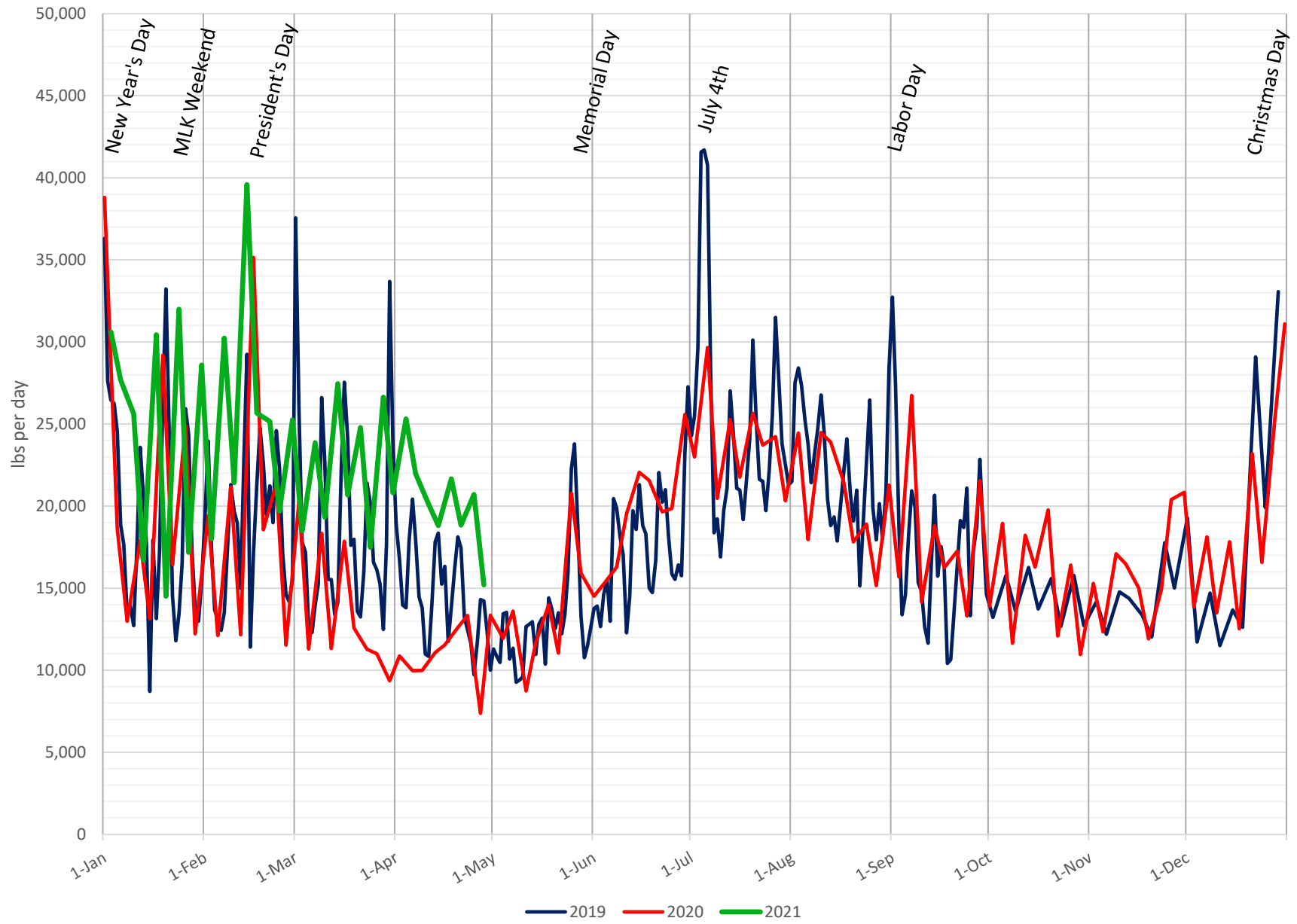


| | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| NTPUD | 0.64 | 0.62 | 0.74 | 0.90 | 0.82 | 0.73 | 0.63 | 0.61 | 0.61 | 0.66 | 0.74 | 0.68 | 0.60 |
| TCPUD | 0.74 | 0.70 | 0.79 | 0.96 | 0.86 | 0.72 | 0.70 | 0.71 | 0.63 | 0.57 | 0.68 | 0.67 | 0.62 |
| ASCWD | 0.11 | 0.09 | 0.05 | 0.05 | 0.04 | 0.04 | 0.03 | 0.04 | 0.05 | 0.05 | 0.06 | 0.06 | 0.11 |
| OVPSD | 0.19 | 0.15 | 0.15 | 0.20 | 0.19 | 0.16 | 0.14 | 0.14 | 0.15 | 0.19 | 0.25 | 0.25 | 0.23 |
| TSD | 1.48 | 1.60 | 1.85 | 2.08 | 1.70 | 1.54 | 1.31 | 1.33 | 1.67 | 2.10 | 2.13 | 2.08 | 2.02 |

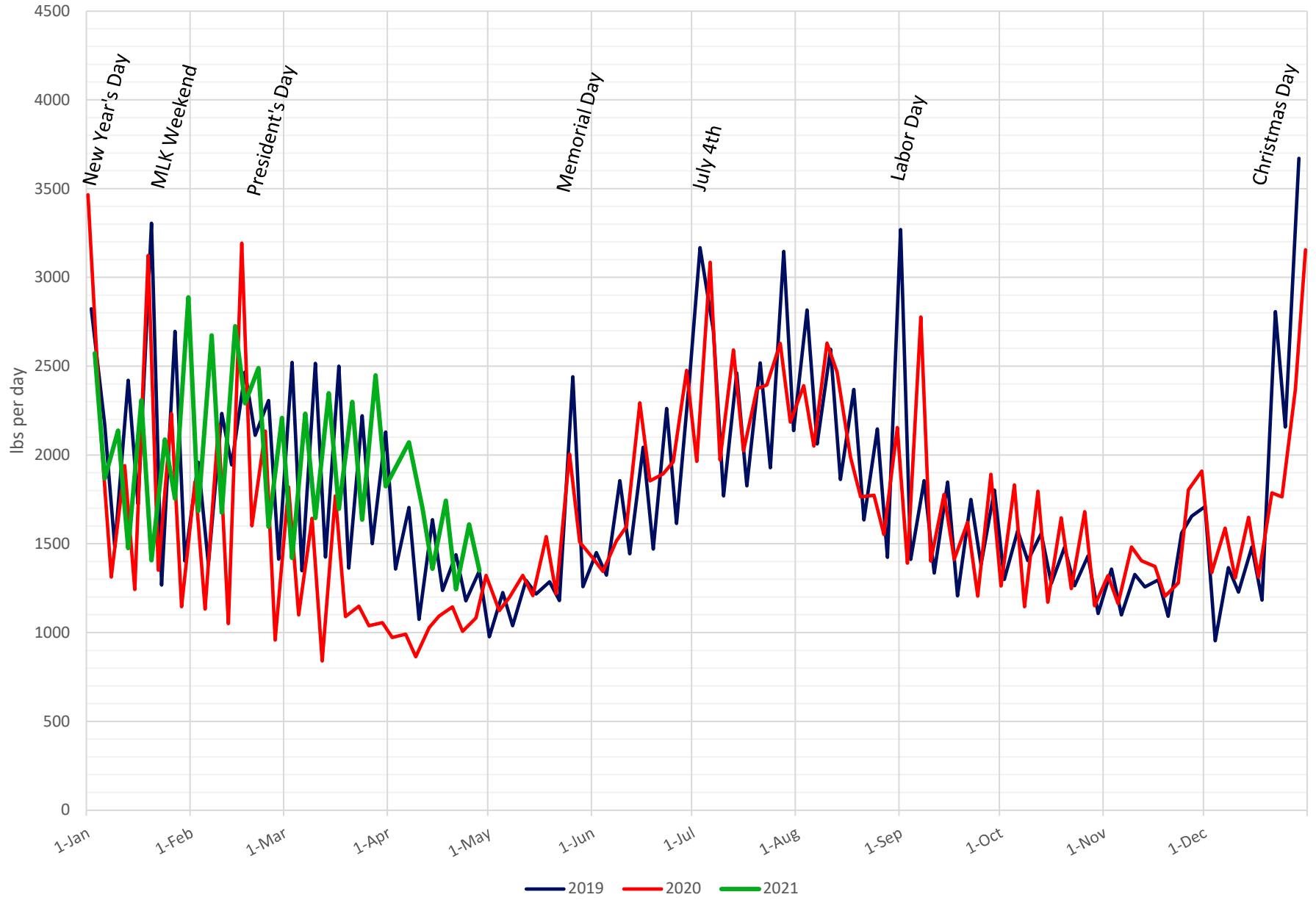
T-TSA Daily Influent Flow



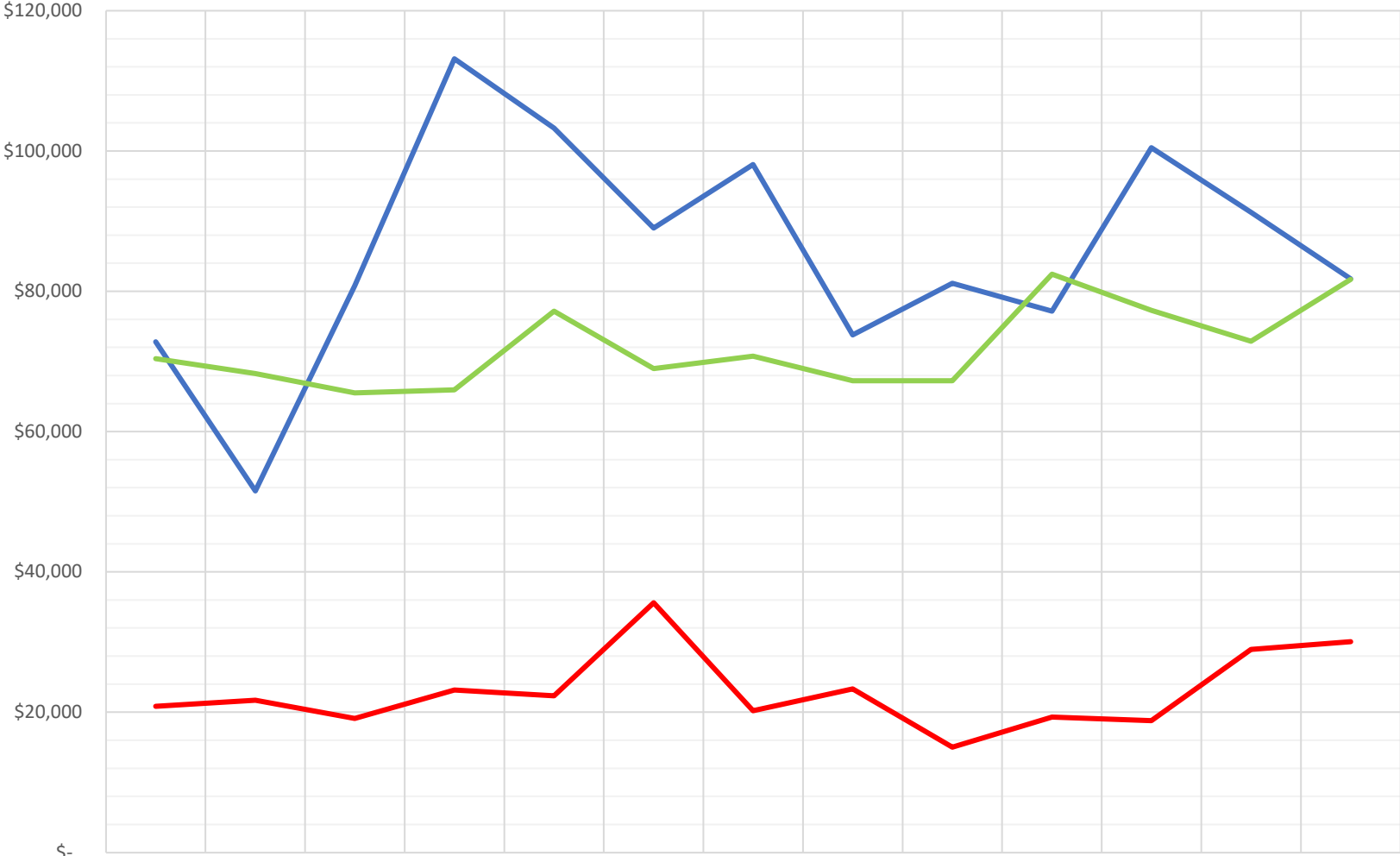
COD Influent Loading



TKN Influent Loading



Chemical, Power and Sludge Disposal Costs



| | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 |
|----------------------------------------------------|----------|----------|----------|-----------|-----------|----------|----------|----------|----------|----------|-----------|----------|----------|
| — Chemical | \$72,801 | \$51,561 | \$80,784 | \$113,171 | \$103,254 | \$89,024 | \$98,091 | \$73,798 | \$81,138 | \$77,169 | \$100,486 | \$91,278 | \$81,758 |
| — Power | \$70,394 | \$68,257 | \$65,547 | \$65,959 | \$77,175 | \$68,963 | \$70,762 | \$67,261 | \$67,247 | \$82,480 | \$77,270 | \$72,881 | \$81,705 |
| — Sludge Disposal | \$20,855 | \$21,699 | \$19,116 | \$23,148 | \$22,342 | \$35,610 | \$20,211 | \$23,339 | \$15,036 | \$19,302 | \$18,781 | \$28,938 | \$30,061 |



TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT

Date: May 19, 2021
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:

- Digester Upgrade.
- Chlorine Scrubber Replacement.
- Lime Feed System Upgrade.
- Chiller Replacement.

◆ **Plant Maintenance projects:** Maintenance staff performed tasks on the following ongoing projects:

- Shop door replacement.
- Installed Flo-Dar demonstration unit at plant influent.
- Continued in-house CDL training.
- Replaced failed smoke detection sensor at the Chlorine building and updated alarm outputs.
- Replaced windsocks throughout plant.
- TRI/Plant influent flowmeter calibrations.
- Defensible space tour/inspection with Truckee Fire Department.
- Tear down of Stripper 58 for coating project.
- Completed PHA items for Chlorine System.
- De-winterize plant and equipment.
- TRI bypass structure gate pedestal replacement.

◆ **Work Orders**

- Completed this month: Mechanical-33, Fleet-12, Electrical & Instrumentation-26.
- Pending: Mechanical-116, Fleet-22, Electrical & Instrumentation-67.

Review Tracking:

Submitted By: 
Richard Pallante
Maintenance Manager

Approved By: 
LaRue Griffin
General Manager



Shop door replacement



Stripper 58 teardown for coating project



Flo-Dar meter installation



TAHOE-TRUCKEE SANITATION AGENCY ENGINEERING DEPARTMENT REPORT

Date: May 19, 2021
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:


- Master Sewer Plan
- Digestion Improvements Study
- 2020 Digital Scanning of Sewer Lines Project
- 2020 Headworks Improvements Project
- 2021 Asphalt Sealing Project
- 2021 Chiller Replacement Project
- 2021 Chlorine Scrubber Improvements Project
- 2021 Digital Scanning of Sewer Lines Project
- 2021 Furnishing Submersible Pump and Power Pack Project
- 2021 Lime System Improvements Project
- 2021 Plant Painting Project
- 2021 Wasting Pumps Upgrade Project

◆ **Work Orders**

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

Review Tracking:

Submitted By: 
Jay Parker
Engineering Manager


Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY IT DEPARTMENT REPORT

Date: May 19, 2021
To: Board of Directors
From: Bob Gray, IT Department Manager
Subject: Information Technology (IT) Report

- T-TSA Plant Information System (PIS)
 - TTSA Plant Logbook Web Application
 - Integration PIS task instances PMs and CMs implemented
 - Notification system programmed and in-use
 - Dewatering Centrifuge batch reporting and totalization being programmed
- SCADA HMI Virtual Machine Development and Software Upgrade
 - Virtual Machine (SCADAMAIN10)
 - Current tagname server application loaded and running-active implementation
 - Virtual Machine (SCADAMAIN11B)
 - Wonderware software ready for Application Server development
- SCADA Developments
 - Upgrade on telemetry site computer systems
 - New computers being programmed
 - New brand of modem (dual band) being assessed and tested
 - Total plant UPS monitoring network being developed
 - Alarm panel being designed and programmed for AWT secondary containment
 - Programming and integration of methanol dosing pumps in BNR
- IT Specialist Training
 - Training for Luke Swann, our newest IT Specialist, with emphasis on PLC programming and HMI development on going
- Bob Gray Retirement Transition
 - Training of IT staff on the following:
 - Development and maintenance of PIS
 - Service accounts and scheduling
 - Automation development and maintenance
 - IT Master Plan
- Work Orders
 - Completed in Apr -May: 24
 - Outstanding: 127

Submitted By: 
Robert Gray
IT Department Manger

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATIVE DEPARTMENT REPORT


Date: April 21, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Subject: Administrative Report

- Accounting
 - Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
 - Continued coordination with Caselle software for ongoing training and troubleshooting of all modules.

- Billing/Customer Service
 - General assistance with customer accounts, utility demands, adjustments, and plan review.
 - Activated new account permits and prepared letters, reports and invoices.
 - Worked on COVID-19 relief plan.
 - Implemented COVID-19 Resolution 2-2021.
 - Automatic Relief Summary
 - Relief applied by checks: \$124,326.12
 - Relief applied by credits: \$ 62,521.21
 - Total relief applied: \$186,147.33
 - Application-Based Relief Summary
 - Applications received: 14
 - Applications approved: 13 (1 pending revision and review)
 - Total relief applied: \$13,624.95
 - Continued coordination with Caselle software for ongoing training and troubleshooting.

- General Administration
 - Coordinated purchase of plant O&M supplies.
 - Coordinated with all departments regarding Agency contracts and bids.
 - Performed various administrative duties to assist GM and Board of Directors.

Review Tracking

Submitted By: 
LaRue Griffin
General Manager

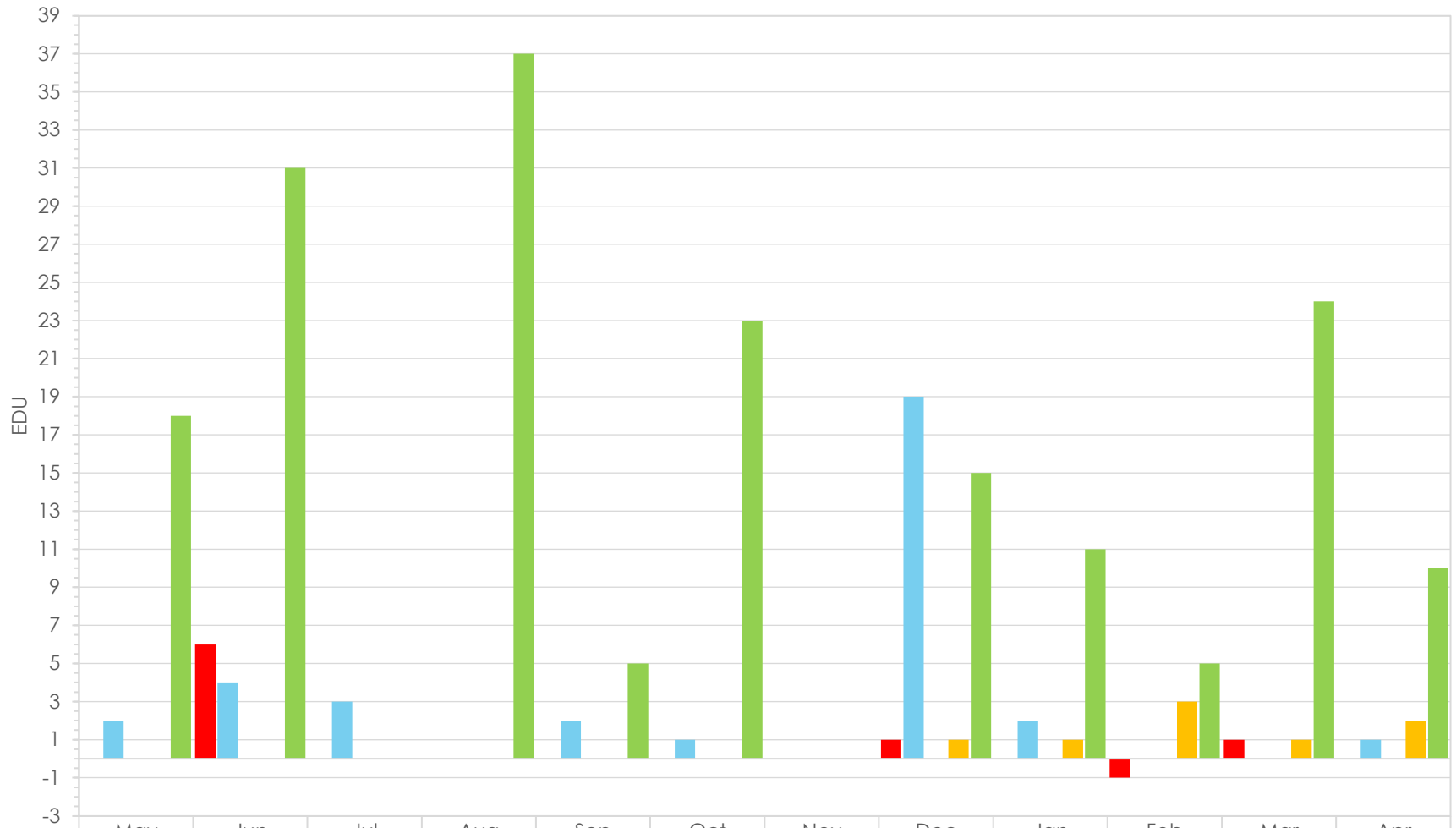
CONNECTION FEES -APRIL 2021

| Connection Fee Type | MTD Count (#) | MTD Total Ft ² | MTD Total \$ | YTD Count (#) | YTD Total Ft ² | YTD Total \$ |
|------------------------------------------------|---------------|---------------------------|----------------------|---------------|---------------------------|------------------------|
| Residential | 15 | 43,852 | \$ 94,241.00 | 279 | 654,266 | \$ 1,509,806.65 |
| Residential Ft ² Additions | 5 | 5,287 | \$ 9,252.25 | 20 | 19,014 | \$ 33,274.50 |
| Residential Ft ² Additions - Exempt | 1 | 450 | N/A | 2 | 949 | N/A |
| Accessory Dwelling Unit (ADU) | 1 | 744 | \$ 2,802.00 | 9 | 7,297 | \$ 26,269.75 |
| Accessory Dwelling Unit (ADU) - Exempt | 0 | 0 | N/A | 5 | 2,734 | N/A |
| Commercial | 0 | N/A | \$ - | 10 | N/A | \$ 139,375.00 |
| Industrial | 0 | N/A | \$ - | 0 | N/A | \$ - |
| Grand Total | 22 | 50,333 | \$ 106,295.25 | 325 | 684,260 | \$ 1,708,725.90 |

INSPECTIONS -APRIL 2021

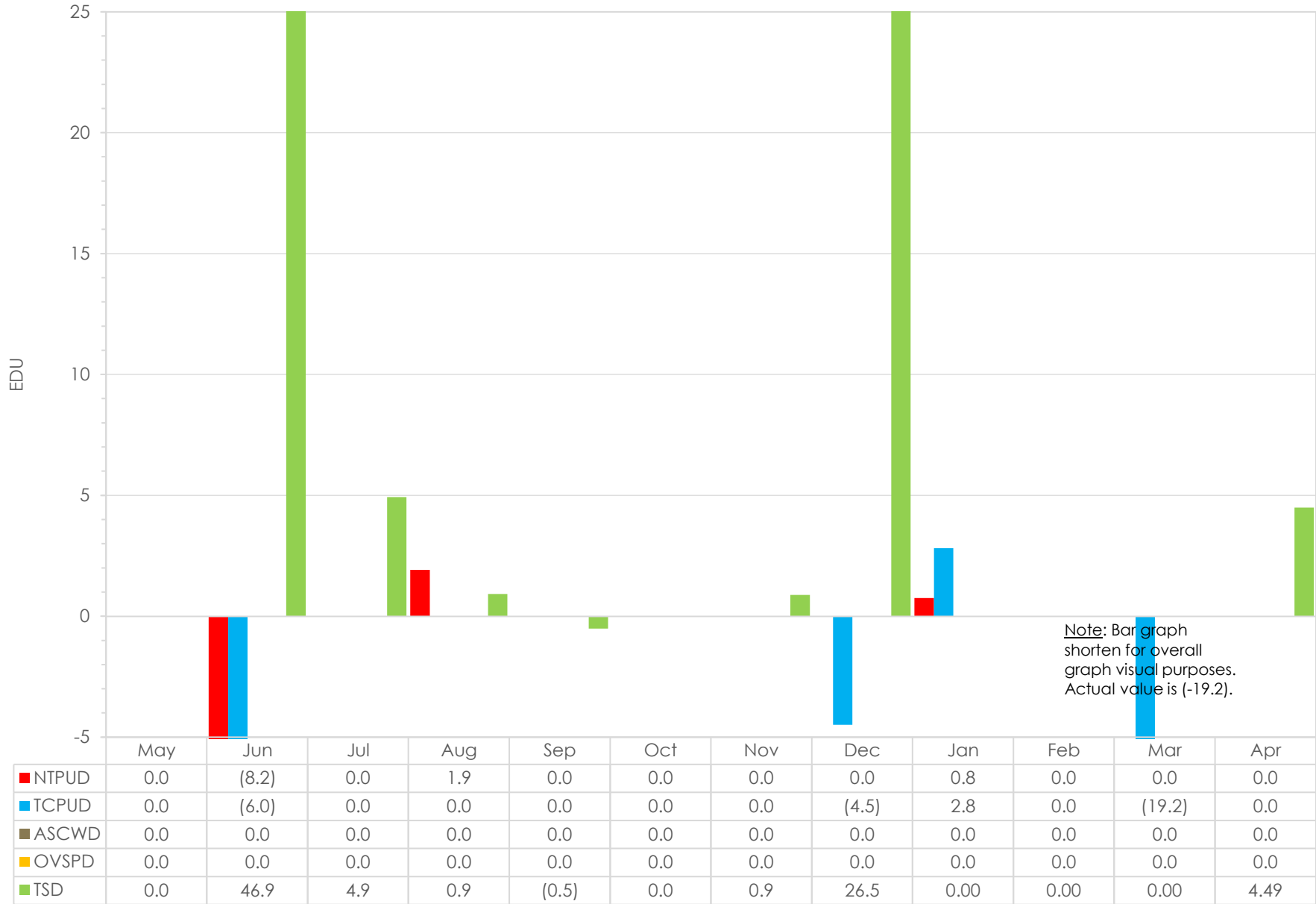
| Inspection Type | MTD Count # | MTD Total | YTD Count # | YTD Total |
|----------------------------------------------|-------------|-----------|-------------|-----------|
| Commercial | 1 | 1 | 15 | 15 |
| Residential (Drive-by of Suspended Accounts) | 0 | | 0 | |

Residential EDU Summary

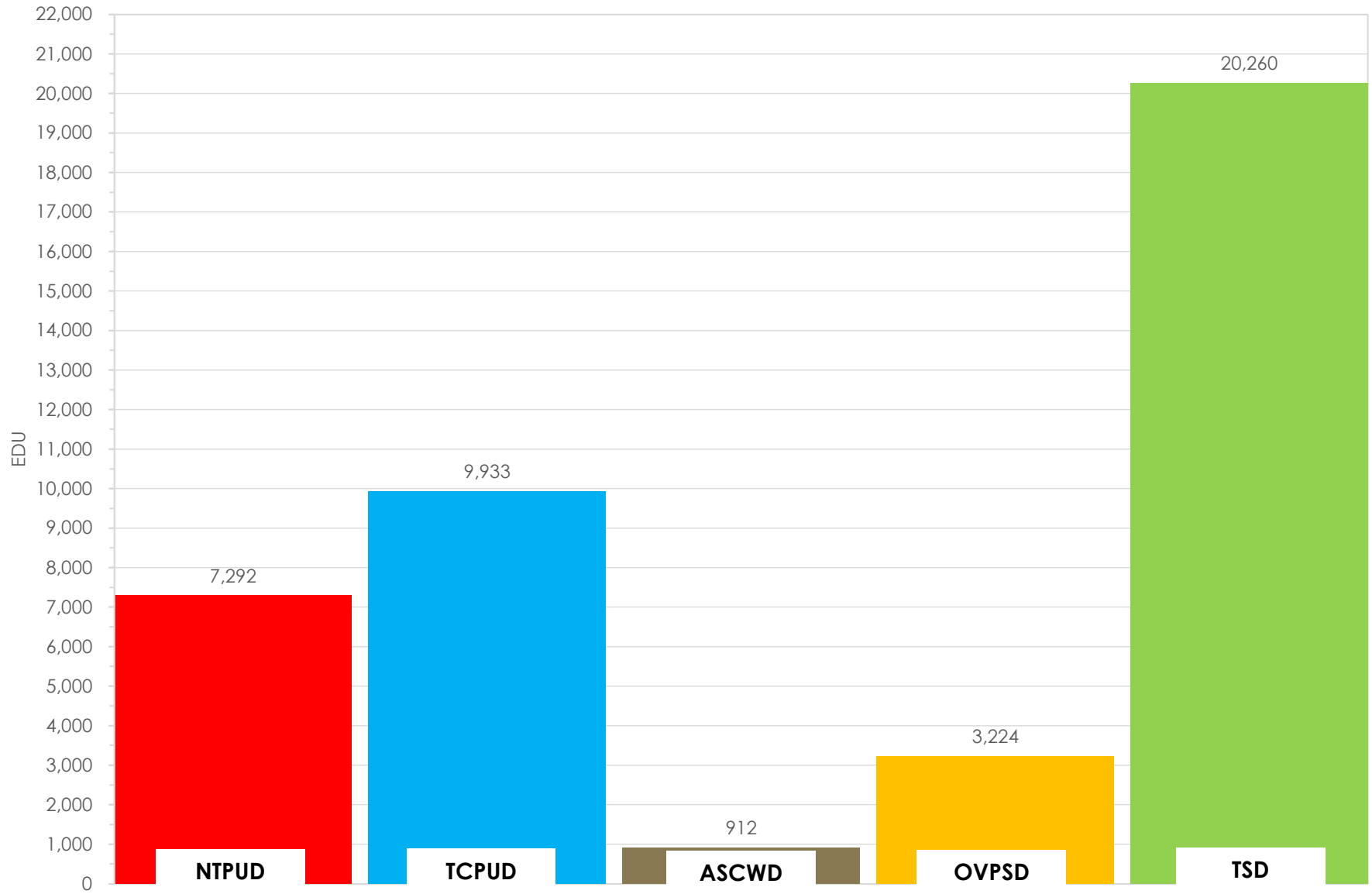


| | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr |
|---------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| ■ NTPUD | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | (1) | 1 | 0 |
| ■ TCPUD | 2 | 4 | 3 | 0 | 2 | 1 | 0 | 19 | 2 | 0 | 0 | 1 |
| ■ ASCWD | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ■ OVSPD | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 3 | 1 | 2 |
| ■ TSD | 18 | 31 | 0 | 37 | 5 | 23 | 0 | 15 | 11 | 5 | 24 | 10 |

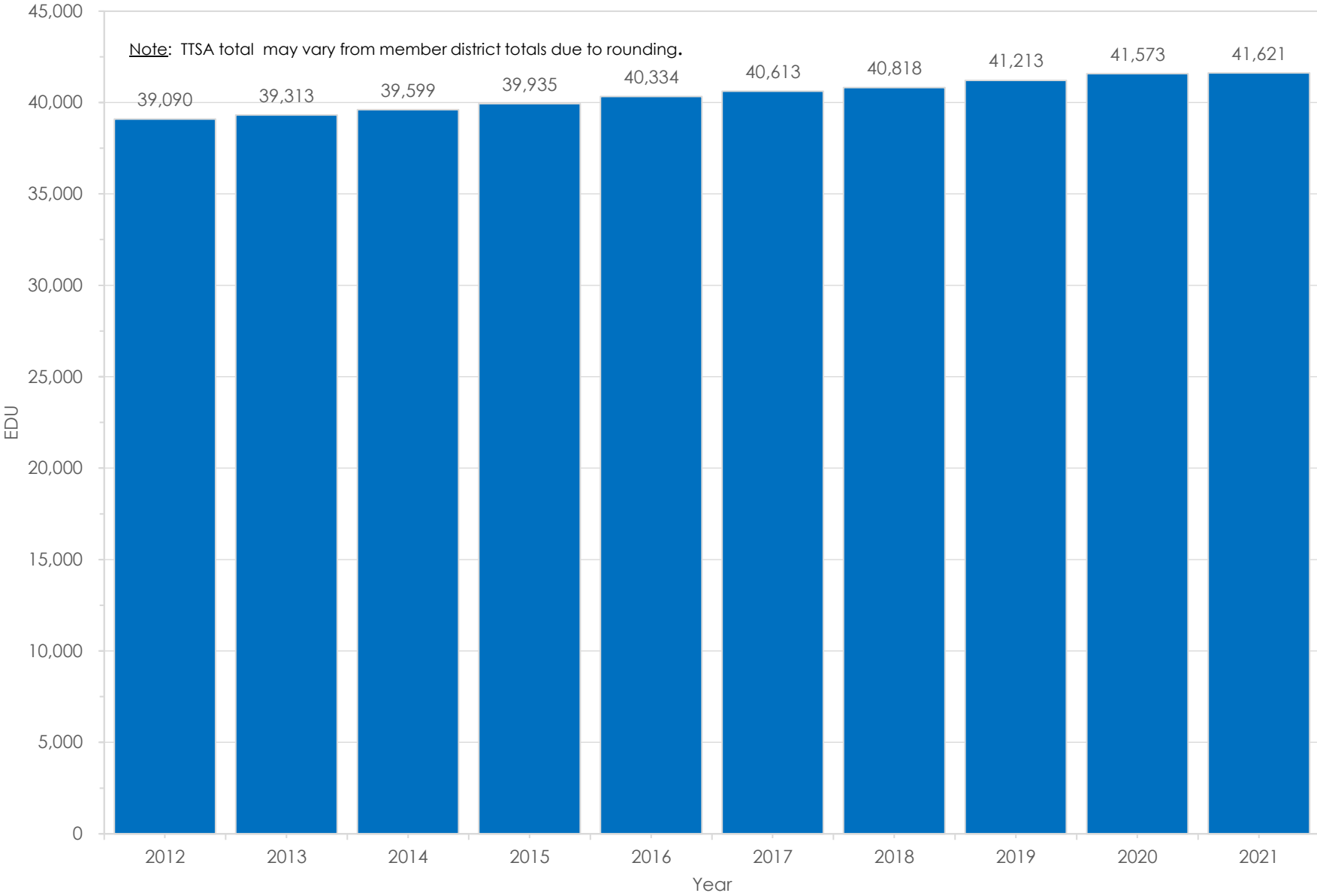
Other EDU Summary



Current EDU Summary By Member District



Historical TTSA EDU Summary





TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-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

- Management continued implementation of the COVID-19 plan:
 - Agency remains closed to the public.
 - All staff are either telecommuting or working onsite with staggered shifts with increased staff isolation/separation.
- Agency staff have been offered the COVID-19 vaccination as issued by the Tahoe Forest Health System vaccine clinic.
- Agency recruitment status
 - Laboratory Director - The new Laboratory Director has commenced employment at the Agency.
 - CMMS/GIS Technician - Select candidates have been scheduled for a 2nd interview.
 - Finance and Administrative Department Manager – A candidate has accepted the Agency's offer of employment and is expected to commence employment at the end of May/early June.
 - Assistant/Associate Engineer - In recruitment phase.
- Staff continued implementation on the COVID-19 sewer service relief program.
- Staff continue preparation of fiscal year 2021-2022 budget.

Review Tracking

Submitted By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VII
Subject: Board of Director Comment

Background

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: May 19, 2021
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VIII
Subject: Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
2. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) – Fay v. Tahoe-Truckee Sanitation Agency.
3. Closed session for public employee performance evaluation of the General Manager position.