



Tahoe-Truckee Sanitation Agency  
Regular Board Meeting  
June 17, 2020

# 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*  
*Jon Northrop*  
*Blake Tresan*  
*S. Lane Lewis*

## General Manager

*LaRue Griffin*

## BOARD OF DIRECTORS REGULAR MEETING NOTICE AND AGENDA

**Date:** June 17, 2020

**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://global.gotomeeting.com/join/989439773> and audio teleconferencing call-in information: phone no. (866) 899-4679, access code: 989-439-773. 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](mailto: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 GoToMeeting for T-TSA June 17 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. Consent Agenda** Consent Agenda items are routine items that may be approved without discussion. If an item requires discussion, it may be removed from the Consent Agenda prior to action.

1. Approval of the minutes of the regular Board meeting on May 20, 2020.
2. Approval of general fund warrants.
3. Approval of financial statements.
4. Approval of progress pay estimate no. 2 for the 2019 Roof Repair project.
5. Approval of progress pay estimate no. 2 for the 2020 Plant Painting project.

#### **IV. Regular Agenda**

1. Approval of organizational chart.
2. Approval of cost of living adjustment and salary schedule for fiscal year 2020-2021.
3. Approval of Damore, Hamric & Schnieder, Inc. letters of engagement for the annual financial audit of fiscal year 2019-2020.
4. Approval of the Annual Budget for fiscal year 2020-2021.
5. Approval of Resolution 3-2020 to revise the wastewater capital reserve fund budget and making related findings.
6. Approval of Resolution 4-2020 to establish appropriations limits for fiscal year 2020-2021.
7. Approval of Resolution 5-2020 extinguishing the SRF loan reserve fund and transferring money to the rate stabilization fund.
8. Approval of additional discretionary payment for the Agency unfunded accrued liability.
9. Approval of Resolution 6-2020 establishing temporary commercial sewer rate relief program in response to COVID-19 pandemic and related economic impacts.
10. Approval of negotiated contract for the procurement of liquid oxygen.
11. Approval of change order no. 1 for rebuild of Centrisys CS21-4 rotating assembly and Viscotherm hydraulic back drive.
12. Approval of change order no. 2 for the 2019 Roof Repair project.
13. Approval to advertise for the 2020 Administration Building Remodel project.
14. Discussion of solar power project.

#### **V. Management Team Report**

1. Department Reports.
2. General Manager Report.

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

#### **VII. Closed Session**

1. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Fay v. Agency.
2. Public Employee - Govt. Code, § 54957: Performance evaluation of General Manager.

#### **VIII. Adjournment**

Posted and Mailed, 06/11/20



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](mailto: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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## Directors

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

## **Guidelines for Using GoToMeeting for T-TSA June 17 Board of Directors Meeting**

### **Before the Meeting:**

- GoToMeeting 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. The app may be downloaded here: <https://global.gotomeeting.com/install/989439773>

### **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://global.gotomeeting.com/join/989439773>. If you do not have a microphone with your video conference, please call in via audio teleconference to as described below.
- Audio Teleconference: You can join the meeting via phone only.
  - Join by calling the following phone number: (866) 899-4679
  - You will then be asked for the Access Code: 989-439-773
  - If you choose to participate via audio teleconference only, press # when prompted for your audio pin.

### **Controls:**

- If you are attending the meeting via video teleconference, please utilize the settings tab at the top of the control panel titled “webcam” to control your video. You are encouraged to share your video stream.
- Mute/Unmute – Please mute yourself when you are not speaking, regardless of teleconference method. If needed, the organizer can also mute/unmute you to keep order for the meeting. You can do this using your phone’s controls or using the controls on GoToMeeting.

### **Board Discussion:**

- Board President Cox will chair the meeting. After staff introduces an agenda item, Directors will be given the opportunity to provide comment one-by-one as called on by President Cox.

### **Public Comment Option:**

- After the Directors have discussed an agenda item, President Cox will move to receive

public comment on the item. Mrs. Chavez will call on individual attendees to sequence comment.

- If you are attending the meeting via video or audio teleconference and would like to submit a public comment or comment on a specific Agenda item, please email Mrs. Roshelle Chavez, Administrative Manager at [comment@ttsa.net](mailto:comment@ttsa.net). Identify your email subject title comment as “I have a comment”. In the body of the email please state if you wish to make a public comment or a comment on a specific Agenda item.
- All requests to make a comment will be called in the order received.

**Motions:**

- All motions will be taken by roll call vote.



TAHOE-TRUCKEE SANITATION AGENCY  
MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** I  
**Subject:** Call to Order, Roll Call, and Pledge of Allegiance

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**Background**

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



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** II  
**Subject:** Public Comment

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### **Background**

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



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** III-1  
**Subject:** Approval of the minutes of the regular Board meeting on May 20, 2020

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### **Background**

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

### **Fiscal Impact**

None.


### **Attachments**

Minutes of the regular Board meeting on May 20, 2020.

### **Recommendation**

Management recommends approval of the minutes of the regular Board meeting on May 20, 2020.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager



**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**

May 20, 2020

I. Call to Order:

This meeting was conducted via GoToMeeting teleconferencing as described in the May 20, 2020 meeting agenda and the accompanying Guidelines for Using GoToMeeting for T-TSA May 20 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, SVPSD (via teleconference)  
Dan Wilkins, TCPUD (via teleconference)  
S. Lane Lewis, NTPUD (via teleconference)  
Jon Northrop, ASCWD (via teleconference)  
Blake Tresan, TSD (via teleconference)

Staff Present: LaRue Griffin, General Manager (via teleconference)  
Roshelle Chavez, Administrative Manager (via teleconference)  
Jay Parker, Engineering Manager (via teleconference)  
Michael Peak, Operations Manager (via teleconference)  
Richard Pallante, Maintenance Manager (via teleconference)  
Robert Gray, Information and Technology Manager (via teleconference)  
Vicky Lufrano, Human Resources Administrator (via teleconference)  
Richard P. Shanahan, Agency Counsel (via teleconference)

Public Present: Sarah Coolidge, Public

II. Public Comment.

There was no public comment. 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.

IV. Consent Agenda

1. Approval of the minutes of the regular Board meeting on April 15, 2020.

**MOTION** by Director Wilkins **SECOND** by Director Northrop to approve the minutes of the regular Board meeting on April 15, 2020; unanimously approved.

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

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

Motion passed.

2. Approval of general fund warrants.
3. Approval of financial statements
4. Approval of Progress Pay Estimate No. 1 for the 2020 Plant Painting project
5. Approval of Progress Pay Estimate No. 2 for the Portable Emergency Pump Systems.

**MOTION** by Director Wilkins **SECOND** by Director Lewis to approve the Consent Agenda items 2-5; unanimously approved.

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

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

Motion passed.

V. Regular Agenda

1. Report from April 15, 2020 closed session meeting.

Mr. Griffin stated there was nothing to report and no action was taken from the April 15, 2020 closed session meeting.

2. Approval to award bids for the procurement of ferric chloride, hydrated lime, liquid chlorine, and methanol.

**MOTION** by Director Lewis **SECOND** by Director Northrop to award bids for the procurement of ferric chloride, hydrated lime, liquid chlorine, and methanol to the lowest responsive bidder; unanimously approved.

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

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

Motion passed.

3. Approval to negotiate a contract for the procurement of liquid oxygen.

**MOTION** by Director Lewis **SECOND** by Director Tresan to approve staff to negotiate a contract for the procurement of liquid oxygen; unanimously approved.

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

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

Motion passed.

4. Approval to advertise for the 2020 Digital Scanning of Sewer Lines project.

**MOTION** by Director Lewis **SECOND** by Director Wilkins to approve to advertise for the 2020 Digital Scanning of Sewer Lines project; unanimously approved.

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

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

Motion passed.

5. Approval to negotiate a contract for the 2020 Corten Wall Additions project.

**MOTION** by Director Lewis **SECOND** by Director Wilkins to approve staff to negotiate a contract for the 2020 Corten Wall Additions project; unanimously approved.

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

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

Motion passed.

6. Approval to appoint an ad hoc committee for the Agency Organization Assessment.

**MOTION** by Director Lewis **SECOND** by Director Tresan to approve to appoint President Cox and Director Wilkins to an ad hoc committee for the Agency Organization Assessment; unanimously approved.

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

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

Motion passed.

7. Discussion of temporary sewer service charge and connection fee payment relief due to economic hardships caused by COVID-19.

Ms. Roshelle Chavez provided the Board of Directors with information regarding potential sewer service charge relief for all commercial customers. Three (3) different options of relief were discussed.

Option No. 1 – Waive all commercial customer sewer service charge payment penalties and interest.

Option No. 2 – Grant commercial customers a one-time sewer service charge relief at a specified flat amount.

Option No. 3 – Grant commercial customers a one-time sewer service charge relief at a specified percentage rate reduction.

Director Lewis recused himself from the item discussion. After further discussion, staff was directed to prepare a sewer service charge relief for commercial customers with a total cumulative relief of approximately \$375,000 for Board of Director approval consideration.

8. Discussion of fiscal year 2020-2021 financial budget tables.

Mrs. Roshelle Chavez provided the Board of Directors with draft budget tables for the fiscal year 2020-2021 financial budget for discussion and feedback. The Board of Directors provided some feedback; however, it was determined it would be easier if each Director provided feedback to Mrs. Chavez via personal communication after the meeting.

Mrs. Chavez stated she would return the following month with the fiscal year 2020-2021 financial budget to incorporate all feedback.

9. Report concerning recent U.S. Supreme Court decision in *County of Maui v. Hawaii Wildlife Fund* relating to scope of Clean Water Act.

Agency Counsel Mr. Richard Shanahan provided the Board of Directors with an update on the U.S. Supreme Court decision in *County of Maui v. Hawaii Wildlife Fund*.

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 project for the engineering department.

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

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

No action was taken by the Board.

2. General Manager Report

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

No action was taken by the Board.

VII. Board of Director Comment

Director Lewis commended staff for preparing and participating in the core values workshops as he felt it is a great value and important to the Agency and staff to have core values. He also

expressed his gratitude for the work done by Mrs. Chavez and Mr. Griffin on the budgets and he appreciates how the budgets have evolved.

Director Cox questioned the potential of returning to in-person attendance at the Board of Directors meeting and Mr. Griffin stated he anticipated a few more months until that would occur due to CDC recommendations. Director Tresan recommended the Agency make a determination of in-person attendance as the meeting date approaches. Agency Counsel Mr. Shanahan stated public meetings are currently restricted to ten (10) persons or less, making it difficult to hold a Board meeting, but that the Agency should reevaluate conditions in early June.

Director Wilkins stated the Agency should consider utilizing teleconference options when social distancing restrictions are lifted as there are current benefits to teleconferencing when there is difficulty attending in person.

**MOTION** by Director Lewis **SECOND** by Director Wilkins to adjourn the open session of the meeting; unanimously approved.

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

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

Motion passed.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:48 AM.

LaRue Griffin  
Secretary to the Board

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



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** III-2  
**Subject:** Approval of general fund warrants

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### **Background**

The Agency has recently implemented the Caselle software program and the report of general fund warrants is attached as prepared by the 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 recommends approval of the general fund warrants paid and payable.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager

Payee	Check Number	Check Issue Date	Description	Amount
<b>1000 BULBS</b>				
	85487	05/20/2020	LED LOW BAY LIGHT PLT-90084	76.62
Total 1000 BULBS:				76.62
<b>A-1 NATIONAL FIRE CO.</b>				
	85594	05/20/2020	FIRST AID SERVICE	877.85 M
Total A-1 NATIONAL FIRE CO.:				877.85
<b>ACCURATE AIR ENGINEERING</b>				
	85488	05/20/2020	OIL FILTER ELEMENT 2116110	1,561.05
	85488	05/20/2020	CONTROL VALVE PART NO. 90AR1082	1,432.73
	85488	05/20/2020	6 IN CENTERLINE 800 SERIES WAFER CHECK VALVE	2,341.61
Total ACCURATE AIR ENGINEERING:				5,335.39
<b>AIR CLEAN SYSTEMS</b>				
	85489	05/20/2020	PRE-FILTERS ACFPRE1 PK/12	321.00
	85489	05/20/2020	HEPA FILTERS ACFHEPA	736.00
Total AIR CLEAN SYSTEMS:				1,057.00
<b>AIRGAS USA LLC</b>				
	85490	05/20/2020	HELIUM UHP 25 CYLINDER	761.95
	85490	05/20/2020	HAZMAT CHARGE	29.15
	85490	05/20/2020	CYLINDER RENTALS	46.33
	85490	05/20/2020	CYLINDER RENTALS	111.43
	85490	05/20/2020	CYLINDER RENTALS	117.29
	85574	05/20/2020	CYLINDER RENTALS	113.79 M
	85574	05/20/2020	CYLINDER RENTALS	44.93 M
	85574	05/20/2020	CYLINDER RENTALS	107.93 M
Total AIRGAS USA LLC:				1,332.80
<b>ALLIED ELECTRONICS</b>				
	85491	05/20/2020	TIME DELAY RELAY 70174947	244.15
	85491	05/20/2020	8 PIN BASE 70174933	12.83
	85573	05/20/2020	THOMAS & BETTS HEAT SHRINK KIT MFR# HS-KIT ALLIED # 70092661	61.82 M
	85573	05/20/2020	RELAY SOCKET 11 PIN SNAP MOUNT SH3B-05	64.31 M
	85573	05/20/2020	REPLAY POWER BLADE TERMINAL RH3B-ULCAC120V	157.72 M
Total ALLIED ELECTRONICS:				540.83
<b>ALPHA ANALYTICAL INC</b>				
	85492	05/20/2020	INVOICE 37073	210.00
Total ALPHA ANALYTICAL INC:				210.00
<b>AMAZON CAPITAL SERVICES</b>				
	85493	05/20/2020	UGLY'S ELECTRICAL REF 2020 EDITION	57.13
	85493	05/20/2020	ADVIL 100CT (50 PACKS OF 2 CAPSULES)	29.23
	85576	05/20/2020	CAPRI TOOLS AIR GUN	194.70 M
Total AMAZON CAPITAL SERVICES:				281.06



Payee	Check Number	Check Issue Date	Description	Amount
<b>AMERICAN EQUIPMENT INC</b>				
	85494	05/20/2020	Annual inspection of plant cranes per attached agreement	3,922.05
Total AMERICAN EQUIPMENT INC:				3,922.05
<b>ARAMARK WORK APPAREL</b>				
	85495	05/20/2020	MATS	146.79
	85495	05/20/2020	TOWELS	19.71
	85495	05/20/2020	SERVICE CHARGE	10.50
	85495	05/20/2020	MATS	166.79
	85495	05/20/2020	TOWELS	19.71
	85495	05/20/2020	SERVICE CHARGE	10.50
	85495	05/20/2020	MATS	166.79
	85495	05/20/2020	TOWELS	25.08
	85495	05/20/2020	SVC CHARGE	10.50
Total ARAMARK WORK APPAREL:				576.37
<b>AT&amp;T 530 582-0827 966 5</b>				
	85496	05/20/2020	TELEPHONE BILL 966	142.90
	85496	05/20/2020	TELEPHONE BILL 966	1,286.19
Total AT&T 530 582-0827 966 5:				1,429.09
<b>AT&amp;T ACCT #171-800-7674 001</b>				
	85497	05/20/2020	TELEPHONE BILL 001	96.86
	85497	05/20/2020	TELEPHONE BILL 001	871.74
Total AT&T ACCT #171-800-7674 001:				968.60
<b>AT&amp;T ACCT 831-000-6939 380</b>				
	85498	05/20/2020	TELEPHONE BILL 380	132.06
	85498	05/20/2020	TELEPHONE BILL 380	1,188.63
Total AT&T ACCT 831-000-6939 380:				1,320.69
<b>AUTOMATION DIRECT</b>				
	85499	05/20/2020	1 AMP BREAKER FAZ-C1-1-NA-SP	43.30
	85499	05/20/2020	2 AMP FAZ-C2-1NA-SP	43.30
	85499	05/20/2020	3 AMP FAZ-C3-1-NA-SP	43.30
	85499	05/20/2020	5 AMP FAZ-C5-1-NA-SP	43.30
	85499	05/20/2020	7 AMP FAZ-C7-1-NA-SP	43.30
Total AUTOMATION DIRECT:				216.50
<b>BARE BONES WORK WEAR</b>				
	85500	05/20/2020	WINTER JACKET	117.52
	85500	05/20/2020	3 IN 1 COLOR BLOCK JACKET SIZE XXL NAME TO EMBROIDER "ROSHELLE"	103.52
	85500	05/20/2020	3 IN 1 COLOR BLOCK JACKET SIZE L NAME TO EMBROIDER "BOB"	108.23
	85500	05/20/2020	3 IN 1 COLOR BLOCK JACKET SIZE XL NAME TO EMBROIDER "VICKY"	108.23
	85500	05/20/2020	3 IN 1 COLOR BLOCK JACKET SIZE XL NAME TO EMBROIDER "ANTHONY"	108.23
	85500	05/20/2020	LOGO EMBROIDERY	10.38
	85500	05/20/2020	LOGO EMBROIDERY	20.76
	85500	05/20/2020	LOGO EMBROIDERY	10.38
	85500	05/20/2020	NAME EMBROIDERY	8.63
	85500	05/20/2020	NAME EMBROIDERY	8.63
	85500	05/20/2020	NAME EMBROIDERY	17.26

Payee	Check Number	Check Issue Date	Description	Amount
	85575	05/20/2020	HOODIES	614.94 M
	85575	05/20/2020	HOODIES	236.73 M
	85575	05/20/2020	HOODIES	68.14 M
	85575	05/20/2020	HOODIES	1,296.32 M
	85575	05/20/2020	HOODIES	290.37 M
	85575	05/20/2020	HOODIES	979.97 M
	85575	05/20/2020	HOODIES	162.51 M
	85575	05/20/2020	HOODIES	68.81 M
Total BARE BONES WORK WEAR:				4,339.56
<b>BARTKIEWICZ, KRONICK &amp; SHANAHAN</b>				
	85577	05/20/2020	LEGAL FEES	7,016.50 M
Total BARTKIEWICZ, KRONICK & SHANAHAN:				7,016.50
<b>BATTERIES PLUS</b>				
	85501	05/20/2020	TROJAN T-105 BATTERY	167.25
	85501	05/20/2020	TROJAN T-875 BATTERY	1,198.51
Total BATTERIES PLUS:				1,365.76
<b>CASELLE</b>				
	85502	05/20/2020	Monthly Service Fee 2019-2020	2,694.00
	85578	05/20/2020	Monthly Service Fee 2019-2020	2,694.00 M
Total CASELLE:				5,388.00
<b>Central Sanitary Supply</b>				
	85503	05/20/2020	AEROSOL DISINFECTANT SPRAY	246.67
	85503	05/20/2020	SANI WIPES DISINFECTING WIPES CASES	172.72
	85503	05/20/2020	C-014 DISINFECTING AEROSOL SPRAY	60.92
Total Central Sanitary Supply:				480.31
<b>CHAMPION CHEVROLET - GEO</b>				
	85504	05/20/2020	19210790 TURBO BOOST POSITION SENSOR	403.88
Total CHAMPION CHEVROLET - GEO:				403.88
<b>COLE-PARMER INSTRUMENT CO.</b>				
	85505	05/20/2020	ACCU FORM TAGS	61.83
Total COLE-PARMER INSTRUMENT CO.:				61.83
<b>CORELOGIC INFORMATION SOLUTIONS, IN</b>				
	85506	05/20/2020	MONTHLY BILL	463.50
Total CORELOGIC INFORMATION SOLUTIONS, IN:				463.50
<b>CRANE ENGINEERING</b>				
	85507	05/20/2020	MOYNO STATOR GASKET ADAPTOR	130.47
Total CRANE ENGINEERING:				130.47
<b>CRYO-TECH SERVICES INC</b>				
	85508	05/20/2020	O2 MAIN WXYGEN BULK MAIN TANK SAFETIES	2,679.19

Payee	Check Number	Check Issue Date	Description	Amount
	85508	05/20/2020	3/8 COMPRESSION FITTINGS, 1" COMPRESSING FITTINGS, COPPER PIPE FI	577.51
	85508	05/20/2020	REPAIR O2 GAS SYSTEM	1,600.00
	85508	05/20/2020	WELD GASES, PURPLE GAS, TEFLON	225.00
	85508	05/20/2020	SHIPPING	450.00
	85508	05/20/2020	CO2 MAIN TANK SAFETIES	1,829.43
	85508	05/20/2020	1" GAS SUPPLY REGULATORS	1,006.73
	85508	05/20/2020	1-1/2" SAFETY GAS DIVERTERS	135.30
	85508	05/20/2020	REPAIR CO2 SYSTEM	1,600.00
Total CRYO-TECH SERVICES INC:				10,103.16
<b>CUTTING IMAGE LLC</b>				
	85509	05/20/2020	AP LASER CHECKS NON DULPlicate. US BANK ACCT # 153401397630 STAR	311.27
Total CUTTING IMAGE LLC:				311.27
<b>CWEA</b>				
	85510	05/20/2020	SNIDER E&I GR. 1	89.00
	85510	05/20/2020	MADER GRADE 4 CERT RENEWAL	104.00
	85510	05/20/2020	MEMBER RENEW GARCIA 042020	192.00
	85510	05/20/2020	DAVIS MEMBERSHIP RENEWAL	192.00
	85510	05/20/2020	MEMBER RENEWAL SCHRANDT	192.00
	85579	05/20/2020	M NITZ MEMBERSHIP RENEWAL	192.00 M
	85579	05/20/2020	M MESSERSCHMIDT MECH TECH 3 RENEWAL	99.00 M
	85579	05/20/2020	BARKER MEMBERSHIP RENEWAL	192.00 M
Total CWEA:				1,252.00
<b>CYBER MARKETING NETWORK INC</b>				
	85511	05/20/2020	REEBOK STEEL TOE OXFORD 11.5	96.60
Total CYBER MARKETING NETWORK INC:				96.60
<b>DELL COMPUTER CORP. C/O DELL USA L.</b>				
	85512	05/20/2020	MOBILE PRECISION 5530	2,063.85
	85512	05/20/2020	MOBILE PRECISION 5530	2,063.86
	85512	05/20/2020	ENVIROMENTAL FEE	5.00
	85512	05/20/2020	ENVIROMENTAL FEE	5.00
Total DELL COMPUTER CORP. C/O DELL USA L.:				4,137.71
<b>DMV RENEWAL</b>				
	85513	05/20/2020	REGISTRATION RENEWAL	52.00
	85513	05/20/2020	REGISTRATION RENEWAL	52.00
Total DMV RENEWAL:				104.00
<b>DURAWEAR</b>				
	85514	05/20/2020	VENTIS MX4 MULTI-GAS MONITOR, PUMPED LEL-CH4, O2 CO, H2S, HI-VISIBI	1,851.02
Total DURAWEAR:				1,851.02
<b>E&amp;M ELECTRIC</b>				
	85580	05/20/2020	MODULE OUTPUT S7300	4,311.83 M
	85611	05/20/2020	WONDERWARE SOFTWARE MAINTENANCE AGREEMENT 1 YEAR	17,145.00 M
	85611	05/20/2020	SIEMENS TIA PORTAL RENEWAL MAINTENANCE AGREEMENT	2,290.00 M

Payee	Check Number	Check Issue Date	Description	Amount
Total E&M ELECTRIC:				23,746.83
<b>ENVIRONMENTAL WATER SOLUTIONS, INC.</b>				
	85515	05/20/2020	Rebuild Kit for Blower 5511 MFR# 27315	6,760.16
Total ENVIRONMENTAL WATER SOLUTIONS, INC.:				6,760.16
<b>FD THOMAS</b>				
	85609	05/20/2020	PROG PAY # 1	79,710.00 M
	85609	05/20/2020	RETENTION # 1	3,985.50- M
Total FD THOMAS:				75,724.50
<b>FEDERAL EXPRESS CORP.</b>				
	85616	05/20/2020	SHIPPING EXPENSE	229.42 M
	85616	05/20/2020	SHIPPING EXPENSE	37.14 M
	85616	05/20/2020	SHIPPING EXPENSE PO 32206	162.12 M
	85616	05/20/2020	SHIPPING EXPENSE NAME BADGES	91.98 M
Total FEDERAL EXPRESS CORP.:				520.66
<b>FERGUSON ENTERPRISES,INC. #1423</b>				
	85516	05/20/2020	1 CPVC S80 MALE ADPT CP80MAG	41.59
	85516	05/20/2020	2 CPVC S80 SXS COUP CP80SCK	48.47
	85516	05/20/2020	1-1/4 CPVC S80 SXSXS TEE CP80STH	83.98
	85516	05/20/2020	1/4X6 CPVC S80 NIP S880060C	8.28
	85516	05/20/2020	1-1/4XCLOSE CPVCS80 NIPS885005C	8.03
	85516	05/20/2020	1/2X3/8 CPVC S80 SXS BUSH S837073C	34.13
	85516	05/20/2020	2 CPVC S80 MALE ADPT CP80MAK	84.31
	85516	05/20/2020	1 PVC S80 SXM ADPT P80SMAG	85.35
	85516	05/20/2020	1/2 PVC S80 SXM ADPT P80SMAD	26.73
	85516	05/20/2020	2 PVC S80 SOC CAP P80SCAPK	33.24
	85516	05/20/2020	1-1/2X1 PVC S80 SPXFIP BUSH P80SFBJG	89.40
	85516	05/20/2020	1 PVC S80 SXS COUP P80SCG	35.19
	85516	05/20/2020	1-1/4 PVC S80 THRD CAP P80TCAPH	13.89
	85516	05/20/2020	3/4 X 1/4 PVC SPXFIP BUSH P80SFBFB	13.76
	85516	05/20/2020	1-1/2 PVC S80 THRD PLUG P80TPJ	29.04
	85516	05/20/2020	1/4CLOSE PVC S80 NIP P80NBCL	9.43
	85516	05/20/2020	3/8 PVC S80 THRD COUP S8300003	36.48
	85516	05/20/2020	1/4 PVC S80 THRD 90 ELL S808002	57.42
Total FERGUSON ENTERPRISES,INC. #1423:				738.72
<b>FISHER SCIENTIFIC COMPANY</b>				
	85517	05/20/2020	1 ML TSB R064882 PACK OF 20	376.90
	85517	05/20/2020	NUTRIENT AGAR SLANT R061572 PACK OF 20	404.07
	85517	05/20/2020	FB NITRILE GLV PF LF XL 100PK	398.05
	85517	05/20/2020	HENGAR BOILING GRANULES 02215513	629.27
	85517	05/20/2020	GLASS SHELL VIALS 03-339-30B CASE	362.57
Total FISHER SCIENTIFIC COMPANY:				2,170.86
<b>GHA</b>				
	85518	05/20/2020	Nitrile Palm and ocer the knuckle dipped jersey lined gloces 9760K pairs	2,361.58

Payee	Check Number	Check Issue Date	Description	Amount
Total GHA:				2,361.58
<b>GRAINGER INC., W.W.</b>				
	85519	05/20/2020	12 oz Paper disposable hot cyp brown 1000/pk 2342DJ	127.85
	85519	05/20/2020	HEX CAP SCREWS	40.70
	85519	05/20/2020	HEX CAP SCREW	40.70
	85519	05/20/2020	CRANBERRY FOAMING HANDSOAP 1PKN8 2/PK	323.56
	85519	05/20/2020	COLD PROTECTION GLOVES THINSULATE M 4NHA9 EACH	718.09
	85519	05/20/2020	SIMPLE GREEN DEGREASER 22NX98	38.84
	85519	05/20/2020	GLOVES PIG SKIN 1419XL EACH	679.12
	85519	05/20/2020	GLOVES PIG SKIN 1419L EACH	679.12
	85519	05/20/2020	GLOVES PIG SKIN LINED 1419S EACH	679.12
	85519	05/20/2020	DISPOSABLE HOT PAPER CUP 12 OZ 1000/PK	255.66
	85519	05/20/2020	HANDHELD FLASHLIGHT MAGLITE M2A756K	46.48
	85519	05/20/2020	RESPIRATOR CARTRIDGE AND FILTER OV P100 PR 7581P100L	559.61
	85519	05/20/2020	UNLINED LEATHER GLOVES XL 68-162XL DOZEN	267.46
	85519	05/20/2020	UNLINED LEATHER GLOVES L 68-162L DOZEN	251.97
	85519	05/20/2020	UNLINED LEATHER GLOVES M 68-162M DOZEN	250.02
	85519	05/20/2020	UNLINED LEATHER GLOVES S 68-162S DOZEN	251.97
	85581	05/20/2020	PRECISION DIAGONAL CUTTING PLIERS 2DEX6	42.60 M
	85581	05/20/2020	CLEANER FLOOR ALL PURPOSE I GALLON 4/PK	143.54 M
	85581	05/20/2020	ALUMINUM FILTER FOR AVK66 32FL20	43.73 M
Total GRAINGER INC., W.W.:				5,440.14
<b>GRAVO STORE</b>				
	85520	05/20/2020	GRAVOPLY 2 1/16" FINISH DURABLE GLOSS SURFACE COLOR-BLACK, CORE	33.56
Total GRAVO STORE:				33.56
<b>HACH CHEMICAL COMPANY</b>				
	85521	05/20/2020	PH BUFFER SOLUTION 2283661	206.18
	85521	05/20/2020	SODIUM CARBONATE .02 N 18149	37.83
	85521	05/20/2020	BUFFER SOLUTION 7.00 20L 2283561	220.45
	85521	05/20/2020	LB0D101 SENSOR CAP 5838000	150.47
	85521	05/20/2020	LB0D101 REPLACEMENT STIRRER ASSEMBLY 5850800	171.05
	85521	05/20/2020	10MG/L NH4-N STANDARD SOL 2000ML 2894354	683.88
	85521	05/20/2020	50MG/L NG4-N STANDARD SOL 2000ML 2825854	187.17
	85521	05/20/2020	LQV 160.99.00002 QUOTE NO. 103727	404.28
	85582	05/20/2020	CLEANING SOLUTION AMTAX 250 ML 2894246	579.14 M
	85582	05/20/2020	CLEANING SOLUTION AMTAX 250 ML 2894246	699.20 M
Total HACH CHEMICAL COMPANY:				3,339.65
<b>HODGE</b>				
	85583	05/20/2020	AL1167 Aluminum Safety Lockout Padlock Keyed Alike A1106KAGRN (Green Lock	149.57 M
Total HODGE:				149.57
<b>HUNT &amp; SONS INC.</b>				
	85584	05/20/2020	UNLEADED GASOLINE	1,199.82 M
	85584	05/20/2020	ON ROAD DIESEL	529.89 M
Total HUNT & SONS INC.:				1,729.71

Payee	Check Number	Check Issue Date	Description	Amount
<b>ILEANA VASSILIOU</b>				
	85522	05/20/2020	TRAINING	1,300.00
	85522	05/20/2020	TRAINING	800.00
	85522	05/20/2020	LEADERSHIP TEAM VALUES	200.00
	85522	05/20/2020	LEADERSHIP TEAM VALUES	400.00
	85522	05/20/2020	LEADERSHIP TEAM VALUES	200.00
	85522	05/20/2020	LEADERSHIP TEAM VALUES	100.00
Total ILEANA VASSILIOU:				3,000.00
<b>J&amp;L PRO KLEEN INC</b>				
	85523	05/20/2020	JANITORIAL SVC FOR APRIL	2,300.00
Total J&L PRO KLEEN INC:				2,300.00
<b>JOHNSON CONTROLS FIRE PROTECTION LP</b>				
	85524	05/20/2020	REPAIR PRESSURE GAUGE METHANOL FOAM SYSTEM	447.00
Total JOHNSON CONTROLS FIRE PROTECTION LP:				447.00
<b>JOHNSON CONTROLS SECURITY SOLUTIONS</b>				
	85525	05/20/2020	PANIC ALARM SYSTEM	235.00
Total JOHNSON CONTROLS SECURITY SOLUTIONS:				235.00
<b>KEN GRADY CO. INC</b>				
	85585	05/20/2020	2PPM CL2 GAS CYLINDER 58LITER 58-252-2	377.58 M
Total KEN GRADY CO. INC:				377.58
<b>KONICA MINOLTA BUSINESS SOLUTIONS U</b>				
	85526	05/20/2020	KONICA MONTHLY	130.58
	85586	05/20/2020	QUARTERLY BILL	114.32 M
	85610	05/20/2020	MONTHLY BILL	142.95 M
Total KONICA MINOLTA BUSINESS SOLUTIONS U:				387.85
<b>LHOIST NORTH AMERICA</b>				
	85527	05/20/2020	HYDRATED LIME	8,740.84
	85527	05/20/2020	HYDRATED LIME	8,483.77
	85527	05/20/2020	HYDRATED LIME	8,688.04
	85527	05/20/2020	HYDRATED LIME	8,818.33
Total LHOIST NORTH AMERICA:				34,730.98
<b>LIBERTY UTILITIES</b>				
	85587	05/20/2020	ELECTRIC BILL	71.45 M
	85587	05/20/2020	ELECTRIC BILL	21.18 M
	85587	05/20/2020	ELECTRIC BILL	23.27 M
	85587	05/20/2020	ELECTRIC BILL	31.21 M
	85587	05/20/2020	ELECTRIC BILL	17.59 M
Total LIBERTY UTILITIES:				164.70
<b>MCGRAW HILL CONSTRUCTION</b>				
	85528	05/18/2020	REPLACEMENT BOOM HOSE FOR GAP VAX	630.59- V
	85528	05/20/2020	REPLACEMENT BOOM HOSE FOR GAP VAX	630.59

Payee	Check Number	Check Issue Date	Description	Amount
Total MCGRAW HILL CONSTRUCTION:				.00
<b>MMS WEST</b>				
	85588	05/20/2020	MMS BILL FOR 6/22/20-6/21/21	437.00 M
Total MMS WEST:				437.00
<b>MOUNTAIN HARDWARE</b>				
	85529	05/20/2020	DOUG FIR STUD FOR FANS @ C&CT	32.05
	85529	05/20/2020	SCREWS AND ALL PURPOSE2/Y FOR FANS	15.24
Total MOUNTAIN HARDWARE:				47.29
<b>MRC GLOBAL INC</b>				
	85530	05/20/2020	VALVE POSITIONER PNEUMATIC DOUBLE ACTING 1124353	1,392.51
	85530	05/20/2020	PILOT VALVE 2312230	891.90
Total MRC GLOBAL INC:				2,284.41
<b>MUNICIPAL RESOURCE GROUP LLC</b>				
	85615	05/20/2020	LEGAL FEES	11,786.49 M
Total MUNICIPAL RESOURCE GROUP LLC:				11,786.49
<b>NAPA- SIERRA</b>				
	85531	05/20/2020	QT ATFFA	19.53
	85531	05/20/2020	Gunk Engine Degreaser	20.31
	85531	05/20/2020	Mul hose	64.79
	85531	05/20/2020	HO Clamp	12.23
	85531	05/20/2020	napa gold air filter	17.86
	85531	05/20/2020	BATTERY, BATTERY BREAKAWAY SYST	156.07
	85589	05/20/2020	LOW VOC BRAKE CLEANER	55.73 M
Total NAPA- SIERRA:				346.52
<b>NATIONAL ANALYTICAL LABORATORIES</b>				
	85607	05/20/2020	COMMERCIAL ASBESTOS & LEAD BUILDING INSPECTION	775.00 M
	85607	05/20/2020	TRAVEL PLUS MILEAGE	566.00 M
	85607	05/20/2020	ASBESTOS BULK PLM SAMPLES	580.00 M
	85607	05/20/2020	LEAD BULK SAMPLES	308.00 M
	85607	05/20/2020	ADMINSTRATION FEES	45.00 M
Total NATIONAL ANALYTICAL LABORATORIES:				2,274.00
<b>NAVIA BENEFIT SOLUTIONS</b>				
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	10.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	5.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	1.25 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	25.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	5.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	13.75 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	6.25 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	2.50 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	1.25 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	36.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	18.00 M

Payee	Check Number	Check Issue Date	Description	Amount
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	4.50 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	90.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	49.50 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	18.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	22.50 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	9.00 M
	5282002	05/28/2020	COBRA/PARTICIPANT FEES	4.50 M
	5282002	05/28/2020	HRA DISBURSEMENTS	128.09 M
	5282002	05/28/2020	HRA DISBURSEMENTS	112.58 M
	5282002	05/28/2020	HRA DISBURSEMENTS	122.56 M
	5282002	05/28/2020	HRA DISBURSEMENTS	43.92 M
	5282002	05/28/2020	HRA DISBURSEMENTS	144.65 M
	5282002	05/28/2020	HRA DISBURSEMENTS	12.59 M
	5282002	05/28/2020	HRA DISBURSEMENTS	47.00 M
	5282002	05/28/2020	HRA DISBURSEMENTS	63.20 M
	5282002	05/28/2020	HRA DISBURSEMENTS	232.47 M
	5282002	05/28/2020	HRA DISBURSEMENTS	60.00 M
Total NAVIA BENEFIT SOLUTIONS:				1,289.06
<b>NEWARK ELECTRONICS</b>				
	85532	05/20/2020	AVK66 LOUVER PLATE KIT	62.94
Total NEWARK ELECTRONICS:				62.94
<b>NEWEGG INC</b>				
	85533	05/20/2020	ASUS MONITORS 23.6"	474.94
Total NEWEGG INC:				474.94
<b>NORTHERN SIERRA AQMD</b>				
	85486	05/06/2020	PERMIT TO OPERATE FEES	1,311.10 M
	85534	05/20/2020	VAPOR RECOVERY PERMIT	54.24
Total NORTHERN SIERRA AQMD:				1,365.34
<b>OFFICE DEPOT</b>				
	85535	05/20/2020	#2 WOODEN PENCILS 733-601 (BILL)	9.74
	85535	05/20/2020	SCOTCH TAPE 452913	17.30
	85535	05/20/2020	AVERY LEGAL TABL DIVIDERS 1-25 553904 (ROSHELLE)	68.72
	85535	05/20/2020	AVERY LEGAL TAB DIVIDERS 1-10 11381 (ROSHELLE)	48.60
	85535	05/20/2020	AVERY LEGAL TAB DIVIDERS I-X 811952 (ROSHELLE)	25.93
	85535	05/20/2020	AVERYROUND METAL RIM KEY TAGS 131078	31.79
	85535	05/20/2020	SWINGLINE ELECTRIC STAPLER 156895 (MICHELLE)	107.14
	85535	05/20/2020	UNIBALL BLACK PENS 193632 (BILL)	103.59
Total OFFICE DEPOT:				412.81
<b>PAC MACHINE CO.</b>				
	85608	05/20/2020	PROGRESS PAY #2	95,664.00 M
Total PAC MACHINE CO.:				95,664.00
<b>PAYMENTUS GROUP INC</b>				
	85536	05/20/2020	TRANS FEES FOR JAN 2020	137.50
	85536	05/20/2020	TRANS FEES FOR NOV 2019	5.00



Payee	Check Number	Check Issue Date	Description	Amount
Total PAYMENTUS GROUP INC:				142.50
<b>PENHALL COMPANY</b>				
	85590	05/20/2020	Core Concrete Per Attached Agreement	1,504.00 M
Total PENHALL COMPANY:				1,504.00
<b>PETERBILT EQUIPMENT TRUCK PARTS &amp; E</b>				
	85537	05/20/2020	SVC CHARGE FOR INVOICE P66583	14.25
	85537	05/20/2020	Vactor Truck Repair	949.81
Total PETERBILT EQUIPMENT TRUCK PARTS & E:				964.06
<b>PINNACLE TOWERS INC.</b>				
	85538	05/20/2020	TOWER RENTAL	721.99
Total PINNACLE TOWERS INC.:				721.99
<b>PLATT ELECTRIC COMPANY</b>				
	85539	05/20/2020	HUBELL RACO CLOSURE PLUG 3/4" 5270-0	29.70
	85539	05/20/2020	FUSE MDLT TYPE 2 AMP TIME DELAY MDL-2-R	28.47
	85539	05/20/2020	FUSE MDL TYPE 7 AMP TIME DELAY MDL-7-R	44.29
	85539	05/20/2020	STRAP CONDUIT PBPS22M, 0537377	319.54
	85539	05/20/2020	CLAMP BACK CONDUIT SPACER PBCLB-M75, 0537378	497.59
Total PLATT ELECTRIC COMPANY:				919.59
<b>PRAXAIR DISTRIBUTION INC</b>				
	85591	05/20/2020	CYLINDER RENTAL	72.28 M
Total PRAXAIR DISTRIBUTION INC:				72.28
<b>PROGRESSIVE BUSINESS PUBLICATIONS</b>				
	85614	05/20/2020	1 YEAR SUBSCRIPTION TO SAFETY COMPLIANCE ALERT	299.00 M
Total PROGRESSIVE BUSINESS PUBLICATIONS:				299.00
<b>PRYOR LEARNING SOLUTIONS</b>				
	85595	05/20/2020	PRYOR+ 12 MONTH RENEWAL	199.00 M
Total PRYOR LEARNING SOLUTIONS:				199.00
<b>R.F. MACDONALD COMPANY</b>				
	85592	05/20/2020	3RD QUARTER SERVICE AGREEMENT PER EXECUTED CONTRACT	3,262.50 M
Total R.F. MACDONALD COMPANY:				3,262.50
<b>RADWELL INTERNATIONAL</b>				
	85540	05/20/2020	Ball Valve True Union 3/4" CPVC V08103N	112.56
Total RADWELL INTERNATIONAL:				112.56
<b>RENO GAZETTE &amp; JOURNAL</b>				
	85541	05/20/2020	OPERATIONS SHIFT SUPERVISOR AD	1,536.41
	85617	05/20/2020	OPERATIONS SHIFT SUPERVISOR	208.33 M

Payee	Check Number	Check Issue Date	Description	Amount
Total RENO GAZETTE & JOURNAL:				1,744.74
<b>REXEL</b>				
	85542	05/20/2020	TRANSFORMER HPS PH500MQMJ CNTL 500VA PN-108987	358.83
	85542	05/20/2020	AB 1606-XLP30E POWER SUPPLY PN-69985	547.03
	85542	05/20/2020	AB1492-FB3C30-L 3 POLE FUSE HOLDER PN-6271	230.65
	85542	05/20/2020	BUS LP-CC-1 TIME DELAY FUSE PN-53590	152.00
	85542	05/20/2020	BUS LP-CC-5 TIME DELAY FUSE PN-1588	101.33
	85542	05/20/2020	ETHERNET MEDIA	137.25
	85542	05/20/2020	VARIABLE FREQUENCY DRIVE 1143609	8,792.19
	85542	05/20/2020	24 VDC 10 OPTION MODULE 20-750-2262C-2R	302.05
	85542	05/20/2020	PROFIBUS DPV1 ADAPTER PN: 568052	572.21
	85542	05/20/2020	POWERFLEX 525 10 DRIVE AB25B-D017N104	1,959.90
	85542	05/20/2020	POWERFLEX 520 PROFIBUS CARD AB 25-COMM-P	383.42
	85542	05/20/2020	POWERFLEX 520 FAN KIT AB 25-FAN1-70C	60.85
	85542	05/20/2020	POWERFLEX HIM BEZEL AB 22-HIM-B1	89.44
	85542	05/20/2020	POWER SUPPLY XLP15 AB 1606-XLP15E	88.11
	85542	05/20/2020	POWERFLEX HIM AB 22-HIM-C25	478.84
	85542	05/20/2020	POWERFLEX HIM CABLE AB 22-HIM-H10	139.04
Total REXEL:				14,393.14
<b>ROBERT HOLMES</b>				
	85604	05/20/2020	REIMBURSEMENT	160.00 M
Total ROBERT HOLMES:				160.00
<b>ROSELLE CHAVEZ</b>				
	85543	05/20/2020	REIMB CELL PHONE	42.80
Total ROSHELLE CHAVEZ:				42.80
<b>ROY SMITH COMPANY</b>				
	85544	05/20/2020	LIQUID OXYGEN	1,996.86
	85544	05/20/2020	LIQUID OXYGEN	2,684.41
	85544	05/20/2020	LIQUID OXYGEN	925.40
	85544	05/20/2020	LIQUID OXYGEN	1,465.34
Total ROY SMITH COMPANY:				7,072.01
<b>SAFETY SUPPLY AMERICA INC</b>				
	85545	05/20/2020	O-Ring Seal Mask Connector 4057748	24.90
	85545	05/20/2020	O-Rign Mul 15 Draeger 4057739 pk/15	34.52
Total SAFETY SUPPLY AMERICA INC:				59.42
<b>SHEPHERD'S AUTO BODY</b>				
	85546	05/20/2020	Sublet Painting Front Bumper	443.88
Total SHEPHERD'S AUTO BODY:				443.88
<b>SHRED-IT USA</b>				
	85547	05/20/2020	SHRED IT BILL	222.00
Total SHRED-IT USA:				222.00

Payee	Check Number	Check Issue Date	Description	Amount
<b>SIERRA SYSTEMS INC</b>				
	85548	05/20/2020	MONTHLY BILL	600.00
	85548	05/20/2020	MONTHLY BILL	600.00
Total SIERRA SYSTEMS INC:				1,200.00
<b>SOLENIS</b>				
	85549	05/20/2020	K290FLX POLYMER 3 TOTES	11,968.75
	85593	05/20/2020	K290FLX-3-TOTES	11,968.75 M
Total SOLENIS:				23,937.50
<b>SOLUTIONS II</b>				
	85612	05/20/2020	MAINT RENEWAL 02/18/20-06/30/20	3,118.71 M
Total SOLUTIONS II:				3,118.71
<b>SOUTHWEST GAS CORP.</b>				
	85550	05/20/2020	NATURAL GAS	81.31
	85550	05/20/2020	NATURAL GAS	731.86
Total SOUTHWEST GAS CORP.:				813.17
<b>STATE WATER RESOURCES CONTROL BOARD</b>				
	85551	05/20/2020	WASTE WATER TREATMENT OPERATOR CERT RENEWAL	150.00
	85551	05/20/2020	GRADE III CERT RENEWAL	150.00
	85598	05/20/2020	A. FARRANT CERT RENEWAL	150.00 M
Total STATE WATER RESOURCES CONTROL BOARD:				450.00
<b>Sunrise Environment Scientific</b>				
	85552	05/20/2020	Dermi-Gel Pint Size	240.80
	85596	05/20/2020	PARTIAL 16 OZ PINT W/ FLIP TOP #5051 PREMIUM HAND CLEANER	356.14 M
Total Sunrise Environment Scientific:				596.94
<b>TAHOE SUPPLY COMPANY LLC</b>				
	85553	05/20/2020	SINGLE FOLD TOWELS WHITE CS/4008 PPR-GEN5000W	173.28
	85553	05/20/2020	SERENADE MULTIFOLD TOWEL WHITE 16/250 PPR-22194	110.29
	85553	05/20/2020	SERENADE TOILET TISSUE 2 PLY 96/500 PPR-20573	241.32
	85553	05/20/2020	SINGLE FOLD TOWELS WHITE CS/4008 PPR-GEN5000W	173.29
	85553	05/20/2020	SERENADE MULTIFOLD TOWEL WHITE 16/250 PPR-22194	110.31
	85553	05/20/2020	SERENADE TOILET TISSUE 2 PLY 96/500 PPR-20573	241.29
Total TAHOE SUPPLY COMPANY LLC:				1,049.78
<b>TAHOE TRUCKEE DISPOSAL</b>				
	85554	05/20/2020	CENTRIFUGE	10,864.40
Total TAHOE TRUCKEE DISPOSAL:				10,864.40
<b>TEC EQUIPMENT INC</b>				
	85555	05/20/2020	FLEETGUARD OIL FILTER LF4054	10.77
	85555	05/20/2020	FLEETGUARD FUEL FILTER FF5018	20.15
Total TEC EQUIPMENT INC:				30.92

Payee	Check Number	Check Issue Date	Description	Amount
<b>TELSTAR</b>				
	85556	05/20/2020	PM KIT 70CV2/70CV3	586.52
	85556	05/20/2020	INLET LEAD GASKET G-124	116.61
Total TELSTAR:				703.13
<b>TESCO CONTROLS INC</b>				
	85557	05/20/2020	REPLACEMENT C-6 COMPRESSOR	433.00
Total TESCO CONTROLS INC:				433.00
<b>THATCHER COMPANY OF CA INC</b>				
	85558	05/20/2020	METHANOL	12,337.85
	85558	05/20/2020	METHANOL	12,310.02
	85558	05/20/2020	CHLORINE	7,800.00
	85558	05/20/2020	CHLORINE EMPTIES	4,000.00
	85558	05/20/2020	METHANOL	12,290.88
Total THATCHER COMPANY OF CA INC:				40,738.75
<b>THE UNION</b>				
	85559	05/20/2020	2020 CORTEN WALL ADDITIONS ADVERTISING	477.52
Total THE UNION:				477.52
<b>THOMSON WEST</b>				
	85560	05/20/2020	MONTHLY BILL	347.75
Total THOMSON WEST:				347.75
<b>THUNDERBIRD COMMUNICATIONS</b>				
	85599	05/20/2020	As per agreement Executed 2/10/2020	455.00 M
Total THUNDERBIRD COMMUNICATIONS:				455.00
<b>TRANE COMPANY</b>				
	85561	05/20/2020	AIR HANDLER COMPRESSORS	15,038.00
Total TRANE COMPANY:				15,038.00
<b>TRUCKEE DONNER PUD</b>				
	85562	05/20/2020	ELECTRIC BILL	4.91
	85562	05/20/2020	ELECTRIC BILL	44.26
	85562	05/20/2020	ELECTRIC BILL	5.64
	85562	05/20/2020	ELECTRIC BILL	50.76
	85562	05/20/2020	ELECTRIC BILL	2.73
	85562	05/20/2020	ELECTRIC BILL	24.59
	85562	05/20/2020	ELECTRIC BILL	7,039.38
	85562	05/20/2020	ELECTRIC BILL	63,354.51
	85562	05/20/2020	WATER BILL	11.68
	85562	05/20/2020	WATER BILL	105.12
Total TRUCKEE DONNER PUD:				70,643.58
<b>TRUCKEE RENTS INC</b>				
	85563	05/20/2020	HONDA BOSS LOCK BOLT PART NO. 72419-767-013	19.49

Payee	Check Number	Check Issue Date	Description	Amount
Total TRUCKEE RENTS INC:				19.49
<b>U.S. BANK BANK CARD DIVISION</b>				
	5282001	05/28/2020	ADOBE	79.96 M
	5282001	05/28/2020	NAME PLATE FOR LARUE	24.12 M
	5282001	05/28/2020	GATES POWER BAND	225.84 M
	5282001	05/28/2020	FUEL	77.42 M
	5282001	05/28/2020	ALL STAR PERFORMANCE OVERFLOW TANK AND RADIATOR CAP	101.72 M
	5282001	05/28/2020	CARBON BRUSH ASSEMBLY	49.11 M
	5282001	05/28/2020	BRUSH RETAINING SCREW	19.15 M
	5282001	05/28/2020	HEAVY DUTY HOSE NOZZLES	63.33 M
	5282001	05/28/2020	KCL34150 BREAKER	815.63 M
	5282001	05/28/2020	MONTHLY CHARGES	547.93 M
	5282001	05/28/2020	MONTHLY CHARGES	17.99 M
	5282001	05/28/2020	MONTHLY CHARGES	900.00 M
	5282001	05/28/2020	MONTHLY CHARGES	79.86 M
	5282001	05/28/2020	MONTHLY CHARGES	237.50 M
	5282001	05/28/2020	MONTHLY CHARGES	7.31 M
	5282001	05/28/2020	MONTHLY CHARGES	50.00 M
	5282001	05/28/2020	MONTHLY CHARGES	50.00 M
	5282001	05/28/2020	MONTHLY CHARGES	179.65 M
	5282001	05/28/2020	MONTHLY CHARGES	17.99 M
	5282001	05/28/2020	MONTHLY CHARGES	547.93 M
	5282001	05/28/2020	SOLENOID VALVE	368.23 M
	5282001	05/28/2020	BOOTS MARTIN	216.45 M
	5282001	05/28/2020	WESCO STEEL DRUM LIFTER	665.94 M
	5282001	05/28/2020	STAINLESS STEEL BLANK METAL TAG	680.45 M
	5282001	05/28/2020	BATTERY CABLES	604.42 M
	5282001	05/28/2020	SANI WIPES/AEROSOL SPRAY	233.64 M
	5282001	05/28/2020	MILWAKEE ROTARY TOOL	128.82 M
	5282001	05/28/2020	JIGSAW AND BLADES	213.21 M
Total U.S. BANK BANK CARD DIVISION:				7,203.60
<b>ULINE</b>				
	85564	05/20/2020	UNIVERSAL SORBENT PADS MEDIUM S-17294	137.94
	85564	05/20/2020	DUAL MONITOR ARM	214.08
	85600	05/20/2020	INDURSTRIAL 2" X 110YRDS S-423	81.90 M
	85600	05/20/2020	TAPE DISPENSER	20.57 M
Total ULINE:				454.49
<b>UNDERGROUND SERVICE ALERT</b>				
	85597	05/20/2020	REGULATORY COST FEE	185.81 M
Total UNDERGROUND SERVICE ALERT:				185.81
<b>UNIFIRST CORPORATION</b>				
	85565	05/20/2020	UNIFORMS	112.03
	85565	05/20/2020	UNIFORMS	9.53
	85565	05/20/2020	UNIFORMS	11.14
	85565	05/20/2020	UNIFORMS	73.17
	85565	05/20/2020	UNIFORMS	4.29
	85565	05/20/2020	UNIFORMS	64.41
	85565	05/20/2020	UNIFORMS	12.19
	85565	05/20/2020	UNIFORMS	7.34

Payee	Check Number	Check Issue Date	Description	Amount
	85565	05/20/2020	UNIFORMS	112.03
	85565	05/20/2020	UNIFORMS	10.57
	85565	05/20/2020	UNIFORMS	11.14
	85565	05/20/2020	UNIFORMS	73.17
	85565	05/20/2020	UNIFORMS	4.29
	85565	05/20/2020	UNIFORMS	64.41
	85565	05/20/2020	UNIFORMS	12.19
	85565	05/20/2020	UNIFORMS	7.34
	85565	05/20/2020	UNIFORMS	112.03
	85565	05/20/2020	UNIFORMS	10.57
	85565	05/20/2020	UNIFORMS	11.14
	85565	05/20/2020	UNIFORMS	73.17
	85565	05/20/2020	UNIFORMS	4.29
	85565	05/20/2020	UNIFORMS	64.41
	85565	05/20/2020	UNIFORMS	12.19
	85565	05/20/2020	UNIFORMS	7.34
	85565	05/20/2020	UNIFORMS	113.79
	85565	05/20/2020	UNIFORMS	10.64
	85565	05/20/2020	UNIFORMS	11.38
	85565	05/20/2020	UNIFORMS	73.24
	85565	05/20/2020	UNIFORMS	7.93
	85565	05/20/2020	UNIFORMS	64.48
	85565	05/20/2020	UNIFORMS	12.26
	85565	05/20/2020	UNIFORMS	7.41
	85613	05/20/2020	FLEXFIT HAT W/ LOGO	487.13 M
	85613	05/20/2020	FLEXFIT HAT W/ LOGO	487.13 M
	85613	05/20/2020	UNIFORMS	247.38 M
Total UNIFIRST CORPORATION:				2,407.15
<b>USA BLUE BOOK</b>				
	85566	05/20/2020	CHLORINE CYLINDER LEAD GASKETS 70/PK 48050	198.40
Total USA BLUE BOOK:				198.40
<b>UTILITY SYSTEMS SCIENCE AND SOFTWARE</b>				
	85567	05/20/2020	CALIBRATION REPORT AND PE STAMP	500.00
Total UTILITY SYSTEMS SCIENCE AND SOFTWARE:				500.00
<b>VERIZON WIRELESS</b>				
	85601	05/20/2020	PHONE BILL	78.87 M
	85601	05/20/2020	PHONE BILL	49.97 M
	85601	05/20/2020	PHONE BILL	207.06 M
	85601	05/20/2020	PHONE BILL	52.35 M
	85601	05/20/2020	PHONE BILL	28.90 M
Total VERIZON WIRELESS:				417.15
<b>VICKY LUFRANO</b>				
	85568	05/20/2020	REIMB CELL PHONE	42.80
Total VICKY LUFRANO:				42.80
<b>VWR SCIENTIFIC INC</b>				
	85569	05/20/2020	PIPET TIPS 83007-376 1000/PK	270.82
	85602	05/20/2020	RUBBER DROPPER BULBS 15001-362 PACK OF 12	18.72 M

Payee	Check Number	Check Issue Date	Description	Amount
	85602	05/20/2020	NAOH 1.0N IL BDH7222-1	37.94 M
	85602	05/20/2020	CONDUCTIVITY STD 16OZ 10MMHOS 23226-567	55.02 M
	85602	05/20/2020	CONDUCTIVITY STD 100 MMHOS 23226-589	54.66 M
	85602	05/20/2020	CONDUCTIVITY STD 1000 MMHOS 23226-603	64.55 M
	85602	05/20/2020	4L WIDE MOUTH BOTTLE NALGENE W/ HANDLE 16130-010 CASE OF 6	254.35 M
	85602	05/20/2020	GLASS FIBER FILTERS 28333-129 PACKS	3,347.58 M
	85602	05/20/2020	CULTURE TUBES 60819-854 CASE	112.17 M
	85602	05/20/2020	CULTURE TUBES 60825-979 CASE	360.91 M
	85602	05/20/2020	CULTURE TUBES 60825-730	518.64 M
Total VWR SCIENTIFIC INC:				5,095.36
<b>WECO INDUSTRIES LLC</b>				
	85606	05/20/2020	REPLACEMENT BOON HOSE FOR GAP-VAX	630.59 M
Total WECO INDUSTRIES LLC:				630.59
<b>WESTERN NEVADA SUPPLY</b>				
	85570	05/20/2020	SPEA 6 S PVC 80 90 ELL	67.48
	85570	05/20/2020	SPEA 6 S 80 PVC VS FLG	238.04
	85570	05/20/2020	SPEA 8 PVC S 80 VS FLG	322.05
	85570	05/20/2020	6 80 PVC PIPE PE	794.99
	85570	05/20/2020	8 80 PVC PIPE PE	1,293.37
	85570	05/20/2020	RESUN 1431 4 FLG PLUG VLV	2,589.75
	85570	05/20/2020	FCA 8 DI	479.35
	85570	05/20/2020	FCA 6 DI	348.74
	85570	05/20/2020	SPEA 8 PVC SCH 80 90 ELL	215.07
	85570	05/20/2020	SPEA 8 PVC S 80 VS FLG	214.70
	85570	05/20/2020	RESUN 1431 4 FLG PLUG VLV	863.25
	85570	05/20/2020	MILLIKEN 4" PLUG VALVE WZNS374762	4,019.67
Total WESTERN NEVADA SUPPLY:				11,446.46
<b>WILEY, PRICE &amp; RADULOVICH</b>				
	85571	05/20/2020	LEGAL FEES	13,965.00
	85618	05/20/2020	LEGAL EXPENSE	7,655.00 M
Total WILEY, PRICE & RADULOVICH:				21,620.00
<b>ZORO</b>				
	85572	05/20/2020	Ashcroft Compound Gauge 30in Hg VAC-013 psi g8581991	346.36
	85572	05/20/2020	HOFFMAN NEMA 3R WF3LP 29X24X12 G8750323	1,118.20
	85572	05/20/2020	NO MECHANICAL FLOAT SW 120 VAC G1996018	141.56
	85572	05/20/2020	RACHET CABLE CUTTERS G2356164	208.58
	85603	05/15/2020	3/4" FEMALE COUPLER X HOSE SHANK CAM LEVER COUPLING G1089523	20.65- V
	85603	05/15/2020	3/4" MALE ADAPTER X MNPT CAM LEVER COUPLING G3189471	7.74- V
	85603	05/15/2020	GOJO SHAMPOO, CONDITIONER, BODY WASH PK/3	353.37- V
	85603	05/20/2020	3/4" FEMALE COUPLER X HOSE SHANK CAM LEVER COUPLING G1089523	20.65 M
	85603	05/20/2020	3/4" MALE ADAPTER X MNPT CAM LEVER COUPLING G3189471	7.74 M
	85603	05/20/2020	GOJO SHAMPOO, CONDITIONER, BODY WASH PK/3	353.37 M
	85605	05/20/2020	3/4" FEMALE COUPLER X HOSE SHANK CAM LEVER COUPLING G1089523	20.65 M
	85605	05/20/2020	3/4" MALE ADAPTER X MNPT CAM LEVER COUPLING G3189471	7.74 M
	85605	05/20/2020	GOJO SHAMPOO, CONDITIONER, BODY WASH PK/3	353.37 M
Total ZORO:				2,196.46

Payee	Check Number	Check Issue Date	Description	Amount
Grand Totals:				592,105.65





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** III-3  
**Subject:** Approval of financial statements

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### **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, and (3) L.A.I.F. statements.

Summaries are provided for Fund 00: Administration; Fund 01: Operations and Maintenance; Fund 02: Wastewater Capital Reserve Fund; Fund 04: State Revolving Fund Wastewater Capital Reserve Fund; Fund 06: Replacement, Rehabilitation and Upgrade; and Fund 07: Emergency Reserve Fund.

Summaries of the expenditure and revenue activity are provided for Funds 00, 01, 02 and 06.

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 L.A.I.F. statement provides detail on activity within the account.

### **Fiscal Impact**

None.

### **Attachments**

Report of financial statements.

### **Recommendation**

Management recommends approval of the financial statements.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager



Tahoe-Truckee Sanitation Agency  
 Fund 00: Administration  
 Fiscal Year 2019 - 2020  
 Period Ending May 31, 2020

	Budget \$	Month \$	Month %	YTD \$	YTD %
<b>REVENUE</b>					
Tax Revenue - Ad Valorem	3,900,000.00	1,325,270.03	34.0	3,692,337.98	94.7
<b>TOTAL REVENUE</b>	<b>3,900,000.00</b>	<b>1,325,270.03</b>	<b>34.0</b>	<b>3,692,337.98</b>	<b>94.7</b>
<b>EXPENDITURE</b>					
Salaries & Wages	1,040,000.00	72,587.35	7.0	918,115.20	88.3
Employee Benefits	753,450.00	26,406.62	3.5	563,393.70	74.8
Director Fees	7,000.00	0.00	0.0	5,500.00	78.6
Vehicle	1,950.00	77.42	4.0	4,867.15	249.6
CSRMA Insurance	175,000.00	0.00	0.0	144,544.44	82.6
Professional Memberships	27,710.00	0.00	0.0	26,551.00	95.8
Agency Permits & Licenses	0.00	0.00	0.0	0.00	0.0
Office Expense	132,850.00	1,015.60	0.8	58,999.03	44.4
Contractual Services	154,500.00	1,421.94	0.9	132,871.64	86.0
Professional Services	644,000.00	87,908.89	13.7	596,119.85	92.6
Conferences & Training	31,500.00	3,413.49	10.8	28,576.27	90.7
Uncollectable Accounts	2,000.00	0.00	0.0	52.50	2.6
Utilities	105,200.00	8,432.18	8.0	98,958.43	94.1
<b>TOTAL EXPENDITURE</b>	<b>3,075,160.00</b>	<b>201,263.49</b>	<b>6.5</b>	<b>2,578,549.21</b>	<b>83.9</b>
<b>NET INCOME</b>	<b>824,840.00</b>			<b>1,113,788.77</b>	



Tahoe-Truckee Sanitation Agency  
 Fund 01: Operation and Maintenance  
 Fiscal Year 2019 - 2020  
 Period Ending May 31, 2020

	Budget \$	Month \$	Month %	YTD \$	YTD %
<b>REVENUE</b>					
Income From Service Charges	12,754,000.00	3,443,434.50	27.0	12,217,226.75	95.8
<b>TOTAL REVENUE</b>	<b>12,754,000.00</b>	<b>3,443,434.50</b>	<b>27.0</b>	<b>12,217,226.75</b>	<b>95.8</b>
<b>EXPENDITURE</b>					
Salaries & Wages	4,790,000.00	365,441.59	7.6	3,902,103.11	81.5
Employee Benefits	2,909,000.00	127,717.69	4.4	2,366,068.91	81.3
Vehicle	71,000.00	7,178.78	10.1	51,168.31	72.1
Professional Memberships	15,500.00	1,309.00	8.4	11,059.15	71.3
Agency Permits & Licenses	176,000.00	1,311.10	0.7	175,039.47	99.5
Office Expense	152,000.00	22,982.77	15.1	131,322.95	86.4
Contractual Services	1,711,500.00	94,724.60	5.5	1,557,296.42	91.0
Professional Services	650,000.00	62,820.25	9.7	528,727.82	81.3
Conferences & Training	62,500.00	400.00	0.6	18,500.69	29.6
Utilities	953,000.00	66,753.51	7.0	814,037.84	85.4
Supplies, Repairs & Maintenance	711,500.00	50,898.82	7.2	709,213.93	99.7
<b>TOTAL EXPENDITURE</b>	<b>12,202,000.00</b>	<b>801,538.11</b>	<b>6.6</b>	<b>10,264,538.60</b>	<b>84.1</b>
<b>NET INCOME</b>	<b>552,000.00</b>			<b>1,952,688.15</b>	



Tahoe-Truckee Sanitation Agency  
 Fund 02: Wastewater Capital Reserve  
 Fiscal Year 2019 - 2020  
 Period Ending May 31, 2020

<b>DESCRIPTION</b>	Budget \$	Month \$	Month %	YTD \$	YTD %
Barscreens, Washer, Compactor	350,000.00	-	-	273,026.97	78.0
Operation and Maintenance Cart	25,000.00	-	-	-	-
Portable Emergency Pump System	400,000.00	95,664.00	23.9	120,952.26	30.2
Plant Air Compressor	25,000.00	-	-	-	-
Security Improvements	50,000.00	-	-	-	-
Utility/Snow Vehicle	50,000.00	-	-	31,408.94	62.8
<b>SUB TOTAL</b>	<b>900,000.00</b>	<b>95,664.00</b>	<b>10.6</b>	<b>425,388.17</b>	<b>47.3</b>
Debt Payment on SRF Loan (73.2%)	2,587,684.00	-	-	2,377,167.95	91.9
<b>TOTAL</b>	<b>3,487,684.00</b>	<b>95,664.00</b>	<b>2.7</b>	<b>2,802,556.12</b>	<b>80.4</b>



Tahoe-Truckee Sanitation Agency  
 Fund 06: Replacement, Rehabilitation and Upgrade  
 Fiscal Year 2019 - 2020  
 Period Ending May 31, 2020

<b>DESCRIPTION</b>	Budget \$	Month \$	Month %	YTD \$	YTD %
Plant Coating Improvements	-	79,747.14	-	79,747.14	-
Lab Equipment Replacement	25,000.00	-	-	8,269.08	33.1
Admin. Office Improvement *	66,000.00	2,274.00	3.4	90,424.51	137.0
Accounting Software Upgrade	90,000.00	-	-	24,313.00	27.0
EDPM Roof Replacement	420,000.00	-	-	134,550.30	32.0
VFD Replacements	30,000.00	-	-	26,813.67	89.4
Centrifuge Rebuild	50,000.00	-	-	4,995.00	10.0
Robicon Drive Upgrade	35,000.00	-	-	-	-
Facilities Security System	50,000.00	-	-	-	-
Plant Concrete Repair *	450,000.00	-	-	478,291.55	106.3
Corten/Fascia Installation Bid	150,000.00	-	-	1,070.00	0.7
BNR Blower Replacement	25,000.00	-	-	-	-
<b>SUB TOTAL</b>	<b>1,391,000.00</b>	<b>82,021.14</b>	<b>5.9</b>	<b>848,474.25</b>	<b>61.0</b>
Debt Payment on SRF Loan (26.8%)	870,329.00	-	-	870,329.00	100.0
<b>TOTAL</b>	<b>2,261,329.00</b>	<b>82,021.14</b>	<b>3.6</b>	<b>1,718,803.25</b>	<b>76.0</b>

Note: \*Project Complete

TAHOE-TRUCKEE SANITATION AGENCY  
 COMBINED CASH INVESTMENT  
 MAY 31, 2020

COMBINED CASH ACCOUNTS

99-00-0100-000	CASH - US BANK CHECKING	780,869.35
99-00-0101-000	CASH - USB SERVICE CHARGE	7,685.96
99-00-0102-000	CASH - US BANK TAX REV	5,012.16
99-00-0103-000	CASH - US BANK WWCRF	36,191.42
99-00-0104-000	CASH - WELLS FARGO PAYROLL	3,906.01
99-00-0105-000	CASH - WELLS FARGO INVESTMENTS	535,616.16
99-00-0106-000	CASH - PETTY CASH	600.00
99-00-0107-000	CASH - L.A.I.F.	47,955,411.15
99-00-0108-000	CASH - BOA WWCRF (CL)	.00
99-00-0109-000	CASH - 2020 WRRB REFUNDING ACC	159,081.95
99-00-0175-000	CASH CLEARING - UTILITIES	.00
99-00-0176-000	CASH CLEARING - AR	.00
99-00-0179-000	UTILITY POST IN ERROR	.00
99-00-0180-000	BANK TRANSFER CLEARING	.00
		49,484,374.16
99-00-0001-000	CASH ALLOCATED TO OTHER FUNDS	( 49,484,374.16)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

0	ALLOCATION TO ADMINISTRATION FUND	1,556,887.00
1	ALLOCATION TO OPERATION AND MAINTENANCE FUND	2,428,251.61
2	ALLOCATION TO WASTEWATER CAPITAL RESERVE FUN	17,658,717.16
4	ALLOCATION TO STATE REVOLVING FUND	3,090,266.53
6	ALLOCATION TO R. R. & UPGRADE FUND	20,630,486.47
7	ALLOCATION TO EMERGENCY RESERVE FUND	4,119,765.39
		49,484,374.16
	ALLOCATION FROM COMBINED CASH FUND - 99	( 49,484,374.16)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

California State Treasurer  
**Fiona Ma, CPA**



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

June 03, 2020

[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

May 2020 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
5/4/2020	5/4/2020	RW	1641093	1601156	DAWN DAVIS	-750,000.00
5/21/2020	5/20/2020	RD	1642130	1602197	DAWN DAVIS	5,340,000.00
5/21/2020	5/20/2020	RW	1642129	1602200	DAWN DAVIS	-600,000.00

**Account Summary**

Total Deposit:	5,340,000.00	Beginning Balance:	43,965,411.15
Total Withdrawal:	-1,350,000.00	Ending Balance:	47,955,411.15



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Jay Parker, Engineering Manager  
**Item:** III-4  
**Subject:** Approval of progress pay estimate no. 2 for the 2019 Roof Repair project

---

### Background

The 2019 Roof Repair project follows up on last year's project to repair critical roof areas that have reached the end of their life cycle and need to be replaced. During the winter of 2018/2019, staff noted several roof areas in various buildings throughout the plant that needed repair or replacement. In this project, the Agency will be completely replacing the roof areas for the following facilities:

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

In the month of May, the Contractor completed work on the middle roof of Building 4. Progress pay estimate no. 2 is to compensate the contractor for this work.

### Fiscal Impact

Withholding 5% for retention from progress pay estimate no. 2 would yield a payment to the contractor of \$159,302.23.


### Attachments


Progress pay estimate no. 2.

### Recommendation

Management and staff recommend approval of progress pay estimate no. 2 for the 2019 Roof Repair project.

### Review Tracking

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager





**Tahoe-Truckee Sanitation Agency  
2019 Roof Repair Project**

**Progress Pay Estimate No. 2**

April 28, 2020 to May 28, 2020

**OWNER:**

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

**CONTRACTOR:**

CentiMark Corporation  
1010 Winding Creek Rd, Ste 130  
Roseville, CA 95678

ITEM NO.	BID ITEM DESCRIPTION	UNIT PRICE	CONTRACT QUANTITY	UNIT	CONTRACT TOTAL	PERCENTAGE	TOTAL EARNED
1A	Building 4 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$24.84	3,320	FT <sup>2</sup>	\$82,468.80	100.00%	\$82,468.80
1B	Building 4 Remove and replace damaged substrate; and perform all related work as described in the Contract Documents.	\$80.00	25	FT <sup>2</sup>	\$2,000.00	0.00%	\$0.00
2A	Building 27 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$32.38	2,545	FT <sup>2</sup>	\$82,407.10	95.00%	\$78,286.75
2B	Building 27 Remove and replace damaged substrate; and perform all related work as described in the Contract Documents.	\$80.00	25	FT <sup>2</sup>	\$2,000.00	0.00%	\$0.00
3A	Building 32 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$64.68	1,130	FT <sup>2</sup>	\$73,088.40	0.00%	\$0.00
3B	Building 32 Roof Repair; install walkway pads as shown in the Contract Documents.	\$27.60	1,000	FT <sup>2</sup>	\$27,600.00	0.00%	\$0.00
4A	Building 13 & 53 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$20.91	6,330	FT <sup>2</sup>	\$132,360.30	100.00%	\$132,360.30
4B	Building 13 & 53 Remove and replace damaged substrate; and perform all related work as described in the Contract Documents.	\$80.00	25	FT <sup>2</sup>	\$2,000.00	0.00%	\$0.00
5	Test roof for leaks on Buildings 4, 27, 32, 13 and 53.	\$3,465.50	4	Work Area	\$13,862.00	50.00%	\$6,931.00
6	20-year warranty: Provide a 20-year warranty covering all work and specified materials provided by the Contractor.	\$1,500.00	-	Lump Sum	\$1,500.00	0.00%	\$0.00
<b>TOTAL</b>					<b>\$419,286.60</b>		<b>\$300,046.85</b>

TOTAL EARNED TO DATE:	<b>\$300,046.85</b>
5% TOTAL RETENTION TO DATE:	\$15,002.34
TOTAL AMOUNT PREVIOUSLY PAID:	\$125,742.28
<b>TOTAL AMOUNT DUE CONTRACTOR:</b>	<b>\$159,302.23</b>

ACCEPTED BY:

CentiMark Corporation

BY:

DATE:

6.5.2020

APPROVED BY:

Tahoe-Truckee Sanitation Agency

BY:

DATE:



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Jay Parker, Engineering Manager  
**Item:** III-5  
**Subject:** Approval of progress pay estimate no. 2 for the 2020 Plant Painting project

---

### **Background**

The 2020 Plant Painting project consists of rehabilitating and recoating the following facilities: Primary Clarifier No. 66, Secondary Clarifier No. 54, Secondary Distribution Box No. 56, and Digester No. 31. During this pay period, the Contractor completed the majority of the work scheduled for Digester No. 31 as detailed on progress pay estimate no. 2.

### **Fiscal Impact**

Withholding 5% for retention from progress pay estimate no. 2 would yield a payment to the contractor of \$130,055.


### **Attachments**

Progress pay estimate no. 2.

### **Recommendation**

Management and staff recommend approval of progress pay estimate no. 2 for the 2020 Plant Painting project.

### **Review Tracking**

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager



**Tahoe-Truckee Sanitation Agency  
2020 Plant Painting Project**

**Progress Pay Estimate No. 2**

April 28, 2020 to May 28, 2020

**OWNER:**

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

**CONTRACTOR:**

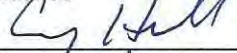
F.D. Thomas (Job # 626) (GL Code 06-09-15001)  
217 Bateman Dr  
Central Point, OR 97502

ITEM NO.	BID ITEM DESCRIPTION	UNIT PRICE	CONTRACT QUANTITY	UNIT	CONTRACT TOTAL	PERCENTAGE	TOTAL EARNED
1	Mobilization	1	LUMP SUM	N/A	\$ 7,000.00	100%	\$7,000.00
2	Demobilization	1	LUMP SUM	N/A	\$ 7,000.00	0%	\$0.00
3	Primary Clarifier No. 66: Install dust containment	1	LUMP SUM	N/A	\$ 20,650.00	0%	\$0.00
4	Primary Clarifier No. 66: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 4,885.00	0%	\$0.00
5	Primary Clarifier No. 66: Remove existing coating	1	LUMP SUM	N/A	\$ 27,700.00	0%	\$0.00
6	Primary Clarifier No. 66: Grinding work	6	HOURS	\$ 116.00	\$ 696.00	0%	\$0.00
7	Primary Clarifier No. 66: Apply coating	1	LUMP SUM	N/A	\$ 24,935.00	0%	\$0.00
8	Primary Clarifier No. 66: Apply caulking	100	L.F.	\$ 6.50	\$ 650.00	0%	\$0.00
9	Primary Clarifier No. 66: Two year warranty	1	LUMP SUM	N/A	\$ 1,875.00	0%	\$0.00
10	Secondary Clarifier No. 54: Install dust containment	1	LUMP SUM	N/A	\$ 27,000.00	0%	\$0.00
11	Secondary Clarifier No. 54: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 4,885.00	0%	\$0.00
12	Secondary Clarifier No. 54: Perform inspection blast.	1	LUMP SUM	N/A	\$ 6,120.00	0%	\$0.00
13	Secondary Clarifier No. 54: Perform welding repairs	15	HOURS	\$ 218.00	\$ 3,270.00	0%	\$0.00
13	Secondary Clarifier No. 54: Provide material for welding repairs	1	LUMP SUM	\$ 750.00	\$ 750.00	0%	\$0.00
14	Secondary Clarifier No. 54: Remove and replace bolts	88	EACH	\$ 57.00	\$ 5,016.00	0%	\$0.00
15	Secondary Clarifier No. 54: Remove existing coating	1	LUMP SUM	N/A	\$ 34,000.00	0%	\$0.00
16	Secondary Clarifier No. 54: Grinding work	12	HOURS	\$ 116.00	\$ 1,392.00	0%	\$0.00
17	Secondary Clarifier No. 54: Apply coating	1	LUMP SUM	N/A	\$ 26,700.00	0%	\$0.00
18	Secondary Clarifier No. 54: Apply caulking	100	L.F.	\$ 6.50	\$ 650.00	0%	\$0.00
19	Secondary Clarifier No. 54: Two year warranty	1	LUMP SUM	N/A	\$ 1,875.00	0%	\$0.00
20	Stripper Distribution Box: Install dust containment	1	LUMP SUM	N/A	\$ 2,870.00	0%	\$0.00
21	Stripper Distribution Box: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 1,925.00	0%	\$0.00
22	Stripper Distribution Box: Perform welding repairs	4	HOURS	\$ 309.00	\$ 1,236.00	0%	\$0.00
22	Stripper Distribution Box: Provide material for welding repairs	1	LUMP SUM	\$ 500.00	\$ 500.00	0%	\$0.00
23	Stripper Distribution Box: Remove existing coating	1	LUMP SUM	N/A	\$ 3,315.00	0%	\$0.00
24	Stripper Distribution Box: Grinding work	4	HOURS	\$ 118.00	\$ 472.00	0%	\$0.00
25	Stripper Distribution Box: Apply coating	1	LUMP SUM	N/A	\$ 6,770.00	0%	\$0.00
26	Stripper Distribution Box: Apply caulking	25	L.F.	\$ 19.00	\$ 475.00	0%	\$0.00
27	Stripper Distribution Box: Two year warranty	1	LUMP SUM	N/A	\$ 940.00	0%	\$0.00
28	Digester No. 31: Install and Remove dust containment	1	LUMP SUM	N/A	\$ 44,900.00	50%	\$22,450.00
29	Digester No. 31: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 11,890.00	100%	\$11,890.00
30	Digester No. 31: Remove existing coating	1	LUMP SUM	N/A	\$ 59,300.00	100%	\$59,300.00
31	Digester No. 31: Provide plan to reposition Digester Cover	1	LUMP SUM	N/A	\$ 6,175.00	100%	\$6,175.00
32	Digester No. 31: Repositioning Digester Cover	1	LUMP SUM	N/A	\$ 76,280.00	50%	\$38,140.00
33	Digester No. 31: Grinding work	6	HOURS	\$ 116.00	\$ 696.00	0%	\$0.00
34	Digester No. 31: Apply coating	1	LUMP SUM	N/A	\$ 36,000.00	70%	\$25,200.00
35A	Digester No. 31: Apply cementitious repair mortar	160	S.F.	\$ 5.00	\$ 800.00	100%	\$800.00
35B	Digester No. 31: Apply epoxy modified mortar	1600	S.F.	\$ 32.00	\$ 51,200.00	100%	\$51,200.00
36	Digester No. 31: Apply caulking	100	L.F.	\$ 6.50	\$ 650.00	100%	\$650.00
37	Digester No. 31: Five year warranty	1	LUMP SUM	N/A	\$ 2,810.00	0%	\$0.00
CM#1	Contract Modification No. 1						(\$6,195.00)
<b>TOTAL</b>					<b>\$ 516,253.00</b>		<b>\$216,610.00</b>

TOTAL EARNED TO DATE: \$216,610.00  
 5% TOTAL RETENTION TO DATE: \$10,830.50  
 TOTAL AMOUNT PREVIOUSLY PAID: \$75,724.50  
**TOTAL AMOUNT DUE CONTRACTOR: \$130,055.00**

ACCEPTED BY:

F.D. Thomas

BY:   
 DATE: 6/2/20

APPROVED BY:

Tahoe-Truckee Sanitation Agency

BY:

DATE:



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Vicky Lufrano, Human Resources Administrator  
**Item:** IV-1  
**Subject:** Approval of organizational chart

---

### **Background**

The last update to the organizational chart was performed in December 2019. In order to accurately reflect and account for full-time equivalent (FTE) staffing, the organizational chart has been updated to identify current FTE and assigned FTE per classification.

Changes from the previous organizational chart include removal of the Lead Maintenance Mechanic classification and the addition of one (1) FTE each for the Maintenance Supervisor and IT Specialist classifications.

Historically, an organizational chart was submitted for Board of Directors approval prior to the beginning of each fiscal year. Moving forward, the organizational chart shall be presented to the Board of Directors for approval when a change is proposed.

### **Fiscal Impact**

None.

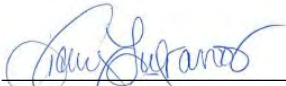
### **Attachments**

Organizational chart.

### **Recommendation**

Management and staff recommend approval of organizational chart.

### **Review Tracking**

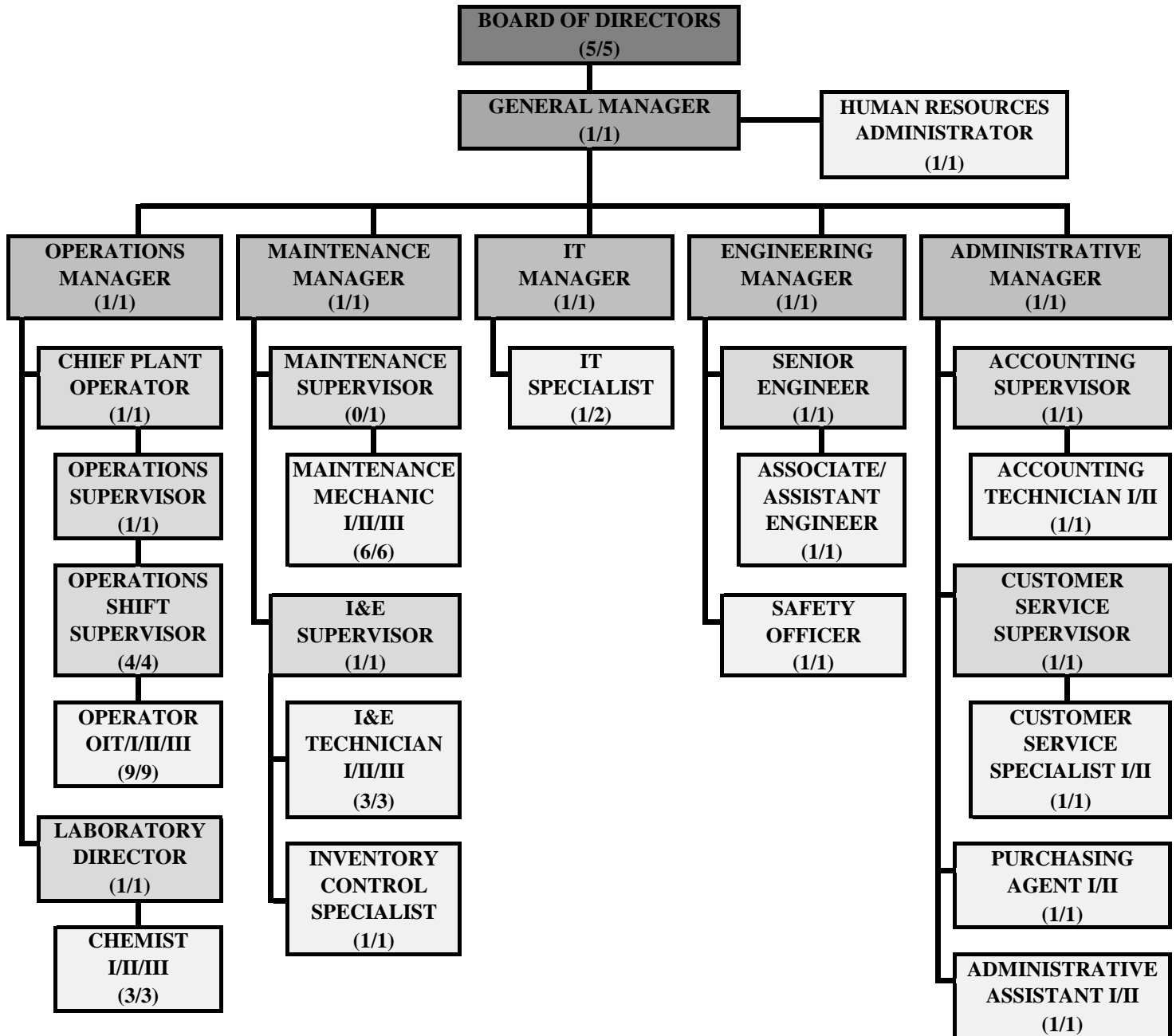
Submitted By:   
Vicky Lufrano  
Human Resources Administrator

Approved By:   
LaRue Griffin  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY ORGANIZATIONAL CHART

Approved and Adopted by Board of Directors: June 17, 2020



Note: (##) identifies quantity of full-time equivalent's (FTE's) - (FTE's Filled/FTE's Total)

Approval Signature: \_\_\_\_\_



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Vicky Lufrano, Human Resources Administrator  
**Item:** IV-2  
**Subject:** Approval of cost of living adjustment and salary schedule for fiscal year 2020-2021

---

### Background

In 2019, as part of Resolution 12-2019, Board approved annual cost of living (COLA) adjustments will be applied to Group B within the salary schedule. The COLA shall be in accordance with the California Consumer Price Index (CPI), All Urban Consumers, beginning and ending in February of the corresponding year, and be applied at the beginning of the first full pay period in the fiscal year. For the upcoming fiscal year, if approved by the Board of Directors, the COLA will be applied commencing July 5, 2020. The CPI has been updated by the CA Department of Industrial Relations.

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

Therefore, the posted CPI of 3.0%, will be calculated as follows:  
 $3.0\% @ 100\% = 3.0\%$

If approved, employees within Group B of the salary schedule at will receive a 3.0% increase in salary effective July 5, 2020.

Resolution 12-2019 gave some employees the option to move from Group A to Group B voluntarily. Several employees have chosen this option, taking reductions in pay, in anticipation of receiving future COLAs.

It should be noted, various classifications in Group A have been deleted from the salary schedule as the classifications no longer exist, the classifications are not currently occupied by staff, or the Group B salary has exceeded the Group A salary.

### Fiscal Impact

3.0% salary increase for employees within Group B classifications of the salary schedule.


### Attachments

- State of California, Office of the Director – Research Unit, Consumer Price Index Calculator worksheet.
- FY 2020-2021 hourly salary schedule.

### Recommendation

Management and staff recommend approval of the cost of living adjustment and salary schedule for fiscal year 2020-2021.

### Review Tracking

Submitted By:   
Vicky Lufrano  
Human Resources Administrator

Approved By:   
LaRue Griffin  
General Manager

# STATE OF CALIFORNIA

## OFFICE OF THE DIRECTOR - RESEARCH UNIT CONSUMER PRICE INDEX CALCULATOR

1) Select an Index

California CPI

2) Select index type

All Urban Consumers

3) Select beginning month

February

4) Select beginning year

2019

5) Select ending month

February

6) Select ending year

2020

**Beginning  
Index value**

276.655

**Ending  
Index Value**

284.886

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

3.0%

**Tahoe-Truckee Sanitation Agency**  
**Salary Schedule**  
**FY 2020-2021 Hourly Salary Schedule**  
**Approved and Adopted by Board of Directors: June 17, 2020**

Job Classification		Group	1	2	3	4	5	6	7
Administration	Accounting Supervisor	A	48.6000	49.8404	51.0981	52.3788	53.6885	55.0327	56.4058
	Accounting Supervisor	B	31.7438	33.3304	34.9943	36.7472	38.5834	40.5147	-
	Accounting Technician I	B	23.5315	24.7081	25.9441	27.2455	28.6063	30.0384	-
	Accounting Technician II	A	42.0462	44.1519	46.3731	48.6981	51.1327	-	-
	Accounting Technician II	B	26.0035	27.3049	28.6657	30.0978	31.6071	33.1878	-
	Administrative Assistant I	B	20.2633	21.2735	22.3371	23.4543	24.6309	25.8609	-
	Administrative Assistant II	A	28.7712	30.2077	31.7135	33.3115	34.9846	-	-
	Administrative Assistant II	B	22.3906	23.5078	24.6843	25.9203	27.2158	28.5766	-
	Administrative Department Manager *	B	56.8976	59.7380	62.7270	65.8645	69.1566	72.6150	-
	Customer Service Specialist I	B	21.2972	22.3668	23.4840	24.6546	25.8906	27.1861	-
	Customer Service Specialist II	A	38.1288	40.0385	42.0462	44.1519	46.3731	-	-
	Customer Service Specialist II	B	23.5315	24.7081	25.9441	27.2455	28.6063	30.0384	-
	Customer Service Supervisor	A	48.6000	49.8404	51.0981	52.3788	53.6885	55.0327	56.4058
	Customer Service Supervisor	B	28.7311	30.1632	31.6725	33.2591	34.9229	36.6700	-
	Purchasing Agent I	A	33.3115	34.9846	36.7442	38.5904	40.5173	-	-
	Purchasing Agent I	B	24.3694	25.5876	26.8652	28.2081	29.6224	31.1020	-
Purchasing Agent II	B	26.9246	28.2735	29.6878	31.1674	32.7302	34.3644	-	
Engineering	Assistant Engineer	B	43.8958	46.0945	48.4001	50.8186	53.3560	56.0241	-
	Associate Engineer	B	48.5011	50.9256	53.4748	56.1489	58.9536	61.9010	-
	Engineering Department Manager *	B	67.7483	71.1354	74.6889	78.4266	82.3485	86.4665	-
	Safety Officer	B	45.0070	47.2592	49.6183	52.1022	54.7049	57.4383	-
	Senior Engineer *	B	56.3331	59.1497	62.1031	65.2109	68.4732	71.8960	-
IT	Information Technology Department Manager *	B	61.3127	64.3790	67.5997	70.9809	74.5284	78.2543	-
	Information Technology Specialist	B	42.8143	44.9595	47.2057	49.5648	52.0427	54.6455	-
Maintenance	Instrumentation and Electrical Supervisor	B	50.9850	53.5343	56.2083	59.0190	61.9723	65.0683	-
	Instrumentation and Electrical Technician I	B	34.2099	35.9213	37.7158	39.5995	41.5843	43.6581	-
	Instrumentation and Electrical Technician II	A	42.8827	43.9615	45.0635	46.2058	47.3654	48.5538	49.7712
	Instrumentation and Electrical Technician II	B	37.7990	39.6887	41.6734	43.7532	45.9459	48.2397	-
	Instrumentation and Electrical Technician III	B	41.7625	43.8483	46.0410	48.3466	50.7651	53.3025	-
	Maintenance Department Manager *	B	61.3127	64.3790	67.5997	70.9809	74.5284	78.2543	-
	Maintenance Mechanic I	A	32.0250	32.8500	33.6808	34.5346	35.4000	36.2885	37.2000
	Maintenance Mechanic I	B	27.3346	28.7013	30.1334	31.6428	33.2234	34.8813	-
	Maintenance Mechanic II	B	30.1988	31.7082	33.2948	34.9586	36.7056	38.5418	-
	Maintenance Mechanic III	A	39.8827	40.8750	41.9077	42.9519	44.0365	45.1385	46.2692
	Maintenance Mechanic III	B	33.3661	35.0358	36.7888	38.6250	40.5563	42.5826	-
Maintenance Supervisor	B	50.9850	53.5343	56.2083	59.0190	61.9723	65.0683	-	
Inventory Control Specialist	B	28.5884	30.0146	31.5180	33.0927	34.7447	36.4858	-	
Operations	Chemist I	B	28.0239	29.4204	30.8941	32.4391	34.0613	35.7668	-
	Chemist II	A	42.4212	43.4827	44.5788	45.6923	46.8519	48.0173	49.2231
	Chemist II	B	30.9594	32.5104	34.1326	35.8440	37.6326	39.5163	-
	Chemist III	A	46.8462	48.0173	49.2231	50.4635	51.7269	53.0192	54.3519
	Chemist III	B	34.2099	35.9213	37.7158	39.5995	41.5843	43.6581	-
	Chief Plant Operator *	B	50.9850	53.5343	56.2083	59.0190	61.9723	65.0683	-
	Laboratory Director *	B	50.9850	53.5343	56.2083	59.0190	61.9723	65.0683	-
	Operations Shift Supervisor	A	44.0365	45.1385	46.2692	47.4346	48.6173	49.8519	51.1096
	Operations Shift Supervisor	B	38.7498	40.6870	42.7252	44.8585	47.1047	49.4578	-
	Operations Supervisor	B	45.0070	47.2592	49.6183	52.1022	54.7049	57.4383	-
	Operations Department Manager *	B	61.3127	64.3790	67.5997	70.9809	74.5284	78.2543	-
	Operator in Training	B	24.7378	25.9738	27.2752	28.6360	30.0681	31.5715	-
	Operator I	A	32.0250	32.8500	33.6808	34.5346	35.4000	36.2885	37.2000
	Operator I	B	27.3346	28.7013	30.1334	31.6428	33.2234	34.8813	-
	Operator II	B	30.1988	31.7082	33.2948	34.9586	36.7056	38.5418	-
Operator III	A	39.8827	40.8750	41.9077	42.9519	44.0365	45.1385	46.2692	
Operator III	B	33.3661	35.0358	36.7888	38.6250	40.5563	42.5826	-	
GM	General Manager *	B	86.5022	90.8282	95.3681	100.1398	105.1432	110.4021	-
	Human Resources Administrator *	B	52.0130	54.6098	57.3433	60.2075	63.2202	66.3815	-

\* = FLSA Exempt

Effective Date: July 5, 2020

Approval Signature: \_\_\_\_\_

Revision Date (if any): \_\_\_\_\_





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** IV-3  
**Subject:** Approval of Damore, Hamric & Schneider, Inc. letters of engagement for the annual financial audit of fiscal year 2019-2020

---

### Background

Damore, Hamric & Schneider, Inc. submitted engagement letters to perform the Agency annual financial audit and review of appropriations limit for fiscal year 2019-2020. Damore, Hamric & Schneider, Inc. has historically performed the annual financial audit and appropriations limit review.

### Fiscal Impact

The proposed fee for their services is based on an hourly rate plus cost with a not to exceed limit of \$32,000. Historical fees are as follows:

<i>Fiscal Year</i>	<i>Audit</i>
19/20	32,000
18/19	29,500
17/18	29,500
16/17	27,500
15/16	27,500

### Attachments


Damore, Hamric & Schneider, Inc. letters of engagement.

### Recommendation

Management and staff recommend approval of Damore, Hamric & Schneider, Inc. letters of engagement for the annual financial audit of fiscal year 2019-2020.

### Review Tracking

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager



**DAMORE  
HAMRIC &  
SCHNEIDER,  
INC.**

CERTIFIED PUBLIC ACCOUNTANTS

May 7, 2020

LaRue Griffin, General Manager  
and the Board of Directors of  
Tahoe-Truckee Sanitation Agency  
13720 Butterfield Drive  
Truckee, California 96161

We are pleased to confirm our understanding of the services we are to provide Tahoe-Truckee Sanitation Agency for the year ending June 30, 2020. We will audit the financial statements of the business-type activities including the related notes to the financial statements of the Tahoe-Truckee Sanitation Agency as of and for the year ending June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Tahoe-Truckee Sanitation Agency's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Tahoe-Truckee Sanitation Agency's RSI in accordance with auditing standards generally accepted in the United States of America.

These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of OPEB Contributions
- 3) Schedule of Changes in Net OPEB Liability
- 4) Schedule of Proportionate Share of the Net Pension Liability
- 5) Schedule of the Pension Plan Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Tahoe-Truckee Sanitation Agency's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Comparison Of Budget to Actual
- 2) Comparison Of Budget Appropriations to Actual Expenditures

### **Audit Objective**

The objective of our audit is the expression of an opinion as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of Tahoe-Truckee Sanitation Agency's financial statements. Our report will be addressed to the Board of Directors of Tahoe-Truckee Sanitation Agency. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from this engagement.

### **Audit Procedures-General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures-Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

#### **Audit Procedures-Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Tahoe-Truckee Sanitation Agency's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Other Services**

In addition to the audit we will be performing the following services:

- 1) We will also assist in preparing the financial statements and related notes of Tahoe-Truckee Sanitation Agency in conformity with U.S. generally accepted accounting principles based on information provided by you.
- 2) Compilation of the Annual Report to the State Controller's Office of the State of California.
- 3) Annual agreed-upon procedures applied to the Agency's Appropriations Limit (separate engagement letter).

We will perform the services in accordance with applicable professional standards. The other services are limited to the services previously defined. We in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government

involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.


We expect to begin our audit in July 2020, and, unless unforeseeable problems are encountered, to issue our reports no later than November 30, 2020. Vera Kis is the director and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee including expenses will not exceed \$32,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have

not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Tahoe-Truckee Sanitation Agency and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

  
Damore, Hamric, & Schneider, Inc.  
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of Tahoe-Truckee Sanitation Agency.

Management Signature:

\_\_\_\_\_

Title: General Manager

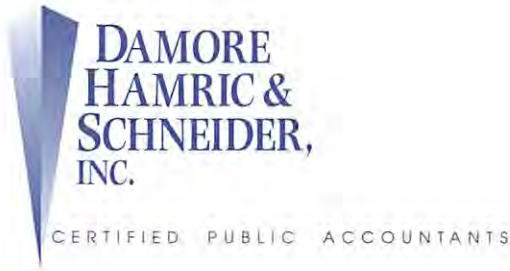
Date: \_\_\_\_\_

Governance Signature:

\_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



May 7, 2020

LaRue Griffin, General Manager  
Tahoe-Truckee Sanitation Agency  
13720 Butterfield Drive  
Truckee, CA 96161

We are pleased to confirm our understanding of the nature and limitations of the service we are to provide for Tahoe-Truckee Sanitation Agency.

We will apply the agreed-upon procedures listed in the attached schedule that were specified and agreed by the management of Tahoe-Truckee Sanitation Agency on the Appropriations Limit of Tahoe-Truckee Sanitation Agency for the year ending June 30, 2020. This engagement is solely to assist Tahoe-Truckee Sanitation Agency in meeting the requirements of Section 1.5 of Article XIII B of the California Constitution. The Appropriation Limit will be presented on the budgetary basis. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures performed or to be performed is solely the responsibility of those parties specified in the report and we will require an acknowledgment in writing of that responsibility. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which this agreed-upon procedures report has been requested or for any other purpose.

Because the agreed-upon procedures listed in the attached schedule do not constitute an examination or review, we will not express an opinion or conclusion on the Appropriations Limit. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

We plan to begin our procedures in July 2020, and, unless unforeseeable problems are encountered, the engagement should be completed by November 30, 2020.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the Board of Directors of Tahoe-Truckee Sanitation Agency. If, for any reason, we are unable to complete any of the procedures, we will describe in our report any restrictions on the performance of the procedures, or not issue a report and withdraw from this engagement. You understand that the report is intended solely for the use of Tahoe-Truckee Sanitation Agency's management and Board of Directors, and



should not be used by anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the procedures in the attached schedule that come to our attention. In addition, if, in connection with this engagement matters come to our attention that contradicts the procedures in the attached schedule, we will disclose those matters in our report.

You are responsible for the Appropriations Limit and that it is in accordance with Section 1.5 of Article XIII B of the California Constitution; and for selecting the criteria and procedures and determining that such criteria and procedures are appropriate for your purposes. You are also responsible for and agree to provide us with, a written assertion about the Appropriations Limit. In addition, you are responsible for providing us with (1) access to all information of which you are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for the procedures listed in the attached schedule in accordance with the requirements set forth by Section 1.5 of Article XIII B of the California Constitution.

Vera Kis is the director and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our payment terms and fees for this engagement are included in the audit engagement letter. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoice is payable on presentation.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign one copy of the letter and return it to us. If the need for additional services arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter.

Tahoe-Truckee Sanitation Agency

May 7, 2020

Page 3 of 3

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If additional specified users of the report are added, we will require that they acknowledge in writing their agreement with the procedures performed or to be performed and their responsibility for the sufficiency of procedures.

Very truly yours,



Damore, Hamric & Schneider, Inc.

Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of Tahoe-Truckee Sanitation Agency

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Signed

---

Title

---

Date

## ATTACHMENT

The procedures to be performed are as follows:

1. We will obtain the completed Schedules No. 1 through No. 7 and compare the limit and annual adjustment factors included in those schedules to the limit and annual adjustment factors that were adopted by resolution of the Board of Directors. We will also compare the population and inflation options included in the aforementioned schedules to those that were selected by a recorded vote of the Board of Directors.
2. For the accompanying Appropriations Limit Schedule No. 6, we will add line A, last year's limit, to line E, total adjustments, and compare the resulting amount to line F, this year's limit.
3. We will compare the current year information presented in the accompanying Appropriations Limit Schedule No. 6 to the other schedules described in No. 1 above.
4. We will compare the prior year appropriations limit presented in the accompanying Appropriations Limit Schedule No. 6 to the prior year appropriations limit adopted by the Board of Directors for the prior year.



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** IV-4  
**Subject:** Approval of the Annual Budget for fiscal year 2020-2021

---

### **Background**

An annual budget which identifies projected revenues, projected expenditures and capital improvement projects for the upcoming fiscal year is submitted to the Board of Directors for review and approval.

### **Fiscal Impact**

None.


### **Attachments**

Annual Budget for fiscal year 2020-2021.

### **Recommendation**

Management and staff recommend approval of the Annual Budget for fiscal year 2020-2021.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager



# **Tahoe-Truckee Sanitation Agency**

## **Annual Budget**

### **Fiscal Year 2020-2021**

Adopted June 17, 2020

**Tahoe-Truckee Sanitation Agency  
Annual Budget  
Fiscal Year 2020-2021**

**Board of Directors**

Dale Cox, President  
Dan Wilkins, Vice President  
S. Lane Lewis, Director  
Jon Northrop, Director  
Blake Tresan, Director

**Agency Budget Team**

LaRue Griffin, General Manager  
Greg O'Hair, Chief Plant Operator  
Jay Parker, Engineering Manager  
Michael Peak, Operations Manager  
Richard Pallante, Maintenance Manager  
Robert Gray, Information Technology Manager  
Roshelle Chavez, Administrative Manager

**Agency Office**

13720 Butterfield Drive  
Truckee, CA 96161  
530.587.2525 (Office)  
530.587.5840 (Fax)

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Appendix A: General Fund Budget Expenditure Summary



## Introduction

The Agency maintains numerous funds which are collectively utilized for (1) maintaining the daily operations of the Agency, (2) construction of capital improvement projects, and (3) maintaining reserves. During fiscal year 2019-2020, daily operations were administered through the Administrative Fund (Fund 00) and the Operation and Maintenance Fund (Fund 01), however, for fiscal year 2020-2021, the daily operations will be administered through the General Fund (Fund 10) and the Rate Stabilization Fund (Fund 08). Capital improvements which are designated as individual projects estimated at \$25,000 or greater are administered through the Wastewater Capital Reserve Fund (Fund 02) and Replacement, Rehabilitation and Upgrade Fund (Fund 06) depending on the project scope and fund allocation. The reserve funds are maintained through the Emergency Reserve Fund (Fund 07) and Unrestricted Reserve Fund (Fund 09).

This annual budget is prepared to project revenues and expenditures that are anticipated for the daily operation of the Agency for fiscal year 2020-2021 commencing July 1, 2020 through June 30, 2021 and to plan for capital improvements over the next five (5) fiscal years. The operating budget format for fiscal year 2020-2021 has been amended from previous budgets to further define operating budgets to provide a simpler division of revenues and expenditures. The capital improvement plan format is similar to previous years.

## Fund Descriptions

The Agency maintains its funds through various fund and bank institutions. There are three (3) funds that were utilized in fiscal year 2019-2020, however, they are not utilized in fiscal year 2020-2021. The fund numbers and descriptions of each fund are as follows:

### Fund 00: Administrative Fund (FY 2019-2020)

The Administrative Fund facilitates daily financial activities of the administrative department and functions. The revenue source for the fund is provided primarily through the collection of property tax revenue and the expenditures are used to support the administrative department and functions. At the end of each fiscal year, surplus monies in excess of \$50,000 are transferred to the Replacement, Rehabilitation and Upgrade Fund (Fund 06). The fund will be merged with the Operation and Maintenance Fund (Fund 01) to create a General Fund (Fund 10) for fiscal year 2020-2021.

### Fund 01: Operation and Maintenance Fund (FY 2019-2020)

The Operation and Maintenance Fund facilitates daily financial activities to operate and maintain existing Agency facilities. The revenue source for the fund is provided primarily through the collection of sewer service charges. Expenditures are used to support the operations, maintenance, engineering and information technology departments and all other daily functions necessary to operate and maintain the Agency. At the end of each fiscal year, surplus monies in excess of \$250,000 are transferred to the Replacement, Rehabilitation and Upgrade Fund (Fund 06). The fund will be merged with the Administrative Fund (Fund 00) to create a General Fund (Fund 10) for fiscal year 2020-2021.

### Fund 02: Wastewater Capital Reserve Fund

The Wastewater Capital Reserve Fund was established to finance capital improvement and

expansion facility projects that are necessary or appropriate to provide capacity to serve new development within the Agency's boundaries and to maintain a high level of sewer service for the benefit of such new development. The fund will be used for such capital improvement projects estimated to cost \$25,000 or greater. A capital improvement project costing less than \$25,000 will generally be funded from the General Fund (Fund 10).

#### Fund 04: State Revolving Fund Wastewater Capital Reserve Fund (FY 2019-2020)

The State Revolving Fund (SRF) Wastewater Capital Reserve Fund was established as a condition of the loan contract under the SRF program to finance the latest wastewater treatment plant expansion project. The Agency is required to and has maintained the fund for at least the life of the loan contract under the SRF program and has deposited sufficient funds to build-up a minimum required rate of one-half of one percent of the SRF loan each year for a period of ten years. The fund is not used to supplement operating budgets or capital improvements. The fund will be extinguished as the SRF loan has been paid in full from the Agency 2020 Wastewater Revenue Refunding Bond proceeds. The monies within the fund shall be transferred to the Rate Stabilization Fund (Fund 08).

#### Fund 06: Replacement, Rehabilitation and Upgrade Fund

The Replacement, Rehabilitation and Upgrade Fund was established to finance capital improvement projects to replace, rehabilitate and upgrade the existing plant, facilities, equipment, and appurtenances. The fund will be used for such capital improvement projects estimated to cost \$25,000 or greater. A capital improvement project costing less than \$25,000 will generally be funded from the General Fund (Fund 10).

#### Fund 07: Emergency Reserve Fund

The Emergency Reserve Fund was established to manage Agency financial obligations, mitigate risks due to revenue shortfalls and unanticipated expenses, and aid in long-term financial planning. The fund is established for the following purposes and may be used for the following expenditures and needs: to fund costs and expenses arising out of or caused by an emergency or disaster; to fund unbudgeted and unanticipated capital improvements, repairs, and replacements; to pay unbudgeted and unanticipated operation, maintenance, management, or administrative expenses that are not covered by regular operating revenue; to pay uninsured losses; and, to cover other cash flow needs due to revenue delays or funding shortfalls.

#### Fund 08: Rate Stabilization Fund

The Rate Stabilization Fund was established to insulate ratepayers from large, abrupt increases in service charges because it is preferable that sewer service charges increase gradually over time by moderate amounts, rather than by large amounts on an irregular and unpredictable basis. If operating revenues decline or if operating expenses increase such that a large rate increase becomes necessary, then the fund can be used to cushion the impact on rate payers while sewer service charges are gradually adjusted over time to accommodate changing circumstances.

## Fund 09: Unrestricted Reserve Fund

The Unrestricted Reserve Fund was established for uses described in the above funds. At the end of each fiscal year, any monies in the other funds in excess of their fund's target balance shall be transferred to the fund.

## Fund 10: General Fund

The General Fund was established to facilitate the daily financial activities of the administrative, operations, engineering, information technology, and maintenance departments and functions. The revenue sources for the fund are provided through the collection of property tax revenue, sewer service charges, fund interest and other misc. revenues. The expenditures are used to support the administrative, operations, engineering, information technology and maintenance department and functions. At the end of each fiscal year, surplus monies in excess of \$300,000 are transferred to the Replacement, Rehabilitation and Upgrade Fund (Fund 06).

All funds are deposited within the Local Agency Investment Fund (LAIF) which is an investment program for California local governments and special districts. The program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars of pooled funds, using the investment expertise of the State Treasurer's Office investment staff.

As monies are required for expenditures, they are withdrawn from LAIF and placed in financial institutions for further distribution. All financial transactions in LAIF are recorded and fund balances are disseminated through Agency accounting procedures.

## Fiscal Year 2019-2020 Budgets Review

The following descriptions and tables provide a review of fiscal year 2019-2020 Administrative Fund (Fund 00), Operation and Maintenance Fund (Fund 01), Wastewater Capital Reserve Fund (Fund 02), and Replacement, Rehabilitation and Upgrade Fund (Fund 06) budgets. It should be noted the Replacement, Rehabilitation and Upgrade Fund (Fund 06) is subsidized by balance transfers from Fund 00 and Fund 01, however, the fund is allocated for capital improvements. In addition, the Wastewater Capital Reserve Fund (Fund 02) is subsidized by connection fees and is allocated for capital improvements.

The State Revolving Fund (Fund 04) and Emergency Reserve Fund (Fund 07) did not supplement annual operating and capital improvement plans budgets and therefore only accrued revenue from interest activity. Their financial activity is shown on Table 23.

There is no fiscal year 2019-2020 review of the Rate Stabilization Fund (Fund 08), Unrestricted Reserve Fund (Fund 09) and General Fund (Fund 10) as these are new funds to be utilized in fiscal year 2020-2021.

As the following tables reflect projected end of fiscal year actuals, it should be noted the values for each budget item may vary as final end of fiscal year amounts and journal entry adjustments are finalized. It should also be noted table values and calculations have been rounded to the nearest dollar.

## Fund 00: Administrative Fund

Table 1 provides a summary comparison of the approved budget and the projected actuals at end of fiscal year 2019-2020 on a monetary and percentage basis. Budgeted revenues were

approximately 104% or \$0.14M more than the projected revenue actuals. Budgeted expenditures were approximately 111% or \$0.30M more than the projected expenditure actuals. Overall, the budgeted net income is approximately 84% or \$0.16M more than the projected actual net income. It should be noted, the large monetary differences in (1) Employee Benefits is attributed to a conservative estimate for health benefits; (2) Insurance is attributed to conservative estimates; (3) Office Expenses is attributed to the lack of furniture purchases for the board room and other offices; (4) Professional Services is attributed to conservative projections; and (5) Uncollectable Accounts is attributed to the effective collection of charges on county tax rolls.

*Table 1: 2019-2020 Administrative Fund Review*

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)
<b>Revenue</b>			
Ad Valorem	3,900,000	3,760,000	103.7%
<b>Total Revenue</b>	<b>3,900,000</b>	<b>3,760,000</b>	<b>103.7%</b>
<b>Expenditures</b>			
Salaries & Wages	1,040,000	1,014,633	102.5%
Employee Benefits	753,450	644,384	116.9%
Director Fees	7,000	9,240	75.8%
Vehicles	1,950	5,748	33.9%
Insurance	175,000	145,000	120.7%
Professional Memberships	27,710	31,861	87.0%
Agency Permits & Licenses	0	0	0.0%
Office Expenses	132,850	69,544	191.0%
Contractual Services	154,500	156,661	98.6%
Professional Services	644,000	575,783	111.8%
Conferences & Training	31,500	26,241	120.0%
Uncollectable Accounts	2,000	100	2000.0%
Utilities	105,200	98,230	107.1%
Supplies, Repairs & Maintenance	0	0	0.0%
<b>Total Expenditure</b>	<b>3,075,160</b>	<b>2,777,424</b>	<b>110.7%</b>
<b>Net Income</b>	<b>824,840</b>	<b>982,576</b>	<b>83.9%</b>

### Fund 01: Operation and Maintenance Fund

Table 2 provides a summary comparison of the approved budget and the projected actuals at end of fiscal year 2019-2020 on a monetary and percentage basis. Budgeted revenues were approximately 102% or \$0.27M more than the projected revenue actuals. Budgeted expenditures were approximately 108% or \$0.89M more than the projected expenditure actuals. Overall, the budgeted net income is approximately 47% or \$0.62M less than the projected actual net income.

It should be noted, the large monetary differences in (1) Salaries and Wages is attributed to delays in hiring additional staff; (2) Employee Benefits is attributed to conservative estimates for health benefits; (3) Vehicles is attributed to lower maintenance and gasoline costs; (4) Professional Services is attributed to conservative projections; (5) Conferences and Training is attributed to travel restrictions related to COVID-19; and (6) Supplies, Repairs & Maintenance is attributed to completing more than expected projects and/or completing at higher than expected costs.

*Table 2: 2019-2020 Operation and Maintenance Fund Review*

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)
<b>Revenue</b>			
Sewer Service Charges	12,754,000	12,480,500	102.1%
<b>Total Revenue</b>	<b>12,754,000</b>	<b>12,480,500</b>	<b>102.1%</b>
<b>Expenditures</b>			
Salaries & Wages	4,790,000	4,245,829	112.8%
Employee Benefits	2,909,000	2,657,036	109.5%
Director Fees	0	0	0.0%
Vehicles	71,000	50,645	140.2%
Insurance	0	0	0.0%
Professional Memberships	15,500	10,942	141.7%
Agency Permits & Licenses	176,000	173,674	101.3%
Office Expenses	152,000	142,324	106.8%
Contractual Services	1,711,500	1,760,737	97.2%
Professional Services	650,000	560,928	115.9%
Conferences & Training	62,500	17,600	355.1%
Uncollectable Accounts	0	0	0.0%
Utilities	953,000	894,402	106.6%
Supplies, Repairs & Maintenance	711,500	795,109	89.5%
<b>Total Expenditures</b>	<b>12,202,000</b>	<b>11,309,227</b>	<b>107.9%</b>
<b>Net Income</b>	<b>552,000</b>	<b>1,171,273</b>	<b>47.1%</b>

## Fund 02: Wastewater Capital Reserve Fund

Table 3 provides a summary comparison of the approved budget and the projected actuals at the end of the 2019-2020 fiscal year for the associated Wastewater Capital Reserve Fund capital improvements. Budgeted improvement expenditures were approximately 162% or \$0.35M greater than the projected expenditure actuals. Overall, the budgeted fund expenditures, including debt service, was approximately 119% or \$0.56M greater than the projected expenditure actuals.

It should be noted, the large monetary differences in (1) budgets and actuals are attributed to conservative preliminary estimates and actuals are typically lower as the projects are further defined; (2) the difference in budgeted and actual debt payment is attributed to the required actual lower amortized annual payment; and (3) the Security Improvements project was intentionally delayed to further define the project scope.

*Table 3: 2019-2020 Wastewater Capital Reserve Fund Review*

<b>Expenditure Description</b>	<b>2019/2020 Budget (\$)</b>	<b>2019/2020 Projected Actuals (\$)</b>	<b>2019/2020 Budget vs. Projected Actuals (%)</b>
Barscreens, Washers, Compactors	350,000	350,000	100.0%
Operation and Maintenance Carts	25,000	21,250	117.6%
Portable Emergency Pump Systems	400,000	127,552	313.6%
Plant Air Compressor	25,000	24,500	102.0%
Security Improvements	50,000	0	5000.0%
Utility/Snow Vehicle	50,000	31,409	159.2%
<b>Subtotal</b>	<b>900,000</b>	<b>554,711</b>	<b>162.2%</b>
Debt Payment on SRF Loan (73.2%)	2,587,684	2,377,168	108.9%
<b>Total</b>	<b>3,487,684</b>	<b>2,931,879</b>	<b>119.0%</b>

#### Fund 06: Replacement, Rehabilitation and Upgrade Fund

Table 4 provides a summary comparison of the approved budget and the projected actuals at the end of the 2019-2020 fiscal year for the associated Replacement, Rehabilitation and Upgrade Fund capital improvements. Budgeted improvement expenditures were approximately 181% or \$0.62M greater than the projected expenditure actuals. Overall, the budgeted fund expenditures, including debt service, was approximately 138% or \$0.56M greater than the projected expenditure actuals.

It should be noted, the large monetary differences in (1) budgets and actuals are attributed to conservative preliminary estimates and actuals are typically lower as the projects are further defined; (2) the incomplete or pending completion of projects; and (3) the Robicon Drive Upgrade, Facilities Security System and BNR Blower Replacement projects were delayed due to time constraints.

*Table 4: 2019-2020 Replacement, Rehabilitation and Upgrade Fund Review*

<b>Expenditure Description</b>	<b>2019/2020 Budget (\$)</b>	<b>2019/2020 Projected Actuals (\$)</b>	<b>2019/2020 Budget vs. Projected Actuals (%)</b>
Lab Equipment Replacements	25,000	8,269	302.3%
Admin. Office Improvement	66,000	90,425	73.0%
Accounting Software Upgrade	90,000	24,313	370.2%
EPDM Roof Replacement	420,000	134,550	312.2%

VFD Replacements	30,000	26,814	111.9%
Centrifuge Rebuild	50,000	4,995	1001.0%
Robicon Drive Upgrade	35,000	0	0.0%
Facilities Security System	50,000	0	0.0%
Plant Concrete Repair	450,000	478,292	94.1%
Corten/Fascia Installation Project	150,000	1,070	14018.7%
BNR Blower Replacement	25,000	0	0.0%
<b>Subtotal</b>	<b>1,391,000</b>	<b>768,728</b>	<b>180.9%</b>
Debt Payment on SRF Loan (26.8%)	870,329	870,329	100.0%
<b>Total</b>	<b>2,261,329</b>	<b>1,639,057</b>	<b>138.0%</b>

## Fiscal Year 2020-2021 Budgets

There are numerous changes to the funds for fiscal year 2020-2021, which include the deletion, addition, and merging of funds. The following is a breakdown of the funds for fiscal year 2020-2021 and appropriate action per fund:

- Fund 00: Administrative Fund - Merged into General Fund (Fund 10).
- Fund 01: Operation and Maintenance Fund - Merged into General Fund (Fund 10).
- Fund 02: Wastewater Capital Reserve Fund (WWCRF) - Maintain Fund.
- Fund 04: State Revolving Fund Wastewater Capital Reserve Fund - Extinguish Fund.
- Fund 06: Replacement, Rehabilitation and Upgrade Fund - Maintain Fund.
- Fund 07: Emergency Reserve - Maintain Fund.
- Fund 08: Rate Stabilization Fund - New Fund.
- Fund 09: Unrestricted Reserve Fund - New Fund.
- Fund 10: General Fund - New Fund.

The fiscal year 2020-2021 budget format varies from last fiscal year and will present the budgets as Agency revenues, expenditures, summaries, as well as miscellaneous budgets. Due to the format, the numeric fund sequence will not be maintained.

## Fund Revenues

Table 5 identifies a summary of revenues per fund for fiscal year 2019-2020 budget, fiscal year 2019-2020 projected actuals, a comparison of the fiscal year 2019-2020 budget versus the projected actuals, fiscal year 2020-2021 budget, the percent change in the fiscal year 2019-2020 budget to the fiscal year 2020-2021 budget, and the percent change in the fiscal year 2020-2021 budget versus the fiscal year 2019-2020 projected actuals.

It should be noted the Administrative Fund (Fund 00), Operation and Maintenance Fund (Fund 01), and State Revolving Fund Wastewater Capital Reserve Fund (Fund 04) are not identified as they will be merged or extinguished. Additionally, the Unrestricted Reserve Fund (Fund 09) is not identified as it is new and will not receive funds until the end of the fiscal year.

Overall, the total Agency fiscal year 2020-2021 revenue budget is approximately 103% or \$0.59M greater than fiscal year 2019-2020 projected revenue actuals.

Table 5: 2020-2021 Fund Revenue Summary

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget - 2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
General Fund (#10)	16,654,000	16,240,500	102.5%	16,750,000	-0.6%	103.1%
Wastewater Capital Reserve Fund (#2)	2,000,000	1,587,292	126.0%	1,775,000	11.3%	111.8%
Replacement, Rehabilitation & Upgrade Fund (#6)	625,000	409,149	152.8%	310,000	50.4%	75.8%
Emergency Reserve Fund (#7)	97,000	92,586	104.8%	85,000	12.4%	91.8%
Rate Stabilization Fund (#8)	73,000	69,450	105.1%	70,000	4.1%	100.8%
<b>Total Revenue</b>	<b>19,376,000</b>	<b>18,329,528</b>	<b>105.7%</b>	<b>18,920,000</b>	<b>2.4%</b>	<b>103.2%</b>

The following Tables 6 through 10 provide a breakdown of the funds that support summary Table 5 above.

Table 6: 2020-2021 General Fund Revenue

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget - 2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Sewer Service Charges	12,712,500	12,446,000	102.1%	12,823,000	-0.9%	103.0%
Ad Valorem	3,900,000	3,760,000	103.7%	3,900,000	0.0%	103.7%
Fund Interest	25,000	21,000	119.0%	18,000	28.0%	85.7%
Other Revenue	15,000	12,000	125.0%	7,500	50.0%	62.5%
Temporary Discharge Permits	1,500	1,500	100.0%	1,500	0.0%	100.0%
<b>Total Revenue</b>	<b>16,654,000</b>	<b>16,240,500</b>	<b>102.5%</b>	<b>16,750,000</b>	<b>-0.6%</b>	<b>103.1%</b>

It should be noted in Table 7 below, the large variance between the interest in fiscal year 2019-2020 budget and projected actual is attributed to a lower than expected interest rate from LAIF. Additionally, the negative amount in "other revenue" is attributed to deposit refunds of sewer connection fees.



Table 7: 2020-2021 Wastewater Capital Reserve Fund Revenue

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Sewer Connection Fee	1,500,000	1,425,000	105.3%	1,500,000	0.0%	105.3%
Fund Interest	450,000	204,000	220.6%	250,000	-44.4%	122.5%
Other Revenue	50,000	(41,708)	-119.9%	25,000	-50.0%	-59.9%
<b>Total Revenue</b>	<b>2,000,000</b>	<b>1,587,292</b>	<b>126.0%</b>	<b>1,775,000</b>	<b>-11.3%</b>	<b>111.8%</b>

It should be noted in Table 8, similar to interest budgeted for the Wastewater Capital Reserve Fund, the large variance between the interest in fiscal year 2019-2020 budget and projected actual is attributed to a lower than expected interest rate from LAIF.

Table 8: 2020-2021 Replacement, Rehab and Upgrade Fund Revenue

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Fund Interest	625,000	409,149	152.8%	310,000	-50.4%	75.8%
<b>Total Revenue</b>	<b>625,000</b>	<b>409,149</b>	<b>152.8%</b>	<b>310,000</b>	<b>-50.4%</b>	<b>75.8%</b>

Table 9: 2020-2021 Emergency Fund Revenue

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Fund Interest	97,000	92,586	104.8%	85,000	12.4%	91.8%
<b>Total Revenue</b>	<b>97,000</b>	<b>92,586</b>	<b>104.8%</b>	<b>85,000</b>	<b>12.4%</b>	<b>91.8%</b>

Table 10: 2020-2021 Rate Stabilization Fund Revenue

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Fund Interest	73,000	69,450	105.1%	70,000	-4.1%	100.8%
<b>Total Revenue</b>	<b>73,000</b>	<b>69,450</b>	<b>105.1%</b>	<b>70,000</b>	<b>0.0%</b>	<b>100.8%</b>

## General Fund Expenditures

Table 11 identifies the General Fund (Fund 10) expenditure summary for the fiscal year 2019-2020 budget, fiscal year 2019-2020 projected actuals, a comparison of the fiscal year 2019-2020 budget versus the projected actuals, fiscal year 2020-2021 budget, the percent change in the fiscal year 2019-2020 budget to the fiscal year 2020-2021 budget, and the percent change in the fiscal year 2020-2021 budget versus the fiscal year 2019-2020 projected actuals.

It should be noted the Administrative Fund (Fund 00), Operation and Maintenance Fund (Fund 01), and State Revolving Fund Wastewater Capital Reserve Fund (Fund 04) are not identified as they will be merged or extinguished. Additionally, the Unrestricted Reserve Fund (Fund 09) is not identified as it is new and will not receive funds until the end of the fiscal year.

Overall, the total Agency fiscal year 2020-2021 General Fund expenditure budget is approximately 103% or \$0.41M greater than the fiscal year 2019-2020 projected expenditure actuals.

*Table 11: 2020-2021 General Fund Expenditure Summary*

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Salaries & Wages	5,830,000	5,260,463	110.8%	5,658,400	-2.9%	107.6%
Employee Benefits	3,662,450	3,301,420	110.9%	3,469,100	-5.3%	105.1%
Director Fees	7,000	9,240	75.8%	7,500	7.1%	81.2%
Vehicles	72,950	56,392	129.4%	49,700	-31.8%	88.1%
Insurance	175,000	145,000	120.7%	210,000	20.0%	144.8%
Professional Memberships	43,210	42,803	101.0%	47,500	10.7%	111.0%
Agency Permits & Licenses	176,000	173,674	101.3%	178,000	1.1%	102.5%
Office Expenses	284,850	211,869	134.4%	271,400	-4.6%	128.1%
Contractual Services	1,866,000	1,917,398	97.3%	1,896,900	1.7%	98.9%
Professional Services	1,294,000	1,136,711	113.8%	805,000	-37.8%	70.8%
Conferences & Training	94,000	43,841	214.4%	107,500	14.4%	245.2%
Uncollectable Accounts	2,000	100	2000.0%	1,000	-50.0%	1000.0%
Utilities	1,058,200	992,632	106.6%	1,001,100	-5.4%	100.9%
Supplies, Repairs & Maintenance	711,500	795,109	89.5%	789,300	10.9%	99.3%
<b>Total Expenditures</b>	<b>15,277,160</b>	<b>14,086,651</b>	<b>108.5%</b>	<b>14,492,400</b>	<b>-5.1%</b>	<b>102.9%</b>

The following Tables 12 through 16 provide a department breakdown of the General Fund (Fund 10) expenditures that support summary Table 11 above.

It should be noted in Table 12, the large monetary differences in (1) Employee Benefits is attributed to a conservative estimate for health benefits; and (2) Insurance is attributed to increased policy costs. Typically, the expectation would be a parallel and similar change to Salaries and Wages with Employee Benefits, however, due to the expected insurance increases, the trend

does not apply. This relationship can be noted through out the General Fund (Fund 10) department budgets.

*Table 12: 2020-2021 General Fund Expenditure – Administrative Department*

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Salaries & Wages	1,040,000	1,014,633	102.5%	1,142,000	9.8%	112.6%
Employee Benefits	753,450	644,384	116.9%	672,300	-10.8%	104.3%
Director Fees	7,000	9,240	75.8%	7,500	7.1%	81.2%
Vehicles	1,950	5,748	33.9%	2,500	28.2%	43.5%
Insurance	175,000	145,000	120.7%	210,000	20.0%	144.8%
Professional Memberships	27,710	31,861	87.0%	32,500	17.3%	102.0%
Agency Permits & Licenses	0	0	0.0%	0	0.0%	0.0%
Office Expenses	132,850	69,544	191.0%	102,000	-23.2%	146.7%
Contractual Services	154,500	156,661	98.6%	152,000	-1.6%	97.0%
Professional Services	644,000	575,783	111.8%	605,000	-6.1%	105.1%
Conferences & Training	31,500	26,241	120.0%	33,500	6.3%	127.7%
Uncollectable Accounts	2,000	100	2000.0%	1,000	-50.0%	1000.0%
Utilities	105,200	98,230	107.1%	106,100	0.9%	108.0%
Supplies, Repairs & Maintenance	0	0	0.0%	0	0.0%	0.0%
<b>Total Expenditures</b>	<b>3,075,160</b>	<b>2,777,424</b>	<b>110.7%</b>	<b>3,066,400</b>	<b>-0.3%</b>	<b>110.4%</b>

In should be noted in Table 13, additional safety supplies account for the major increase in the fiscal year 2020-2021 Supplies, Repairs & Maintenance budget.

*Table 13: 2020-2021 General Fund Expenditure – Engineering Department*

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Salaries & Wages	592,000	559,776	105.8%	593,000	0.2%	105.9%
Employee Benefits	282,000	243,459	115.8%	275,600	-2.3%	113.2%
Director Fees	0	0	0.0%	0	0.0%	0.0%
Vehicles	2,500	278	898.4%	3,000	20.0%	1078.1%
Insurance	0	0	0.0%	0	0.0%	0.0%
Professional Memberships	2,500	1,246	200.6%	3,000	20.0%	240.8%
Agency Permits & Licenses	0	0	0.0%	0	0.0%	0.0%
Office Expenses	16,000	14,033	114.0%	19,000	18.8%	135.4%

Contractual Services	264,500	245,121	107.9%	177,000	-33.1%	72.2%
Professional Services	650,000	560,928	115.9%	200,000	-69.2%	35.7%
Conferences & Training	29,500	4,935	597.8%	31,000	5.1%	628.2%
Uncollectable Accounts	0	0	0.0%	0	0.0%	0.0%
Utilities	1,000	908	110.2%	1,500	50.0%	165.3%
Supplies, Repairs & Maintenance	62,000	58,376	106.2%	106,000	71.0%	181.6%
<b>Total Expenditures</b>	<b>1,902,000</b>	<b>1,689,061</b>	<b>112.6%</b>	<b>1,409,100</b>	<b>-25.9%</b>	<b>83.4%</b>

It should be noted the percent difference in the fiscal year 2019-020 budget and projected actuals for Salaries and Wages and Conferences and Training are the delayed hire of an additional staff member and restrictions due to COVID-19.

*Table 14: 2020-2021 General Fund Expenditure – Information Technology Department*

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Salaries & Wages	360,000	251,317	143.2%	353,600	-1.8%	140.7%
Employee Benefits	127,500	96,500	132.1%	103,500	-18.8%	107.3%
Director Fees	0	0	0.0%	0	0.0%	0.0%
Vehicles	2,000	8,280	24.2%	800	-60.0%	9.7%
Insurance	0	0	0.0%	0	0.0%	0.0%
Professional Memberships	500	230	217.0%	500	0.0%	217.0%
Agency Permits & Licenses	0	0	0.0%	0	0.0%	0.0%
Office Expenses	71,500	49,393	144.8%	80,500	12.6%	163.0%
Contractual Services	500	734	68.2%	500	0.0%	68.2%
Professional Services	0	0	0.0%	0	0.0%	0.0%
Conferences & Training	7,000	3,120	224.4%	15,000	114.3%	480.8%
Uncollectable Accounts	0	0	0.0%	0	0.0%	0.0%
Utilities	1,000	1,641	60.9%	1,000	0.0%	60.9%
Supplies, Repairs & Maintenance	45,000	46,365	97.1%	69,000	53.3%	148.8%
<b>Total Expenditures</b>	<b>615,000</b>	<b>457,579</b>	<b>134.4%</b>	<b>624,400</b>	<b>1.5%</b>	<b>136.5%</b>

Table 15: 2020-2021 General Fund Expenditure – Operations Department

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Salaries & Wages	2,250,000	2,076,371	108.4%	2,160,000	-4.0%	104.0%
Employee Benefits	1,491,500	1,410,581	105.7%	1,480,700	-0.7%	105.0%
Director Fees	0	0	0.0%	0	0.0%	0.0%
Vehicles	12,500	2,362	529.2%	3,600	-71.2%	152.4%
Insurance	0	0	0.0%	0	0.0%	0.0%
Professional Memberships	5,500	3,668	149.9%	5,100	-7.3%	139.0%
Agency Permits & Licenses	176,000	173,674	101.3%	178,000	1.1%	102.5%
Office Expenses	12,000	5,371	223.4%	15,800	31.7%	294.2%
Contractual Services	1,295,500	1,391,324	93.1%	1,415,700	9.3%	101.8%
Professional Services	0	0	0.0%	0	0.0%	0.0%
Conferences & Training	9,000	6,235	144.4%	11,000	22.2%	176.4%
Uncollectable Accounts	0	0	0.0%	0	0.0%	0.0%
Utilities	950,000	891,003	106.6%	891,500	-6.2%	100.1%
Supplies, Repairs & Maintenance	158,500	137,960	114.9%	122,000	-23.0%	88.4%
<b>Total Expenditures</b>	<b>6,360,500</b>	<b>6,098,549</b>	<b>104.3%</b>	<b>6,283,400</b>	<b>-1.2%</b>	<b>103.0%</b>

Table 16: 2020-2021 General Fund Expenditure – Maintenance Department

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)	2020/2021 Budget vs. 2019/2020 Projected Actuals (%)
Salaries & Wages	1,588,000	1,358,365	116.9%	1,409,800	-11.2%	103.8%
Employee Benefits	1,008,000	906,495	111.2%	937,000	-7.0%	103.4%
Director Fees	0	0	0.0%	0	0.0%	0.0%
Vehicles	54,000	39,724	135.9%	39,800	-26.2%	100.2%
Insurance	0	0	0.0%	0	0.0%	0.0%
Professional Memberships	7,000	5,797	120.7%	6,400	-4.5%	110.4%
Agency Permits & Licenses	0	0	0.0%	0	0.0%	0.0%
Office Expenses	52,500	73,528	71.4%	54,100	3.8%	73.6%
Contractual Services	151,000	123,558	122.2%	151,700	0.7%	122.8%
Professional Services	0	0	0.0%	0	0.0%	0.0%
Conferences & Training	17,000	3,311	513.5%	17,000	0.0%	513.5%

Uncollectable Accounts	0	0	0.0%	0	0.0%	0.0%
Utilities	1,000	851	117.5%	1,000	0.0%	117.5%
Supplies, Repairs & Maintenance	446,000	552,408	80.7%	492,300	10.4%	89.1%
<b>Total Expenditures</b>	<b>3,324,500</b>	<b>3,064,038</b>	<b>108.5%</b>	<b>3,109,100</b>	<b>-6.4%</b>	<b>101.5%</b>

### Wastewater Capital Reserve Fund Expenditures

Table 17 identifies the projects and expenditures for the 5-year Capital Improvements Plans (CIP) within the Wastewater Capital Reserve Fund (Fund 02). The fund continues to provide a percentage of the debt payment; however, the debt payment is lower than previous years due to the issuance of the 2020 Wastewater Revenue Refunding Bonds. Overall, the 5-year total for the capital improvements is approximately \$15.1M. When debt service payment is included, the total fund expenditure is approximately \$26.2M.

It should be noted, the Agency has contracted a private engineering consultant to prepare a Master Sewer Plan which will provide recommendations for capital improvements. It is expected there will be variances from the proposed projects in the CIP and Master Sewer Plan.

Table 17: 2020-2021 Wastewater Capital Reserve Fund Expenditure (5-Year)

Item No.	Project Description	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
1	Barscreens, Washers, Compactors	225,000	2,400,000				2,625,000
2	Operation and Maintenance Carts		25,000		25,000		50,000
3	Equipment/Vehicle Warehouse		250,000	2,000,000			2,250,000
4	Maintenance/IT Shop Improvements				750,000		750,000
5	Digester & Plant Heating Improvements		500,000	1,500,000	1,500,000		3,500,000
6	BNR Improvements			250,000	1,500,000		1,750,000
7	Flow Equalization Basin				500,000	3,500,000	4,000,000
8	Security Improvements	100,000					100,000
9	Hydraulic Pump and Power Pack	60,000					60,000
10	Control Room Upgrades #02 & #13			50,000			50,000
<b>Subtotal</b>		<b>385,000</b>	<b>3,175,000</b>	<b>3,800,000</b>	<b>4,275,000</b>	<b>3,500,000</b>	<b>15,135,000</b>
Debt Payment on 2020 Wastewater Revenue Refunding Bonds (73.2%)		2,222,378	2,222,378	2,222,378	2,222,378	2,222,378	11,111,892
<b>Total</b>		<b>2,607,378</b>	<b>5,397,378</b>	<b>6,022,378</b>	<b>6,497,378</b>	<b>5,722,378</b>	<b>26,246,892</b>

The following is a description of each of the above listed projects:

1. Barscreens, Washers, Compactors: Headworks Improvements Project to includes new barscreens, washers, compactors, building modifications, flow diversion structure, bypass pumping, etc.
2. Operation and Maintenance Carts: Purchase of additional various operation and maintenance utility carts

3. Equipment/Vehicle Warehouse: Construction of a new warehouse for storage of Agency vehicles, heavy equipment, and misc. equipment.
4. Maintenance/IT Shop Improvements: Improvements to relocate mechanical and I&E maintenance shops.
5. Digester & Plant Heating Improvements: Construction of new digester building to house new boilers, pumps, and other major mechanical equipment to support sludge digestion, heating, and gas handling systems.
6. BNR Improvements: Modification of existing denitrification influent structures to reduce dissolved oxygen concentrations entering the denitrification cells.
7. Flow Equalization Basin: Construction of a new raw influent flow equalization basin upstream of the headworks to mitigate high flows and loadings into the plant.
8. Security Improvements: Installation of new security cameras.
9. Hydraulic Pump and Power Pack: Procurement of a new slurry pump.
10. Control Room Upgrades #02 & #13: Installation of a new HVAC for the control rooms.

### Replacement, Rehabilitation and Upgrade Fund Expenditures

Table 18 identifies the projects and expenditures for the 5-year Capital Improvements Plans (CIP) within the Replacement, Rehabilitation and Upgrade Fund (Fund 06). The fund continues to provide a percentage of the debt payment; however, the debt payment is lower than previous years due to the issuance of the 2020 Wastewater Refunding Revenue Bonds. Overall, the 5-year total for the capital improvements is approximately \$13.5M. When debt service payment is included, the total fund expenditure is approximately \$17.5M.

It should be noted, the Agency has contracted a private engineering consultant to prepare a Master Sewer Plan which will provide recommendations for capital improvements. It is expected there will be variances from the proposed projects in the CIP and Master Sewer Plan.

*Table 18: 2020-2021 Replacement, Rehabilitation and Upgrade Fund Expenditure (5-Year)*

Item No.	Project Description	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
1	Plant Coating Improvements	550,000	500,000			500,000	1,550,000
2	Lab Equipment Replacements	25,000	75,000	25,000	50,000		175,000
3	Admin. Office Improvement	350,000					350,000
4	EPDM Roof Replacement	800,000		750,000		500,000	2,050,000
5	Translucent Panel Rehabilitation				60,000		60,000
6	VFD Replacements		30,000		30,000		60,000
7	TRI Improvements	100,000	350,000	100,000	4,000,000		4,550,000
8	Centrifuge Rebuild		50,000				50,000
9	Robicon Drive Upgrade						0
10	Lab Improvement	75,000					75,000
11	Vehicle Replacement	30,000		30,000			60,000
12	WWTP Pilot Study Rehabilitation	75,000					75,000
13	Communications Network Replacement			200,000			200,000
14	Facilities Security System	50,000					50,000

15	Lime System Improvements		150,000				150,000
16	Wasting Pumps Upgrade		350,000				350,000
17	Plant Concrete Repair				400,000		400,000
18	Facility Asphalt Sealing		100,000				100,000
19	Telephone Upgrade		30,000				30,000
20	2 Water System Improvement			500,000			500,000
21	2 Water Vault Improvement		100,000				100,000
22	Chlorine Scrubber Replacement		1,000,000				1,000,000
23	Odorous Air Expansion					50,000	50,000
24	BNR Blower Replacement		25,000		25,000		50,000
25	Filter 3 Rebuild				175,000		175,000
26	Filter 4 Rebuild					175,000	175,000
27	MPPS VFD	30,000					30,000
28	Control Room Upgrades #02 & #13		75,000	500,000			575,000
29	Warehouse Fork Lift	35,000				175,000	210,000
30	Chiller Replacement	150,000					150,000
31	SCBA Tank Replacement	35,000					35,000
32	Polyblend Thickener	35,000					35,000
33	Arc flash Study/Breaker Replacement	45,000					45,000
<b>Subtotal</b>		<b>2,385,000</b>	<b>2,835,000</b>	<b>2,105,000</b>	<b>4,740,000</b>	<b>1,400,000</b>	<b>13,465,000</b>
Debt Payment on 2020 Wastewater Revenue Refunding Bond (26.8%)		813,658	813,658	813,658	813,658	813,658	4,068,288
<b>Total</b>		<b>3,198,658</b>	<b>3,648,658</b>	<b>2,918,658</b>	<b>5,553,658</b>	<b>2,213,658</b>	<b>17,533,288</b>

The following is a description of each of the above listed projects:

1. Plant Coating Improvements: Recoating on various equipment and facilities to improve longevity.
2. Lab Equipment Replacements: Replacement of various aged laboratory equipment, as needed.
3. Admin. Office Improvement: Remodeling of administration building.
4. EPDM Roof Replacement: Repair and replacement of various EPDM roofing systems.
5. Translucent Panel Rehabilitation: Refurbishing of existing Kalwall architectural panels.
6. VFD Replacements: Plant-wide replacements of variable frequency drives throughout plant, as needed basis.
7. TRI Improvements: CIPP lining of TRI between TRI manhole nos. 32 to 35
8. Centrifuge Rebuild: Rebuild dewatering centrifuges (2 total).
9. Robicon Drive Upgrade: Replace VFD in BNR Influent Pump Station.
10. Lab Improvement: Improvements to the T-TSA satellite labs.
11. Vehicle Replacement: Replacement of aged vehicles.
12. WWTP Pilot Study Rehabilitation: Rehabilitation of BNR pilot plant for testing of various operating strategies.
13. Communications Network Replacement: Replacement of aged network communications equipment and cabling.
14. Facilities Security System: Replace existing cameras and front gate.



15. Lime System Improvements: Replace conveyance system for hydrated lime.
16. Wasting Pumps Upgrade: Replace WAS pumps to be able to meet and maintain required wasting rates
17. Plant Concrete Repair: Perform various concrete repairs throughout the plant.
18. Facility Asphalt Sealing: Reseal asphalt surfaces through the plant
19. Telephone Upgrade: Upgrade existing aged PBX system and telephones to new technologies.
20. 2 Water System Improvement: Upgrade reclaimed water storage, pumping, and distribution system.
21. 2 Water Vault Improvement: Upgrade reclaimed water storage, pumping, and distribution system.
22. Chlorine Scrubber Replacement: Replace aged chlorine gas neutralizing scrubber in Chlorine Building.
23. Odorous Air Expansion: Expand odorous air media replacement.
24. BNR Blower Replacement: Replace BNR aeration blowers.
25. Filter 3 Rebuild: Inspection, repair and media replacement.
26. Filter 4 Rebuild: Inspection, repair and media replacement.
27. MPPS VFD: Replace VFD
28. Control Room Upgrades #02 & #13: Remodel and update to the existing control rooms.
29. Warehouse Forklift: Replace existing forklift with propane powered forklift.
30. Chiller Replacement: Replace existing chiller for the Administration building.
31. SCBA Tank Replacement: Replace expired tanks.
32. Polyblend Thickener: Upgrade existing thickener.
33. Arc flash Study/Breaker Replacement: Replace older and/or undersized breakers per the arc flash study.

## Fund Summaries

The following tables provide fiscal year 2020-2021 summaries for funds that have revenues and expenditures. These funds include the General Fund (Fund 10), Wastewater Capital Reserve Fund (Fund 02) and Replacement, Rehabilitation and Upgrade Fund (Fund 06). Funds that are not anticipated to have expenditures are addressed in the end of year fund balance table (Table 23).

### General Fund Summary

Table 19 provides a summary of the General Fund (Fund 10) summary to include revenues, expenditures and net position for the fiscal year 2019-2020 budget, fiscal year 2019-2020 projected actuals, a comparison of the fiscal year 2019-2020 budget versus the projected actuals, fiscal year 2020-2021 budget, and percent change in the fiscal year 2019-2020 budget to the fiscal year 2020-2021 budget.

Overall, the total General Fund (Fund 10) net position for fiscal year 2020-2021 is approximately 4.6% or \$0.10M greater than fiscal year 2019-2020 projected net position actual.

Table 19: General Fund Summary

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)
<b>Revenues</b>					
Sewer Service Charges	12,712,500	12,446,000	102.1%	12,823,000	-0.9%
Fund Interest	25,000	21,000	119.0%	18,000	28.0%
Other Revenue	15,000	12,000	125.0%	7,500	50.0%
Ad Valorem	3,900,000	3,760,000	103.7%	3,900,000	0.0%
Temporary Discharge Permits	1,500	1,500	100.0%	1,500	0.0%
<b>Total Revenues</b>	<b>16,654,000</b>	<b>16,240,500</b>	<b>102.5%</b>	<b>16,750,000</b>	<b>0.6%</b>
<b>Expenditures</b>					
Salaries & Wages	5,830,000	5,260,463	110.8%	5,658,400	-2.9%
Employee Benefits	3,662,450	3,301,420	110.9%	3,469,100	-5.3%
Director Fees	7,000	9,240	75.8%	7,500	7.1%
Vehicles	72,950	56,392	129.4%	49,700	-31.8%
CSRMA Insurance	175,000	145,000	120.7%	210,000	20.0%
Professional Memberships	43,210	42,803	101.0%	47,500	10.7%
Agency Permits & Licenses	176,000	173,674	101.3%	178,000	1.1%
Office Expenses	284,850	211,869	134.4%	271,400	-4.6%
Contractual Services	1,866,000	1,917,398	97.3%	1,896,900	1.7%
Professional Services	1,294,000	1,136,711	113.8%	805,000	-37.8%
Conferences & Training	94,000	43,841	214.4%	107,500	14.4%
Uncollectable Accounts	2,000	100	2000.0%	1,000	-50.0%
Utilities	1,058,200	992,632	106.6%	1,001,100	-5.4%
Supplies, Repairs & Maintenance	711,500	795,109	89.5%	789,300	10.9%
<b>Total Expenditures</b>	<b>15,277,160</b>	<b>14,086,651</b>	<b>108.5%</b>	<b>14,492,400</b>	<b>-5.4%</b>
<b>Net Position</b>	<b>1,376,840</b>	<b>2,153,849</b>	<b>63.9%</b>	<b>2,257,600</b>	<b>39.0%</b>

### Wastewater Capital Reserve Fund Summary

Table 20 provides summary of the Wastewater Capital Reserve Fund (Fund 02) summary to include revenues, expenditures and net position for the fiscal year 2019-2020 budget, fiscal year 2019-2020 projected actuals, a comparison of the fiscal year 2019-2020 budget versus the projected actuals, fiscal year 2020-2021 budget, and percent change in the fiscal year 2019-2020 budget to the fiscal year 2020-2021 budget.

Overall, the total Agency fiscal year 2020-2021 Wastewater Capital Reserve Fund (Fund 02) net position is a negative \$0.5M. This is attributed to the fund expenditures exceeding revenues.

Table 20: Wastewater Capital Reserve Fund Summary

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (%)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)
<b>Revenues</b>					
Sewer Connection Fee	1,500,000	1,425,000	105.3%	1,500,000	0.0%
Fund Interest	450,000	204,000	220.6%	250,000	-44.4%
Other Revenue	50,000	(41,708)	-119.9%	25,000	-50.0%
<b>Total Revenues</b>	<b>2,000,000</b>	<b>1,587,292</b>	<b>126.0%</b>	<b>1,775,000</b>	<b>-12.7%</b>
<b>Expenditures</b>					
Barscreens, Washers, Compactors				225,000	
Security Improvements				100,000	
Hydraulic Pump and Power Pack				60,000	
<b>Subtotal Expenditures</b>				<b>385,000</b>	
Debt Payment on 2020 Wastewater Revenue Refunding Bond (73.2%)				1,894,260	
<b>Total Expenditures</b>				<b>2,279,260</b>	
<b>Net Position</b>				<b>(504,260)</b>	

### Replacement, Rehabilitation and Upgrade Fund Summary

Table 21 provides summary of the Replacement, Rehabilitation and Upgrade Fund (Fund 06) summary to include revenues, expenditures and net position for the fiscal year 2019-2020 budget, fiscal year 2019-2020 projected actuals, a comparison of the fiscal year 2019-2020 budget versus the projected actuals, fiscal year 2020-2021 budget, and percent change in the fiscal year 2019-2020 budget to the fiscal year 2020-2021 budget.

Overall, the total Agency fiscal year 2020-2021 Replacement, Rehabilitation and Upgrade Fund (Fund 06) net position is negative \$2.8M. This is attributed to the fund expenditures exceeding revenues.

Table 21: Replacement, Rehabilitation and Upgrade Fund Summary

Description	2019/2020 Budget (\$)	2019/2020 Projected Actuals (\$)	2019/2020 Budget vs. Projected Actuals (\$)	2020/2021 Budget (\$)	% Δ 2019/2020 Budget-2020/2021 Budget (%)
<b>Revenue</b>					
Fund Interest				310,000	
<b>Total Revenue</b>				<b>310,000</b>	
<b>Expenditures</b>					
Plant Coating Improvements				550,000	
Lab Equipment Replacements				25,000	
Admin. Office Improvement				350,000	
EPDM Roof Replacement				800,000	
TRI Improvements				100,000	
Lab Improvement				75,000	
Vehicle Replacement				30,000	
WWTP Pilot Study Rehabilitation				75,000	
Facilities Security System				50,000	
MPPS VFD				30,000	
Warehouse Fork Lift				35,000	
Chiller Replacement				150,000	
SCBA Tank Replacement				35,000	
Polyblend Thickener				35,000	
Arc flash Study/Breaker Replacement				45,000	
<b>Subtotal Expenditures</b>				<b>2,385,000</b>	
Debt Payment on 2020 Wastewater Revenue Refunding Bond (26.8%)				693,527	
<b>Total Expenditures</b>				<b>3,078,527</b>	
<b>Net Position</b>				<b>(2,768,527)</b>	

## Unfunded Accrued Liability

The Agency participates in the California Public Employees’ Retirement System (CalPERS) which includes a plan for Classic and PEPR (Public Employees’ Pension Reform Act) employees. Based on the annual valuation reports prepared by CalPERS, the estimated unfunded accrued liability (UAL) for each plan for 06/30/20 are approximately \$15M for Classic Employees and \$0.26M for PEPR Employees. An updated valuation report will be available from CalPERS in September of 2020.

There is a cost benefit to the Agency to reduce the UAL amortization schedule from the current 30-year schedule to a 5-year schedule as it would provide a savings of approximately \$11.4M in accrued interest. Table 22 provides the anticipated payment schedule to reduce the UAL on the 5-year amortization schedule.

As previous stated, excess monies from the Administrative Fund (Fund 00) and Operation and Maintenance Fund (Fund 01), to be merged into General Fund (Fund 10), are transferred to the Replacement, Rehabilitation and Upgrade Fund (Fund 06) at the end of each fiscal year. In doing so, when the UAL is paid, the funds are provided by the Replacement, Rehabilitation and Upgrade Fund (Fund 06).

It should be noted the UAL may vary as CalPERS performs future valuation reports.

*Table 22: CalPERS UAL 5-Year Amortization Schedule Summary*

<b>Fiscal Year End</b>	<b>Annual Scheduled Payment <sup>(2)</sup> (\$)</b>	<b>Additional Annual Payment (\$)</b>	<b>Total Annual Payment (\$)</b>
2020 <sup>(1)</sup>	1,024,192	2,510,895	3,535,087
2021	981,445	2,635,532	3,616,977
2022	1,604,562	2,111,882	3,716,444
2023	1,748,927	2,069,720	3,818,647
2024	1,836,974	2,086,685	3,923,659

- Notes: (1) Payment completed  
 (2) Payment per current 30-year amortization

## Projected End of Fiscal Year Fund Balances

Table 23 lists the expected fund balances at the end of fiscal year 2020-2021. Each fund is shown with the beginning balance, annual revenue, annual expenditure, UAL payment and end of year balance for each fund. The total of all funds is approximately \$38.7M.

It should be noted, once the State Revolving Fund Revenue (Fund 04) is extinguished, its funds are transferred to the Rate Stabilization Fund (08). In addition, the Unrestricted Reserve Fund (Fund 09) is listed for information purposes and will receive funds as end of year excess balances are transferred.

Table 23: Projected End of Year Fund Balances

Description	General Fund (Fund 10)	Wastewater Capital Reserve Fund Revenue (Fund 02)	State Revolving Fund Revenue (Fund 04)	Upgrade, Rehabilitation & Replacement Fund Revenue (Fund 06)	Emergency Reserve Fund Revenue (Fund 07)	Rate Stabilization Fund (08)	Unrestricted Reserve Fund (09)	Total
Beginning Balance	300,000	17,499,330	3,088,394	18,634,274	4,117,269			43,639,268
Revenue	16,750,000	1,775,000		310,000	85,000	70,000		18,990,000
Expenditure	14,492,400	2,607,378		3,198,658	0			20,298,436
CalPERS UAL	0	0		3,616,977	0			3,616,977
Ending Balance	2,557,600	16,666,952	0	12,128,640	4,202,269	3,158,394		38,713,855

### General Fund Budget Expenditure Summary

Appendix A provides a detailed account of each department’s budgeted expenditures.

### Summary

The annual budget for fiscal year 2020-2021 provides detailed operating budgets and capital improvement plans for the Agency in order to meet the waste discharge requirements and provide a high level of service to its customers. As the budget is monitored and more data is collected, the Agency will be able to better determine department operating and maintenance costs and make financial decisions on its assets accordingly. It is recommended the 5-year capital improvement plans be reevaluated once the Master Sewer Plan is completed.

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01	10-02	10-03	10-04	10-05	10-06	10-07	10-08	10-11	
		Admin	Eng	Safety	Ops	Lab	Maint	I&E	IT	Whs	
<b>Salaries &amp; Wages</b>											
0500	SALARIES AND WAGES	\$ 1,142,000	\$ 470,000	\$ 123,000	\$ 1,700,000	\$ 460,000	\$ 875,000	\$ 462,000	\$ 353,600	\$ 72,800	\$ 5,658,400
<b>Employee Benefits</b>											
1000	CALPERS PEPRA RETIREMENT	\$ 24,000	\$ 9,000	\$ 8,200	\$ 30,000	\$ -	\$ 20,000	\$ 21,000	\$ -	\$ 5,000	\$ 117,200
1001	CALPERS CLASSIC RETIREMENT	\$ 152,000	\$ 71,000	\$ -	\$ 280,000	\$ 97,500	\$ 145,000	\$ 28,000	\$ 57,000	\$ -	\$ 830,500
1002	WORKER'S COMP	\$ 25,500	\$ 8,400	\$ 2,800	\$ 48,000	\$ 11,500	\$ 25,000	\$ 11,200	\$ 6,000	\$ 2,800	\$ 141,200
1003	MEDICARE	\$ 15,500	\$ 7,000	\$ 1,700	\$ 25,000	\$ 6,600	\$ 14,000	\$ 6,500	\$ 4,000	\$ 1,000	\$ 81,300
1004	SDI	\$ 10,500	\$ 3,600	\$ 1,200	\$ 17,500	\$ 4,600	\$ 9,200	\$ 4,500	\$ 2,900	\$ 800	\$ 54,800
1005	LIFE INSURANCE	\$ 8,500	\$ 2,900	\$ 1,000	\$ 15,500	\$ 4,000	\$ 8,500	\$ 3,800	\$ 1,900	\$ 1,000	\$ 47,100
1006	HEALTH INSURANCE	\$ 252,000	\$ 81,500	\$ 29,200	\$ 430,000	\$ 127,000	\$ 250,000	\$ 84,000	\$ 26,000	\$ 14,500	\$ 1,294,200
1007	DIRECTOR HEALTH INSURANCE	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,000
1008	RETIREE HEALTH INSURANCE	\$ 91,000	\$ 31,000	\$ -	\$ 285,000	\$ 35,000	\$ 160,000	\$ 63,000	\$ -	\$ -	\$ 665,000
1009	DENTAL INSURANCE	\$ 20,500	\$ 6,200	\$ 2,600	\$ 31,000	\$ 8,900	\$ 19,000	\$ 5,600	\$ 3,000	\$ 1,000	\$ 97,800
1010	NAVIA HRA	\$ 9,000	\$ 2,500	\$ 1,000	\$ 12,000	\$ 3,500	\$ 10,000	\$ 3,000	\$ 1,500	\$ 500	\$ 43,000
1011	OPEB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1012	VISION REIMBURSEMENT	\$ 5,800	\$ 2,000	\$ 800	\$ 3,000	\$ 1,600	\$ 5,000	\$ 1,600	\$ 1,200	\$ 400	\$ 21,400
1013	CALPERS 457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1014	NATIONWIDE 457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1015	DIRECTOR DENTAL INSURANCE	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
1016	DIRECTOR VISION REIMBURSEMENT	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
1017	COBRA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1018	DENTAL REIMBURSEMENT	\$ 2,000	\$ 1,000	\$ 500	\$ 1,000	\$ -	\$ 1,000	\$ 500	\$ -	\$ 400	\$ 6,400
1019	JURY DUTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1020	EMPLOYEE SCREENING	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
1021	EMPLOYEE MISC.	\$ 7,000	\$ 400	\$ 100	\$ 2,500	\$ -	\$ 10,000	\$ 100	\$ -	\$ 100	\$ 20,200
1022	ANNUAL UAL PAYMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1023	ADDT'L UAL PAYMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Director Fees</b>											
1050	DIRECTOR FEES	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500
<b>Vehicles</b>											
2000	GASOLINE/DIESEL	\$ 1,800	\$ 2,500	\$ -	\$ -	\$ 300	\$ 23,000	\$ -	\$ -	\$ -	\$ 27,600
2001	VHCL-01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ 800
2002	VHCL-02	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
2003	VHCL-03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
2004	VHCL-04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2005	VHCL-05	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
2006	VHCL-06	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
2007	VHCL-07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
2008	VHCL-08	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
2009	VHCL-09	\$ -	\$ -	\$ -	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300
2010	VHCL-10	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
2011	VHCL-11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
2012	VHCL-12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2013	VHCL-13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700	\$ -	\$ -	\$ -	\$ 2,700
2014	VHCL-14	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
2015	VHCL-15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2016	VHCL-16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
2017	VHCL-17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
2018	VHCL-18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019	VHCL-19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020	VHCL-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01	10-02	10-03	10-04	10-05	10-06	10-07	10-08	10-11	
		Admin	Eng	Safety	Ops	Lab	Maint	I&E	IT	Whs	
2021	VHCL-21	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200
2022	VHCL-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
2023	VHCL-23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2024	VHCL-24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025	VHCL-25	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
2026	VHCL-26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 200
2101	VHCT-01	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
2102	VHCT-02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2103	VHCT-03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2104	VHCT-04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2105	VHCT-05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2106	VHCT-06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2107	VHCT-07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2108	VHCT-08	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
2109	VHCT-09	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
2110	VHCT-10	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
2111	VHCT-11	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
2112	VHCT-12	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
2113	VHCT-13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2114	VHCT-14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2122	VHCT-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2123	VHCT-23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2124	VHCT-24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	VHSNOW-03	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
2134	VHSNOW-04	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
2141	VHEQ-01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2142	VHEQ-02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2143	VHEQ-03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
2144	VHEQ-04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2145	VHEQ-05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2146	VHEQ-06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
2147	VHEQ-07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ 400
2148	VHEQ-08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ 600
2149	VHEQ-09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2150	VHEQ-10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
2151	VHEQ-11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100
2152	VHEQ-12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2153	VHEQ-13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2154	VHEQ-14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2155	VHEQ-15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2163	VHEQ-23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
2164	VHEQ-24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100
2165	VHEQ-25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2166	VHEQ-26 POLARIS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 200
2199	VEHICLE MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
<b>Insurance</b>											
2200	INSURANCE	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,000
<b>Professional Memberships</b>											
2221	STAFF CERTIFICATIONS	\$ 500	\$ 500	\$ 1,000	\$ 1,500	\$ 800	\$ 2,000	\$ 600	\$ -	\$ -	\$ 6,900
2222	STAFF MEMBERSHIPS	\$ 1,000	\$ 1,000	\$ 500	\$ 2,000	\$ 800	\$ 2,500	\$ 1,300	\$ 500	\$ -	\$ 9,600
2223	AGENCY MEMBERSHIPS	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,000



General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01	10-02	10-03	10-04	10-05	10-06	10-07	10-08	10-11	
		Admin	Eng	Safety	Ops	Lab	Maint	I&E	IT	Whs	
<b>Agency Permits and Licenses</b>											
2250	PERMITS & LICENSES	\$ -	\$ -	\$ -	\$ 170,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 178,000
<b>Office Expenses</b>											
2400	BANK FEES	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000
2401	SUPPLIES	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
2402	FURNITURE	\$ 10,000	\$ 500	\$ 500	\$ 2,000	\$ 1,000	\$ 7,500	\$ -	\$ 4,000	\$ 500	\$ 26,000
2403	IT HARDWARE	\$ 10,000	\$ 1,000	\$ 2,500	\$ 7,000	\$ 1,000	\$ 3,000	\$ 1,000	\$ 20,000	\$ 500	\$ 46,000
2404	IT SOFTWARE	\$ 26,500	\$ 6,000	\$ 2,500	\$ 500	\$ -	\$ 37,000	\$ 1,500	\$ 55,000	\$ -	\$ 129,000
2405	ADVERTISING	\$ 2,000	\$ 4,000	\$ -	\$ 3,500	\$ -	\$ 2,000	\$ -	\$ 1,000	\$ -	\$ 12,500
2406	BREAKROOM SUPPLIES	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
2407	POSTAGE/SHIPPING	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
2408	COPIER/FAX EXPENSES	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500
2409	BOOKS/SUBSCRIPTIONS	\$ 500	\$ 500	\$ 1,500	\$ 500	\$ -	\$ 500	\$ 500	\$ 500	\$ 100	\$ 4,600
2410	MANAGER LUNCHEON	\$ 2,500	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,800
2411	BOARD MEETING SUPPLIES	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
2412	BREAKROOM SUPPLIES	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
2413	STAFF LUNCHEONS/APPRECIATION	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
<b>Contractual Services</b>											
2500	INVOICE PROCESSING	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
2501	COUNTY SERVICES	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000
2502	JANITORIAL	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 39,500	\$ -	\$ -	\$ -	\$ 40,000
2503	GENERAL OFFICE	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
2504	FACILITIES MAINTENANCE	\$ 1,000	\$ 150,000	\$ 21,000	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 207,000
2505	MECHANICAL MAINTENANCE	\$ -	\$ 500	\$ 1,000	\$ -	\$ 8,500	\$ 28,500	\$ -	\$ -	\$ -	\$ 38,500
2506	UNIFORMS	\$ 2,500	\$ 500	\$ 1,000	\$ 9,000	\$ 1,200	\$ 6,500	\$ 3,500	\$ 500	\$ 600	\$ 25,300
2507	LEASES	\$ 1,500	\$ -	\$ -	\$ 800	\$ 1,000	\$ -	\$ 9,800	\$ -	\$ -	\$ 13,100
2508	SLUDGE DISPOSAL	\$ -	\$ -	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
2509	MATERIAL WASTE DISPOSAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ 400
2510	CHEMICALS-HYDRATED LIME	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000
2511	CHEMICALS-SODIUM CHLORIDE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2512	CHEMICALS-LIQUID CHLORINE	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000
2513	CHEMICALS-SODIUM HYDROXIDE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2514	CHEMICALS-SODA ASH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2515	CHEMICALS-HYDROCHLORIC ACID	\$ -	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000
2516	CHEMICALS-SULFURIC ACID	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2517	CHEMICALS-LIQUID CO2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2518	CHEMICALS-LIQUID O2	\$ -	\$ -	\$ -	\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145,000
2519	CHEMICALS-FERRIC CHLORIDE	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
2520	CHEMICALS-METHANOL	\$ -	\$ -	\$ -	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320,000
2521	CHEMICALS-POLYMER	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
2522	CHEMICALS-BOILER CHEMICAL	\$ -	\$ -	\$ -	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000
2523	CHEMICALS-AMMONIA ANALYZERS	\$ -	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500
2524	CHEMICALS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
2525	TESTING	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
2530	ELECTRICAL MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,900	\$ -	\$ -	\$ 27,900
2550	OUTSOURCE TESTING LOCATION 1	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
2551	OUTSOURCE TESTING LOCATION 2	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500
2552	OUTSOURCE TESTING LOCATION 3	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
2553	OUTSOURCE TESTING LOCATION 4	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 700
2554	OUTSOURCE TESTING LOCATION MISC.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2555	OUTSOURCE TESTING LOCATION 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01	10-02	10-03	10-04	10-05	10-06	10-07	10-08	10-11	
		Admin	Eng	Safety	Ops	Lab	Maint	I&E	IT	Whs	
2556	OUTSOURCE TESTING LOCATION 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2557	CONTRACTURAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Professional Services</b>											
2600	ENGINEERING	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
2601	LEGAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2602	ACCOUNTING & BILLING SUPPORT (AS400)	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
2603	FINANCIAL AUDITOR	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
2604	FINANCIAL/RATE STUDIES	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
2605	HUMAN RESOURCES STUDIES	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
2606	MISC. STUDIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2650	LEGAL - BSK	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
2651	LEGAL - WPR	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
2652	LEGAL - MISC.	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000
<b>Conferences &amp; Training</b>											
2700	CONFERENCE	\$ 5,000	\$ 4,500	\$ 1,500	\$ 3,000	\$ 1,000	\$ 5,000	\$ 2,000	\$ 3,000	\$ 1,000	\$ 26,000
2701	TRAINING	\$ 15,000	\$ 3,000	\$ 22,000	\$ 6,000	\$ 1,000	\$ 5,000	\$ 4,000	\$ 12,000	\$ -	\$ 68,000
2702	CONFERENCE (HR)	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
2703	TRAINING (HR)	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500
2750	WELLNESS PROGRAM (HR)	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
<b>Uncollectable Accounts</b>											
2800	UNCOLLECTABLE ACCTS FROM SC	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
<b>Utilities</b>											
2900	HEATING FUEL	\$ 6,600	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,600
2901	ELECTRICITY	\$ 84,000	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 834,000
2902	WATER	\$ 200	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700
2903	NATURAL GAS	\$ 5,300	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,300
2904	TELEPHONE	\$ 10,000	\$ 1,500	\$ -	\$ 35,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 48,500
<b>Supplies, Repairs &amp; Maintenance</b>											
3000	HEADWORKS-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3010	HEADWORKS-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3020	HEADWORKS-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3030	HEADWORKS-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3049	HEADWORKS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3050	PRIMARY CLARIFICATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3060	PRIMARY CLARIFICATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3070	PRIMARY CLARIFICATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3080	PRIMARY CLARIFICATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3099	PRIMARY CLARIFICATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3100	PRIMARY PUMPING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3110	PRIMARY PUMPING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3120	PRIMARY PUMPING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3130	PRIMARY PUMPING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3149	PRIMARY PUMPING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3150	OXYGENATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3160	OXYGENATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3170	OXYGENATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3180	OXYGENATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3199	OXYGENATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3200	WAS PUMPING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3210	WAS PUMPING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3220	WAS PUMPING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01 Admin	10-02 Eng	10-03 Safety	10-04 Ops	10-05 Lab	10-06 Maint	10-07 I&E	10-08 IT	10-11 Whs	
3230	WAS PUMPING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3249	WAS PUMPING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3250	SECONDARY CLARIFICATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3260	SECONDARY CLARIFICATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3270	SECONDARY CLARIFICATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3280	SECONDARY CLARIFICATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3299	SECONDARY CLARIFICATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3300	RAS PUMPING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3310	RAS PUMPING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3320	RAS PUMPING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3330	RAS PUMPING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3349	RAS PUMPING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3350	PHOSPHORUS REMOVAL-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3360	PHOSPHORUS REMOVAL-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3370	PHOSPHORUS REMOVAL-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3380	PHOSPHORUS REMOVAL-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3399	PHOSPHORUS REMOVAL-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3400	RAPID MIXING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3410	RAPID MIXING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3420	RAPID MIXING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3430	RAPID MIXING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3449	RAPID MIXING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3450	FLOCCULATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3460	FLOCCULATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3470	FLOCCULATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3480	FLOCCULATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3499	FLOCCULATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3500	CHEMICAL CLARIFICATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3510	CHEMICAL CLARIFICATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3520	CHEMICAL CLARIFICATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3530	CHEMICAL CLARIFICATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3549	CHEMICAL CLARIFICATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3550	RECARBONATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3560	RECARBONATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3570	RECARBONATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3580	RECARBONATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3599	RECARBONATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3600	CHEMICAL SLUDGE PUMPING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3610	CHEMICAL SLUDGE PUMPING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,000	\$ -	\$ -	3,000
3620	CHEMICAL SLUDGE PUMPING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3630	CHEMICAL SLUDGE PUMPING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3649	CHEMICAL SLUDGE PUMPING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3650	FLOW EQUALIZATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3660	FLOW EQUALIZATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3670	FLOW EQUALIZATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3680	FLOW EQUALIZATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3699	FLOW EQUALIZATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3700	BNR INFLUENT PUMPING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3710	BNR INFLUENT PUMPING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3720	BNR INFLUENT PUMPING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3730	BNR INFLUENT PUMPING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01	10-02	10-03	10-04	10-05	10-06	10-07	10-08	10-11	
		Admin	Eng	Safety	Ops	Lab	Maint	I&E	IT	Whs	
3749	BNR INFLUENT PUMPING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3750	BNR-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3760	BNR-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3761	BNR-POWER DISTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3770	BNR-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3780	BNR-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3799	BNR-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
3800	MULTI-PURPOSE PUMPING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3810	MULTI-PURPOSE PUMPING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3820	MULTI-PURPOSE PUMPING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3830	MULTI-PURPOSE PUMPING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3849	MULTI-PURPOSE PUMPING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3850	FILTRATION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3860	FILTRATION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3870	FILTRATION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3880	FILTRATION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3899	FILTRATION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500
3900	ION EXCHANGE-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3910	ION EXCHANGE-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3920	ION EXCHANGE-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3930	ION EXCHANGE-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3949	ION EXCHANGE-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3950	AMMONIA REMOVAL AND RECOVERY-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3960	AMMONIA REMOVAL AND RECOVERY-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3970	AMMONIA REMOVAL AND RECOVERY-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3980	AMMONIA REMOVAL AND RECOVERY-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3999	AMMONIA REMOVAL AND RECOVERY-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4000	AMMONIA STRIPPING AND ABSORBING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4010	AMMONIA STRIPPING AND ABSORBING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4020	AMMONIA STRIPPING AND ABSORBING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4030	AMMONIA STRIPPING AND ABSORBING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4049	AMMONIA STRIPPING AND ABSORBING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4050	DEWATERING AMMONIA STRIPPING -STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4060	DEWATERING AMMONIA STRIPPING -ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4070	DEWATERING AMMONIA STRIPPING -INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4080	DEWATERING AMMONIA STRIPPING -MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4099	DEWATERING AMMONIA STRIPPING -MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4100	DIGESTION-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4110	DIGESTION-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4120	DIGESTION-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4130	DIGESTION-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4149	DIGESTION-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4150	SOLIDS HANDLING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4160	SOLIDS HANDLING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4170	SOLIDS HANDLING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4180	SOLIDS HANDLING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4199	SOLIDS HANDLING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
4200	LIME SYSTEM-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4210	LIME SYSTEM-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4220	LIME SYSTEM-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4230	LIME SYSTEM-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01	10-02	10-03	10-04	10-05	10-06	10-07	10-08	10-11	
		Admin	Eng	Safety	Ops	Lab	Maint	I&E	IT	Whs	
4249	LIME SYSTEM-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
4250	THICKENING CENTRIFUGES-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4260	THICKENING CENTRIFUGES-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4270	THICKENING CENTRIFUGES-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4280	THICKENING CENTRIFUGES-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4299	THICKENING CENTRIFUGES-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
4300	DEWATERING-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4310	DEWATERING-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
4320	DEWATERING-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4330	DEWATERING-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4349	DEWATERING-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4350	ODOROUS AIR-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4360	ODOROUS AIR-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4370	ODOROUS AIR-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4380	ODOROUS AIR-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4399	ODOROUS AIR-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
4400	EMERGENCY POWER-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4410	EMERGENCY POWER-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4420	EMERGENCY POWER-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4430	EMERGENCY POWER-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4449	EMERGENCY POWER-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4450	PLANT AIR-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4460	PLANT AIR-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4470	PLANT AIR-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4480	PLANT AIR-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4499	PLANT AIR-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4500	NON-POTABLE WATER (#2&#3)-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4510	NON-POTABLE WATER (#2&#3)-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4520	NON-POTABLE WATER (#2&#3)-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4530	NON-POTABLE WATER (#2&#3)-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4549	NON-POTABLE WATER (#2&#3)-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4550	PSA-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4560	PSA-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4570	PSA-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4580	PSA-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4599	PSA-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4600	DISPOSAL FIELDS-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4610	DISPOSAL FIELDS-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4620	DISPOSAL FIELDS-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4630	DISPOSAL FIELDS-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4649	DISPOSAL FIELDS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4650	CARBON COLUMNS-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4660	CARBON COLUMNS-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4670	CARBON COLUMNS-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4680	CARBON COLUMNS-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4699	CARBON COLUMNS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4700	ADMIN BLDG.-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4710	ADMIN BLDG.-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4720	ADMIN BLDG.-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4730	ADMIN BLDG.-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4749	ADMIN BLDG.-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01 Admin	10-02 Eng	10-03 Safety	10-04 Ops	10-05 Lab	10-06 Maint	10-07 I&E	10-08 IT	10-11 Whs	
4750	GENERAL BUILDINGS AND GROUNDS-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4760	GENERAL BUILDINGS AND GROUNDS-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4770	GENERAL BUILDINGS AND GROUNDS-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4780	GENERAL BUILDINGS AND GROUNDS-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4799	GENERAL BUILDINGS AND GROUNDS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
4800	ALL FACILITY PURPOSE-TOOLS	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 6,000	\$ 2,500	\$ -	\$ 11,500
4801	ALL FACILITY PURPOSE-RADIOS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ 1,500	\$ -	\$ 7,500
4802	ALL FACILITY PURPOSE-OIL/LUBRICANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4803	ALL FACILITY PURPOSE-BICYCLES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4804	ALL FACILITY PURPOSE-FACILITY CARTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4805	ALL FACILITY PURPOSE-IT SCADA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
4806	ALL FACILITY PURPOSE-IT AUTOMATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
4807	ALL FACILITY PURPOSE-IT EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
4808	ALL FACILITY PURPOSE-IT COMPUTERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
4809	ALL FACILITY PURPOSE-SMALL EQUIPMENT	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
4810	ALL FACILITY PURPOSE-HOSES	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
4811	ALL FACILITY PURPOSE-SECURITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
4812	ALL FACILITY PURPOSE-JANITORIAL SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4813	ALL FACILITY PURPOSE-PAINT SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4849	ALL FACILITY PURPOSE-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
4850	CHEMICAL FACILITIES-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4860	CHEMICAL FACILITIES-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4870	CHEMICAL FACILITIES-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4880	CHEMICAL FACILITIES-MECHANICAL	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
4899	CHEMICAL FACILITIES-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
4900	EMERGENCY RETENTION BASIN-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4910	EMERGENCY RETENTION BASIN-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4920	EMERGENCY RETENTION BASIN-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4930	EMERGENCY RETENTION BASIN-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4949	EMERGENCY RETENTION BASIN-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5000	EMERGENCY STORAGE PONDS-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5010	EMERGENCY STORAGE PONDS-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5020	EMERGENCY STORAGE PONDS-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5030	EMERGENCY STORAGE PONDS-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5049	EMERGENCY STORAGE PONDS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5300	MAIN LAB-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000
5310	MAIN LAB-SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
5320	MAIN LAB-CHEMICALS	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
5349	MAIN LAB-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
5350	SATELLITE LABS-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000
5360	SATELLITE LABS-SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
5370	SATELLITE LABS-CHEMICALS	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
5399	SATELLITE LABS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5400	TKN/AMMONIA-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5410	TKN/AMMONIA-SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
5420	TKN/AMMONIA-CHEMICALS	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000
5449	TKN/AMMONIA-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5450	TOC-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
5460	TOC-SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000
5470	TOC-CHEMICALS	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
5499	TOC-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Fund Budget Expenditures Summary		Department									Expenditures Grand Totals
GL #	General Ledger Account Description	10-01 Admin	10-02 Eng	10-03 Safety	10-04 Ops	10-05 Lab	10-06 Maint	10-07 I&E	10-08 IT	10-11 Whs	
5500	ANIONS-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500
5510	ANIONS-SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
5520	ANIONS-CHEMICALS	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
5549	ANIONS-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5550	DI SYSTEM-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5560	DI SYSTEM-SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
5599	DI SYSTEM-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5600	DRINKING WATER TESTING-SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
5610	PT STUDY (PROFICIENCY TESTING)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5650	FIELD SAMPLING-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
5800	PPE	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
5810	CONSUMABLE SUPPLIES	\$ -	\$ 1,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,000
5820	NON-CONSUMABLE EQUIPMENT	\$ -	\$ 1,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,000
7005	TRI-MANHOLES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7010	TRI-STRUCTURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7020	TRI-ELECTRICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7030	TRI-INSTRUMENTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7040	TRI-MECHANICAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7049	TRI-MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7050	BLDG 27 - POWER DISTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8000	WAREHOUSE STOCK	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ 320,000	\$ 147,300	\$ -	\$ -	\$ 468,300
<b>TOTAL 2020/2021 GENERAL FUND BUDGET EXPENDITURES</b>		<b>\$ 3,066,400</b>	<b>\$ 1,078,500</b>	<b>\$ 330,600</b>	<b>\$ 5,373,400</b>	<b>\$ 910,000</b>	<b>\$ 2,084,900</b>	<b>\$ 921,200</b>	<b>\$ 624,400</b>	<b>\$ 103,000</b>	<b>\$ 14,492,400</b>



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** IV-5  
**Subject:** Approval of Resolution 3-2020 to revise the wastewater capital reserve fund budget and making related findings

---

### **Background**

Resolution 3-2020 is a resolution which makes certain findings concerning the purposes for which the wastewater capital reserve fund will be used and the relationship between such uses and the connection charges which are deposited into said fund.

### **Fiscal Impact**

None.

### **Attachments**

Resolution 3-2020.

### **Recommendation**

Management and staff recommend approval of Resolution 3-2020 to revise the wastewater capital reserve fund budget and making related findings.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager



**RESOLUTION 3-2020**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TAHOE-TRUCKEE SANITATION AGENCY  
REVISING THE WASTEWATER CAPITAL RESERVE FUND BUDGET  
AND MAKING RELATED FINDINGS**

WHEREAS, in 1990 and pursuant to the report prepared by CH2M Hill entitled "Tahoe-Truckee Sanitation Agency Connection Fee Review", the Tahoe-Truckee Sanitation Agency ("Agency") adopted the asset replacement approach for the calculation of connection fees, which approach essentially determines each user's (existing and new) share of the cost of replacing the Agency's capital facilities, and which was updated in 2006;

WHEREAS, pursuant to its ordinances, the Agency collects connection charges from those connecting to the Agency's regional sewer system and from those adding to their existing sewer allocations;

WHEREAS, the connection charge revenue is deposited in the Agency's Wastewater Capital Reserve Fund to be expended for capital facility projects required to be constructed to provide capacity to serve new development within the Agency's boundaries and to maintain a high level of sewer service for the benefit of such new development;

WHEREAS, such capital projects initially were identified in the "Updated Project and Financial Review", dated September 1991;

WHEREAS, since September of 1991, the "Updated Project and Financial Review" has been reconsidered and modified, and a new listing of capital facility projects has been developed and is attached hereto as Exhibit A; and

WHEREAS, the Board of Directors of the Agency now desires to make certain findings concerning the purposes for which the Wastewater Capital Reserve Fund will be used and the relationship between such uses and the connection charges which are deposited into said fund.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Tahoe-Truckee Sanitation Agency hereby makes the following findings:

1. The connection charge revenue collected by the Agency is deposited in the Wastewater Capital Reserve Fund. That fund was established to finance capital projects needed to serve new development within the Agency. The current amount in the Wastewater Capital Reserve Fund is \$17,658,717.16.
2. The currently planned capital facility projects of the Agency and their anticipated date of construction are described in Exhibit A attached hereto and incorporated by this reference.

3. The projects described in Exhibit A are needed or appropriate in order to provide sewage transmission, treatment and disposal capacity to accommodate new development within the Agency's regional sewage system and to continue to maintain a high level of service for the benefit of such new development.
4. The Wastewater Capital Reserve Fund also may be borrowed from or directly used to cover in part uninsured emergency and catastrophic losses to capital facilities, including the sewage treatment plant and interceptor pipelines (facilities which benefit both new and existing development), and other necessary capital facility reserve needs.
5. The Wastewater Capital Reserve fund also shall be used to pay a major portion of the balance due on the 2020 Wastewater Revenue Refunding Bond obtained for the refinancing of the Agency's previous State Revolving Fund loan for the 2008 expansion of the Agency wastewater treatment plant to 9.6 million gallons per day, the principal of which approximates \$23.5 Million.
6. The entire balance remaining in the Wastewater Capital Reserve Fund is needed to and is hereby committed to fund the capital facilities, contingencies, reserve needs, and bond payments as set forth in findings 2 to 5 above.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on this 17<sup>th</sup> day of June 2020 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Dale Cox, President  
Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

---

Secretary of the Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

**Exhibit A**  
**Wastewater Capital Reserve Fund**  
**Projects and Budgets**

<b>Item No.</b>	<b>Project Description</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>
1	Barscreens, Washers, Compactors	225,000	2,400,000			
2	Operation and Maintenance Carts		25,000		25,000	
3	Equipment/Vehicle Warehouse		250,000	2,000,000		
4	Maintenance/IT Shop Improvements				750,000	
5	Digester & Plant Heating Improvements		500,000	1,500,000	1,500,000	
6	BNR Improvements			250,000	1,500,000	
7	Flow Equalization Basin				500,000	3,500,000
8	Security Improvements	100,000				
9	Hydraulic Pump and Power Pack	60,000				
10	Control Room Upgrades #02 & #13			50,000		
<b>Subtotal</b>		<b>385,000</b>	<b>3,175,000</b>	<b>3,800,000</b>	<b>4,275,000</b>	<b>3,500,000</b>
Debt Payment on 2020 Wastewater Revenue Refunding Bond (73.2%)		2,222,378	2,222,378	2,222,378	2,222,378	2,222,378
<b>Total</b>		<b>2,607,378</b>	<b>5,397,378</b>	<b>6,022,378</b>	<b>6,497,378</b>	<b>5,722,378</b>



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** IV-6  
**Subject:** Approval of Resolution 4-2020 to establish appropriations limits for fiscal year 2020-2021

---

### **Background**

Proposition 4 approved by the State of California voters in November 1979 added California Constitution, Article XIII B which limits the level of most appropriations from tax sources that the state and most local government entities, including T-TSA, are permitted to make in any given year. The limit for each year is equal to the limit for the prior year, adjusted for changes in the cost of living and population.

T-TSA is required by Government Code Section 7910 to establish the appropriations limits per fiscal year by resolution at a regularly scheduled and noticed meeting.

### **Fiscal Impact**

None.

### **Attachments**


Resolution 4-2020 and appropriations limit calculation.

### **Recommendation**

Management and staff recommend approval of Resolution 4-2020 to establish appropriations limits for fiscal year 2020-2021.

### **Review Tracking**

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

  
Roshelle Chavez  
Administrative Manager

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

  
LaRue Griffin  
General Manager

**RESOLUTION 4-2020**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TAHOE-TRUCKEE SANITATION AGENCY  
ESTABLISHING APPROPRIATIONS LIMITS FOR  
FISCAL YEAR 2020-21**

WHEREAS, California Constitution Article XIII B and Government Code Section 7901 require the Agency to calculate and establish appropriations limits for the Agency property tax revenue and other “proceeds of taxes;” and

WHEREAS, the Agency also receives revenue from service charges and connection fees; however, proceeds of taxes subject to the appropriations limit do not include such Agency revenue because the revenue does not exceed the Agency’s reasonable and actual costs in providing sewer service; and

WHEREAS, Government Code Section 7910 requires the Agency to establish the appropriations limit for fiscal year 2020-21 by resolution at a regularly scheduled and noticed meeting; and

WHEREAS, a report has been prepared and filed with the Agency Secretary which contains the calculation of the appropriations limits and which has been available to the public for inspection for at least 15 days prior to the adoption of this resolution.

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

1. The Agency appropriations subject to limitation consist solely of property tax revenue and other “proceeds of taxes.”
2. The appropriations limit for fiscal year 2020-21 based on allowable increases in per capita personal income and change in population is \$3,523,215.
3. The estimated fiscal year 2020-21 expenditures from property tax revenue and other “proceeds of taxes” do not exceed the allowable appropriations limit.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on this 17<sup>th</sup> day of June 2020 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Dale Cox, President  
Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

---

Secretary of the Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

**Appropriations Limits Calculation  
Fiscal Year 2020 - 2021**

<i>Growth Factor Calculation</i>			
<i>County</i>	<i>Δ PCPI <sup>(1)</sup></i>	<i>Δ Population <sup>(2)</sup></i>	<i>GF <sup>(3)</sup></i>
Nevada	1.0373	1.0057	1.0432
Placer	1.0373	1.0127	1.0505
El Dorado	1.0373	1.0183	1.0563

<i>Assessed Value <sup>(4)</sup></i>	
<i>County</i>	<i>Gross \$</i>
Nevada	6,514,132,552
Placer	12,485,062,061
El Dorado	1,143,562,427
<b>Total</b>	<b>20,142,757,040</b>

(1) Per Capita Personal Income

(2) Population projection

(3) Growth Factor (GF) = Δ PCPI x Δ Population

(4) Previous fiscal year value

$$\Delta AL_{(FY\ 2020-2021)} = \frac{\sum [(GF \times AV)_{Nevada\ Co.} + (GF \times AV)_{Placer\ Co.} + (GF \times AV)_{El\ Dorado\ Co.}]}{\sum AV}$$

$$\Delta AL_{(FY\ 2020-2021)} = \frac{\sum [(1.0432 \times 6514132552) + (1.0505 \times 12485062061) + (1.0563 \times 1143562427)]}{20,142,757,040}$$

$$\Delta AL_{(FY\ 2020-2021)} = 1.0485$$

$$AL_{(FY\ 2019-2020)} = 3,360,244$$

$$\Delta AL_{(FY\ 2020-2021)} = 1.0485$$

$$AL_{(FY\ 2020-2021)} = \mathbf{3,523,215}$$



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** IV-7  
**Subject:** Approval of Resolution 5-2020 extinguishing the SRF loan reserve fund and transferring money to the rate stabilization fund

---

### **Background**

As a requirement of the State Water Resources Quality Control Board (SWRQCB) SRF loan obtained in 2006 to fund certain wastewater system improvements, the Agency was required to establish and maintain a reserve fund which the Agency did through its State Revolving Fund Wastewater Capital Reserve Fund (Fund 04).

The Agency recently issued refunding bonds to refund and pay off the SWRCB SRF loan, and the refunding bonds transaction has closed and the SRF loan has been paid off in full from the refunding bond proceeds. The SRF loan reserve fund is no longer required to keep and maintain the SRF reserve fund and the Agency now desires to extinguish that fund and move its money to the Agency Rate Stabilization Fund (Fund 08).

### **Fiscal Impact**

None.

### **Attachments**


Resolution 5-2020.

### **Recommendation**

Management and staff recommend approval of Resolution 5-2020 extinguishing the SRF loan reserve fund and transferring money to the rate stabilization fund.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager



**RESOLUTION NO. 5-2020**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE TAHOE-TRUCKEE SANITATION AGENCY  
EXTINGUISHING SRF LOAN RESERVE FUND AND  
TRANSFERRING MONEY TO RATE STABILIZATION FUND**

WHEREAS, in 2006, the Agency approved a loan agreement with the State Water Resources Control Board to borrow money pursuant to the State Revolving Fund to finance certain wastewater system improvements;

WHEREAS, as security for the loan, the loan agreement required the Agency to establish and maintain a reserve fund, which the Agency did through its State Revolving Fund Wastewater Capital Reserve Fund (Fund 04);

WHEREAS, the Agency recently issued refunding bonds to refund and pay off the SWRCB SRF loan, and the refunding bonds transaction has closed and the SRF loan has been paid off in full from the refunding bond proceeds; and,

WHEREAS, the Agency therefore is no longer required to keep and maintain the SRF reserve fund and the Agency now desires to extinguish that fund and move its money to the Agency Rate Stabilization Fund (Fund 08);

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tahoe-Truckee Sanitation Agency that the State Revolving Fund Wastewater Capital Reserve Fund (Fund 04) is extinguished and the current balance of money in that fund shall be transferred to the Rate Stabilization Fund (Fund 08).

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on this 17<sup>th</sup> day of June 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Dale Cox, President  
Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

\_\_\_\_\_  
Secretary of the Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** IV-8  
**Subject:** Approval of the additional discretionary payment for the Agency unfunded accrued liability

---

### **Background**

The Agency unfunded accrued liability (UAL) is the amortized dollar amount needed to fund past service credit earned (or accrued) for CalPERS members who are currently receiving benefits, active members, and for members entitled to deferred benefits, as of the valuation date.

Based on CalPERS data, the Agency has a current UAL of \$15,093,714. The Agency can continue to decrease its UAL on the current 30-year amortization schedule or proceed with providing additional discretionary payments on a 5-year amortization schedule which would create a savings in interest on the UAL.

It should be noted the UAL is determined and adjusted annually by CalPERS, so the UAL will vary accordingly, however, the variance is expected to be minimal.

### **Fiscal Impact**

Savings of approximately \$11.4M.

### **Attachments**


CalPERS Lump Sum Payment Statement – February 5, 2020

### **Recommendation**

Management and staff recommend approval of the additional discretionary payment for the unfunded accrued liability.

### **Review Tracking**

Submitted By:   
Roshelle Chavez  
Administrative Manager

Approved By:   
LaRue Griffin  
General Manager



**California Public Employees' Retirement System**

**Actuarial Office**

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744

888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | [www.calpers.ca.gov](http://www.calpers.ca.gov)

February 5, 2020

CalPERS ID: 5084675063  
 Employer Name: TAHOE-TRUCKEE SANITATION AGENCY  
 Rate Plan: MISCELLANEOUS PLAN [1235]

Re: Lump Sum Payment to reduce the Unfunded Accrued Liability

Dear Requestor:

As requested, information on the fiscal year 2020-21 employer contribution requirement following your lump sum payment is shown below.

If you are aware of others interested in this information (i.e. payroll staff, county court employees, port districts, etc.), please inform them.

The information is based on the most recent annual valuation and assumes payment by *July 10, 2019* and no further contractual or financing changes taking effect before June 30, 2020. The Unfunded Accrued Liability (UAL) will be reduced or eliminated by a lump sum payment in the amount of \$2,510,895. The payment will be applied to the Investment (Gain)/Loss 06/30/2013 base(s).

There will be no change to your FY 2019-20 contributions.

Valuation as of June 30, 2018	Pre-Payment	Post-Payment
Projected 6/30/2020 Total Unfunded Liability	\$ 17,775,772	
Payment on July 10, 2019	\$ 2,510,895	
Revised 6/30/2020 Total Unfunded Liability		\$ 15,093,714
<b>FY 2020-21 Employer Contributions</b>		
Base Total Normal Cost for Formula	21.471%	21.471%
Surcharges for Class 1 Benefit		
a) COLA 3%	1.008%	1.008%
Phase out of Normal Cost Difference	<u>0.000%</u>	<u>0.000%</u>
Plan's Total Normal Cost	22.479%	22.479%
<b>Formula's Expected Employee Contribution Rate</b>	<u>7.956%</u>	<u>7.956%</u>
Employer Normal Cost Rate	14.523%	14.523%
Payment on Investment (Gain)/Loss 06/30/2013	\$ 361,613	\$ 179,670
Payment on all other bases	<u>\$ 835,545</u>	<u>\$ 835,545</u>
Employer Unfunded Liability Payment	\$ 1,197,158	\$ 1,015,215

The attached schedule of the plan's amortization bases includes the additional discretionary payment(s) listed above.

	Fiscal Year
Required Employer Contribution	2020-21
Employer Normal Cost Rate	14.523%
<i>Plus Either</i>	
1) Monthly Employer Dollar UAL Payment	\$ 84,601.25
<i>Or</i>	
2) Annual UAL Prepayment Option*	\$ 981,445

*The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).*

*\* Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Any prepayment totaling over \$5 million requires a 72-hour notice email to FCSD\_public\_agency\_wires@calpers.ca.gov. Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.*

***In accordance with Sections 20537 and 20572 of the Public Employees' Retirement Law, if a contracting agency fails to remit the required contributions when due, interest and penalties may apply.***

To initiate this payment, the enclosed Lump Sum Payment Request must be completed and returned to the CalPERS Fiscal Services Division with payment by Electronic Funds Transfer (EFT) or wire transfer by July 10, 2019. A copy should be sent to us.

If you have questions, please call (888) CalPERS (225-7377).



JEAN FANNJIANG, ASA, MAAA  
Senior Pension Actuary, CalPERS



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Item:** IV-9  
**Subject:** Approval of Resolution 6-2020 establishing temporary commercial sewer rate relief program in response to COVID-19 pandemic and related economic impacts

---

### Background

The Lake Tahoe and Truckee areas are heavily dependent on tourism, with a majority of visitors to the area originating from communities in Northern California and beyond that are heavily impacted by COVID-19. As a result of the COVID-19 emergency and public health orders, lodging facilities, restaurants, and other businesses have been prohibited from or severely limited in operating in the Agency service area, with very limited exceptions. Consequently, businesses in the Agency service area have been negatively affected by the economic impacts of COVID-19. The Board desires to establish a Temporary Commercial Sewer Rate Relief Program for commercial sewer customers which were affected by COVID-19.

The program will apply the credit by reducing each customer's sewer service charge for the months of July through December 2020 and will be funded with property tax revenue and existing cash balance in the Agency General Fund. The program can be accommodated without putting at risk Agency sewer operations or capital plans and without impacting sewer service charges paid by non-commercial customers.

For commercial customers who are billed directly by the Agency (i.e., not billed and collected through the county property tax roll), the Agency will apply the credit by reducing each customer's sewer service charge by 25% for the months of July through December 2020 (bi-annual billing).

For commercial customers who are billed through the county property tax roll, the Agency will apply the credit by reducing each customer's sewer service charge by 12.5% for the months of July 2020 through June 2021 (which will be billed and collected through the counties' 2020-21 property annual tax bills).

### Fiscal Impact

Description	Value
No. of Commercial Customers	1,295
Commercial Customers Annual Revenue	2,978,825
Percent Credit (as an Annual Basis)	12.5%
Total Commercial Customers Credit	±372,353


### Attachments


Resolution 6-2020

**Recommendation**

Management and staff recommend approval of Resolution 6-2020 establishing temporary commercial sewer rate relief program in response to COVID-19 pandemic and related economic impacts.

**Review Tracking**

Submitted By:  \_\_\_\_\_  
Roshelle Chavez  
Administrative Manager

Approved By:  \_\_\_\_\_  
LaRue Griffin  
General Manager

## RESOLUTION NO. 6-2020

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TAHOE-TRUCKEE SANITATION AGENCY ESTABLISHING TEMPORARY COMMERCIAL SEWER RATE RELIEF PROGRAM IN RESPONSE TO COVID-19 PANDEMIC AND RELATED ECONOMIC IMPACTS

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

**1. Recitals and Findings.** This resolution is adopted with reference to the following background recitals and findings:

a. COVID-19 is an infectious disease caused by a coronavirus. The U.S. Centers for Disease Control and Prevention considers the virus to be a very serious public health threat. COVID-19 has rapidly spread throughout the world over a short period of time, with the number of reported cases drastically escalating throughout the United States and California, including in Nevada, Placer, and El Dorado Counties. As of June 3, 2020, there have been 1,847,412 confirmed COVID-19 cases in the United States, 107,023 confirmed deaths in the U.S., 117,560 confirmed cases in California, and 4,320 confirmed fatalities in California.

b. On January 30, 2020, the World Health Organization (WHO) declared the outbreak a public health emergency of international concern, followed by a declaration on March 11, 2020 characterizing the outbreak as a pandemic. On January 31, 2020, the U.S. Health and Human Service Secretary declared a national public health emergency due to COVID-19. On March 3, 2020, Placer County declared a public health emergency in response to COVID-19. On March 4, 2020, California Governor Newsom declared a state of emergency due to conditions caused by COVID-19 and Nevada County declared a local health emergency. On March 11, 2020, the WHO declared COVID-19 a global pandemic. On March 13, 2020, the U.S. President declared a national emergency in response to COVID-19 and El Dorado County declared a public health emergency.

c. Since issuing the initial emergency declarations, the Governor and local counties have issued numerous other executive orders and public health orders that have required Californians and residents of Nevada, Placer, and El Dorado Counties to practice social distancing, stay at home, and close non-essential businesses. In addition to the significant public health impacts in the United States, California, and local counties, there have been limits on personal movement, behavior, and economic activity, resulting in significant negative impacts on the national, state, regional, and local economies.

d. The Lake Tahoe and Truckee areas are heavily dependent on tourism, with a majority of visitors to the area originating from communities in Northern California and beyond that are heavily impacted by COVID-19. As a result of the COVID-19 emergency and public health orders, lodging facilities, restaurants, and other businesses have been prohibited from or severely limited in operating in the Agency service area, with very limited exceptions. Consequently,

businesses in the Agency service area have been negatively affected by the economic impacts of COVID-19.

e. During the business shutdowns mandated by the COVID-19 orders, Agency commercial sewer customers have continued to be billed for and pay sewer service charges; however, because business operations have in most cases ceased or significantly decreased, the level of Agency sewer service being delivered to those customers has been greatly reduced.

f. Agency sewer services are generally funded through rates on users, and rate revenues must be used in compliance with applicable legal requirements, including Proposition 218. The Agency also receives property tax revenue that may be used for any lawful public purpose, which includes the funding of sewer operations and sewer capital investments.

g. The Board desires to establish a Temporary Commercial Sewer Rate Relief Program for commercial sewer customers. The Board desires to fund the program with property tax revenue and the existing cash balance in the Agency General Fund. The program-related reduction in Agency service charge revenue therefore can be accommodated without putting at risk Agency sewer operations or capital plans and without impacting sewer service charges paid by non-commercial customers.

h. The Board finds and declares that the establishment and implementation of the Temporary Commercial Sewer Rate Relief Program will serve and further important Agency public purposes and provide fair and equitable commercial rate relief under these extraordinary circumstances.

**2. Establishment of Temporary Commercial Sewer Rate Relief Program.** The Board establishes a Temporary Commercial Sewer Rate Relief Program consisting of the following components:

a. For purposes of this program, “Commercial Customers” mean the Agency commercial sewer customer accounts, except sewer customer accounts of federal, state, and local government agencies, departments, commissions, cities, counties, districts, and other entities.

b. The Agency shall apply a credit to all Commercial Customers equating to one and one-half months of Agency sewer service charges. Commercial Customers that are in a delinquent status on their sewer service charges as of July 1, 2020 shall not receive a credit.

c. For Commercial Customers who are billed directly by the Agency (i.e., not billed and collected through the county property tax roll), the Agency will apply the credit by reducing each customer’s sewer service charge by 25% for the months of July through December 2020.

d. For Commercial Customers who are billed through the county property tax roll, the Agency will apply the credit by reducing each customer’s sewer service charge by 12.5% for the months of July 2020 through June 2021 (which will be billed and collected through the counties’ 2020-21 property tax bills).

e. The Board directs that the Agency General Fund cash balance and property tax revenue shall be used to fund the rate relief program.



**3. Implementation by General Manager.** The Board authorizes and directs the Agency General Manager to take appropriate action to implement the Temporary Commercial Sewer Rate Relief Program in a manner consistent with this resolution and applicable laws.

**4. Effective Date.** This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on this 17<sup>th</sup> day of June 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Dale Cox, President  
Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

\_\_\_\_\_  
Secretary of the Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Michael Peak, Operations Manager  
**Item:** IV-10  
**Subject:** Approval of negotiated contract for the procurement of liquid oxygen

---

### **Background**

The Agency recently advertised for the procurement of liquid oxygen and it did not receive any responsive bids from vendors. Liquid oxygen is a critical chemical in the wastewater treatment process and is required for the Agency to maintain its waste discharge requirements.

In accordance with Agency Ordinance 3-2015, the Agency may negotiate an open market price should it not receive any responsive bids:

*“If no responsive bids are received by the bid deadline, the Board may authorize the purchase to be made on the open market or through the Internet by seeking the most favorable terms and price either through negotiation, comparative pricing or informal competitive bidding, whichever method the Board or Contracting Agent deems most appropriate in the circumstances.”*

Staff did contact vendors and the lowest responsive bidder was Roy Smith Company at the unit cost of \$0.932 per gallon. Based on expected annual usage, the expected cost for liquid oxygen for the upcoming fiscal year is \$139,800.

### **Fiscal Impact**

\$0.932 per gallon or approximately \$139,800 annually.

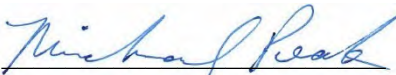
### **Attachments**

None.

### **Recommendation**

Management and staff recommend approval of negotiated contract for the procurement of liquid oxygen.

### **Review Tracking**

Submitted By:   
Michael Peak  
Operations Manager

Approved By:   
LaRue Griffin  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Richard Pallante, Maintenance Manager  
**Item:** IV -11  
**Subject:** Approval of change order no. 1 for rebuild of Centrisys CS21-4 rotating assembly and Viscotherm hydraulic back drive

---

### Background

In February 2020, Agency staff was granted Board approval to enter into a contract with CentriTek Industrial Centrifuge Specialist for the rebuild of Centrisys CS21-4 rotating assembly and Viscotherm hydraulic back drive for centrifuge # 1. Upon disassembly and inspection, it was found that the centrifuge could benefit from the four (4) listed upgrades.

Cake discharge nozzle replacement	\$ 1,400
Feed chamber epoxy coating	\$ 700
Scroll wear tile upgrade	\$13,000
<u>Main bearing housing and seal plate upgrade</u>	<u>\$ 3,000</u>
Total	\$18,100

Maintenance and operations staff reviewed the upgrades, the associated costs and their effect on overall operation and longevity of the unit's service life. After discussion, both work groups concurred that the additional cost and downtime are in the Agency's long-term best interest.

### Fiscal Impact

The change order amount of \$18,100.00 with the original contract amount of \$37,000 brings the project total to \$55,100. The budgeted amount for this project is \$50,000.


### Attachments


None.

### Recommendation

Management and staff recommend approval of change order no. 1 for rebuild of Centrisys CS21-4 rotating assembly and Viscotherm hydraulic back drive.

### Review Tracking

Submitted By:   
Richard Pallante  
Maintenance Manager

Approved By:   
LaRue Griffin  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Jay Parker, Engineering Manager  
**Item:** IV-12  
**Subject:** Approval of change order no. 2 for the 2019 Roof Repair project

---

### **Background**

The 2019 Roof Repair project follows up on last year's project to repair critical roof areas that have reached the end of their life cycle and need to be replaced. During the winter of 2018/2019, staff noted several roof areas in various buildings throughout the plant that needed repair or replacement. In this project, the Agency will be completely replacing the roof areas for the following facilities:

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

Roof repair projects are in the Agency's CIP as an ongoing annual expense. Typically, a relatively small amount would be spent each year to perform spot repairs by either Agency staff or a roofing contractor. However, depending on what is discovered during these annual inspections, an occasional large project is necessary to take care of large monolithic repairs.

Prior to the 2019 Roof Repair project being developed, advertised, and bid, the roofs of Facility 1 (Operations Building) and Facility 4 (Thickening Building) appeared to be in an acceptable condition. However, over the course of this past winter, these roofs have monolithically failed. With both of these roofs over sensitive areas, this change order no. 2 was prepared to replace these roofs under the current project.

Proposals were solicited from Centimark, currently under contract to perform the 2019 Roof Repair project work. Centimark's submitted a proposal to replace both roofs at a total cost of \$509,281, which translates to an average cost of \$26.63 per square foot for the additional work. Previous bids for roof replacement work from Centimark have ranged from \$21 to \$65 per square foot, with larger areas generally costing less than smaller ones. Patch repairs would come at a lesser overall cost but the Agency has not had good long-term success with this approach; sometimes patches fail and the entire roof needs to be subsequently replaced at additional cost. The roof repairs would come furnished with a 20-year warranty.

The alternative option of delaying this work to a future year under a competitive bid process was considered. However, this approach would come with some risk. The Operations Building houses sensitive infrastructure such as IT servers, telephone systems, important resources, a large amount of staff, public meeting spaces, and is about to undergo a significant remodel. The Thickening Building contains equipment such as drives, PLCs, control panels, major mechanical equipment, etc. Roof failures next winter in either the Operations Building or the Thickening Building could be catastrophic if failures introduced moisture into these sensitive areas.

**Fiscal Impact**

\$509,281


**Attachments**


Change order no. 2.

**Recommendation**

Management and staff recommend approval of change order no. 2 for the 2019 Roof Repair project.

**Review Tracking**

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager

**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**Jon Northrop**Blake Tresan**S. Lane Lewis***General Manager***LaRue Griffin***CONTRACT MODIFICATION NO. 2****(Change Order)**

The following additions, deletions or revisions to the Contract Documents for the 2019 Roof Repair Project by and between the Tahoe-Truckee Sanitation Agency and CentiMark Corporation dated August 2, 2019 have been ordered and authorized:

ITEM	DESCRIPTION	COMPENSATION BASIS	COST
1	Building 1A: Remove existing EPDM roofing (11,157 Sq Ft), foam substrate (11,157 Sq Ft), light weight concrete substrate (not to exceed 25 Sq Ft), existing perimeter termination bars, wall flashings, and other related roof appurtenances on Building 1, and dispose of all in a legal manner consistent with all local, state and federal guidelines. Install the following: light weight concrete (not to exceed 25 Sq Ft), two (2) layers of 2½" thick polyisocyanurate insulation (11,157 Sq Ft), one (1) layer of ½" thick DensDeck (11,157 Sq Ft) and other related appurtenances; mechanically fasten all to the existing metal pan decking. Install fully adhered reinforced EPDM (60 mils thick) to the newly prepared substrate, and other related roofing items. EPDM seams shall overlap at least 4" and be treated with an application of primer wash and sealed with a 4" wide butyl-based seam tape. Provide a 20-year manufacturer's warranty for installed roofing system. Work shall begin on Building 1 roof after work on Building 32 roof is complete. Building 1 roof work shall be completed by September 4, 2020.	Lump Sum	\$299,998.00

2	Building 1B: Remove existing EPDM roofing (1800 Sq Ft) down to existing OSB board, including existing perimeter termination bars, wall flashings, and other related EPDM roofing appurtenances, and dispose of all in a legal manner consistent with all local, state and federal guidelines. Install one (1) layer ½" thick DensDeck Prime over existing OSB board and mechanically fastened to existing metal pan deck below insulation and OSB board. Adhere one (1) layer of 60 mil reinforced EPDM over DensDeck Prime. EPDM seams shall overlap at least 4" and be treated with an application of primer wash and sealed with a 4" wide butyl-based seam tape. Provide a 20-year manufacturer's warranty for installed roofing system. Work shall begin on Building 1B roof after work on Building 32 roof is complete. Building 1B roof work shall be completed by September 11, 2020.	Lump Sum	\$39,318.00
3	Building 4: Remove existing EPDM roofing (6,170 Sq Ft), foam substrate (6,170 Sq Ft), light weight concrete substrate (not to exceed 25 Sq Ft), existing perimeter termination bars, wall flashings, and other related roof appurtenances on Building 4, and dispose of all in a legal manner consistent with all local, state and federal guidelines. Install the following: light weight concrete (not to exceed 25 Sq Ft), two (2) layers of 2½" thick polyisocyanurate insulation (6,170 Sq Ft), one (1) layer of ½" thick DensDeck (6,170 Sq Ft) and other related roof appurtenances; mechanically fasten all to the existing metal pan decking. Install fully adhered reinforced EPDM (60 mils thick) to the newly prepared substrate, and other roofing items. EPDM seams shall overlap at least 4" and be treated with an application of primer wash and sealed with a 4" wide butyl-based seam tape. Provide a 20-year manufacturer's warranty for installed roofing system. Contractor shall begin work on Building 4 roof, after work on Building 1A & 1B roofs are complete. Building 4 roof work shall be completed by October 9, 2020.	Lump Sum	\$169,965.00
<b>COMPENSATION</b>			
Total Cost for Items 1, 2, & 3			\$509,281.00

ORIGINAL CONTRACT AMOUNT:	\$419,286.60
CONTRACT MODIFICATION NO.1 AMOUNT:	\$509,281.00
REVISED CONTRACT AMOUNT:	\$928,567.60

CONTRACT TIME ADJUSTMENT: All work shall be completed by October 9,2020.

All terms and conditions stipulated in the Contract Documents for the 2019 Roof Repair Project by and between the Tahoe-Truckee Sanitation Agency and CentiMark Corporation dated August 2, 2019 are incorporated herein,

except as provided in approved Contract Modifications.

ACCEPTED BY: DocuSigned by: Ther D. Di Cesari Secretary 6/9/2020  
REPRODUCTION PROHIBITED CentiMark Corporation Date

APPROVED BY: \_\_\_\_\_ Date  
Tahoe-Truckee Sanitation Agency





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Jay Parker, Engineering Manager  
**Item:** IV-13  
**Subject:** Approval to advertise for the 2020 Administration Building Remodel project

---

### **Background**

The 2020 Administration Building Remodel Project will involve a partial remodel to the Administration Building including new carpeting, tiling, baseboards, and paint in some of the spaces. A new layout of the “rotated” board room layout will also be provided, as approved by the Board of Directors earlier this year, with new furniture, blinds, and other miscellaneous items.

The construction work contemplated would be performed by a contractor, with assistance from Agency staff to prepare the building for the work and restore it to a fully functioning state afterwards. Field work is slated to occur between September 14, 2020 and December 4, 2020.

### **Fiscal Impact**

The engineer’s estimate for this project is \$350,000.


### **Attachments**


Contract drawings.

### **Recommendation**

Management and staff recommend approval to advertise for the 2020 Administration Building Remodel project.

### **Review Tracking**

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager

# TAHOE - TRUCKEE SANITATION AGENCY



## REGIONAL WATER RECLAMATION PLANT

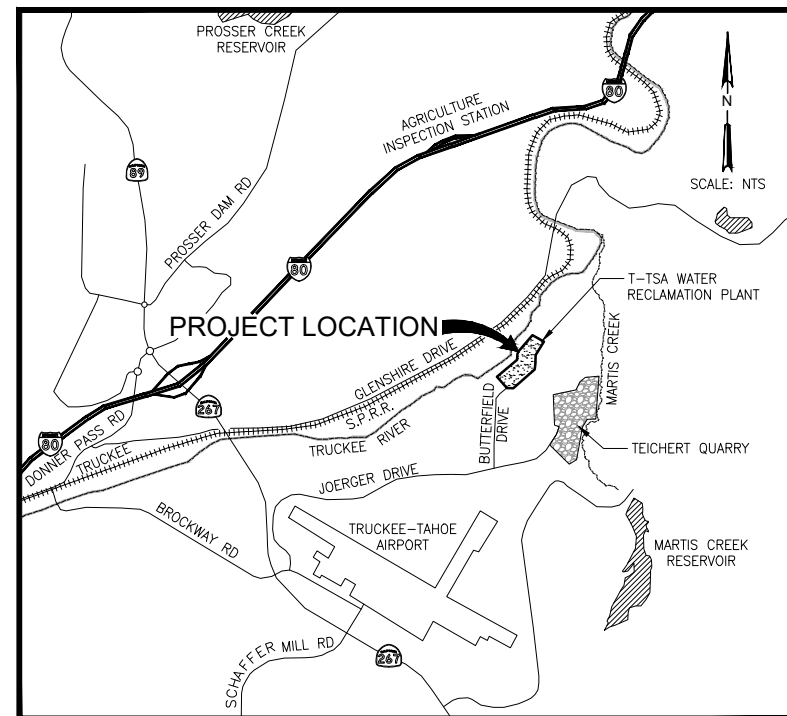
# 2020 ADMINISTRATION BUILDING REMODEL

**JUNE 2020**

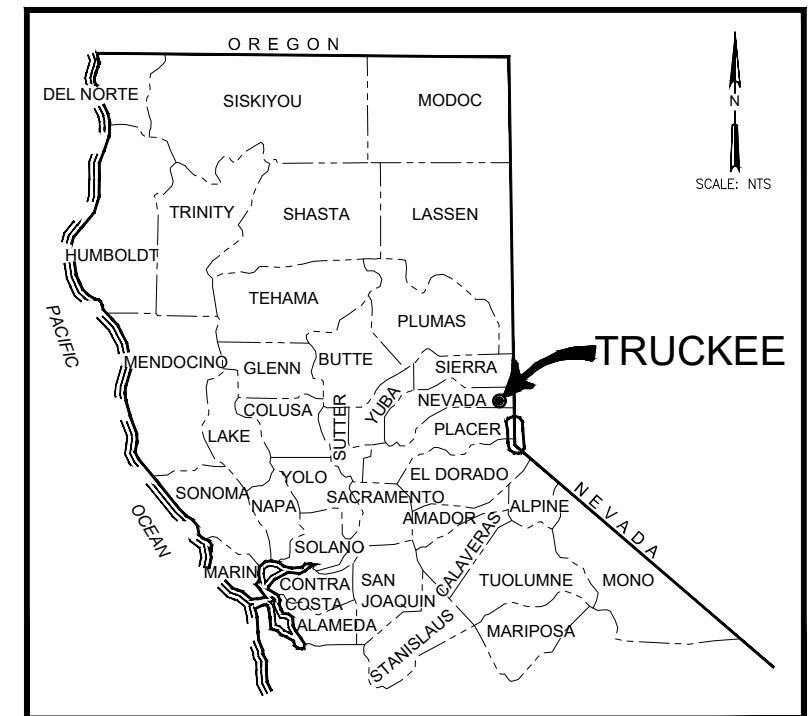
### BOARD OF DIRECTORS

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

APPROVED: \_\_\_\_\_  
GENERAL MANAGER  
LARUE GRIFFIN



LOCATION MAP



VICINITY MAP



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



6/17/2020

2020 ADMINISTRATION BUILDING REMODEL

TITLE SHEET

VERIFY SCALE

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

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

SYM	REVISIONS	DATE	BY

SHEET 1 OF 15

DWG NO. G-1

DATE JUNE 2020

### SHEET INDEX

GENERAL SHEET	DRAWING NO.	TITLE
1	G-1	TITLE SHEET
2	G-2	SHEET INDEX, ABBREVIATIONS, LEGENDS, AND NOTES
3	G-3	SITE MAP
<b>ARCHITECTURAL</b>		
4	1-D-141	DEMOLITION FLOOR PLAN
5	1-A-141	FLOOR PLAN
6	1-A-142	FLOOR PLAN - ROOM 115
7	1-AD-101	FURNITURE PLAN, INTERIOR ELEVATIONS AND SECTIONS - ROOM 115
8	1-AD-201	FINISH SCHEDULE
9	1-AD-202	ARCHITECTURAL DETAILS
<b>STRUCTURAL</b>		
10	1-S-141	FOUNDATION PLAN - ROOM 120
11	1-S-142	FOUNDATION PLAN - ROOM 115
12	1-SD-201	STRUCTURAL DETAILS
<b>ELECTRICAL</b>		
13	1-E-141	ELECTRICAL PLAN - ROOM 120
14	1-E-142	ELECTRICAL PLAN - ROOM 115
15	1-ED-201	ELECTRICAL DETAILS

### ABBREVIATIONS

ACT	ACOUSTICAL TILE	HDMI	HIGH-DEFINITION MULTIMEDIA INTERFACE
APVD	APPROVED	HGT	HEIGHT
ARWB	ABUSE RESISTANT WALL BOARD	HM	HOLLOW METAL
CHK	CHECKED	HPL	HIGH PRESSURE LAMINATE
CLR	CLEAR	MATL	MATERIAL
CMU	CONCRETE MASONRY UNIT	MDF	MEDIUM DENSITY FIBERBOARD
COL	COLOR	MO	MASONRY OPENING
CONC	CONCRETE	NO.	NUMBER
CPT	CARPET	NTS	NOT TO SCALE
CT	CERAMIC TILE	OC	ON CENTER
DR	DRAWN	PROJ	PROJECT
DWG	DRAWING	RF	RESILIENT FLOORING
EQ	EQUAL	RO	ROUGH OPENING
EW	EACH WAY	STND	STANDARD
EXIST	EXISTING	THCK	THICK
GALV	GALVANIZED	TYP	TYPICAL
GWB	GYPSUM WALL BOARD		

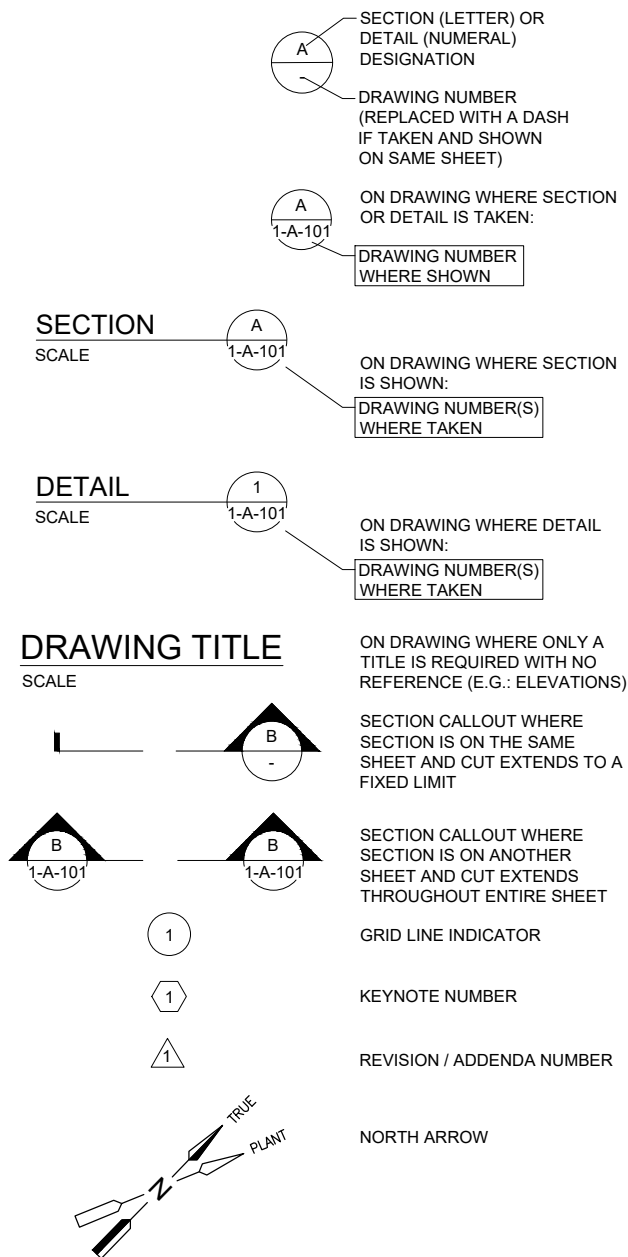
### DESIGN / DETAIL DESIGNATION

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

#### NOTES:

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

### SECTION / DETAIL DESIGNATIONS



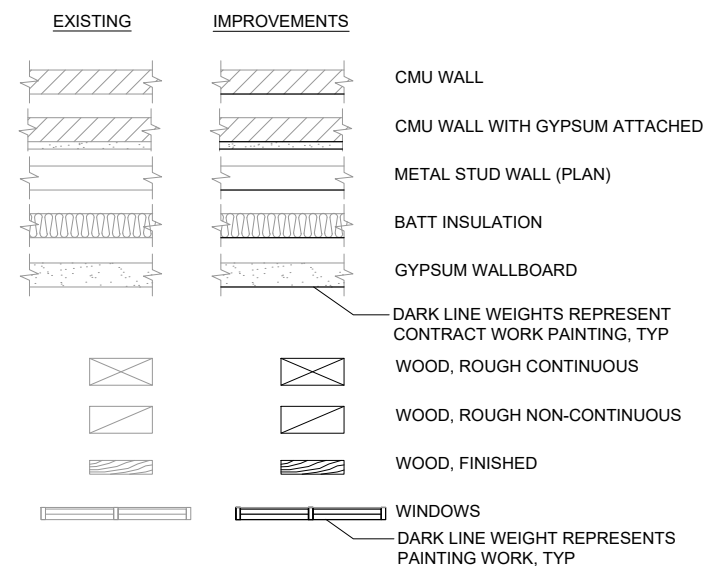
### ARCHITECTURAL LEGEND

SYMBOL	LEGEND
	ROOM IDENTIFIED
	RELIGHT IDENTIFIER
	WALL TYPE

### GENERAL ARCHITECTURAL NOTES

- UNLESS OTHERWISE INDICATED, PLAN DIMENSIONS ARE TO NOMINAL SURFACE OF MASONRY, FACE OF STUD WALLS.
- "FLOOR LINE" REFERS TO TOP OF CONCRETE SLABS, FINISH FLOORING IS INSTALLED ABOVE THE FLOOR LINE.
- REPETITIVE FEATURES ARE NOT DRAWN IN THEIR ENTIRETY AND SHALL BE COMPLETELY PROVIDED AS IF DRAWN IN FULL.
- REFER TO ARCHITECTURAL, ELECTRICAL, AND OTHER CATEGORIES OR DRAWINGS FOR ADDITIONAL NOTES.
- VERIFY SIZE AND LOCATION OF, AND PROVIDE REQUIRED OPENINGS THROUGH FLOORS AND WALLS, FURRING, AND INSERTS, PROVIDE ALL BASES AND BLOCKING REQUIRED FOR ACCESSORIES, ELECTRICAL AND OTHER EQUIPMENT.

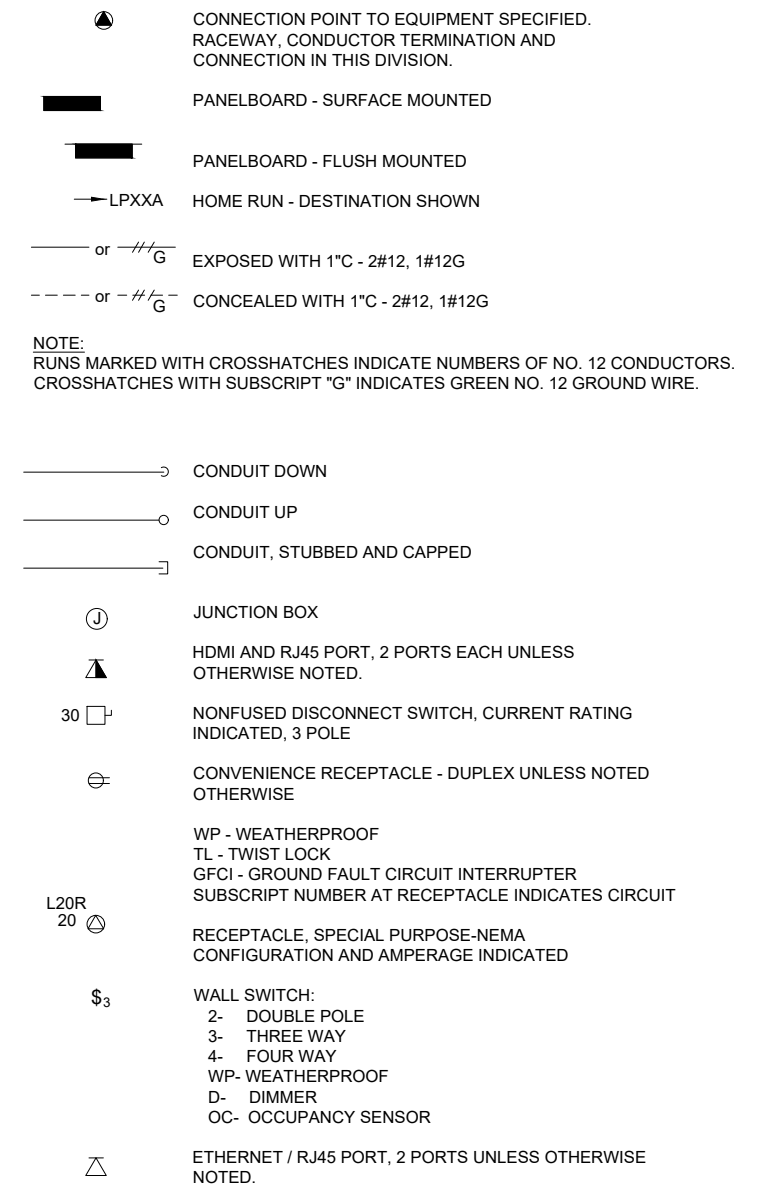
### ARCHITECTURAL/STRUCTURAL MATERIAL SYMBOLS



### CODE DATA

BUILDING CODE:	2019 CALIFORNIA BUILDING CODE
FACILITY:	ADMINISTRATION BUILDING STRUCTURE NO. 1
DESCRIPTION OF WORK:	DEMOLITION OF THE EXISTING NON-FUNCTIONING HYDRONIC HEATING SYSTEM AND PLUMBING, INCLUDING GYPSUM WALL REPAIR. DEMOLITION OF EXISTING FLOORING INCLUDING ASBESTOS ABATEMENT WORK INVOLVING REMOVAL AND DISPOSAL OF FLOORING CONTAINING ASBESTOS. INTERIOR RENOVATION WORK INCLUDING NEW FLOORING, BASEBOARDS, INTERIOR PAINTING, CASEWORK, AND INSTALLATION OF NEW WINDOW TREATMENTS. ADDITIONALLY, INSTALLATION OF NEW ELECTRICAL AND CONDUIT RACEWAYS, FLOOR BOXES, NETWORK PORTS, RECEPTACLES, AND CONCRETE SLAB MODIFICATIONS TO ACCOMMODATE NEW ELECTRICAL WORK. WORK DOES NOT CHANGE OCCUPANCY OR EGRESS.

### ELECTRICAL PLAN



### 2020 ADMINISTRATION BUILDING REMODEL

### SHEET INDEX, ABBREVIATIONS, LEGENDS, AND NOTES

VERIFY SCALE

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

Designed By: SF

Drawn By: SF

Checked By: AC/JP

Approved By: LG

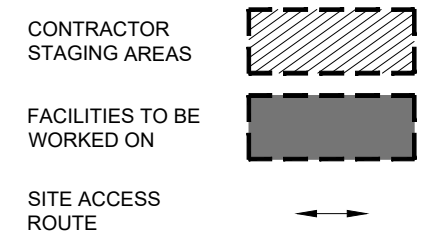

SHEET	2 OF 15		
DWG NO.	G-2		
DATE	JUNE 2020		
SYM	REVISIONS	DATE	BY



**NOTES:**

1. CONTRACTOR SHALL MAINTAIN AGENCY ACCESS TO ALL FACILITIES AND SHALL CONFIRM WITH THE AGENCY ACCEPTABLE STAGING AND PARKING AREAS PRIOR TO CONSTRUCTION. AT NO TIME SHALL THE CONTRACTOR RESTRICT ACCESS TO A FACILITY WITHOUT PRIOR COORDINATION AND CONSENT BY THE AGENCY.
2. CONTRACTOR SHALL KEEP TO PRIMARY ACCESS ROUTE FOR CONSTRUCTION. IF CONTRACTOR REQUIRES ALTERNATIVE ACCESS, CONTRACTOR SHALL REQUEST PRIOR APPROVAL BY AGENCY.
3. TEMPORARY CONSTRUCTION TRAILERS TO BE SUPPLIED BY CONTRACTOR AND PLACED ON ASPHALT DRIVEWAY, PER CONTRACT DOCUMENTS, SHALL BE FOR AGENCY USE ONLY. FINAL LOCATION SHALL BE CONFIRMED BY CONTRACTOR WITH AGENCY PRIOR TO DELIVERY AND SETUP.
4. CONTRACTOR SHALL SUPPLY AND INSTALL TEMPORARY BARRICADES FOR THE DURATION OF THE CONTRACT WORK AS SPECIFIED.
5. CONTRACTOR SHALL MAINTAIN AGENCY ACCESS TO CORRIDOR 6A FROM THE PARKING LOT FOR THE DURATION OF THE WORK.

**LEGEND**

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



REGISTERED PROFESSIONAL ENGINEER  
 SCOTT J. FLEMIT  
 No. 61810  
 Exp. 3-31-22  
 CIVIL  
 STATE OF CALIFORNIA  
 6/17/2020

*2020 ADMINISTRATION BUILDING REMODEL*

**SITE MAP**

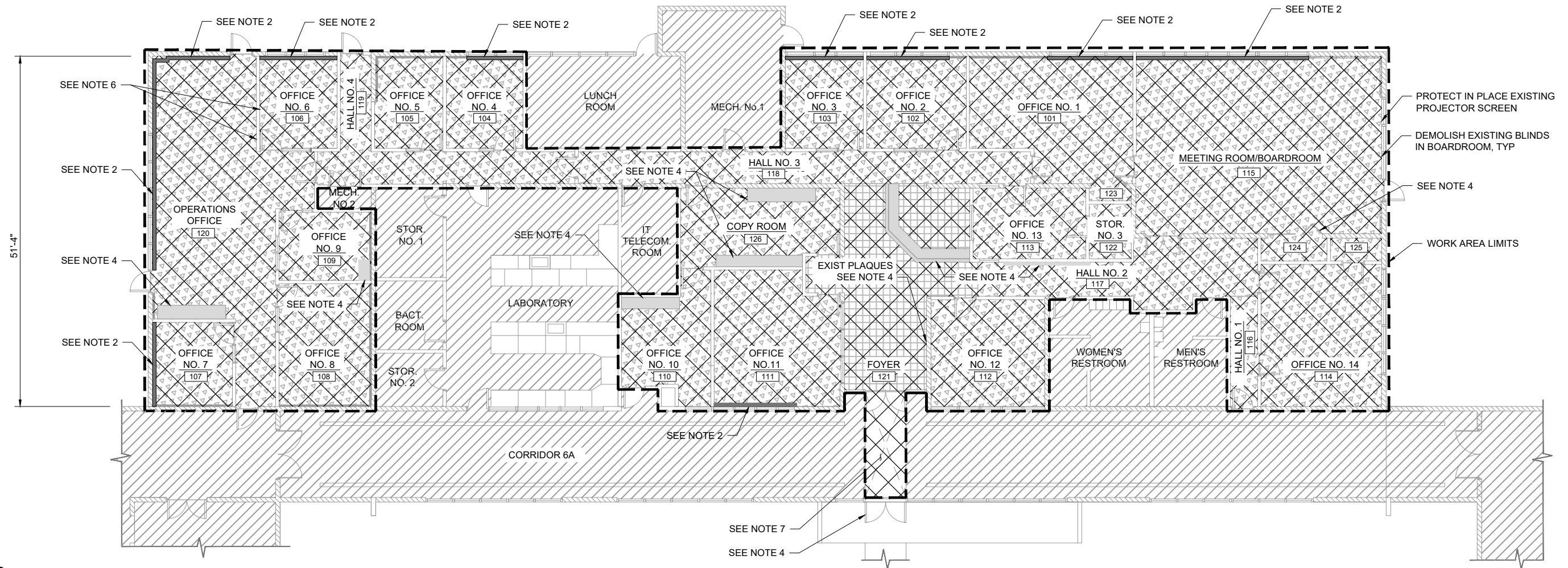
VERIFY SCALE  
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*Drawn By:* SF  
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*Approved By:* LG

				SHEET	3 OF 15
				DWG NO.	G-3
				DATE	JUNE 2020
SYM	REVISIONS	DATE	BY		

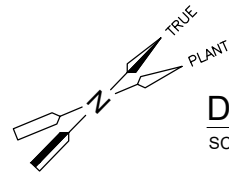
**NOTES:**

- DEMOLISH ALL EXISTING CARPET, ASBESTOS VINYL TILE, MASTIC, AND CERAMIC TILE DOWN TO BARE CONCRETE SUBSTRATE. SEE CONTRACT FOR ADDITIONAL INFORMATION ON ASBESTOS WORK. REMOVE ALL DELETERIOUS MATERIAL TO PROVIDE SUITABLE SURFACE FOR INSTALLATION OF NEW FLOORING PER SPECIFICATIONS. DEMOLISH ALL RESILIENT RUBBER BASEBOARDS LOCATED WITHIN THE DEMOLITION LIMITS.
- DEMOLISH EXISTING HYDRONIC HEATING SYSTEMS. CUT AND CAP ALL PIPING FOR HYDRONIC HEATING SYSTEMS INSIDE OF EXISTING DRYWALL. REPAIR DRYWALL PER SPECS.
- CONTRACTOR SHALL CONFIRM WITH AGENCY MATERIALS TO BE DEMOLISHED IN THE WORK AREA LIMITS PRIOR TO COMMENCING DEMOLITION WORK.
- EVEN WHEN NOT SHOWN OR NOTED, PROTECT IN PLACE ALL EXISTING ELECTRICAL, PLUMBING, HVAC, DRYWALL, LIGHTING, WINDOWS, DOORS, CABINETRY, COUNTERTOPS, AND ALL OTHER EXISTING MISCELLANEOUS MATERIALS NOT ASSOCIATED WITH THE PROJECT SCOPE OF WORK.
- CONTRACTOR SHALL REMOVE, STORE, AND REINSTALL ALL WINDOW TREATMENTS, ELECTRICAL FACEPLATES AND COVERS, SHELVING, AND OTHER MISCELLANEOUS MATERIALS THAT INTERFERE WITH WORK UNLESS SPECIFIED TO BE DEMOLISHED. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY ITEMS DAMAGED AND SHALL REPLACE AT NO ADDITIONAL COST TO THE AGENCY.
- CONTRACTOR SHALL REMOVE EXISTING VELCRO WALL COVERING AND GYPSUM BOARD IN OPERATIONS OFFICE, ROOM 120 AND OFFICE NO. 6, ROOM 106. PROTECT IN PLACE ALL EXISTING ELECTRICAL, PLUMBING, AND STRUCTURAL COMPONENTS IN WALL DURING DEMOLITION OF GYPSUM BOARD.
- CONTRACTOR SHALL REMOVE AND DISPOSE OF EXISTING VINYL MAT IN THE RECESS LOCATED IN CORRIDOR 6A AND CLEAN RECESS PRIOR TO INSTALLATION OF NEW FLOOR MAT. REMOVAL OF EXISTING MAT, CLEANING AND INSTALLATION OF THE NEW VINYL MAT SHALL OCCUR ONLY AFTER ALL OTHER WORK HAS BEEN COMPLETED IN THE ADMINISTRATION BUILDING.
- ANY MATERIALS DEMOLISHED BY THE CONTRACTOR WITHOUT PRIOR APPROVAL BY THE AGENCY SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO REPLACE IN KIND AT NO ADDITIONAL COST TO THE AGENCY.
- WORK AREA LIMITS SHALL BE SEALED OFF TO PREVENT DUST GENERATED FROM DEMOLITION WORK FROM ENTERING OTHER AREAS NOT PART OF PROJECT.
- CONTRACTOR SHALL DISPOSE OF ALL WASTE GENERATED FROM THE PROJECT WORK AND SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL LAWS GOVERNING THE DISPOSAL OF WASTE.



**LEGEND**

- WORK AREA LIMITS
- DEMOLISH, SEE NOTE 1.
- EXISTING CERAMIC TILE
- EXISTING CARPET AND ASBESTOS VINYL TILE AND MASTIC
- AREA NOT PART OF PROJECT
- PROTECT IN PLACE, SEE NOTE 4



**DEMOLITION FLOOR PLAN**

SCALE: 1/8"=1'-0"

**Tahoe - Truckee Sanitation Agency**  
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 (530) 587-2525



**2020 ADMINISTRATION BUILDING REMODEL**

**DEMOLITION FLOOR PLAN**

VERIFY SCALE

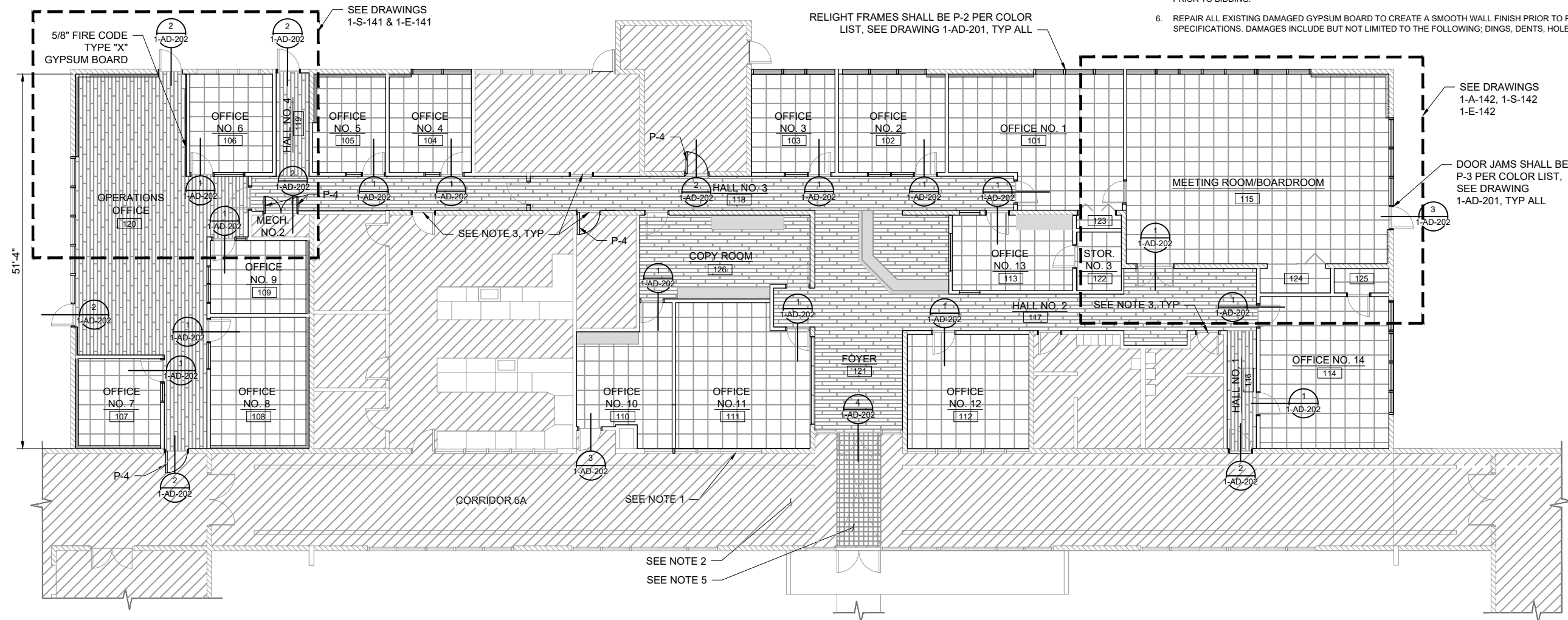
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				SHEET	4 OF 15
				DWG NO.	1-D-141
				DATE	JUNE 2020
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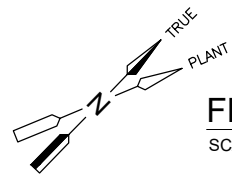
NOTES:

1. CONTRACTOR SHALL PROTECT IN PLACE EXISTING METALLIC WINDOWS AND DOORS NOT SHOWN TO BE COATED. SEE FINISH SCHEDULE FOR COMPLETE LIST OF IMPROVEMENTS.
2. CONTRACTOR SHALL NOT STAGE OR OBSTRUCT AGENCY ACCESS IN CORRIDOR 6A AND SHALL MAINTAIN ACCESS BY AGENCY TO THE IT TELECOM ROOM, MECHANICAL ROOM NO. 1, AND THE LABORATORY THROUGHOUT THE COURSE OF WORK.
3. AT LOCATIONS WHERE NEW FLOORING TRANSITIONS TO EXISTING FLOORING, CONTRACTOR SHALL CONFIRM DIFFERENCE IN MATERIAL THICKNESS AND PROVIDE NECESSARY ADAPTOR TRANSITION TO PROVIDE TRANSITION NO GREATER THAN 1/16" DIFFERENCE.
4. CONTRACTOR SHALL INSTALL NEW RESILIENT BASE IN ALL LOCATIONS THAT ARE RECEIVING NEW FLOORING AS SHOWN ON DRAWINGS.
5. INSTALL NEW VINYL MAT IN EXISTING 3/8" CONCRETE RECESS. CONTRACTOR SHALL CONFIRM DIMENSIONS OF RECESS PRIOR TO BIDDING.
6. REPAIR ALL EXISTING DAMAGED GYPSUM BOARD TO CREATE A SMOOTH WALL FINISH PRIOR TO PAINTING PER SPECIFICATIONS. DAMAGES INCLUDE BUT NOT LIMITED TO THE FOLLOWING: DINGS, DENTS, HOLES, SCRAPES, AND SCUFFS.



LEGEND

- NEW RESILIENT FLOORING
- NEW TILE CARPETING
- NEW VINYL MAT
- AREA NOT PART OF PROJECT



FLOOR PLAN

SCALE: 1/8"=1'-0"

2020 ADMINISTRATION BUILDING REMODEL

FLOOR PLAN

VERIFY SCALE

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SHEET 5 OF 15

DWG NO. 1-A-141

DATE JUNE 2020

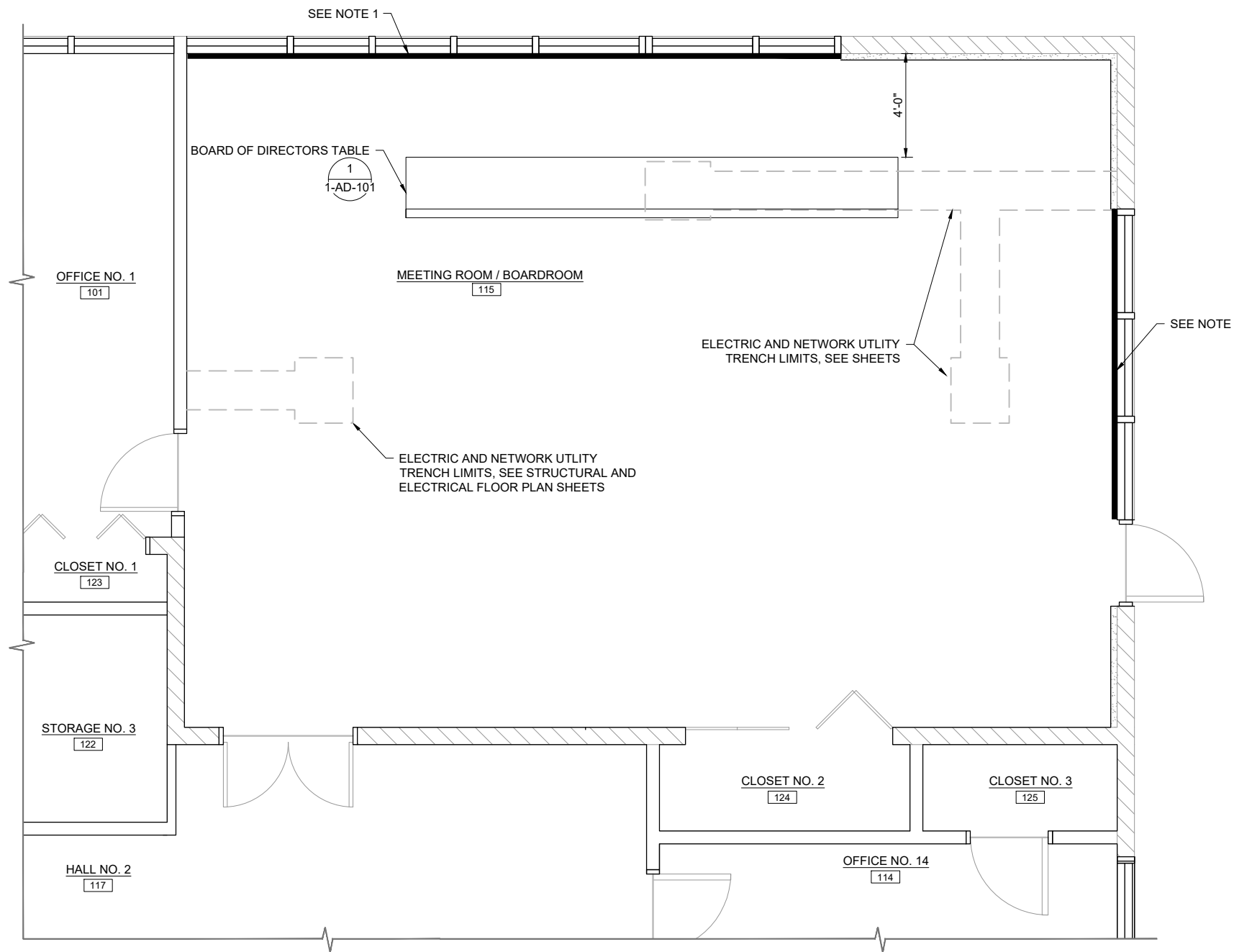
SYM	REVISIONS	DATE	BY



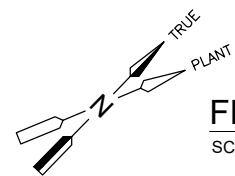
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6/17/2020



- NOTES:**
1. NEW WINDOW TREATMENTS PER SPECIFICATIONS. PROVIDE CONFIRMED MEASUREMENTS IN SHOP DRAWINGS SUBMITTED TO AGENCY FOR REVIEW.
  2. FLOORING IMPROVEMENTS AND PAINTING IMPROVEMENTS NOT SHOWN ON DRAWING FOR CLARITY. SEE OTHER DRAWINGS AND FINISH SCHEDULE FOR COMPLETE WORK NOT SHOWN.



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



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*2020 ADMINISTRATION BUILDING REMODEL*

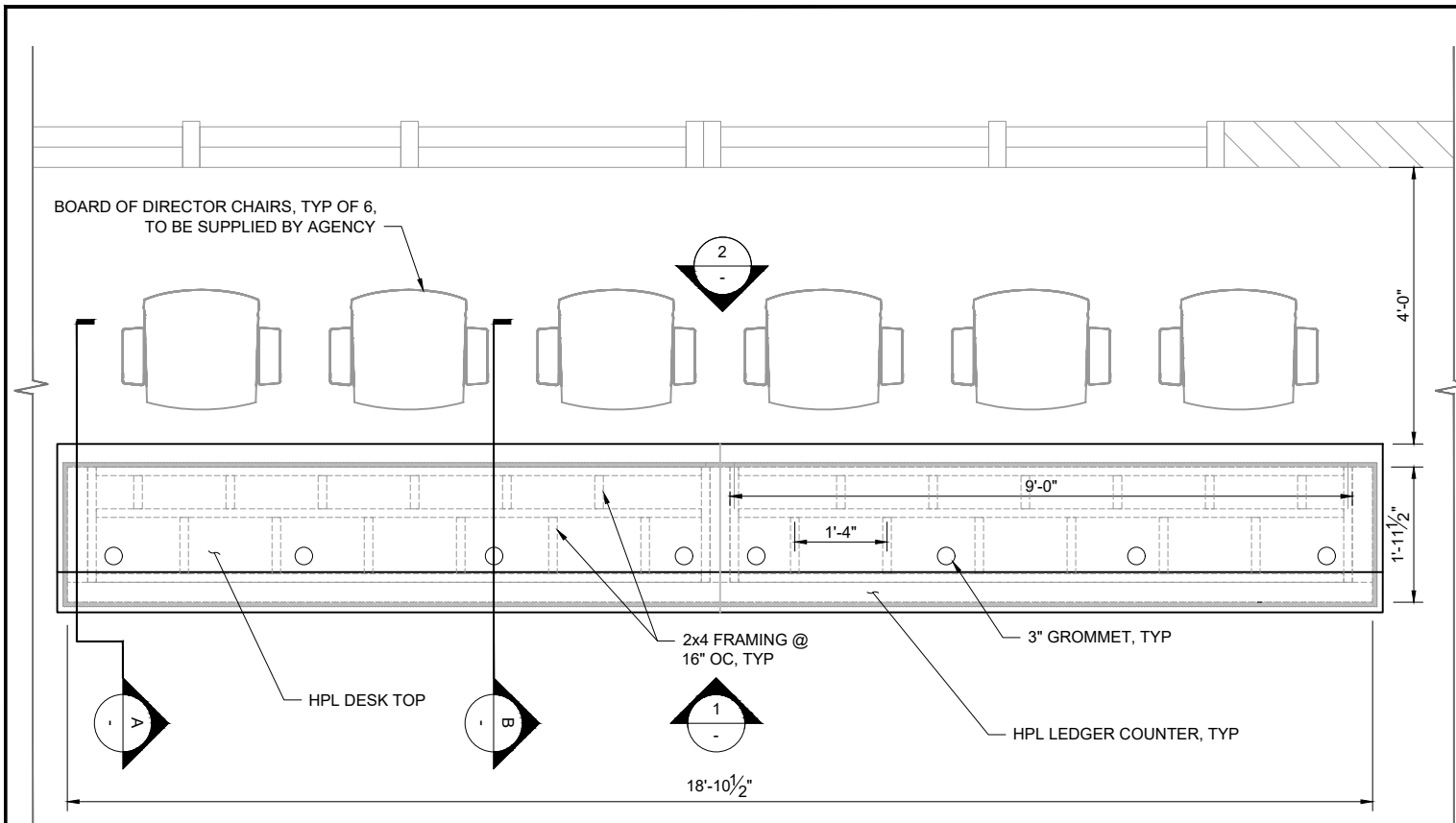
**FLOOR PLAN - ROOM 115**

VERIFY SCALE

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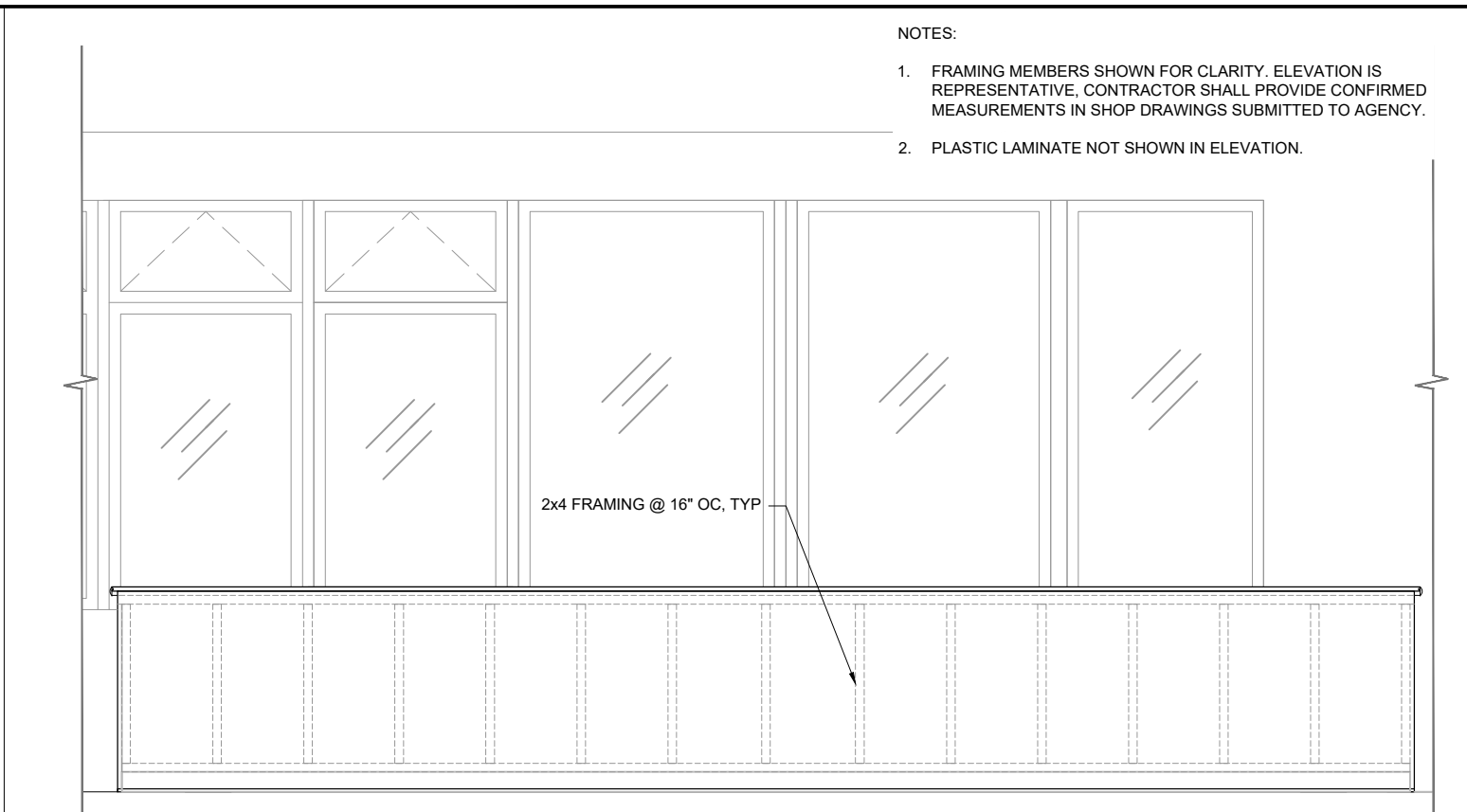
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*Drawn By:* SF  
*Checked By:* AC/JP  
*Approved By:* LG

				SHEET	6 OF 15
				DWG NO.	1-A-142
				DATE	JUNE 2020
SYM	REVISIONS	DATE	BY		



**FURNITURE PLAN**  
3/4" = 1'-0"

1  
1-A-142

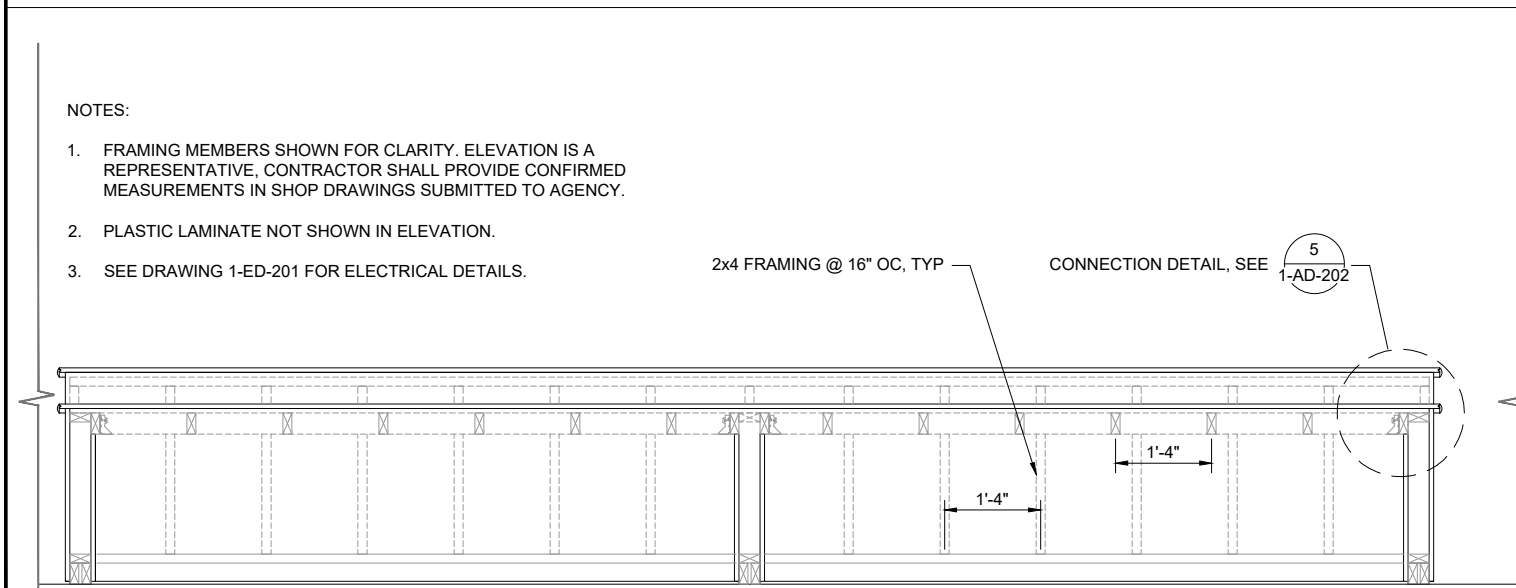


**ELEVATION**  
3/4" = 1'-0"

1  
-

NOTES:

- FRAMING MEMBERS SHOWN FOR CLARITY. ELEVATION IS REPRESENTATIVE, CONTRACTOR SHALL PROVIDE CONFIRMED MEASUREMENTS IN SHOP DRAWINGS SUBMITTED TO AGENCY.
- PLASTIC LAMINATE NOT SHOWN IN ELEVATION.

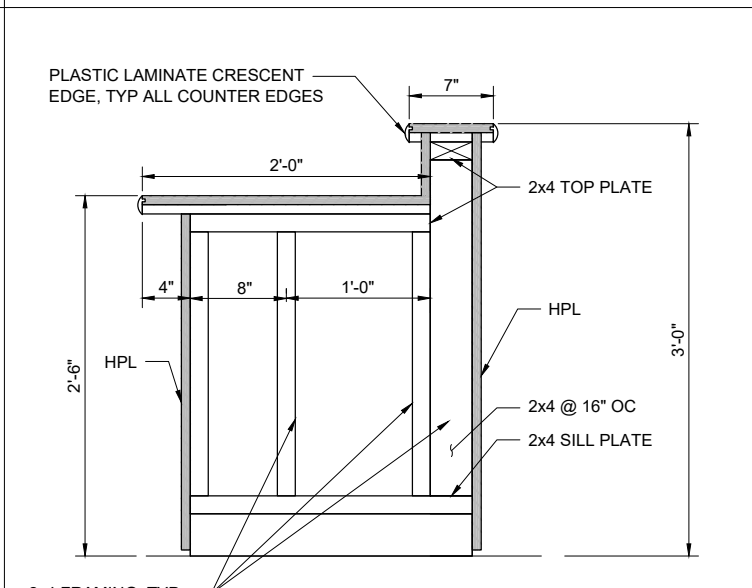


**ELEVATION**  
3/4" = 1'-0"

2  
-

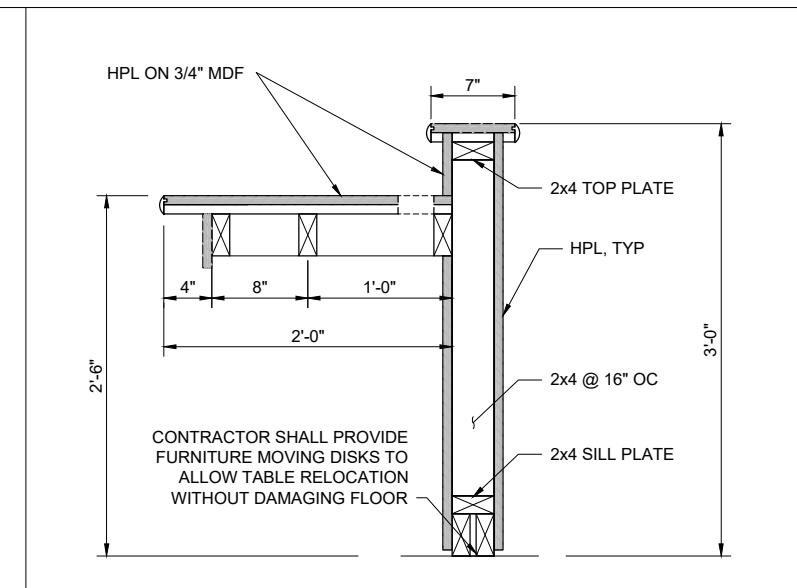
NOTES:

- FRAMING MEMBERS SHOWN FOR CLARITY. ELEVATION IS A REPRESENTATIVE, CONTRACTOR SHALL PROVIDE CONFIRMED MEASUREMENTS IN SHOP DRAWINGS SUBMITTED TO AGENCY.
- PLASTIC LAMINATE NOT SHOWN IN ELEVATION.
- SEE DRAWING 1-ED-201 FOR ELECTRICAL DETAILS.



**SECTION**  
1 1/2" = 1'-0"

A  
-



**SECTION**  
1 1/2" = 1'-0"

B  
-

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No. 69870  
Exp. 3-31-22  
CIVIL  
STATE OF CALIFORNIA

6/17/2020

2020 ADMINISTRATION BUILDING REMODEL

FURNITURE PLAN, INTERIOR  
ELEVATIONS AND SECTIONS - ROOM 115

VERIFY SCALE

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0 1"

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				SHEET	7 OF 15
				DWG NO.	1-AD-101
				DATE	JUNE 2020
SYM	REVISIONS	DATE	BY		



**INTERIOR FINISH SCHEDULE**

SPACE		FLOOR			BASE AND WAINSCOT				TYP WALL					MISCELLANEOUS				OTHER REQUIREMENTS	ABBREVIATIONS:
NO.	NAME	SUB FL	FINISH	COL	MATL	FINISH	COL	WALLS	MATL	FINISH	COL	WALLS	CLG HGT	ITEM	MATL	FINISH	COL		
101	OFFICE NO. 1	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
102	OFFICE NO. 2	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
103	OFFICE NO. 3	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-0"						
104	OFFICE NO. 4	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
105	OFFICE NO. 5	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
106	OFFICE NO. 6	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
107	OFFICE NO. 7	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
108	OFFICE NO. 8	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
109	OFFICE NO. 9	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
110	OFFICE NO. 10	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-0"						
111	OFFICE NO. 11	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-0"						
112	OFFICE NO. 12	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
113	OFFICE NO. 13	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
114	OFFICE NO. 14	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
115	MEETING ROOM / BOARDROOM	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	9'-0"	BOARD TABLE WORK SURFACE	HPL	FCTY	M-1	SEE NOTE 1	
116	HALL NO. 1	EXIST CONC	RF	F-2	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
117	HALL NO. 2	EXIST CONC	RF	F-2	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
118	HALL NO. 3	EXIST CONC	RF	F-2	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
119	HALL NO. 4	EXIST CONC	RF	F-2	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-8"						
120	OPERATIONS OFFICE	EXIST CONC	RF	F-2	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-0"						
121	FOYER	EXIST CONC	RF	F-2	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						
122	STORAGE NO. 3	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-8"						
123	CLOSET NO. 1	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-8"						
124	CLOSET NO. 2	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-8"						
125	CLOSET NO. 3	EXIST CONC	CPT	F-1	RUB	FCTY	F-3	ALL	EXIST GWB	3	P-1	ALL	8'-8"						
126	COPY ROOM	EXIST CONC	RF	F-1	RUB	FCTY	F-3	ALL	EXIST GWB / CMU	3 & 4	P-1	ALL	8'-8"						

**ABBREVIATIONS:**

CLG	CEILING
CMU	CONCRETE MASONRY UNIT
COL	COLOR
CONC	CONCRETE
CPT	TILE CAREPTING
CT	CERAMIC TILE
E	EAST
EXIST	EXISTING
FCTY	FACTORY
FNSH	FINISH
GWB	GYPSUM WALL BOARD
HPL	HIGH PRESSURE LAMINATE
HGT	HEIGHT
MATL	MATERIAL
MDF	MEDIUM DENSITY FIBERBOARD
MET	METAL
N	NORTH
PLAM	PLASTIC LAMINATE
RF	RESILIENT FLOORING
RUB	RUBBER BASE
S	SOUTH
SUB FL	SUBFLOOR
W	WEST

**NOTES:**

1. PLASTIC LAMINATE SHALL BE SAME COLOR AND FINISH THROUGHOUT, INCLUDING ALL EDGES, AND HORIZONTAL AND VERTICAL SURFACES.

**COLOR LIST**

MARK	ITEM	MANUFACTURER	COLOR	OTHER REQUIREMENTS
<b>FLOOR</b>				
F-1	TILE CARPETING	AS SPECIFIED	AS SPECIFIED	
F-2	RESILIENT FLOORING	AS SPECIFIED	AS SPECIFIED	
F-3	RESILIENT BASE	AS SPECIFIED	AS SPECIFIED	
<b>OPENINGS</b>				
O-1	VERTICAL BLINDS	AS SPECIFIED	AS SPECIFIED	
<b>PAINT</b>				
P-1	WALLS	AS SPECIFIED	SW 7517	
P-2	RELIGHT FRAMES	AS SPECIFIED	SW 2924	SEE NOTES 1 & 2
P-3	DOOR FRAMES, JAMBS, & HEADS	AS SPECIFIED	SW 2924	SEE NOTE 3
P-4	DOORS	AS SPECIFIED	SW 2924	SEE NOTES 3 & 4
<b>MISCELLANEOUS</b>				
M-1	PLASTIC LAMINATE	WILSONART, OR EQUAL	WALNUT HEIGHTS	

- NOTES:**
- CONTRACTOR SHALL PAINT ALL EXISTING WOOD WINDOW FRAMES, SILLS, TRANSOMS, AND MULLIONS.
  - CONTRACTOR SHALL CONFIRM PRIOR TO BIDDING ALL ALUMINUM AND STEEL WINDOW FRAMES, SILLS, TRANSOMS, AND MULLIONS TO BE PAINTED WITH AGENCY. ALUMINUM AND STEEL WINDOWS CONFIRMED BY AGENCY NOT TO BE PAINTED SHALL BE PROTECTED IN PLACE.
  - DOOR FRAMES, JAMBS, AND HEADS SHALL BE PAINTED COLOR SPECIFIED IN COLOR LIST. CONTRACTOR SHALL CONFIRM WITH AGENCY PRIOR TO BIDDING ALL DOOR FRAMES, JAMBS, AND HEADS TO BE PAINTED. WOOD DOORS SHALL NOT BE PAINTED AND SHALL BE PROTECTED IN PLACE FOR DOOR JAMB WORK.
  - SEE SHEET 1-A-141 FOR DOORS TO BE PAINTED, TYPICAL OF FIVE (5) METAL DOORS.



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*2020 ADMINISTRATION BUILDING REMODEL*

**FINISH SCHEDULE**

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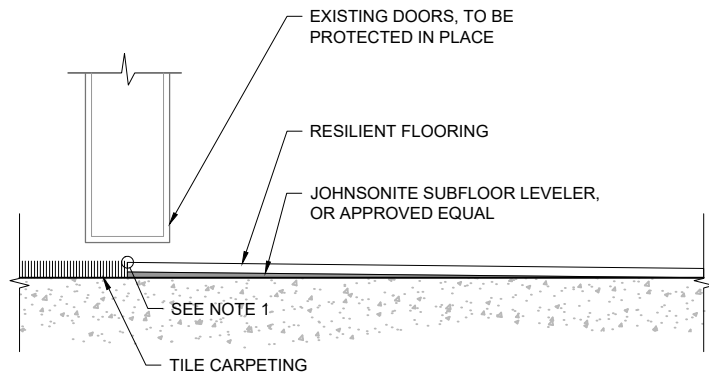
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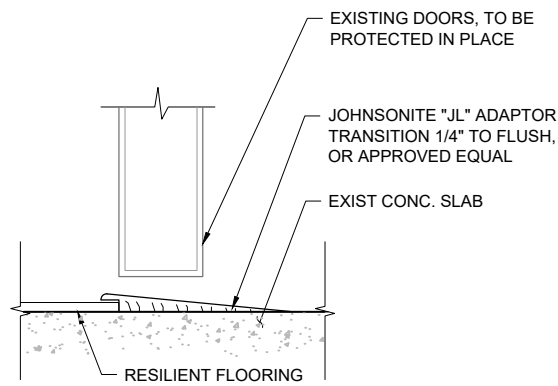
SYMBOL	REVISIONS	DATE	BY	SHEET 8 OF 15
				DWG NO. 1-AD-201
				DATE JUNE 2020



- NOTES:
1. MAX CHANGE BETWEEN TILE CARPETING AND RESILIENT FLOORING TRANSITION SHALL NOT BE MORE THAN 1/16".

**TILE CARPETING TO RESILIENT FLOORING TRANSITION**  
SCALE: NTS

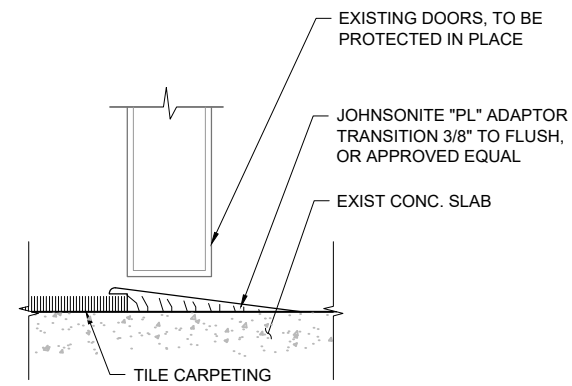
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1-A-141



- NOTES:
1. FLOOR AND LANDINGS SHALL NOT BE MORE THAN 1/2" BELOW TOP OF THRESHOLD.
  2. CHANGE IN LEVEL BETWEEN 1/4" AND 1/2" IS BEVELED AT A MAX GRADIENT OF 1:2.

**RESILIENT FLOORING TO CONC. TRANSITION**  
SCALE: NTS

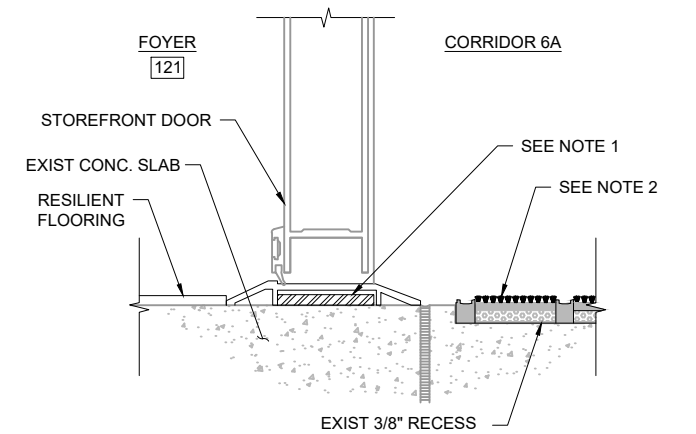
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1-A-141



- NOTES:
1. FLOOR AND LANDINGS SHALL NOT BE MORE THAN 1/2" BELOW TOP OF THRESHOLD.
  2. CHANGE IN LEVEL BETWEEN 1/4" AND 1/2" IS BEVELED AT A MAX GRADIENT OF 1:2.

**DOOR THRESHOLD - TILE CARPETING**  
SCALE: NTS

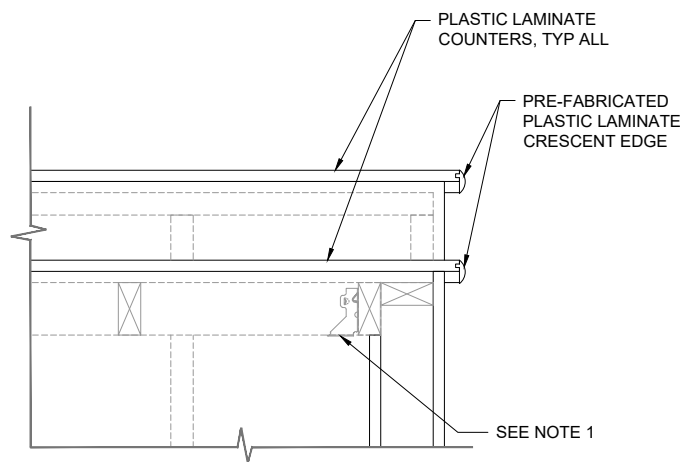
3  
1-A-141



- NOTES:
1. CONTRACTOR SHALL INSTALL NEW ANCHOR PLATE AND DOOR THRESHOLD.
  2. MILLIKEN OBEX CLOSED VINYL AND MONOFILAMENT MAT SYSTEM, OR APPROVED EQUAL, TO BE INSTALLED IN EXISTING 3/8" RECESS IN FINISH FLOOR PER SPECIFICATIONS.

**STOREFRONT DOOR THRESHOLD**  
SCALE: NTS

4  
1-A-141



- NOTES:
1. INSTALL APPROPRIATE JOIST HANGERS AS NECESSARY TO ENSURE FRAMING IS CAPABLE OF WITHSTANDING 200 LB LATERAL LOAD AGAINST PLASTIC LAMINATE.
  2. DETAILS SHOWN IS FOR ILLUSTRATIVE PURPOSES ONLY. CONTRACTOR WILL COVER ALL EXPOSED FRAMING WITH HPL.

**CONNECTION DETAIL**  
SCALE: NTS

5  
1-AD-101



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2020 ADMINISTRATION BUILDING REMODEL

ARCHITECTURAL DETAILS

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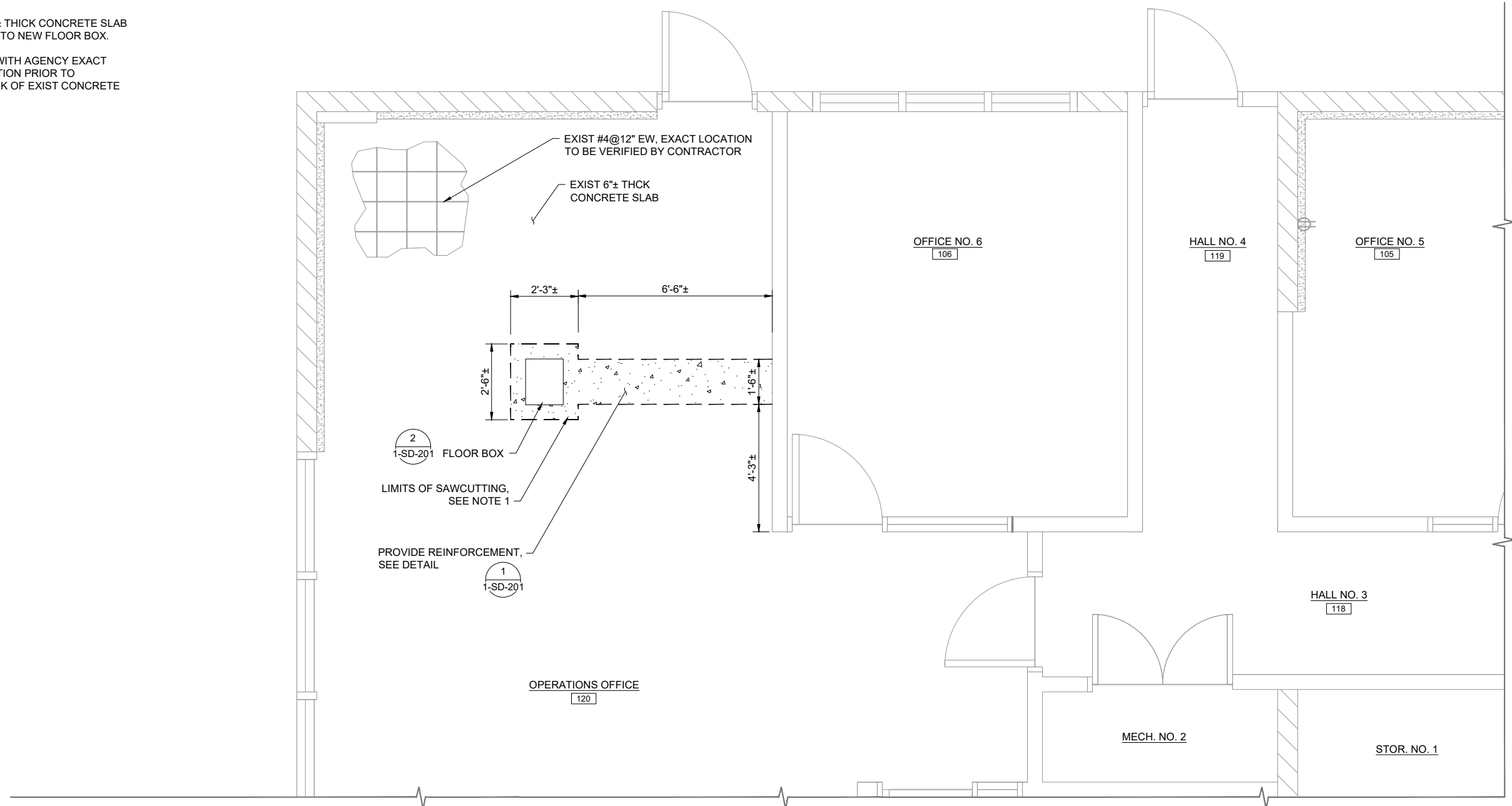
SHEET 9 OF 15

DWG NO. 1-AD-202

DATE JUNE 2020

**NOTES:**

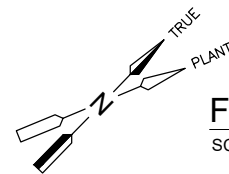
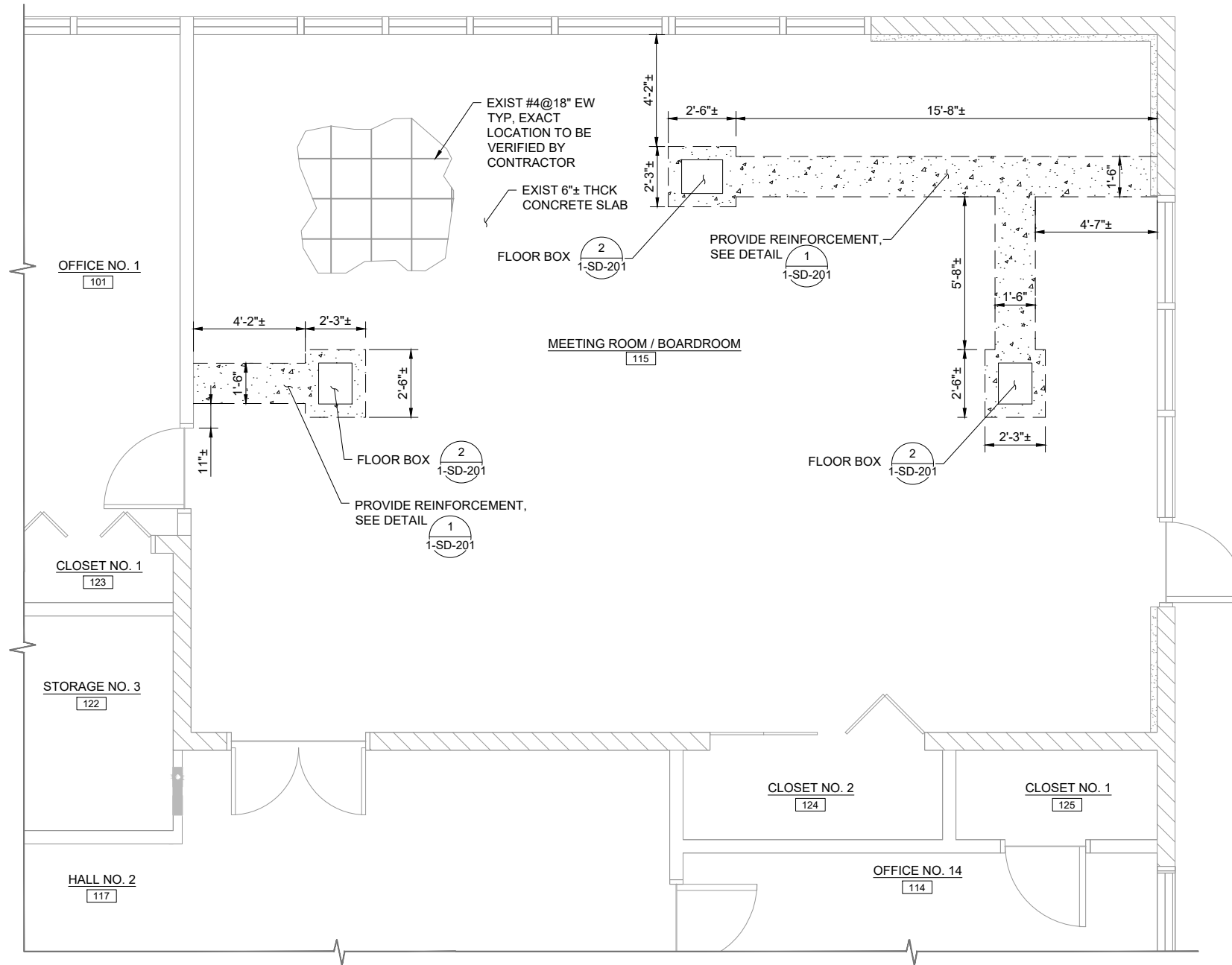
1. SAWCUT THROUGH EXISTING 6"± THICK CONCRETE SLAB FOR INSTALLATION OF CONDUIT TO NEW FLOOR BOX.
2. CONTRACTOR SHALL CONFIRM WITH AGENCY EXACT LOCATION OF FLOOR BOX LOCATION PRIOR TO COMMENCING DEMOLITION WORK OF EXIST CONCRETE SLAB.



TRUE  
PLANT  
**FLOOR PLAN**  
SCALE: 1/2"=1'-0"

**NOTES:**

1. SAWCUT THROUGH EXISTING 6"± THICK CONCRETE SLAB FOR INSTALLATION OF CONDUIT TO NEW FLOOR BOXES.
2. CONTRACTOR SHALL CONFIRM WITH AGENCY EXACT LOCATION OF FLOOR BOX LOCATIONS PRIOR TO COMMENCING DEMOLITION WORK ON EXIST CONCRETE SLAB.



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



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6/17/2020

**2020 ADMINISTRATION BUILDING REMODEL**

**FOUNDATION PLAN - ROOM 115**

VERIFY SCALE

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0 1"  
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**Drawn By:** SF

**Checked By:** AC/JP

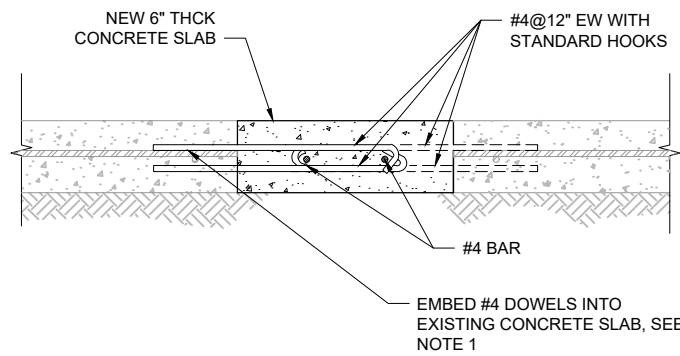
**Approved By:** LG

SYM	REVISIONS	DATE	BY

SHEET 11 OF 15

DWG NO. 1-S-142

DATE JUNE 2020

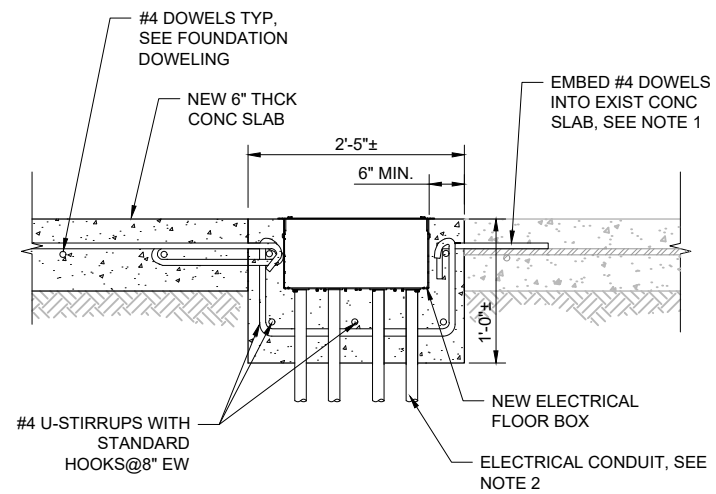


NOTES:

1. CONFROM TO REQUIREMENTS OF SPECIFICATION SECTION 03 63 03, CONCRETE DOWELING.

**FOUNDATION DOWELING**  
SCALE: NTS

1  
1-S-141  
1-S-142



NOTES:

1. CONFORM TO REQUIREMENTS OF SPECIFICATION SECTION 03 63 03, CONCRETE DOWELING.
2. ELECTRICAL CONDUIT SHALL PENETRATE SLAB PERPENDICULAR AND ENTER FLOOR BOX FROM THE BOTTOM. SEE ELECTRICAL FOR CONDUCTOR SIZE AND LOCATIONS.

**FLOOR BOX REINFORCEMENT**  
SCALE: NTS

2  
1-S-141  
1-S-142



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



6/17/2020

*2020 ADMINISTRATION BUILDING REMODEL*

**STRUCTURAL DETAILS**

VERIFY SCALE

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

*Designed By:* SF

*Drawn By:* SF

*Checked By:* AC/JP

*Approved By:* LG

SYM	REVISIONS	DATE	BY

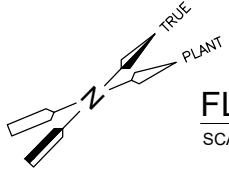
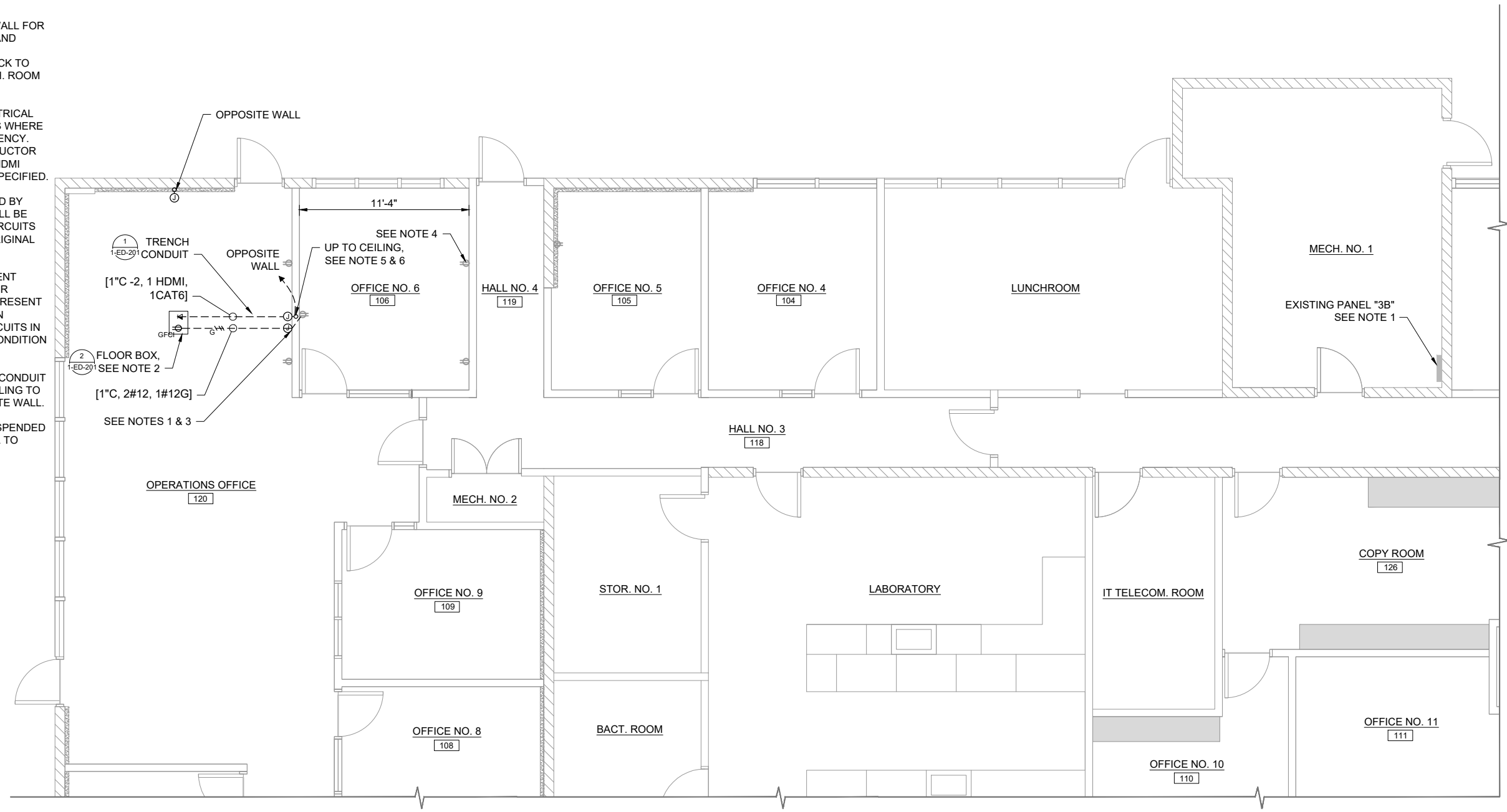
SHEET 12 OF 15

DWG NO. 1-SD-201

DATE JUNE 2020

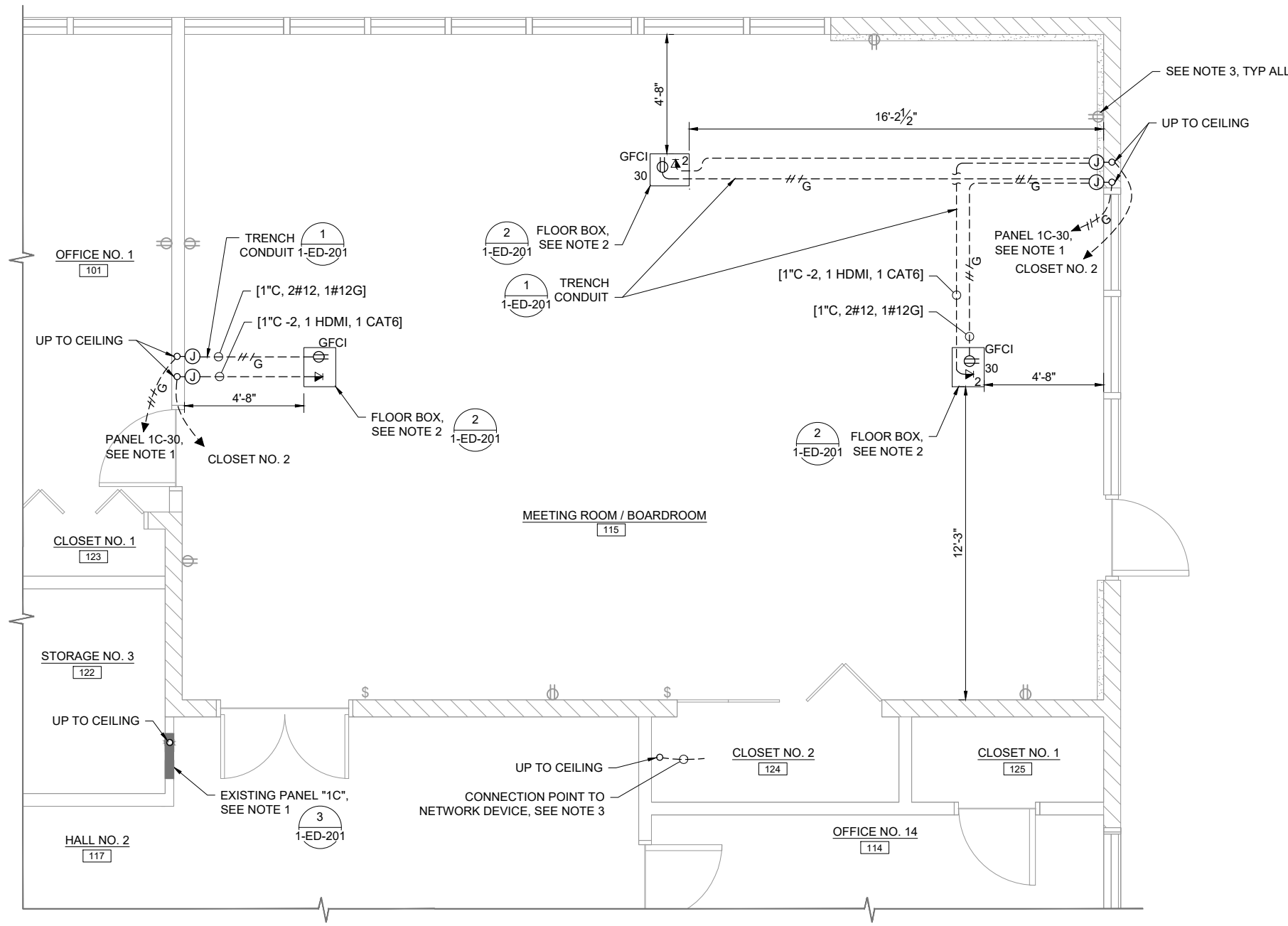
**NOTES:**

1. UTILIZE EXISTING CIRCUIT 7 IN WALL FOR NEW FLOOR BOX RECEPTACLE AND REPAIR WALL PER CONTRACT DOCUMENTS. CIRCUIT 7 TIES BACK TO ELECTRICAL PANEL "3B" IN MECH. ROOM NO. 1.
2. PROVIDE FLOOR BOX FOR ELECTRICAL RECEPTACLES AND DATA PORTS WHERE SHOWN OR AS DIRECTED BY AGENCY. ROUTE HDMI CABLES AND CONDUCTOR TO BOXES. PROVIDE SUITABLE HDMI PORTS AND RECEPTACLES AS SPECIFIED.
3. EXISTING DEVICES: IF DISTURBED BY CONSTRUCTION ACTIVITIES SHALL BE RE-CONNECTED TO EXISTING CIRCUITS AND SWITCHES TO RESTORE ORIGINAL FUNCTION.
4. RECEPTACLES SHOWN REPRESENT PANEL 3B CIRCUIT 7 ONLY. OTHER RECEPTACLES AND SWITCHES PRESENT IN BUILDING ARE NOT SHOWN ON DRAWING. CONFIRM OTHER CIRCUITS IN WORK AREA ARE IN ORIGINAL CONDITION UPON COMPLETION OF WORK.
5. CONTRACTOR SHALL RUN HDMI CONDUIT IN SUSPENDED ACOUSTICAL CEILING TO NEW JUNCTION BOX ON OPPOSITE WALL.
6. STUB UP CONDUIT 2" ABOVE SUSPENDED CEILING AND PROVIDE END BELL TO PROTECT CONDUCTORS.



**FLOOR PLAN**  
SCALE: 1/4"=1'-0"

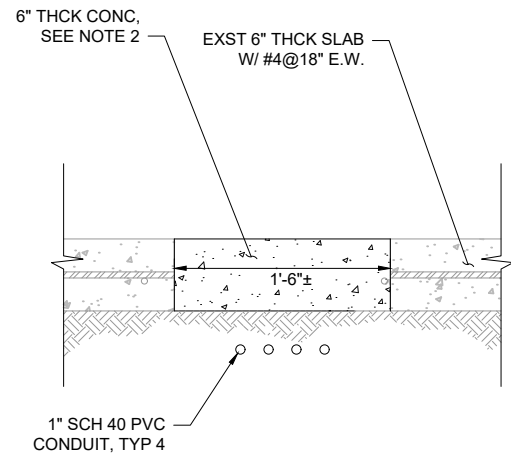
				SHEET	13 OF 15
				DWG NO.	1-E-141
				DATE	JUNE 2020
SYM	REVISIONS	DATE	BY		



- NOTES:**
1. UTILIZE EXISTING SPARE CIRCUIT 30 IN PANEL 1C FOR NEW RECEPTACLE CIRCUIT.
  2. PROVIDE FLOOR BOX FOR ELECTRICAL RECEPTACLES AND DATA PORTS WHERE SHOWN OR AS DIRECTED BY AGENCY. ROUTE HDMI CABLES AND CONDUIT TO BOXES. PROVIDE SUITABLE HDMI PORTS AND RECEPTACLES AS SPECIFIED.
  3. EXISTING DEVICES, IF DISTURBED BY CONSTRUCTION ACTIVITIES SHALL BE RE-CONNECTED TO EXISTING CIRCUITS AND SWITCHES TO RESTORE ORIGINAL FUNCTION.
  4. TERMINATE HDMI AND DATA CONDUIT INSIDE OF CLOSET NO. 2. CONFIRM WITH AGENCY

TRUE  
PLANT

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

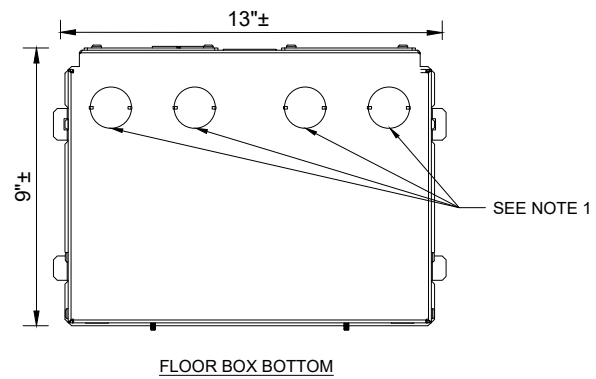


NOTES:

1. CONDUIT RACEWAYS SHALL BE INSTALLED AT NECESSARY DEPTHS TO ALLOW STANDARD SWEEP RADIUS FOR INSTALLATION INTO BOTTOM OF NEW FLOOR BOXES THROUGH NEW 6" THCK CONC SLAB.
2. SEE STRUCTURAL SHEETS FOR REINFORCEMENT PLACEMENT LOCATIONS AND DOWELING DETAILS.
3. PROVIDE MINIMUM 1 SPARE CONDUIT TO TERMINATE IN JUNCTION BOXES IN WALL.

**UTILITY TRENCH**  
SCALE: NTS

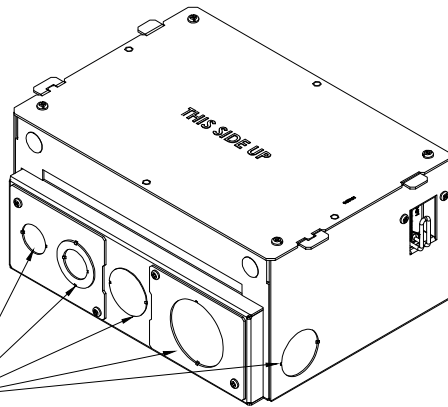
1  
1-E-141  
1-E-142



**FLOOR BOX BOTTOM**

NOTES:

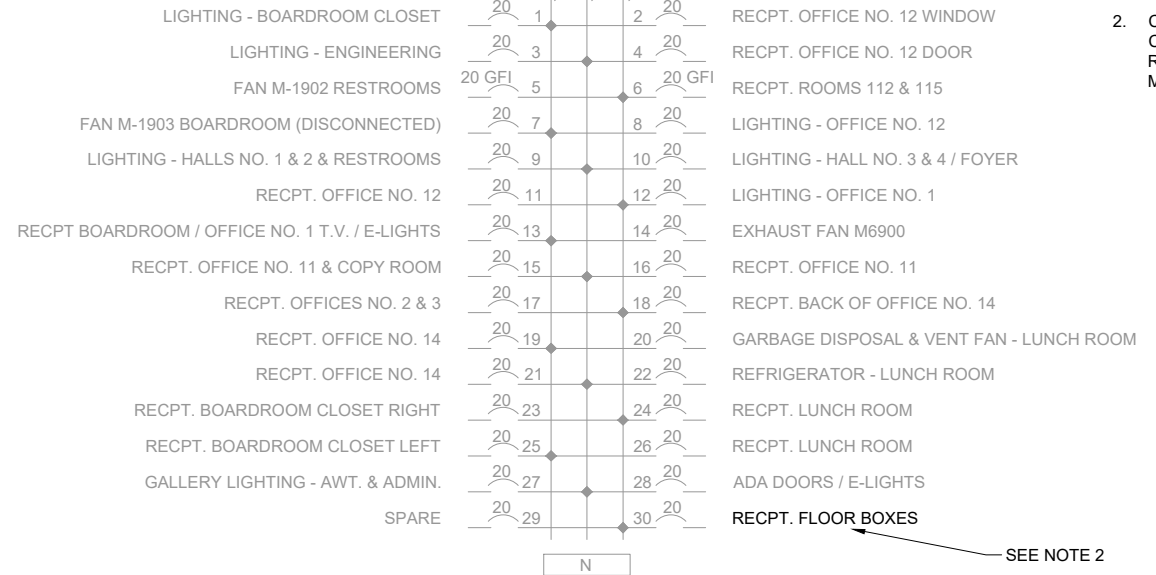
1. FLOOR BOX SHALL HAVE A MINIMUM OF FOUR (4) TRADE KNOCKOUTS FOR NEW CONDUIT ENTERING THROUGH THE BOTTOM OF THE BOX.
2. SEE STRUCTURAL SHEETS FOR FLOOR BOX CONCRETE DETAIL.
3. SIDE TRADE KNOCKOUTS SHALL NOT BE USED FOR CONDUIT CONNECTION.



**ISOMETRIC**

**FLOOR BOX**  
SCALE: NTS

2  
1-E-141  
1-E-142



**EXISTING PANEL 1C SCHEDULE**  
120 - 208V 3Ø 4 WIRE

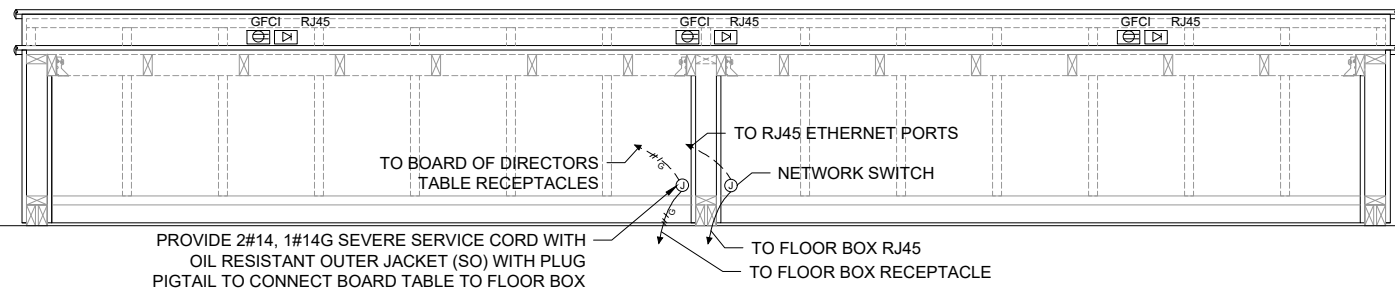
3  
1-E-142

NOTES:

1. ALL BREAKERS AND BUS BRACING 10,000 A.I.C.  
LOCATION: BLDG. 1  
MOUNTING: FLUSH  
ALL BUSES 100 AMPS
2. CONTRACTOR SHALL UTILIZE SPARE CIRCUIT NO. 30 IN PANEL 1C FOR NEW RECEPTACLE FLOOR BOX CIRCUIT FOR MEETING ROOM.

NOTES:

1. INSTALL RECEPTACLES AND RJ45 PORTS INTO COUNTER LEDGER.



**BOARD TABLE ELEVATION - ELECTRICAL**  
SCALE: NTS

4  
1-AD-101



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



6/17/2020

**2020 ADMINISTRATION BUILDING REMODEL**

**ELECTRICAL DETAILS**

VERIFY SCALE

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

**Designed By:** SF

**Drawn By:** SF

**Checked By:** AC/JP

**Approved By:** LG

SYM	REVISIONS	DATE	BY

SHEET 15 OF 15

DWG NO. 1-ED-201

DATE JUNE 2020





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** IV-14  
**Subject:** Discussion of solar power project

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### **Background**

Last summer the Agency received a preliminary study by Strategic Energy Innovations as part of the SEED Fund Program (Program) evaluating the potential for the installation of a solar power system at the Agency's water reclamation plant. The study was based on some assumptions that were later deemed inaccurate and Agency subsequently withdrew from the Program. As a follow-up, the Agency developed a more accurate list of assumptions and requested new feasibility analyses from two major solar power vendors. This staff report summarizes the principal findings of these studies.

The two vendors, REC Solar and EDF Renewables, were each given the same set of assumptions and were requested to provide two estimates for a system: (1) as a turn-key outright cash purchase, and (2) as a solar power purchase agreement (PPA). For the cash purchase, the Agency would own the equipment, whereas for the PPA, it would not. In either case, O&M activities are performed by the vendor but under certain terms and conditions.

At the current time, the Truckee Donner Public Utility District (TDPUD) has adopted policies for businesses that would like to implement solar power that are unfavorable to the Agency. First, the Agency would be subject to Net Energy Metering 2.0 (NEM 2.0). This effectively limits the size of the solar system that the Agency can install while still providing a pay-back period. Unfortunately, the net result is that the maximum recommended system size is only 1-megawatt (MW) and covers only approximately 40 percent of the Agency's annual demand. In other words, the Agency would still need to have the TDPUD deliver about 60 percent of its power needs at the market rate. Further, because the Agency would require that TDPUD provide 100 percent of its power demand in the event that the solar system was out of service, TDPUD would levy standby charges to Agency.

For the cash-purchase option, the net result of the analysis is that for approximately \$2.5M, the Agency would be able to exercise a cash purchase of a 1-MW system with a payback period of somewhere between 8 to 11 years. The lifetime net savings for this approach is between \$6M and \$8M, but this could be significantly reduced by TDPUD standby charges or increased rates on the 60% load that the Agency would receive from TDPUD.

For the PPA option, power could be provided at an effective rate of somewhere between \$0.07 and \$0.08 per kwh with no escalation rate. Under this alternative, the lifetime net savings is estimated to be somewhere between \$3M and \$4M, but this could be significantly reduced by TDPUD standby charges or increased rates on the 60% load that we receive from TDPUD.

Should the Agency wish to proceed further with solar power, staff can continue development with vendors for costs and proposals and include the solar power project into the Master Sewer Plan.

**Fiscal Impact**

Varies depending on direct procurement or PPA options.


**Attachments**

REC and EDF comparative studies.

**Recommendation**

Management requests the Board of Directors to provide further direction on the solar power project.

**Review Tracking**

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager

**Tahoe-Truckee Sanitation Agency  
Solar Power Feasibility Studies  
Preliminary Findings (DRAFT)**

**CURRENT METRICS**

**T-TSA**

Annual Consumption, MWh	6.90
Annual Generation, MWh	2.80
Maximum Non-Coincident Load, MW	1.30
Average Load, kW	787
Energy Charge, \$/kWh	\$ 0.10
Demand Charge, \$/kW	\$ 12.65
Current Cost of Electricity, \$/kWh	\$ 0.12

**TDPUD**

NEM	2.0
Limit on Net Metered System Size, MW (AC)	1.0
Wholesale Tarrif Over 1MW, \$/kWh	\$ 0.0285
Standby Charges?	Yes

**Limited Energy Offset by Solar**

Amount of Demand Covered by Solar	40%
-----------------------------------	-----

**VENDOR PROPOSALS**

**REC = Duke Energy Renewables/REC Solar**

**EDF = EDF Renewables**

**System Size (Limited)**

Metric	REC	EDF
AC, MW	1.00	1.00
DC, MW	1.28	1.30

**Cash Purchase**

Metric	REC	EDF
Turnkey Price	\$ 2,358,730	\$ 2,351,758
Year 1 Net Savings	\$ 208,236	\$ 281,814
Lifetime Net Savings	\$ 6,660,378	\$ 7,898,395
Pay Back, Years	10.1	8.4
Internal Rate of Return	10.3%	11.7%

**Power Purchase Agreement (PPA)**

Metric	REC	EDF
Term, Years	25	25
PPA Rate, \$/kWh	\$ 0.075	\$ 0.078
Escalating?	No	No
PPA Escalation Rate	0%	0%
Down Payment	\$0	\$0
Cash Flow Positive	1 year	1 year
Year 1 Savings	\$57,550	\$64,197
Lifetime Net Savings	\$3,892,004	\$3,324,712
O&M Responsibility	REC	EDF

# Tahoe Truckee WWTP

Truckee, CA

03.11.20

Indicative Solar Proposal



# A Quick Re-Introduction



Jay,

It appears that TDPUD had provided us with some wrong information earlier which limits the amount of energy we can offset for you economically. Rather than being on NEM 1.0 with a 5 MW cap per site, they came back and said they are on NEM 2.0 and everything over 1MW will be compensated at their wholesale tariff at \$0.0285/kWh. Further, they also said that they would charge you standby charges over 1MW which essentially means that they are very hesitant about distributed generation and how it will effect their grid.

Therefore, the following indicative proposal stays within their limits to help maximize economic benefit to you as I can assure you it will not make any sense to export power onto the grid. This new design approach does not export power onto the grid and therefore we can offset your energy charges at full retail rates but with the smaller system size we have lost some economies of scale and our PPA rate has increased slightly. Again, this isn't our actual PPA bid but rather an indication of where I think we will land if you decide you would like us to generate contractible numbers for you and your board.

I always like to remind customers that installing a solar power plant isn't your core business so let us install it for you and take advantage of the tax credits. Over time, we can add things like vehicle chargers so that you can participate in CA's LCFS market for added revenue stream or simply sell the SRECS which are currently trading for about \$0.015/kWh. There are many things you can do after you go solar that you haven't contemplated yet so let us help you lay the foundation so that we can introduce you into all the exciting programs that exist. I will be your tour guide and will keep you informed so that you can make the best decisions and look like hero's to your leadership team. My approach here is to under promise and over deliver.

Sincerely,  
Chris Hiller  
Project Developer  
707-758-2647



An Overview

# Your Project



# Design and Pricing

## System Size

- System Size: 1.28 MW DC
- System Size: 1.00 MW AC
- Production (Yr 1): 2,274,870 kWh
- Specific Production: 1772 kWh/kWp

## Cash Purchase

- Turnkey Price: ~\$2,358,730
- Price per Watt DC: ~\$1.84
- Cash Flow Positive: ~10yrs 1month

## 25 Year PPA

- PPA Rate: ~\$0.075/kWh
- PPA Escalation: 0.00%
- Cash Flow Positive: Year 1
- Year 1 savings: \$57,550

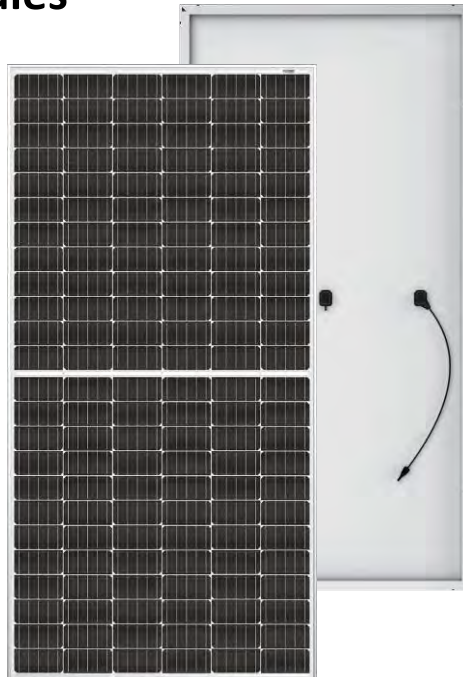


# Industry-Leading Technology for Your Project

*Based on your project goals and our designs so far, we recommend the following technologies for your systems.*

## TrinaSolar

### Modules



- Market leader and long-term partner
- World-class solar modules
- High power output & efficiency
- Long-term reliability
- Highest level of warranties\
- Manufactured in Vietnam, Thailand, and China

## CHNT POWER

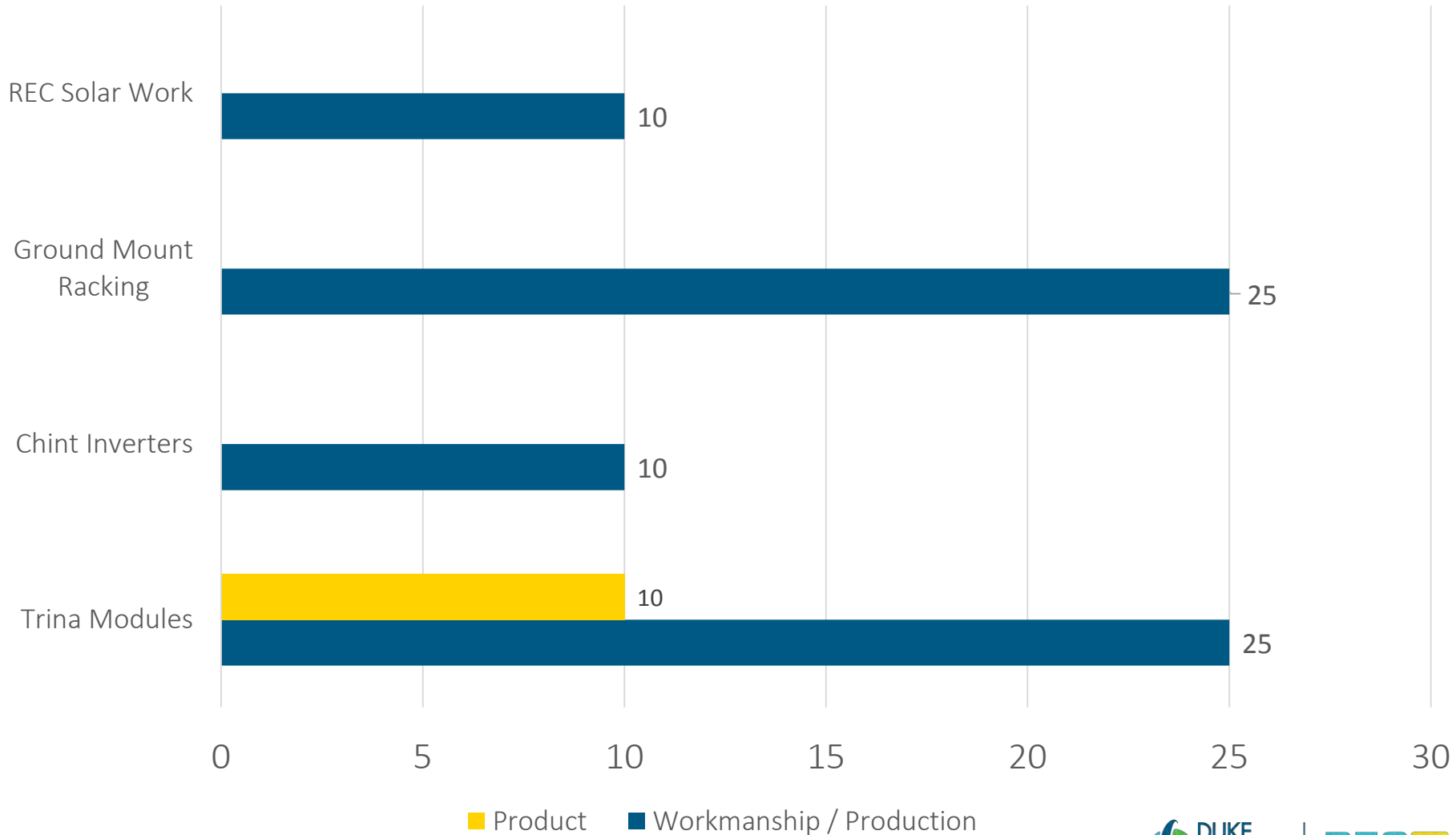
### Inverters



- 30 year-old, global electronics manufacturing company
- #1 share in USA (48% per GTM)
- Strong US presence (Texas R&D; LA Logistics; Bay Area Sales)
- Ideal roof & carport building blocks



# Warranties & Assurances – If Cash Purchase



6 25 year coverage if PPA, no money out of pocket if something breaks





# Inclusions & Assumptions

---

- Prevailing wages included
- Payment and performance bond excluded
- Interconnection to existing main switch gear is included; line side tap assumed
- \$50k allowance for telemetry with local utility for interconnection
- Upgrades and/or modifications to existing POC switchgear excluded
- Painting of conduit excluded
- Standard perimeter fence included (6-ft chain link, 3 strands of barb wire, 1 man & truck gate)
- 1 inch minus road base non-spec is included around the perimeter of the array for access
- Weed control excluded
- Geotechnical soils survey included
- IBC Class IV soil (2000psf vertical and 150psf/ft lateral bearing capacity minimum) assumed



# Your Utility Bill

To help you better understand the current charges that you're paying to TDPUD, here are the three different segments of your bill:

1

## Energy Charges

The price paid for the actual electricity consumed, in kilowatt hours (kWh) per month. The per kWh price varies based on the time of day and the time of year and/or tracks live energy costs.

Solar *directly offsets* energy charges!

2

## Demand Charges

This is a price paid based on the highest amount of energy used typically over a 15 minute period in a month.

3

## Fixed Charges

Fees that get charged to you regardless of energy used. (\$1,196/month)



# You Bill Breakdown

TDPUD is raising your Energy and Demand charges by 3% from 2019 to 2020.

 TRUCKEE DONNER PUBLIC UTILITY DISTRICT	2019	2020
<b>Small Commercial</b>		
Customer Charge (per month)	\$27.32	\$27.32
Energy Charge (per kwh)	\$0.159	\$0.164
<b>Medium Commercial</b>		
Customer Charge (per month)	\$272.84	\$272.84
Energy Charge (per kwh)	\$0.103	\$0.11
Demand Charge (per kw)	\$12.86	\$13.24
<b>Large Commercial</b>		
Customer Charge (per month)	\$1,196.79	\$1,196.79
Energy Charge (per kwh)	\$0.097	\$0.10
Demand Charge (per kw)	\$12.29	\$12.65



# Cash Flow – Cash Purchase

Solar Investment Model - *Indicative*

Cash Purchase Model

Tahoe Truckee WWTP  
1,284 kW DC Solar System



Year	Utility Costs w/out Solar	Solar Production (kWhs)	Utility Savings from Solar	Utility Incentives	Investment Tax Credit	Depreciation Value (Fed)	Depreciation Value (State)	System Cost	Operations & Maintenance	Net Annual Savings	Cumulative Savings
0								(\$2,358,730)		(\$2,358,730)	(\$2,358,730)
1	\$917,316	2,274,933	\$228,169						(\$19,933)	\$208,236	(\$2,150,494)
2	\$944,835	2,263,559	\$233,839						(\$20,431)	\$213,408	(\$1,937,087)
3	\$973,181	2,252,184	\$239,644						(\$20,942)	\$218,702	(\$1,718,385)
4	\$1,002,376	2,240,809	\$245,587						(\$21,466)	\$224,121	(\$1,494,264)
5	\$1,032,447	2,229,435	\$251,670						(\$22,002)	\$229,668	(\$1,264,596)
6	\$1,063,421	2,218,060	\$257,898						(\$22,552)	\$235,345	(\$1,029,251)
7	\$1,095,323	2,206,685	\$264,272						(\$23,116)	\$241,156	(\$788,095)
8	\$1,128,183	2,195,311	\$270,797						(\$23,694)	\$247,103	(\$540,992)
9	\$1,162,028	2,183,936	\$277,476						(\$24,287)	\$253,190	(\$287,802)
10	\$1,196,889	2,172,561	\$284,312						(\$24,894)	\$259,418	(\$28,384)
11	\$1,232,796	2,161,187	\$291,308						(\$25,516)	\$265,792	\$237,408
12	\$1,269,780	2,149,812	\$298,468						(\$26,154)	\$272,314	\$509,722
13	\$1,307,873	2,138,437	\$305,796						(\$26,808)	\$278,988	\$788,710
14	\$1,347,109	2,127,063	\$313,294						(\$27,478)	\$285,816	\$1,074,526
15	\$1,387,523	2,115,688	\$320,967						(\$28,178)	\$292,844	\$1,311,966
20	\$1,608,519	2,058,815	\$362,087						(\$31,866)	\$330,221	\$2,886,534
25	\$1,864,715	2,001,941	\$408,162						(\$36,054)	\$372,109	\$4,661,422
30	\$2,161,715	1,945,068	\$459,729						(\$40,791)	\$418,938	\$6,660,378
TOTALS	\$43,641,690	63,300,021	\$9,949,587					(\$2,358,730)	(\$930,479)	\$6,660,378	

Notes  
Assumes 100% Cash purchase model

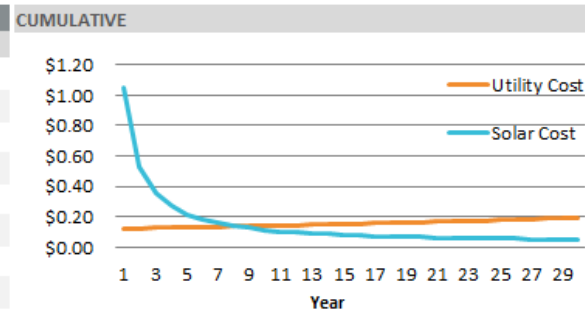
MACRS Accelerated Depreciation, 5-Year schedule.

Annual O&M costs assume technical care and 2 system washings / year

Year 15 Assumes Full Inverter Refurbishment / parts / repair.

- Panel production warranty

ASSUMPTIONS	KEY PROJECT PARAMETERS	UNIT VALUES	TOTALS
Solar System Size (KW-DC)	1,283.750		
Turnkey System Cost (\$/Watt-DC)	\$1.84		\$2,358,730
Solar Production (kWh/kW-Yr 1)	1,772		2,274,933
Avg. Value of Solar (\$/kWh-Yr 1)	\$0.100		\$228,169
Current Cost of Electricity (\$/kWh)	\$0.124		\$917,316
Historic Utility Escalation Rate	3.00%		
Federal Tax rate	0.0%		
State Tax Rate	0.00%		



SUMMARY	BENEFITS
Total Cumulative Savings	\$6,660,378
Net Present Value @ 6.00%	\$1,376,328
Internal Rate of Return	10.3%
Simple Payback Period	10 Years 1 Month
Lifetime Cost of Solar/ kWh	\$0.052
ENVIRONMENT	
CO2 emissions avoided (US tons)	49,342
Barrels of Oil Consumed	103,635

per EPA and DOE/NREL  
<https://www.epa.gov/energy/gre-enhouse-gas-equivalencies-calculator>



# Cash Flow – 25 Year PPA



Solar Investment Model - *Indicative*

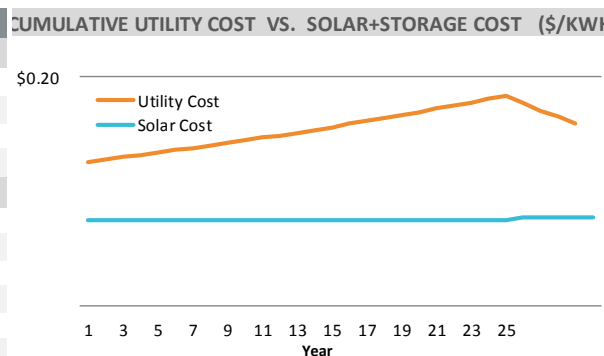
Power Purchase Agreement 25 Year Term

Tahoe Truckee WWTP  
1,284 kW DC Solar System



Year	Utility Costs w/out Solar	Solar Production (kWhs)	Utility Savings from Solar	PPA Rate	PPA Payments	Operations & Maintenance	Net Annual Savings	Cumulative Savings	Notes
0									Assumes 0% Down Payment
1	\$917,316	2,274,933	\$228,169	\$0.075	(\$170,620)		\$57,549	\$57,549	
2	\$944,835	2,263,559	\$233,839	\$0.075	(\$169,767)		\$64,072	\$121,621	
3	\$973,181	2,252,184	\$239,644	\$0.075	(\$168,914)		\$70,730	\$192,351	
4	\$1,002,376	2,240,809	\$245,587	\$0.075	(\$168,061)		\$77,526	\$269,877	
5	\$1,032,447	2,229,435	\$251,670	\$0.075	(\$167,208)		\$84,462	\$354,339	
6	\$1,063,421	2,218,060	\$257,898	\$0.075	(\$166,355)		\$91,543	\$445,883	
7	\$1,095,323	2,206,685	\$264,272	\$0.075	(\$165,501)		\$98,771	\$544,654	
8	\$1,128,183	2,195,311	\$270,797	\$0.075	(\$164,648)		\$106,149	\$650,803	
9	\$1,162,028	2,183,936	\$277,476	\$0.075	(\$163,795)		\$113,681	\$764,484	Includes O&M costs through PPA term (Technical & Cleaning)
10	\$1,196,889	2,172,561	\$284,312	\$0.075	(\$162,942)		\$121,370	\$885,853	
11	\$1,232,796	2,161,187	\$291,308	\$0.075	(\$162,089)		\$129,219	\$1,015,072	
12	\$1,269,780	2,149,812	\$298,468	\$0.075	(\$161,236)		\$137,232	\$1,152,305	
13	\$1,307,873	2,138,437	\$305,796	\$0.075	(\$160,383)		\$145,413	\$1,297,717	
14	\$1,347,109	2,127,063	\$313,294	\$0.075	(\$159,530)		\$153,764	\$1,451,482	
15	\$1,387,523	2,115,688	\$320,967	\$0.075	(\$158,677)		\$162,291	\$1,613,772	
20	\$1,608,519	2,058,815	\$362,087	\$0.075	(\$154,411)		\$207,676	\$2,559,499	At end of term, PPA is renewed, or PV purchased or removed
25	\$1,864,715	2,001,941	\$408,162	\$0.075	(\$150,146)		\$258,017	\$3,746,814	
26	\$1,920,656	1,990,567	\$418,018		(\$235,873)	(\$36,955)	\$145,190	\$3,892,004	
<b>TOTALS</b>	<b>\$35,365,323</b>	<b>55,451,501</b>	<b>\$8,174,402</b>		<b>(\$4,245,443)</b>	<b>(\$36,955)</b>	<b>\$3,892,004</b>		

ASSUMPTIONS		
<b>SYSTEM FINANCING</b>		
PPA Term	<b>25 Years</b>	
Initial PPA Rate (Year 1)	<b>\$0.075</b>	
PPA Annual Escalation Rate	<b>0.00%</b>	
Down Payment	<b>0.0%</b>	
<b>KEY PROJECT PARAMETERS</b>		
	<b>UNIT VALUE</b>	<b>TOTALS</b>
Solar System Size (KW-DC)	<b>1,283.750</b>	
Turnkey Total System Cost		<b>\$2,358,730</b>
Solar Production (kWh/kW)	<b>1,772</b>	<b>2,274,933</b>
Avg. Value of Solar (\$/kWh)	<b>\$0.100</b>	<b>\$228,169</b>
Current Cost of Electricity (\$/kWh)	<b>\$0.12</b>	<b>\$917,316</b>
Historic Utility Escalation Rate	<b>3.00%</b>	



SUMMARY	
<b>FINANCIAL BENEFITS SUMMARY</b>	
<b>Total Cumulative Savings</b>	<b>\$3,892,004</b>
<b>Cash Flow Positive From</b>	<b>Year 1</b>
*No Upfront Capital Investment	
*O&M Cost are included through PPA term	
*Options at end of PPA term: Extend PPA, Purchase System, Remove system	

30 YEAR ENVIRONMENTAL SUMMARY	
<b>CO2 emissions avoided (t)</b>	<b>43,224</b>
<b>Barrels of Oil Consumed</b>	<b>90,785</b>

per EPA and DOE/NREL  
<https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

# Added Value With Battery Storage



Further reduce the utility bill at the facility with a Tesla 111 kW / 222kWh PowerPack and incorporate software upgrade to seamlessly tie into your existing generators to help you automate grid failure process/procedures. This option can be priced in at your request.

POWERPACK, A FULL INTEGRATED ENERGY STORAGE SOLUTION



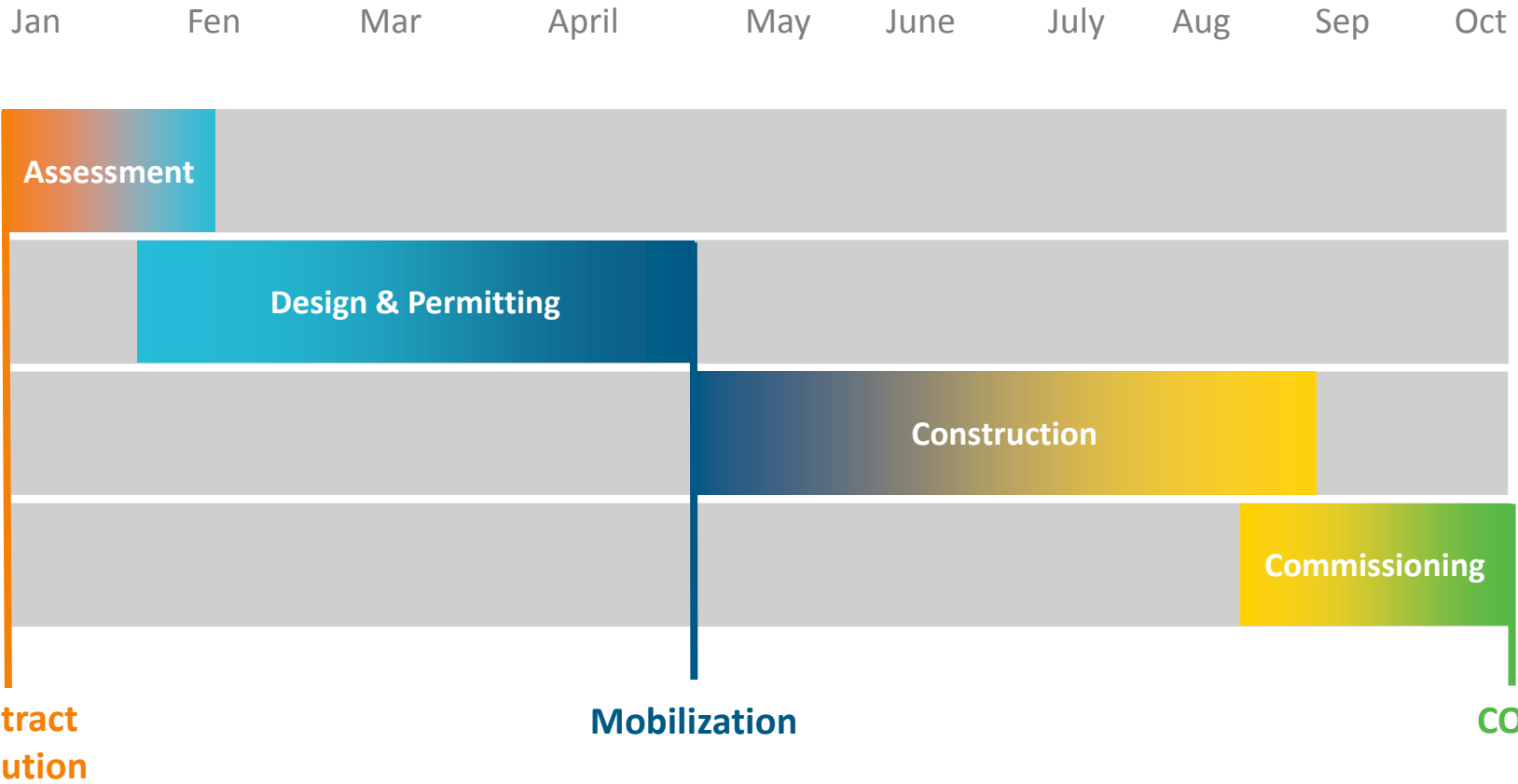
500 kW / 2 MWh – 4Hr Configuration

AC-couple battery storage system from Tesla

Includes batteries, inverter, software and remote monitoring

Scalable, modular and customizable to a unique set of applications

# Typical Project Schedule







# Transparency During Execution

During construction, REC Solar gives clients and partners access to our cloud-management software, streamlining the communication process and improving project success metrics.

## Benefits

- Keeps client up to date on project schedule information, including construction progress and photographs
- Allows us to co-manage punch lists in order to meet expectations
- Daily log reports on production progress
- Customizable or standardized Excel reports

# PROCORE



# Transparency During Operations



Open API allows for simple data access and integration with other site resources or monitoring platforms.



## Benefits



### Site Managers

Real-time access to system performance & mobile alerts when there are issues



### Executives

Understanding of system energy savings



### Public

Public facing kiosk view for transparency

# Operations & Maintenance



We maximize your system production over time and make caring for your system simple.

We provide O&M services to more than **700 systems** throughout the US. A REC Solar O&M contract entered into at a system's commercial operating date will provide you with a 90% performance guarantee.

## Field Maintenance Services

- PV System Maintenance
- Infrared Imaging
- Monitoring System Verifications
- Module Washing
- Vegetation Control

## Operations Management

- Warranty Administration
- System Monitoring
- Reporting

## 3<sup>rd</sup> Party Inspections & Repairs

- 3<sup>rd</sup> Party System Commissioning
- DAS/SCADA Upgrades
- Inverter Replacement
- Module Replacement
- Reroofing Support

Safety |

Increase Lifetime Value |

Productivity

# We Deliver



## Stewardship

We are stewards of your energy strategy and outcomes, and co-stewards with you in catalyzing sustainable, prosperous and resilient communities for years to come.



## Ownership

In the corporate energy market, providers must truly “own” their work. As your expert and trusted energy advisor, we provide multi-technology solutions that we design, own, and operate throughout the asset’s lifetime.



## Bankability

With the financial backing and stability of Duke Energy behind every customer deal, we are uniquely positioned to provide financing options and manage risk for our customers, taking ownership of projects from the start to the end of the useful life of the asset.

# Reliable Financing & Operating Plan

---



- REC Solar, as a Duke Energy Renewables subsidiary, is self-funding
- Duke allocated \$225M specifically for REC Solar developed PPAs
- Successfully financed 50+ projects through this arrangement since **2017**
- REC Solar is the O&M provider / operator at no additional cost

# Commercial & Industrial Renewable Energy Solutions



Solar

## ONSITE



Storage



Microgrids



EV chargers



Monitoring

## OFFSITE



Storage



Onshore wind farms



Renewable Control Center



Solar farms

## FINANCE

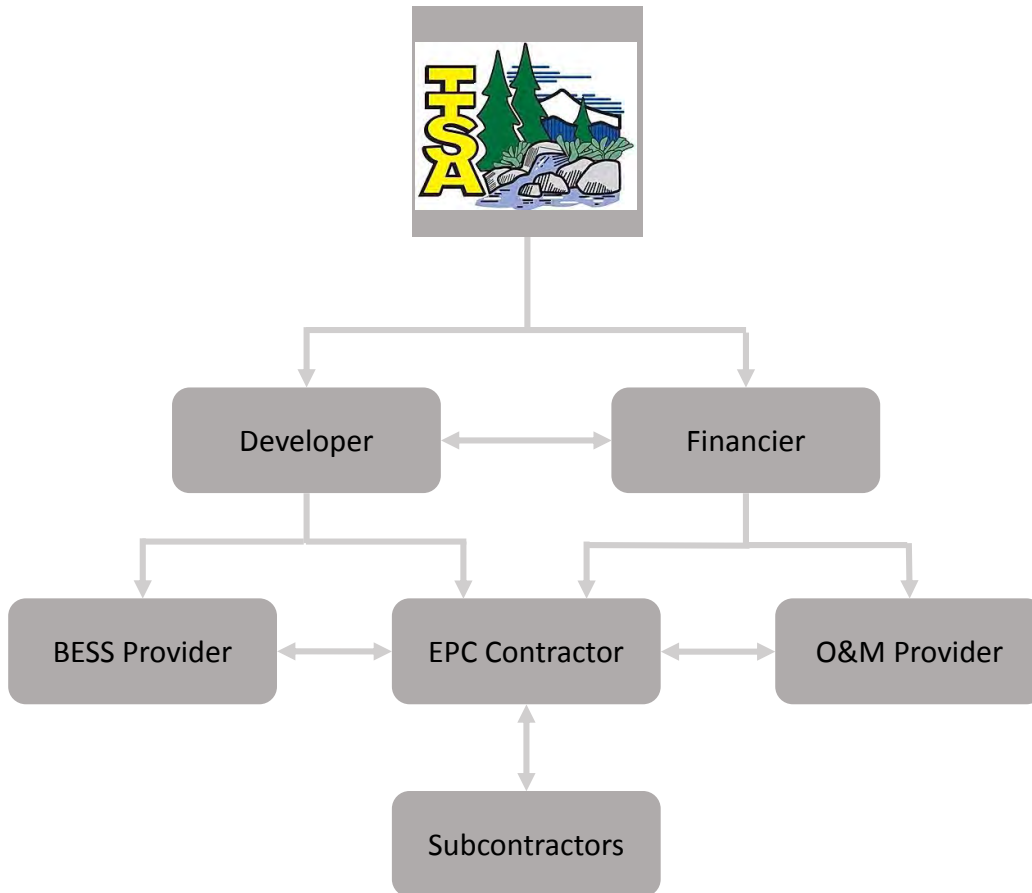
Power Purchase Agreements (PPAs), Virtual PPAs (VPPAs), tax credits, incentives, etc.

## ENERGY INTEGRATION & SERVICES

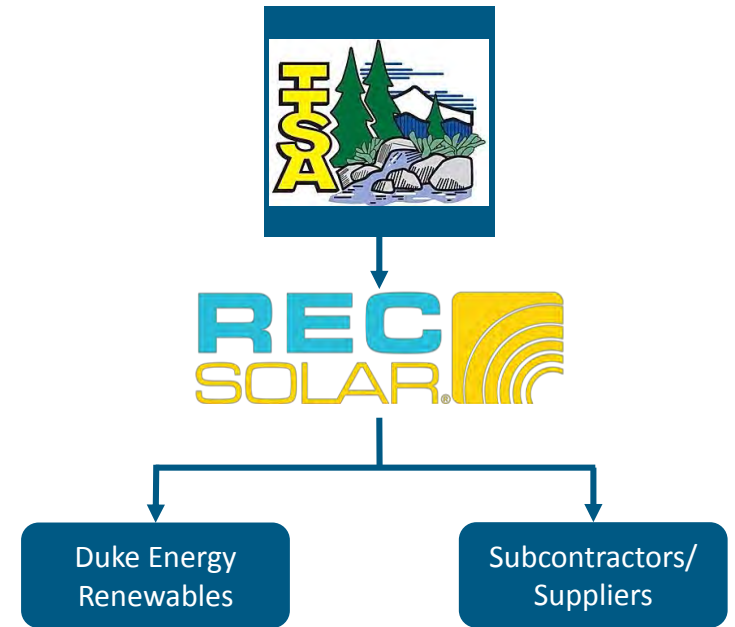
Nationwide monitoring and control, project construction, operations & maintenance.

# A Simplified Procurement Model

## Typical PPA Model



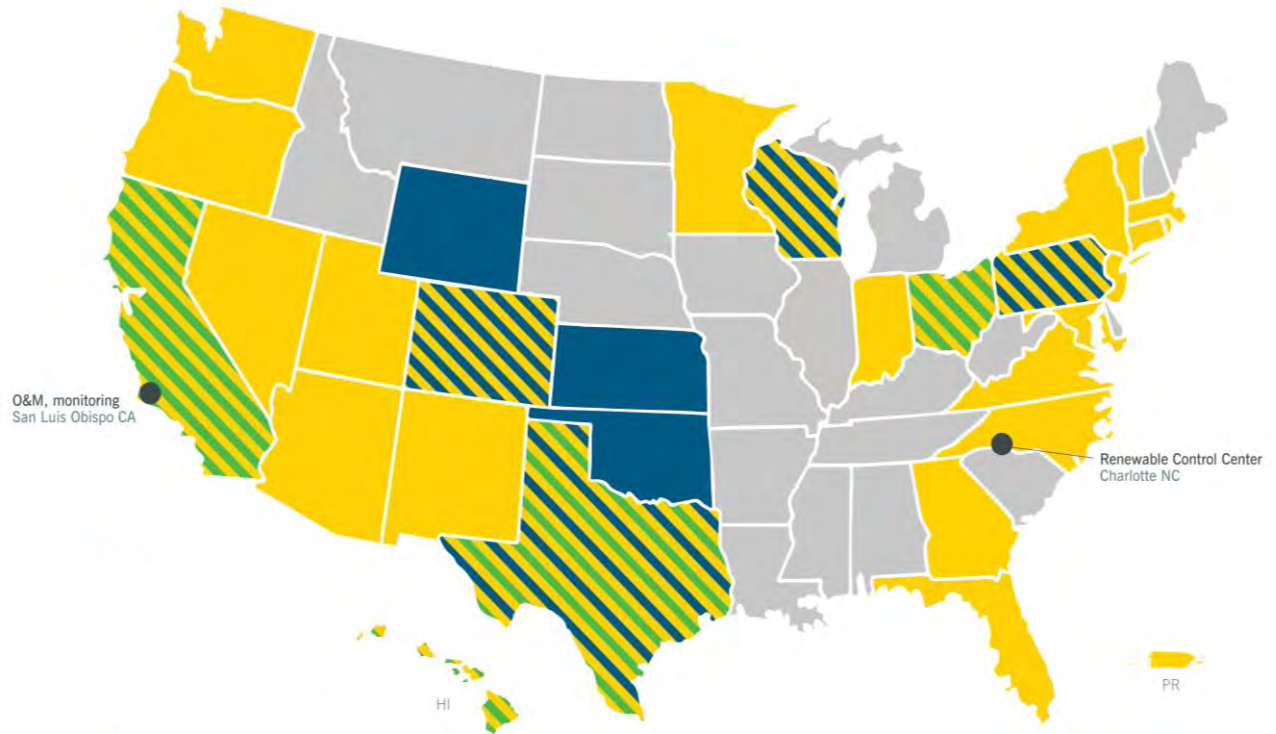
## REC Solar PPA Model



# A Nationwide Network of Services



3,700 MW of sustainable, clean energy across 31 states & Puerto Rico.



● Solar

● Wind

● Energy Storage



# Value- Added Marketing & PR Services

Community and stakeholder involvement provides the opportunity to celebrate important milestones, commemorate the hard work behind a project, and begin to establish a sustainable legacy.

Services include:

- ✓ Press strategy & press release development
- ✓ Coordination for Ribbon-Cutting or “Flip the Switch” events
- ✓ Provide visual and/or video assets
- ✓ Presentation development for stakeholder meetings & engagement



**Ribbon Cutting Ceremony**  
Cal Poly, San Luis Obispo



**Ribbon Cutting Ceremony**  
Progress Solar II



**Ribbon Cutting Ceremony**  
Winstanley Enterprises



**“Flip the Switch” Ceremony**  
Windset Farms



**Dedication Ceremony**  
Kauai Island Utility Cooperative

# Leadership in Project Safety & Quality

---

We are committed to maintaining our industry reputation for safety and quality of work by ensuring best practices in training, supervision and careful planning of every system we build.

Our Construction Quality Program includes:

- ✓ Construction Reference Manual
- ✓ Field Administrator's Manual
- ✓ Site-Specific Quality, Testing, & Commissioning Plan
- ✓ Comprehensive Engineering Details
- ✓ Work Instruction Documents
- ✓ QC Inspection Checklists
- ✓ Standard Testing & Commissioning Documentation
- ✓ Performance Verification Requirements

## ***2018 Golden Gate Partnership Award***

recipient by Cal/OSHA  
Consultation Service

# Unparalleled Safety & Quality



- All **3 REC Solar systems** survived Hurricanes Irma & Maria
- Local technicians stated these were the **3 least affected systems**
- Debris damaged modules but the **systems remained fully attached**
- 2 of the functional systems were turned off and removed to **fix the damaged buildings and roofs below**

# Committed Long-Term Energy Provider

---



**Highly Qualified  
Industry Leaders**



**Customized  
Solutions**



**Financial  
Solvency**



**Seamless  
Implementation**



**Stakeholder  
Consensus**

# Case Study – California Polytechnic University



**4.5 megawatts AC**  
San Luis Obispo, CA

Goal: As part of their net zero sustainability plan, the university wanted to build a solar farm on land adjacent to the campus

Results: The solar system produces 11,000 MWh annually resulting in 25% of Cal Poly's electricity needs. Saving the university \$10 million over 20 years.



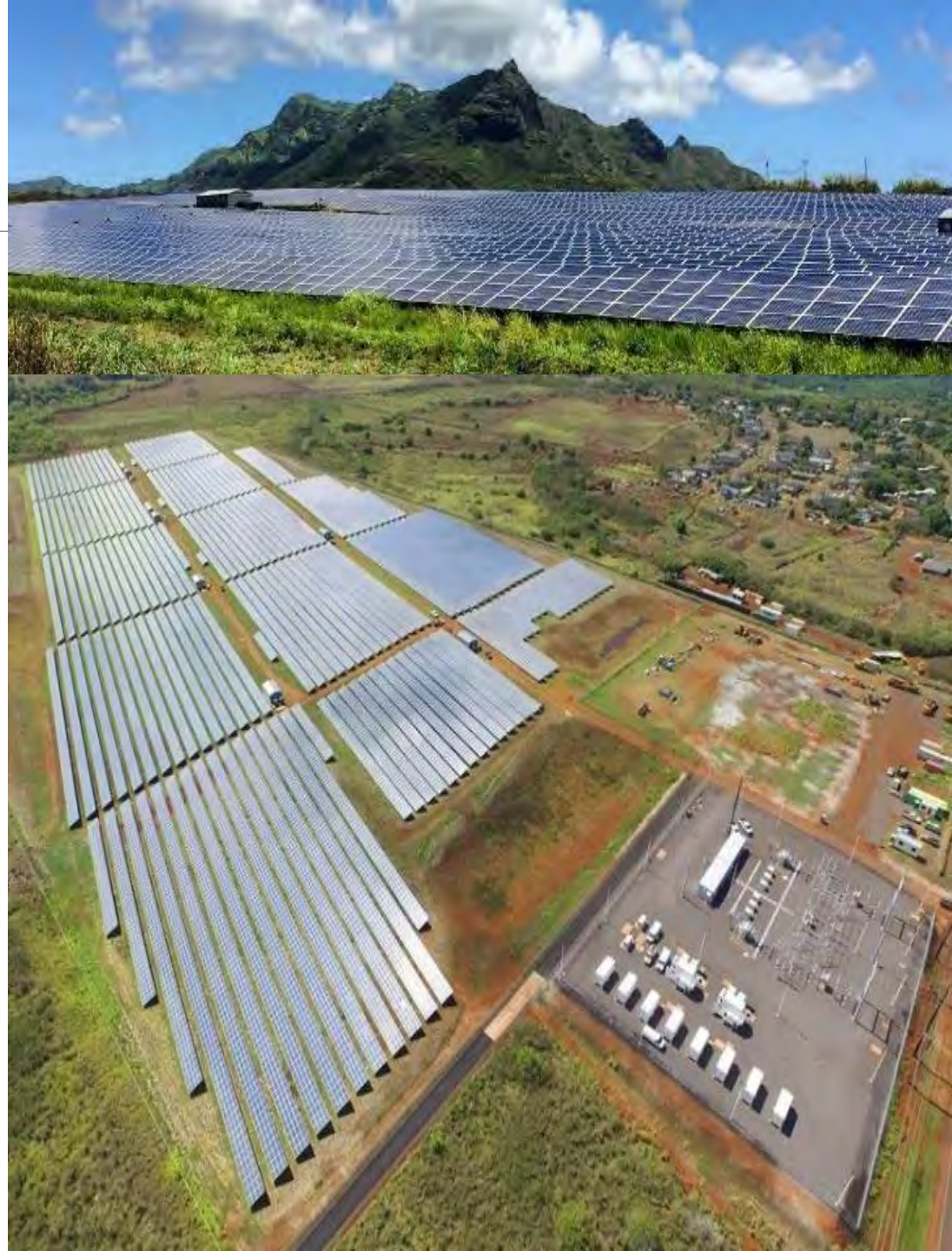
# Case Study - KUIC



## 12 megawatts AC Anahola, Kauai, Hawaii

Goal: To reduce the cost of imported energy resources for KUIC's customers – local home and business owners on Kauai

Results: REC Solar designed and constructed the system, offsetting up to 20% of Kauai's electricity needs on any given day. The system is the largest for any electricity cooperative in the United States.



# Case Study – Castle Rock Vineyards



## 2.3 megawatts DC

Delano, CA

Goal: VBZ Grapes and Castle Rock Vineyards grow and supply different grape varieties to countries throughout the world, but had the same goal – to reduce cooling costs at their cold storage facilities

Results: Utilizing available land area, the systems produce over 3.4 MWh combined, offsetting over 50% of annual energy needs at each facility





# Thank you!

**Please contact Chris if you have any questions or concerns**

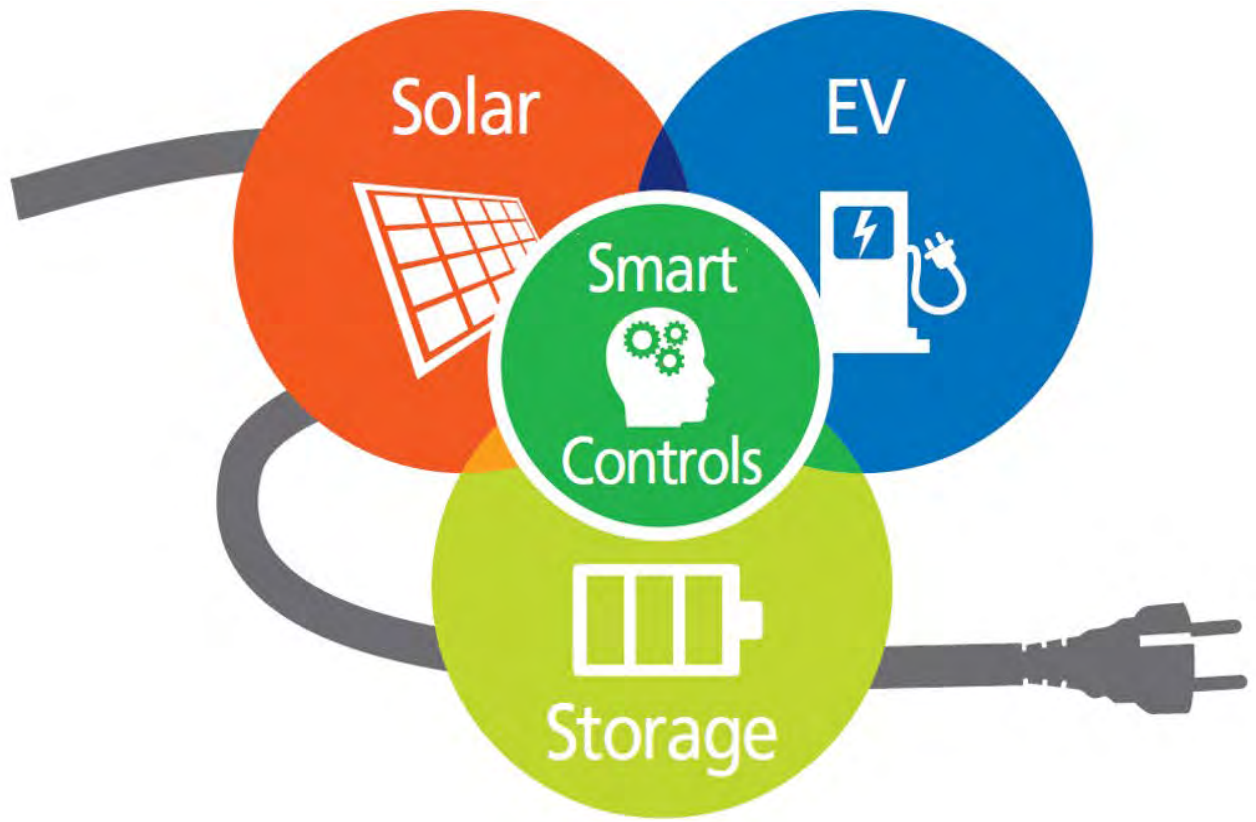
Chris Hiller  
Project Development Manager  
chris.hiller@recsolar.com  
707.758.2647





# EDF Renewables Distributed Solutions

April 2020



- 1 EDF Background
- 2 Facility Overview
- 3 Solar Summary
- 4 System Overview
- 5 Load Profiles/Proforma



## EDF GROUP

**70 yrs** experience

**\$79 B** annual revenue

## EDF RENEWABLES

**\$867 M** EBITDA

**22** operating counties

**18.1 TWh** green electricity

## EDF RENEWABLES NORTH AMERICA

**10 GW**  
developed

**10 GW**  
O&M contract

**741 MW**  
under construction

**30+**  
years experience

## EDF RENEWABLES DISTRIBUTED SOLUTIONS

**350+**  
megawatts

Distributed Solutions has developed more than 350 MW of solar photovoltaic projects across the U.S.

**2000+**  
installations

Continuous growth and development means incorporating comprehensive integration makes energy easy for clients.

**330+**  
megawatts

Energy storage systems in operation in 3 countries, 100 MW under construction across North America.

**42 MW**  
under construction

projects currently under construction in the U.S..



The health and safety of our team members is our first priority.

## 2019 Safety Results North America



**0.77** TRIR

Total Recordable Incident Rate = (# of recordable incidents) / (hrs \* 200k)



**0.54** DART

Days Away, Restricted or Transferred = (# of days away, restrictions, job transfers) / (hrs \* 200k)



**2,613,776** hours

(as of 12/2019)

2016	2017	2018
1.47 TRIR	0.60 TRIR	0.95 TRIR
0.92 DART	0.32 DART	0.76 DART



**EDF Renewables:** serving business needs with **large and small scale onshore and offshore wind, solar, storage and electric vehicle charging** projects.

**16 GW**  
developed

**11 GW**  
O&M contract

**26 GW**  
pipeline

**1,162**  
employees

**35 years**  
experience

# California Presence

1987

EDFR became the second renewable energy company formed in California

566 employees  
in California

484 employees  
at headquarters in CA

10 GW  
under monitoring in CA-based OCC

1,289 MW  
of renewable energy developed in California



robust pipeline / continuous  
**GROWTH**

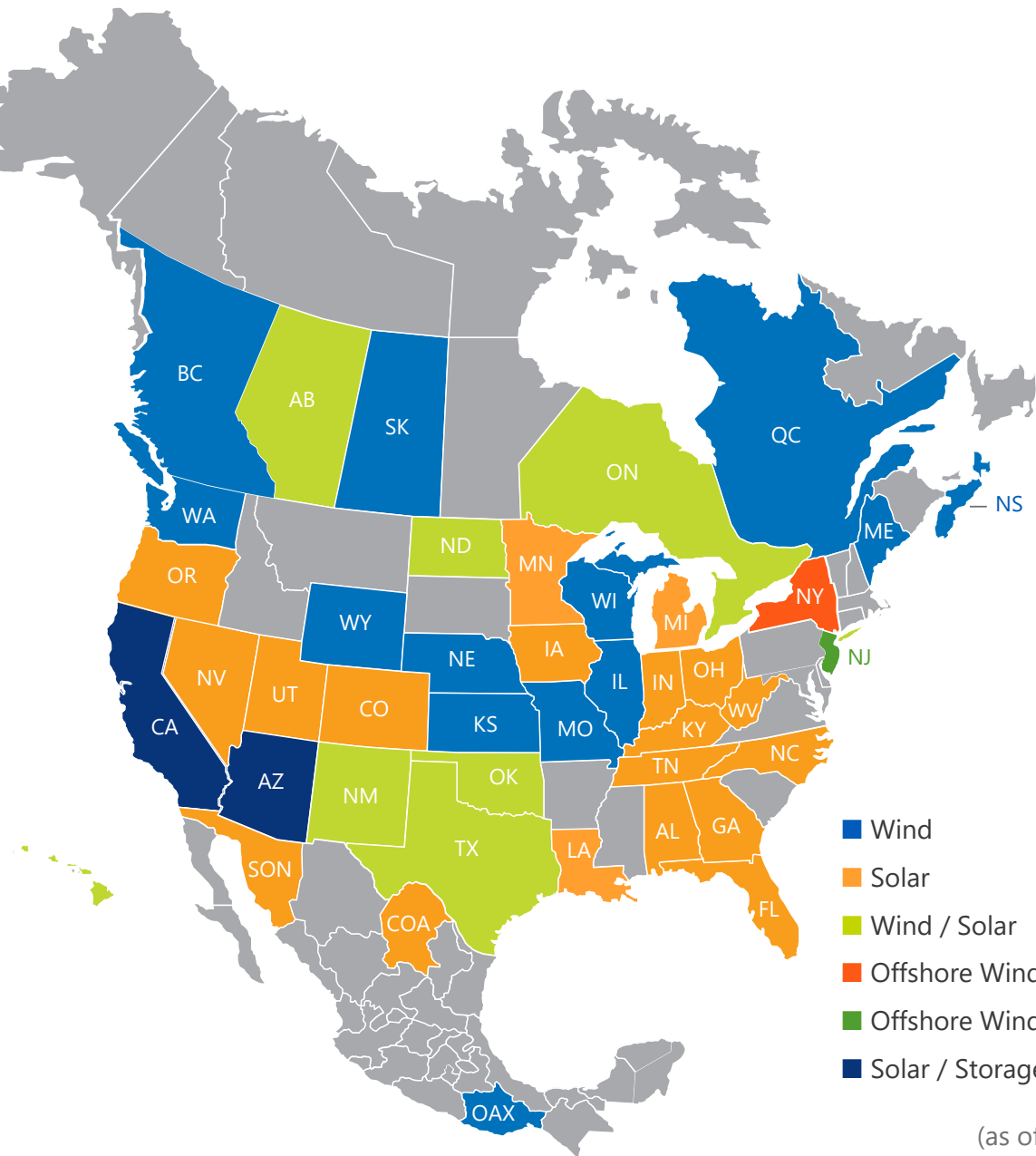
**26 GW**

of development in various stages  
across North America

CANADA  
**3 GW**

U.S.  
**21 GW**

MEXICO  
**2 GW**



- Wind
- Solar
- Wind / Solar
- Offshore Wind / Solar / Storage
- Offshore Wind
- Solar / Storage

(as of 12/2019)

# EDF – Local Kern Renewable Projects 1GW~

Project	Oasis	Pacific	Catalina I	Manzana	Catalina II	Cottonwood	Valentine	Big Beau
Technology	Wind	Wind	Solar	Wind	Solar	Solar	Solar	Solar / Storage
Size	60 MW	140 MW	60 MW	189 MW	83 MW	24 MW	111 MW	128 MW / 160 MWh
COD	2004	2012	2012	2012	2013	2015	2019	2021
Offtaker	SDG&E	SDG&E	SDG&E	SDG&E	SCE	Marin EA	SCE	Silicon Valley CCA Monterey Bay CCA





# Program Solutions SOLAR

Green Mountain Power selected EDF to work in partnership to develop, design, and construct a program of solar solutions for utility ownership. Services include:

- Strategic site identification and selection
- Real estate acquisition & ALTA survey
- Full development scope
- Design & engineering
- Turnkey EPC
- Operations & Maintenance









# Environmentally Sensitive Experience

- Leaders in the brownfield and landfill solar market, constructing solar on properties that were once thought to have little to no development potential.
- Experience developing PV projects atop technically challenging and environmentally-sensitive sites such as **brownfields, landfills, open water and wastewater treatment tanks, and Superfunds sites.**
- Experience is vital to developing appropriate safety guidelines, training standards, and design parameters.



# Business Solution Comparison

	 Purchase	 Power Purchase Agreement (PPA)	 Shared Savings	 PPA and Shared Savings
Facility Responsibility	High	Low	Low	Low
Facility Reward	High	Less	Shared	Shared
Upfront Cost	Facility Responsible	No upfront cost for Facility; EDF is Responsible	No upfront cost for Facility; EDF is Responsible	No upfront cost for Facility; EDF is Responsible
Technology Performance	Facility Responsible	EDF is Responsible	EDF is Responsible	EDF is Responsible
Savings	Customer Captures 100% Savings	Difference in Fixed PPA Rate and Rising Utility Rate	Defined Share of Savings generated by Battery's Performance	100% Based on Solar and Storage Performance
Annual Payments	Customer is Responsible; Fixed Annual O&M Payments	Based on Solar Generation Performance	Based on Share of Savings generated by Battery's Performance	Based on Battery and Solar Performance
Guarantees	Mechanical, Equipment, and Installation Quality Guarantees and Warranties	Production Guarantees	Guarantee that Storage will not Increase Bill	Production Guarantee; Storage Payment 100% Performance Based

# We Partner with Utilities, Cooperatives and Municipalities to Integrate Renewable Energy Into Their Portfolio

## SAMPLING OF EDF RENEWABLES CUSTOMERS



# We Help Companies Achieve Their Sustainability Goals

## SAMPLING OF EDF RENEWABLES CUSTOMERS





# Additional Clients

## Financial / Real Estate

**Bloomberg**



**PROLOGIS**

## Education/Non-Profit



**CORNELL TECH**



## Retailers



**SAFeway**



**ACME**



**Stewart's**



## Distribution



**Sysco**



**J. KINGS**  
Food Service Professionals, Inc.



**Clare ROSE inc.**



**Bozzuto's Inc.**  
Others Promise. We Deliver.

## Healthcar



**REGENERON**



**Allentown**

**ALEXION**

## Misc. Services



**TigerPress**

**CLANCY**  
RELOCATION & LOGISTICS



**DIAL AMERICA**

**OnTel**  
PRODUCTS CORPORATION

**CCG** Marketing Solutions



## Industrials

**EASTMAN**



**Amphenol**



**ASSA ABLOY**



Colonial Pipeline



**CRODA**

**CONTINENTAL**  
BUILDING PRODUCTS

**KINDER MORGAN**

## Manufacturer



**CHANEL**



**THULE**

**RICOH**  
imagine. change.

**Corbin Russwin**



**GreatNeck**



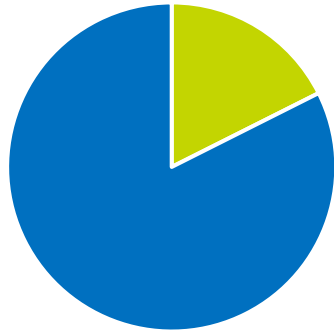


# Facility Overview



# Utility Bill Breakdown

## Annual Utility Bill



■ Demand ■ Energy

## TDPUD Electric Tariff – Large Commercial

Period	Non-Coincident Demand	Non-TOU Energy
Jan-Dec	\$12.65/kW	\$0.10/kWh

### TDPUD Net Metering Status:

EDF had proposed a larger 3.6 MW system to match Truckee’s current annual consumption. However, TDPUD limits net metered system size to 1 MW (AC). If a larger 3.6 MW system is installed, over 50% of the solar energy generated will be lost without any export credit value. Hence, the system size is limited to 1 MW (AC) to maximize value for Truckee.

### Storage Outlook:

Truckee’s electric tariff with a low non-coincident demand charge and a flat energy rate makes it less ideal to realize substantial additional savings from storage. In addition, Truckee is not eligible for the storage Self Generation Incentive, which would subsidize the cost of installation.





# Solar Summary



# Solar PPA Summary

## Offer Highlights

Solar System Size (kW AC   kW DC)	1,000   1,300
PPA Rate (\$/kWh)	\$0.078
Year 1 Net Savings	\$64,197
Lifetime Net Savings	\$3,324,712
Term of Contract	25 Years

## Key Terms

### **No Up-front Capital Costs**

EDF is responsible for all costs associated with Procurement, Engineering, Installation, and Operation

### **No Annual Fixed Fees**

All Payments are based on solar annual generation

### **No Performance Risk**

If the solar system does not generate any energy then no payment is due

### **O&M**

EDF is responsible for annual maintenance, operation, and monitoring



# Solar PPA Summary

## Offer Highlights

Solar System Size (kW AC   kW DC)	1,000   1,300
PPA Rate (\$/kWh)	\$0.065
Year 1 Net Savings	\$100,467
Lifetime Net Savings	\$3,008,399
Term of Contract	25 Years

## Key Terms

### **No Up-front Capital Costs**

EDF is responsible for all costs associated with Procurement, Engineering, Installation, and Operation

### **No Annual Fixed Fees**

All Payments are based on solar annual generation

### **No Performance Risk**

If the solar system does not generate any energy then no payment is due

### **O&M**

EDF is responsible for annual maintenance, operation, and monitoring



# Solar Purchase Summary

## Financial Highlights

Solar System Size (kW AC   kW DC)	1,000   1,300
Purchase Price	\$2,351,758
Investment Tax Credit	\$0
Year 1 Net Savings (EBITDA)	\$266,067
Lifetime Net Savings	\$7,898,395
Cumulative Cash Flow	\$5,546,638
Net Present Value (6%)	\$1,439,627
Simple Payback	8.4 Years

## Key Terms

### **Customer will purchase and own Solar Asset**

Customer receives all incentives, depreciation, and tax benefits

### **Customer captures 100% of Savings**

Annual net savings include the cost of annual O&M

### **Annual O&M Fees**

Proforma Includes annual O&M and monitoring services

### **Warranties**

Equipment and workmanship warranties passed through



# Solar System Profile

## Truckee Water Treatment Plant

13720 Butterfield Dr, Truckee, CA 96161

Facility Annual Consumption                      6,897,337 kWh

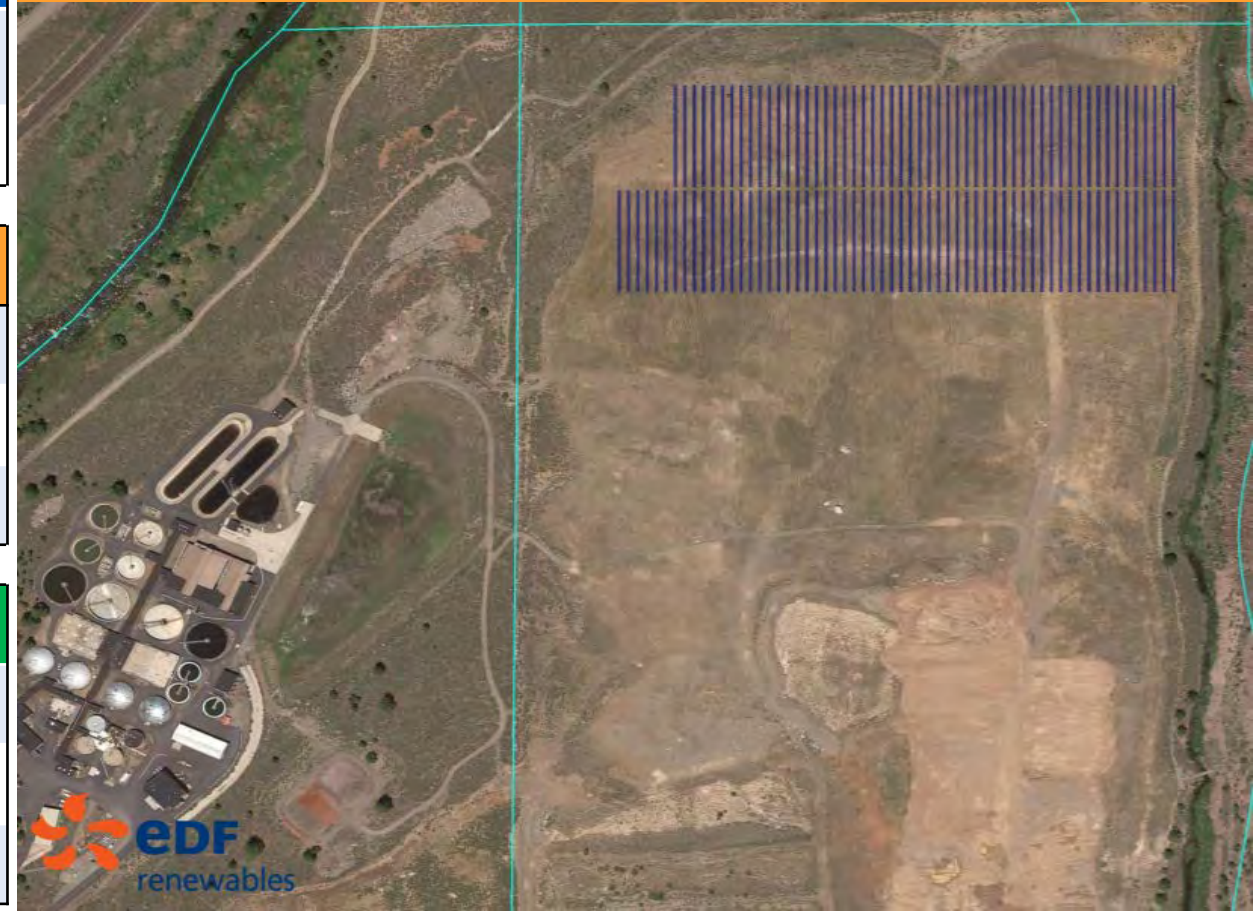
## Solar System Overview

kWac / kWdc	1,000   1,300
Year 1 Solar Generation	2,789,958 kWh
Estimated Annual Energy Offset	40%

## Solar System Equipment

Panels	JA Solar 395 W monofacial or similar
Racking Type	Single Axis Tracker
Inverters	XGI 125 kW inverter or similar

## Preliminary Engineering



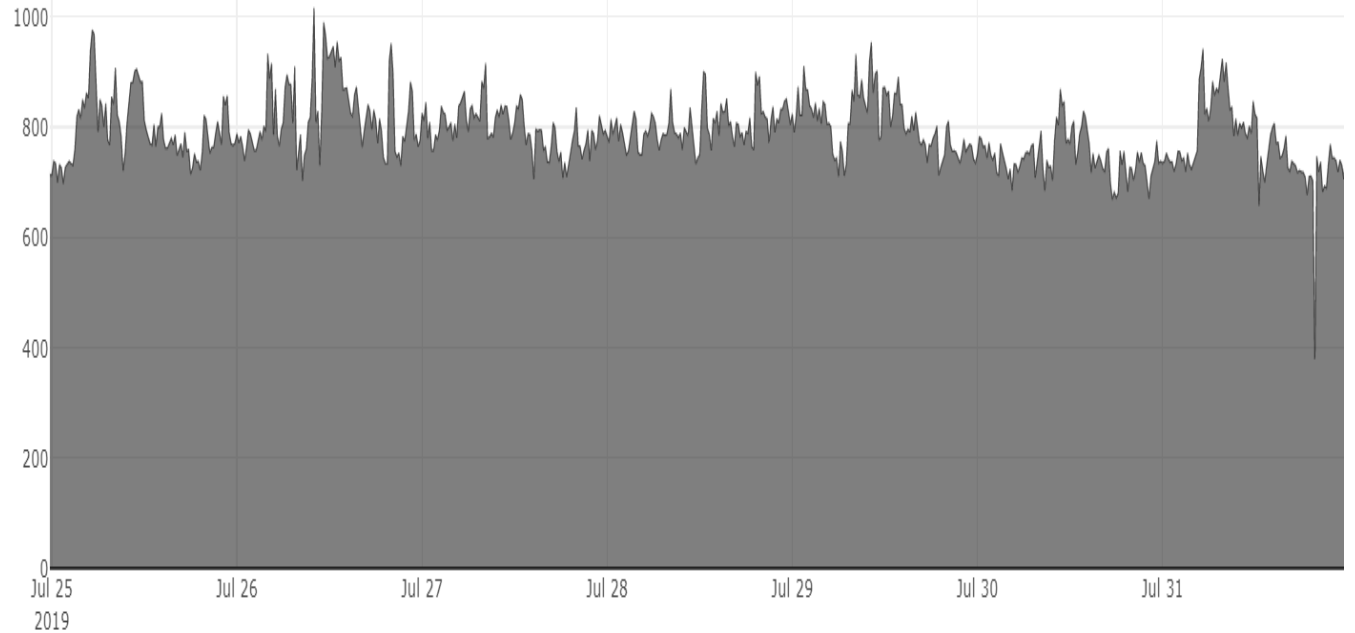


# Load Profile Review

## Annual Facility Characteristics

Average Load	787 kW
Max Non Coincident Load	1,283 kW
Average Load Factor	61%
Annual Energy Usage	6,897,337 kWh

## Typical Summer Weekly Profile





# Post-Solar Load Profile Review

## Solar Overview

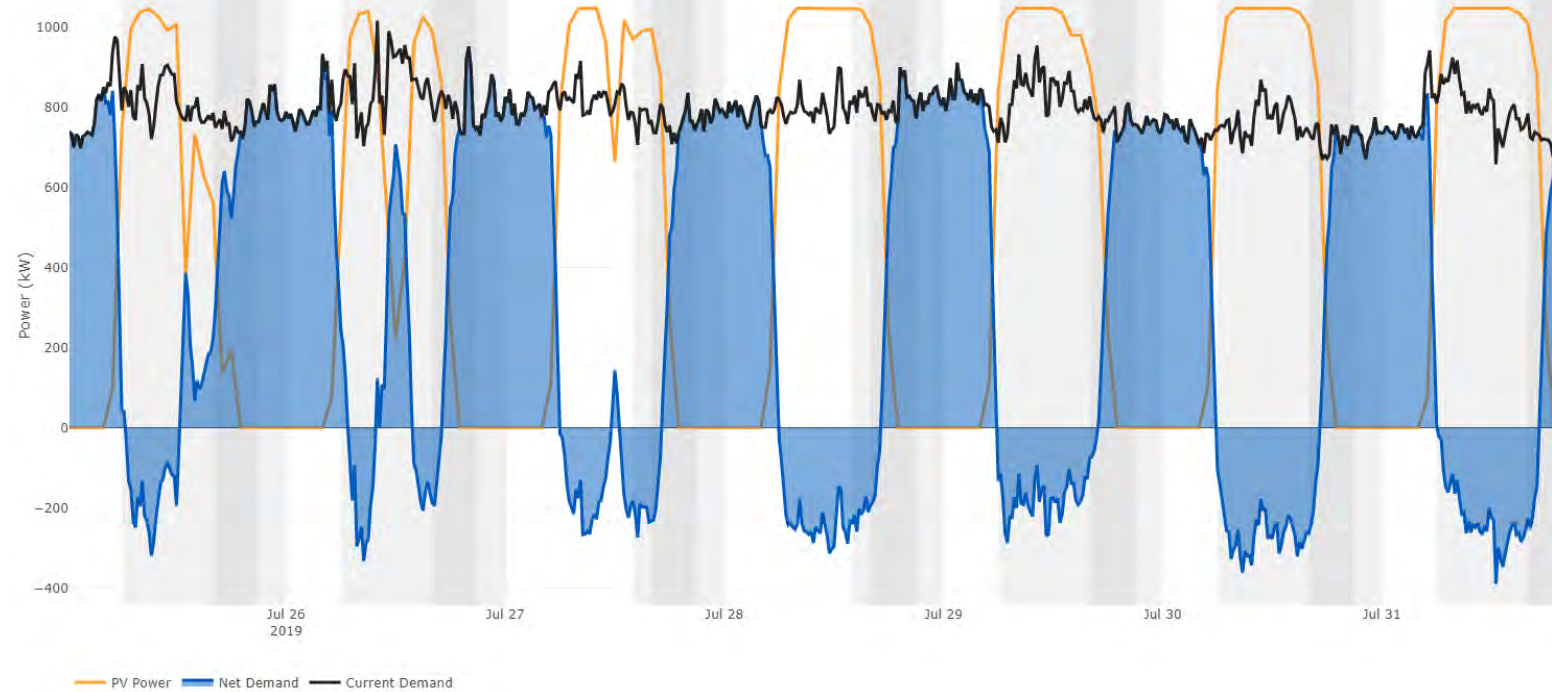
Annual Consumption 6,897,337 kWh

Annual Generation 2,789,958 kWh

Solar kWh Self-Consumed 86%

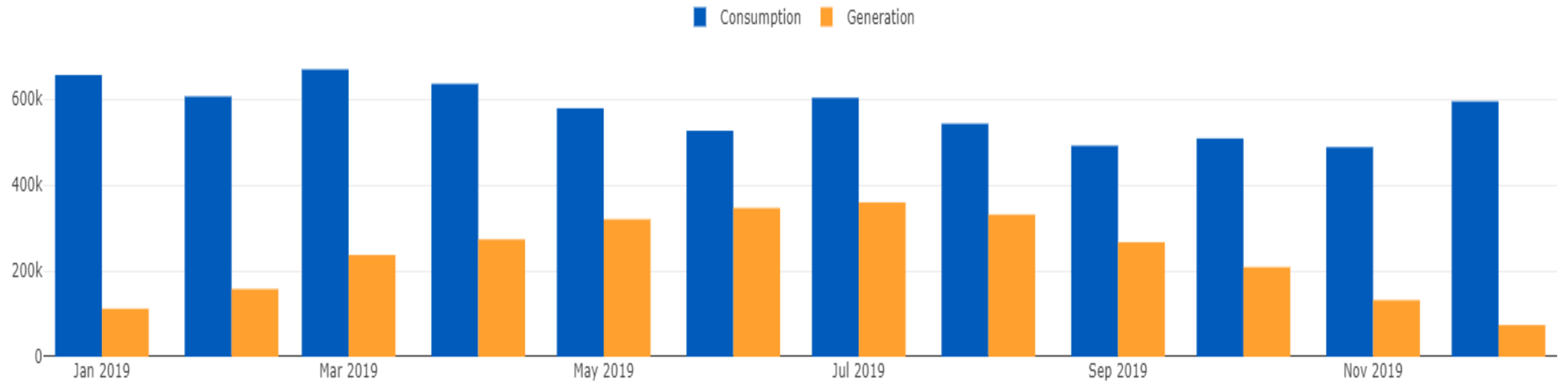
kWh Exported 14%

## Typical Summer Weekly Profile





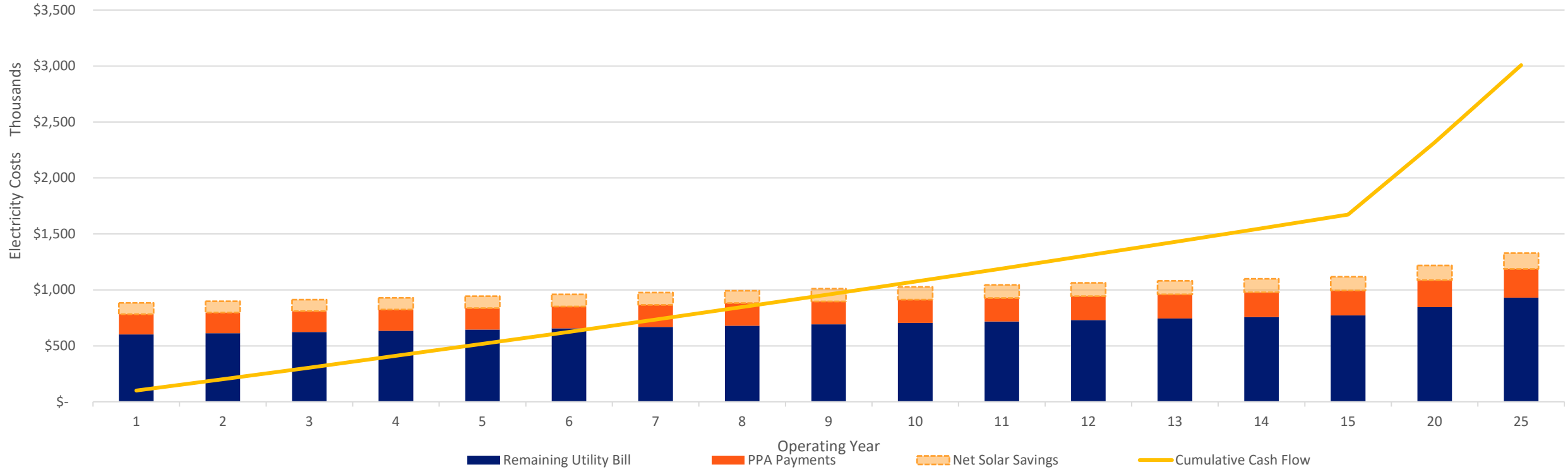
# Monthly Generation vs. Consumption







# Power-Purchase Agreement Expenses vs. Status Quo



	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 15	Year 20	Year 25
Total Avoided Utility Costs	281,814	286,013	290,267	294,577	298,944	303,367	307,847	312,386	316,982	321,638	345,818	371,548	398,887
Annual PPA Payments	181,347	184,049	186,787	189,561	192,370	195,217	198,100	201,020	203,978	206,974	222,534	239,091	256,683
Net Savings	100,467	101,964	103,480	105,017	106,573	108,150	109,748	111,365	113,004	114,664	123,284	132,457	142,203
Cumulative Cash Flow	100,467	202,430	305,911	410,927	517,501	625,651	735,399	846,764	959,768	1,074,432	1,673,397	2,317,110	3,008,399



\*Net Savings is EBITDA

\*Assumptions: 2% Energy Charge Escalation - 0.5% Solar Production Degradation



# Solar PPA Model Financials

## Solar Project Summary

Solar Size (AC   DC) kW	1,000   1,300
PPA Price (\$/kWh)	\$0.078
PPA Rate Escalation	0.0%
Year 1 Expenses	\$217,617
Project COD	6/1/2021
Valuation Term	25 years

## Savings Summary

Year 1 Utility Bill Reduction	\$281,814
Avoided Cost Rate (\$/kWh)	\$0.100
Year 1 Net Savings	\$64,197
Cumulative Net Savings	\$3,324,712
Simple Payback (Yr.)	Day 1
Net Present Value (6%)	\$1,394,581

## Financial Assumptions

Energy Charge Escalation 2.0%

\*As owner, EDF Monetizes all depreciation and Incentive Value

Operating Year	Cumulative	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	20	25
<b>SOLAR PRODUCTION</b>																			
Production kWh (000s)	65,564		2,790	2,776	2,762	2,748	2,734	2,720	2,706	2,692	2,678	2,664	2,650	2,637	2,623	2,609	2,595	2,525	2,455
<b>REVENUES/SAVINGS</b>																			
Solar Avoided Cost	8,438,706		281,814	286,013	290,267	294,577	298,944	303,367	307,847	312,386	316,982	321,638	326,353	331,128	335,964	340,860	345,818	371,548	398,887
Solar Avoided Rate (\$/kWh)			0.101	0.103	0.105	0.107	0.109	0.112	0.114	0.116	0.118	0.121	0.123	0.126	0.128	0.131	0.133	0.147	0.162
<b>TOTAL REVENUES</b>	<b>8,438,706</b>		<b>281,814</b>	<b>286,013</b>	<b>290,267</b>	<b>294,577</b>	<b>298,944</b>	<b>303,367</b>	<b>307,847</b>	<b>312,386</b>	<b>316,982</b>	<b>321,638</b>	<b>326,353</b>	<b>331,128</b>	<b>335,964</b>	<b>340,860</b>	<b>345,818</b>	<b>371,548</b>	<b>398,887</b>
<b>EXPENSES</b>																			
Solar PPA Payment	5,113,994		217,617	216,529	215,441	214,353	213,264	212,176	211,088	210,000	208,912	207,824	206,736	205,648	204,560	203,472	202,384	196,943	191,503
Solar PPA Rate (\$/kWh)			0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078	0.078
<b>TOTAL EXPENSES</b>	<b>5,113,994</b>		<b>217,617</b>	<b>216,529</b>	<b>215,441</b>	<b>214,353</b>	<b>213,264</b>	<b>212,176</b>	<b>211,088</b>	<b>210,000</b>	<b>208,912</b>	<b>207,824</b>	<b>206,736</b>	<b>205,648</b>	<b>204,560</b>	<b>203,472</b>	<b>202,384</b>	<b>196,943</b>	<b>191,503</b>
<b>EBITDA</b>	<b>3,324,712</b>		<b>64,197</b>	<b>69,484</b>	<b>74,827</b>	<b>80,225</b>	<b>85,679</b>	<b>91,190</b>	<b>96,759</b>	<b>102,385</b>	<b>108,070</b>	<b>113,814</b>	<b>119,617</b>	<b>125,480</b>	<b>131,404</b>	<b>137,389</b>	<b>143,435</b>	<b>174,604</b>	<b>207,384</b>



# Solar PPA Model Financials

## Solar Project Summary

Solar Size (AC   DC) kW	1,000   1,300
PPA Price (\$/kWh)	\$0.065
PPA Rate Escalation	2.0%
Year 1 Expenses	\$181,347
Project COD	6/1/2021
Valuation Term	25 years

## Savings Summary

Year 1 Utility Bill Reduction	\$281,814
Avoided Cost Rate (\$/kWh)	\$0.100
Year 1 Net Savings	\$100,467
Cumulative Net Savings	\$3,008,399
Simple Payback (Yr.)	Day 1
Net Present Value (6%)	\$1,390,330

## Financial Assumptions

Energy Charge Escalation 2.0%

\*As owner, EDF Monetizes all depreciation and Incentive Value

Operating Year	Cumulative	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	20	25
<b>SOLAR PRODUCTION</b>																			
Production kWh (000s)	65,564		2,790	2,776	2,762	2,748	2,734	2,720	2,706	2,692	2,678	2,664	2,650	2,637	2,623	2,609	2,595	2,525	2,455
<b>REVENUES/SAVINGS</b>																			
Solar Avoided Cost	8,438,706		281,814	286,013	290,267	294,577	298,944	303,367	307,847	312,386	316,982	321,638	326,353	331,128	335,964	340,860	345,818	371,548	398,887
Solar Avoided Rate (\$/kWh)			0.101	0.103	0.105	0.107	0.109	0.112	0.114	0.116	0.118	0.121	0.123	0.126	0.128	0.131	0.133	0.147	0.162
<b>TOTAL REVENUES</b>																			
<b>EXPENSES</b>																			
Solar PPA Payment	5,430,307		181,347	184,049	186,787	189,561	192,370	195,217	198,100	201,020	203,978	206,974	210,008	213,081	216,193	219,344	222,534	239,091	256,683
Solar PPA Rate (\$/kWh)			0.065	0.066	0.068	0.069	0.070	0.072	0.073	0.075	0.076	0.078	0.079	0.081	0.082	0.084	0.086	0.095	0.105
<b>TOTAL EXPENSES</b>	<b>5,430,307</b>		<b>181,347</b>	<b>184,049</b>	<b>186,787</b>	<b>189,561</b>	<b>192,370</b>	<b>195,217</b>	<b>198,100</b>	<b>201,020</b>	<b>203,978</b>	<b>206,974</b>	<b>210,008</b>	<b>213,081</b>	<b>216,193</b>	<b>219,344</b>	<b>222,534</b>	<b>239,091</b>	<b>256,683</b>
<b>EBITDA</b>	<b>3,008,399</b>		<b>100,467</b>	<b>101,964</b>	<b>103,480</b>	<b>105,017</b>	<b>106,573</b>	<b>108,150</b>	<b>109,748</b>	<b>111,365</b>	<b>113,004</b>	<b>114,664</b>	<b>116,345</b>	<b>118,047</b>	<b>119,771</b>	<b>121,517</b>	<b>123,284</b>	<b>132,457</b>	<b>142,203</b>





# Key Caveats

## Economic Assumptions

Purchase model economics do not include any ITC or depreciation benefits.

Excludes property tax – Section 73 of the California Revenue and Taxation Code allows 15 year exemption on solar systems installed prior to Jan 1, 2025.

O&M assumptions are preliminary and include estimates costs for preventive maintenance, inverter and module replacements. O&M estimates do not include vegetation management or panel washing costs.

## Agreement Summary

Pricing assumes open shop labor. PPA price is subject to credit review. Equipment and installation pricing is valid for 30 days. Installation costs require a site-visit to be firm.

Assumes no interconnection upgrade cost allowance both on the customer side nor any utility required upgrades.

### Equipment Summary:

- Tier 1 390 W modules or similar – 10 year material warranty, 25-year output warranty (80%)
- NEXTracker or similar racking – 5 year warranty
- Power Electronics or similar inverters – 5 year warranty\*

\*Extended warranties available

EDF provides 2 year workmanship warranty on the engineering, design and installation.



Thank You. Questions?

Visit us at [www.edf-re.com](http://www.edf-re.com)

**Sean Mazelli**

Manager, Distributed Solutions

direct (858) 461-8894

[Sean.Mazelli@edf-re.com](mailto:Sean.Mazelli@edf-re.com)

- Questions
- Next Steps
- Process
- Evaluation
- Timeline



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** V-1  
**Subject:** Department Reports

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### **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:** June 17, 2020  
**To:** Board of Directors  
**From:** Michael Peak, Operations Department Manager  
**Subject:** Operations Department Report

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

## Operations Report:

- Overall, the plant performed well through the month.
- Budget preparation fiscal year 2020-2021.
- Facilitated plant equipment and process systems in and out of service to assist with painting project and inspections.
- COVID-19 schedule mitigation planning and implementation.

## Laboratory Report:

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

## Work Orders

- Completed this month: 8
- Pending: 6


## Plant Data:

Influent Flow Description	MG
Monthly average daily <sup>(1)</sup>	3.16
Monthly maximum instantaneous <sup>(1)</sup>	5.27
Maximum 7- day average	3.54

Effluent Limitation Description <sup>(2)</sup>	WDR Monthly Average		WDR Daily Maximum	
	Recorded	Limit	Recorded	Limit
Suspended Solids (mg/l)	1.4	10.0	2.0	20.0
Turbidity (NTU)	NA	NA	1.8	10.0
Total Phosphorus (mg/l)	0.46	0.80	0.68	1.50
Chemical Oxygen Demand (mg/l)	31	45	38	60

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

## **Review Tracking:**

Submitted By:   
Michael Peak  
Operations Manager

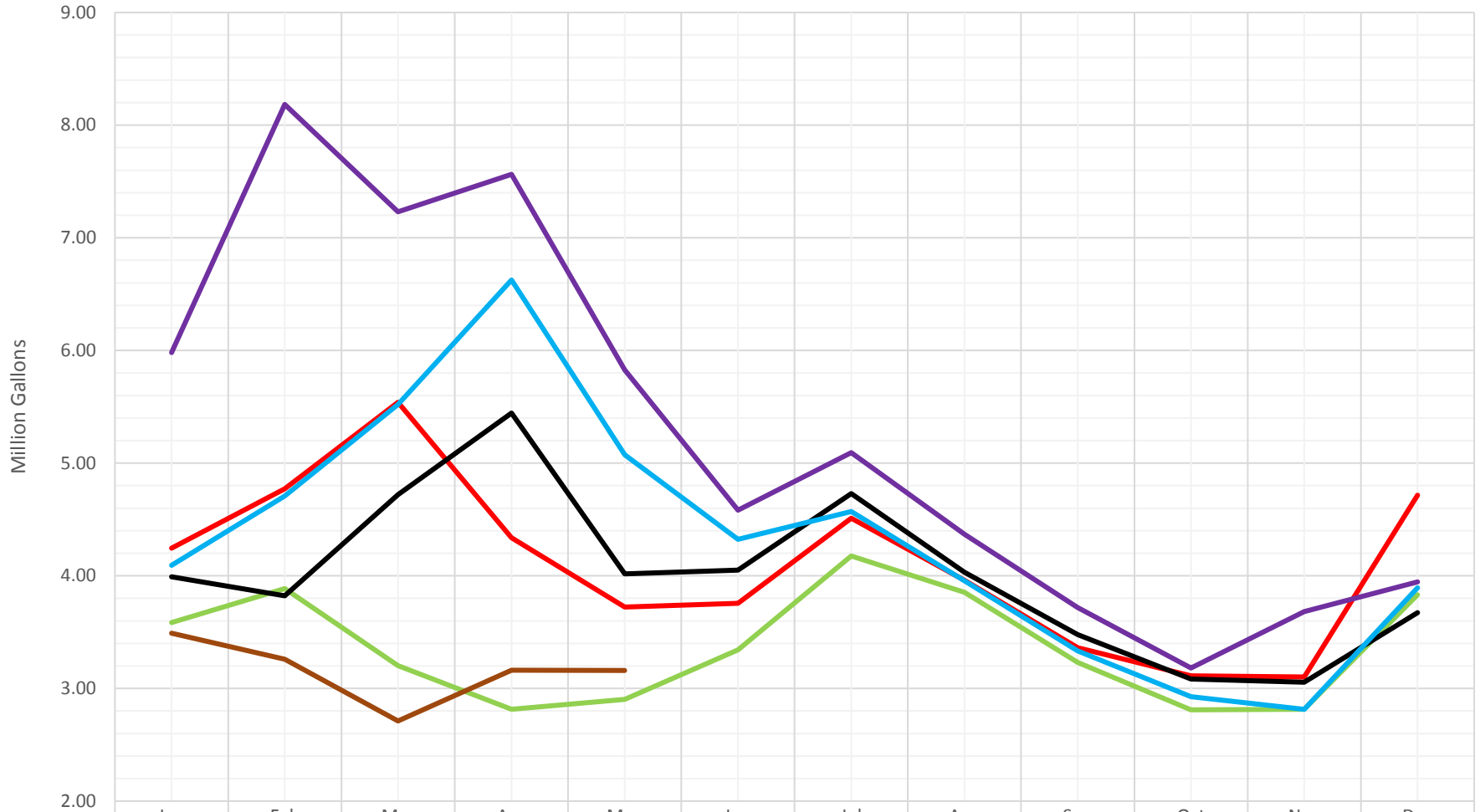
Approved By:   
LaRue Griffin  
General Manager



**Projected Chemical Cost Changes for FY 2020 - 2021**

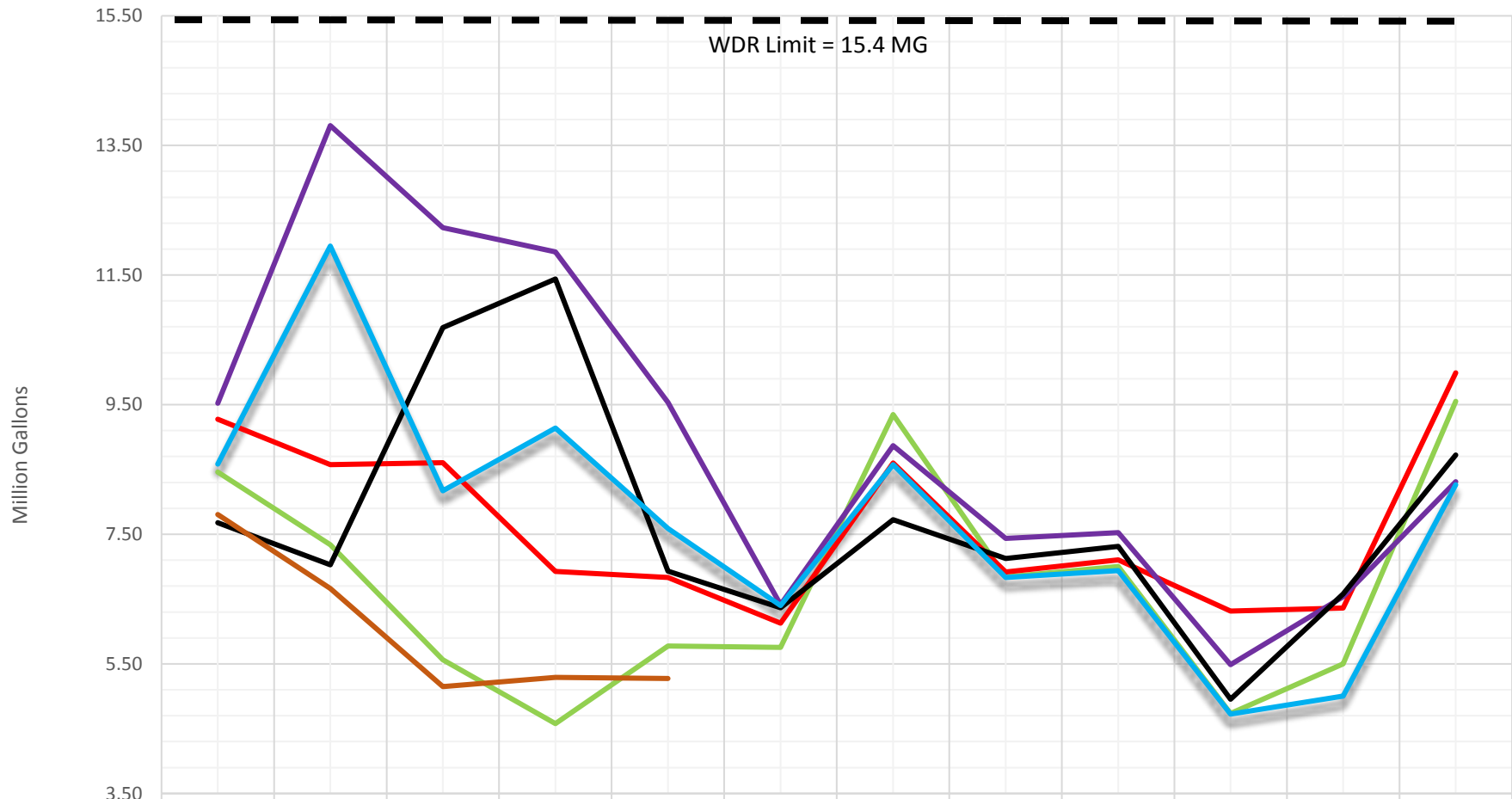
Chemical	FY 19/20				FY 20/21				FY 20/21 vs. FY 19/20	
	Unit Cost (\$)	Unit	Assumed Chemical Usage	Estimated Annual Cost	Unit Cost (\$)	Unit	Assumed Chemical Usage	Estimated Annual Cost	Total Cost	Percent
Liquid Chlorine	950	ton	80 ton	\$76,000	980	ton	84 ton	\$82,320	\$6,320.00	8.32%
Liquid Oxygen	0.770	gal	150,000 gal	\$115,500	0.932	gal	150,000 gal	\$139,800	\$24,300.00	21.04%
Ferric Chloride	486.04	ton	47 ton	\$22,844	467	ton	47 ton	\$21,949	(\$894.88)	-3.92%
Methanol	0.5920	gal	180,000 gal	\$106,560	0.5498	gal	200,000 gal	\$109,960	\$3,400.00	3.19%
Hydrated lime	357.51	ton	825 ton	\$294,946	365.00	ton	825 ton	\$301,125	\$6,179.25	2.10%
<b>Total</b>				<b>\$615,850</b>				<b>\$655,154</b>	<b>\$39,304.37</b>	<b>6.38%</b>

### Monthly Average Daily Flow (Influent)



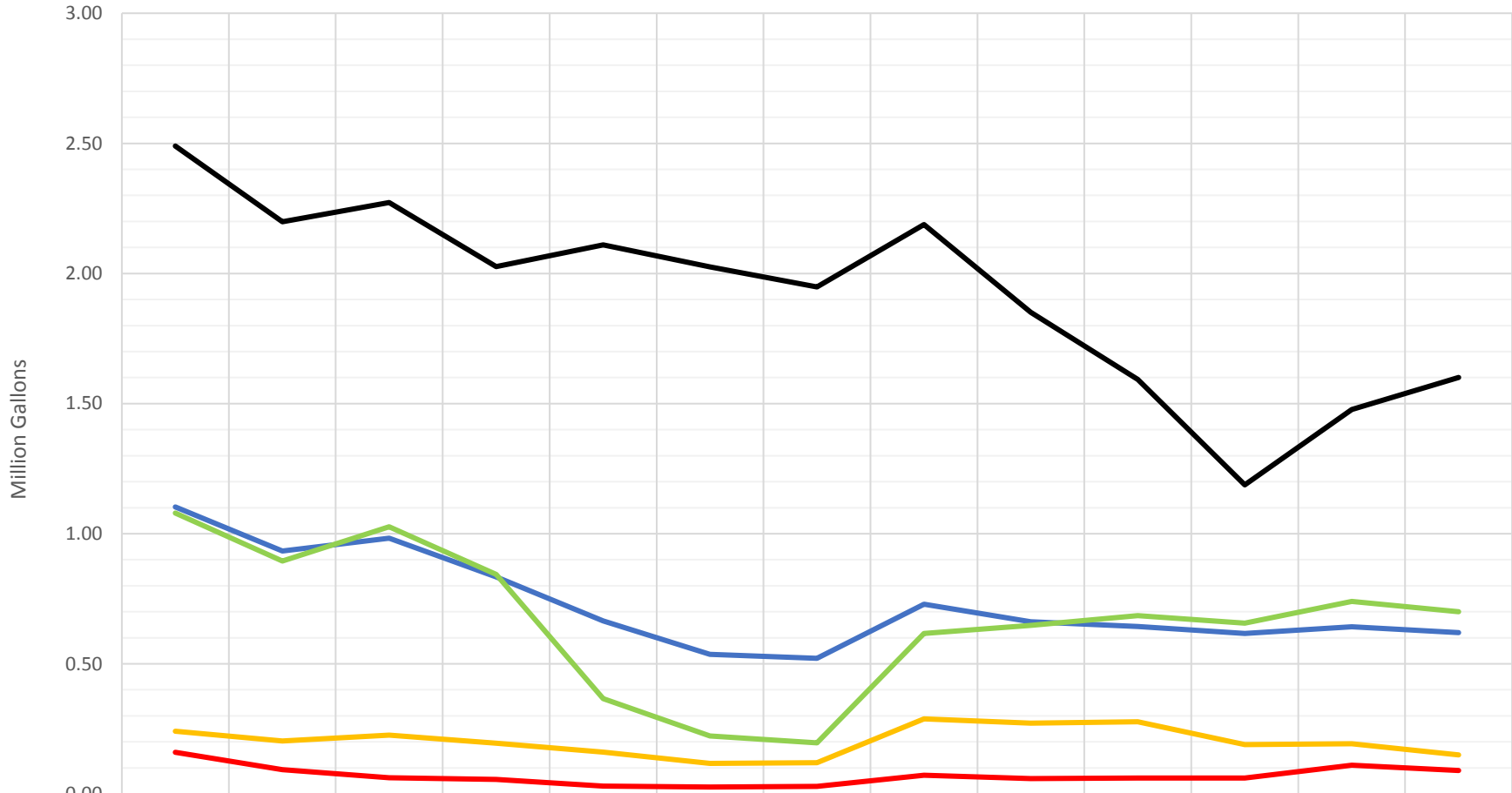
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	3.58	3.89	3.20	2.82	2.90	3.34	4.18	3.85	3.23	2.81	2.81	3.83
2016	4.24	4.77	5.54	4.34	3.72	3.76	4.51	3.96	3.36	3.11	3.10	4.72
2017	5.98	8.18	7.23	7.56	5.83	4.58	5.09	4.37	3.72	3.18	3.68	3.95
2018	3.99	3.82	4.72	5.44	4.02	4.05	4.73	4.03	3.48	3.08	3.06	3.67
2019	4.09	4.71	5.52	6.63	5.07	4.32	4.57	3.96	3.33	2.93	2.81	3.89
2020	3.49	3.26	2.71	3.16	3.16							

### Monthly Maximum Instantaneous Flow (Influent)



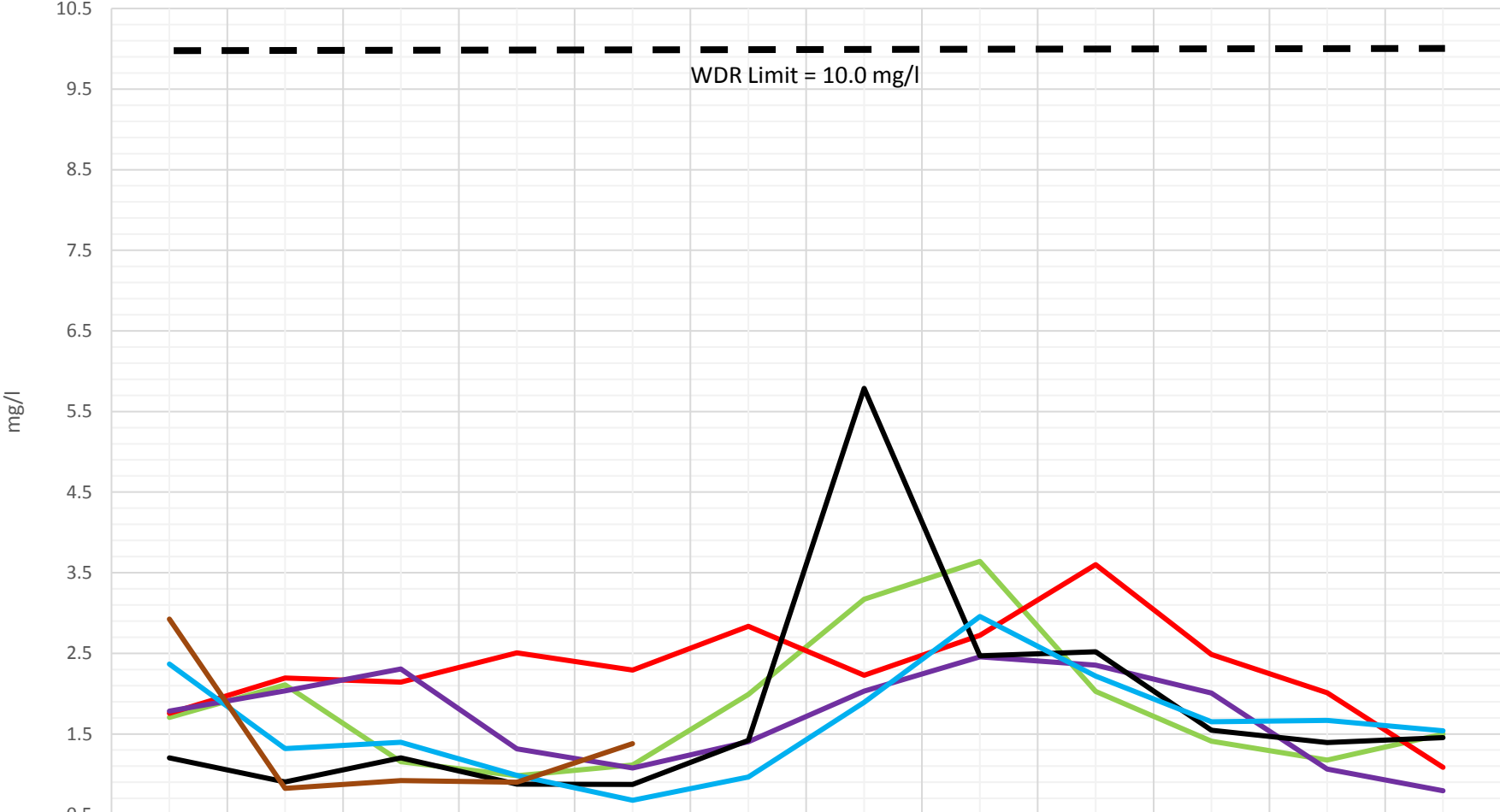
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	8.46	7.34	5.56	4.58	5.77	5.76	9.35	6.84	7.00	4.74	5.50	9.55
2016	9.28	8.58	8.60	6.93	6.84	6.13	8.60	6.92	7.11	6.32	6.36	9.99
2017	9.52	13.81	12.23	11.86	9.54	6.41	8.87	7.44	7.53	5.49	6.53	8.31
2018	7.68	7.03	10.69	11.44	6.93	6.37	7.73	7.12	7.31	4.95	6.58	8.72
2019	8.58	11.95	8.17	9.14	7.59	6.40	8.57	6.83	6.94	4.73	5.00	8.26
2020	7.81	6.66	5.15	5.29	5.27							

### Monthly Average Daily Flow (Districts)



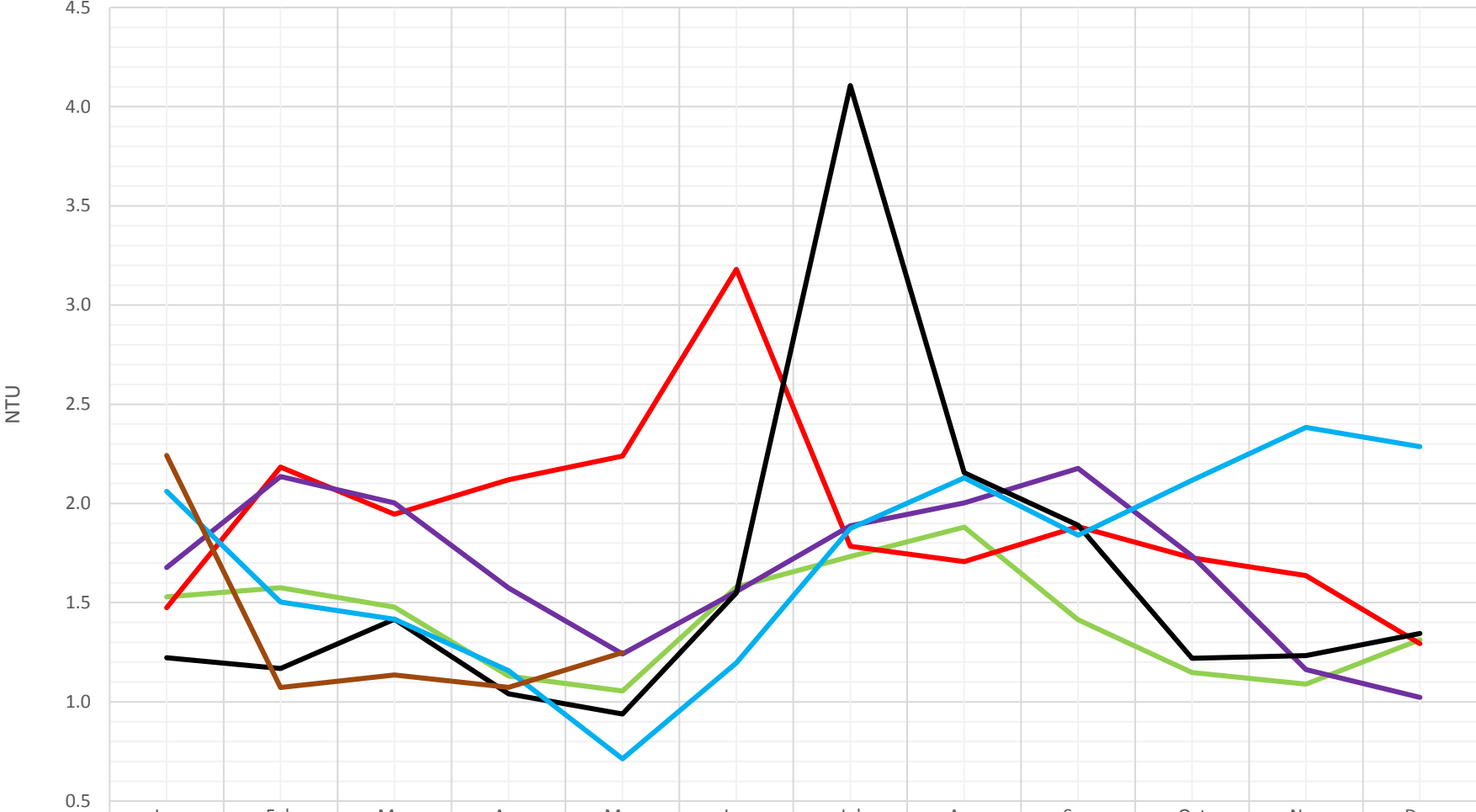
	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20
NTPUD	1.10	0.93	0.98	0.83	0.66	0.54	0.52	0.73	0.66	0.64	0.62	0.64	0.62
TCPUD	1.08	0.89	1.03	0.84	0.37	0.22	0.20	0.62	0.65	0.68	0.66	0.74	0.70
ASCWD	0.16	0.09	0.06	0.06	0.03	0.03	0.03	0.07	0.06	0.06	0.06	0.11	0.09
SVPSD	0.24	0.20	0.23	0.19	0.16	0.12	0.12	0.29	0.27	0.28	0.19	0.19	0.15
TSD	2.49	2.20	2.27	2.03	2.11	2.02	1.95	2.19	1.85	1.59	1.19	1.48	1.60

Monthly Average Daily Suspended Solids (Effluent)



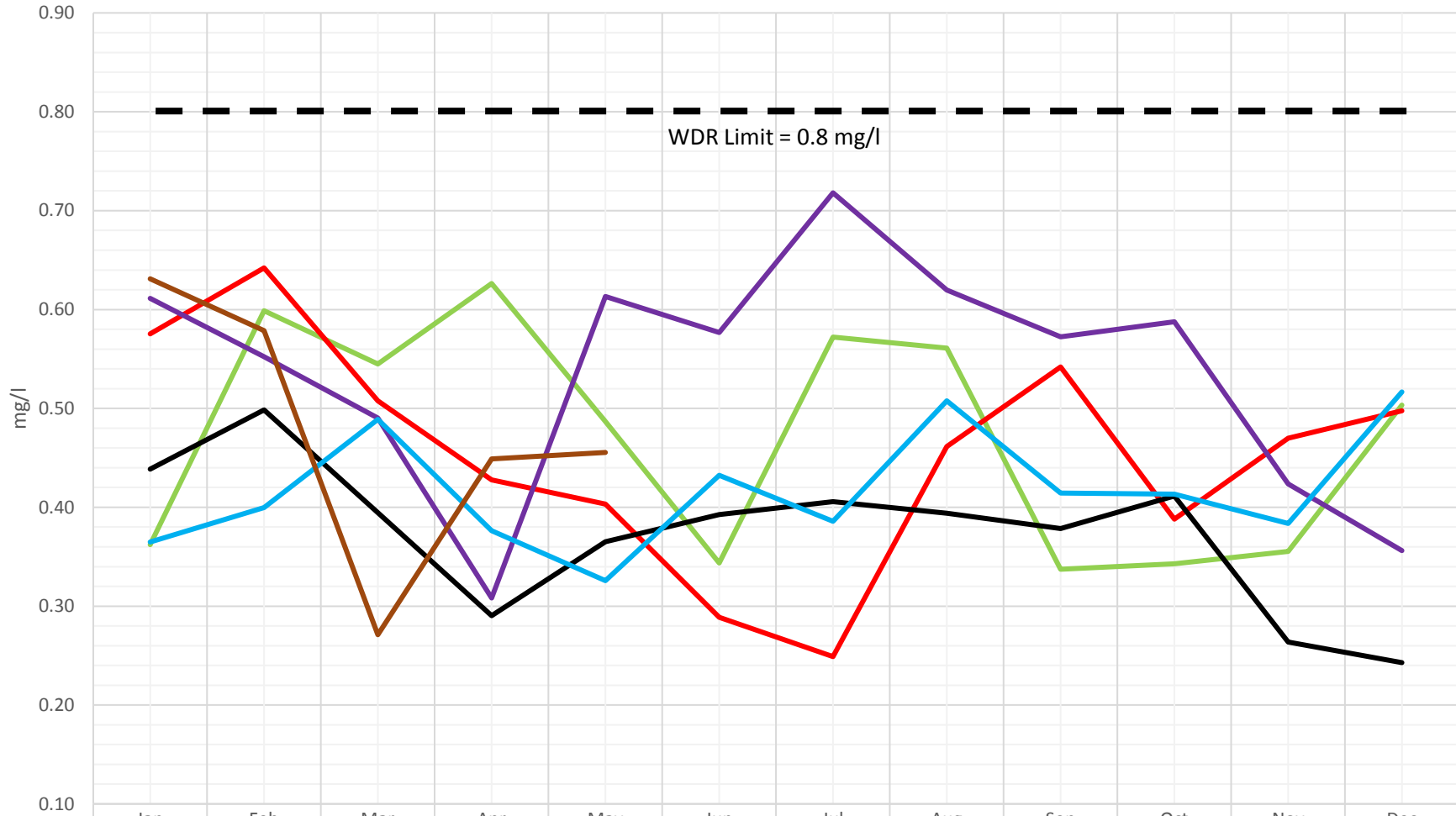
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	1.7	2.1	1.2	1.0	1.1	2.0	3.2	3.6	2.0	1.4	1.2	1.5
2016	1.8	2.2	2.1	2.5	2.3	2.8	2.2	2.7	3.6	2.5	2.0	1.1
2017	1.8	2.0	2.3	1.3	1.1	1.4	2.0	2.5	2.4	2.0	1.1	0.8
2018	1.2	0.9	1.2	0.9	0.9	1.4	5.8	2.5	2.5	1.5	1.4	1.5
2019	2.4	1.3	1.4	1.0	0.7	1.0	1.9	3.0	2.2	1.7	1.7	1.5
2020	2.9	0.8	0.9	0.9	1.4							

Monthly Average Daily Turbidity (Effluent)



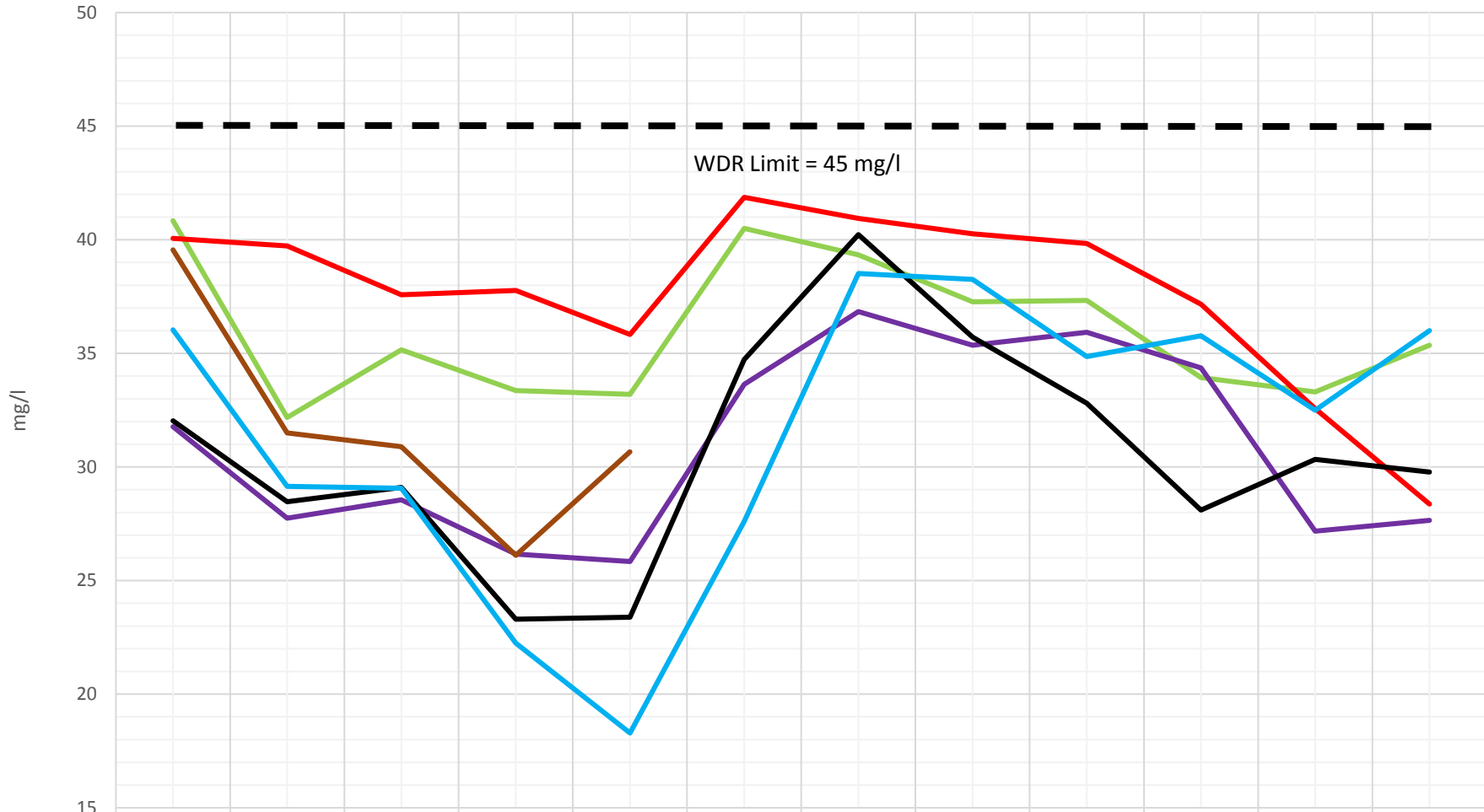
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	1.5	1.6	1.5	1.1	1.1	1.6	1.7	1.9	1.4	1.1	1.1	1.3
2016	1.5	2.2	1.9	2.1	2.2	3.2	1.8	1.7	1.9	1.7	1.6	1.3
2017	1.7	2.1	2.0	1.6	1.2	1.6	1.9	2.0	2.2	1.7	1.2	1.0
2018	1.2	1.2	1.4	1.0	0.9	1.6	4.1	2.2	1.9	1.2	1.2	1.3
2019	2.1	1.5	1.4	1.2	0.7	1.2	1.9	2.1	1.8	2.1	2.4	2.3
2020	2.2	1.1	1.1	1.1	1.2							

Monthly Average Daily Total Phosphorus (Effluent)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	0.36	0.60	0.54	0.63	0.49	0.34	0.57	0.56	0.34	0.34	0.36	0.50
2016	0.58	0.64	0.51	0.43	0.40	0.29	0.25	0.46	0.54	0.39	0.47	0.50
2017	0.61	0.55	0.49	0.31	0.61	0.58	0.72	0.62	0.57	0.59	0.42	0.36
2018	0.44	0.50	0.39	0.29	0.37	0.39	0.41	0.39	0.38	0.41	0.26	0.24
2019	0.36	0.40	0.49	0.38	0.33	0.43	0.39	0.51	0.41	0.41	0.38	0.52
2020	0.63	0.58	0.27	0.45	0.46							

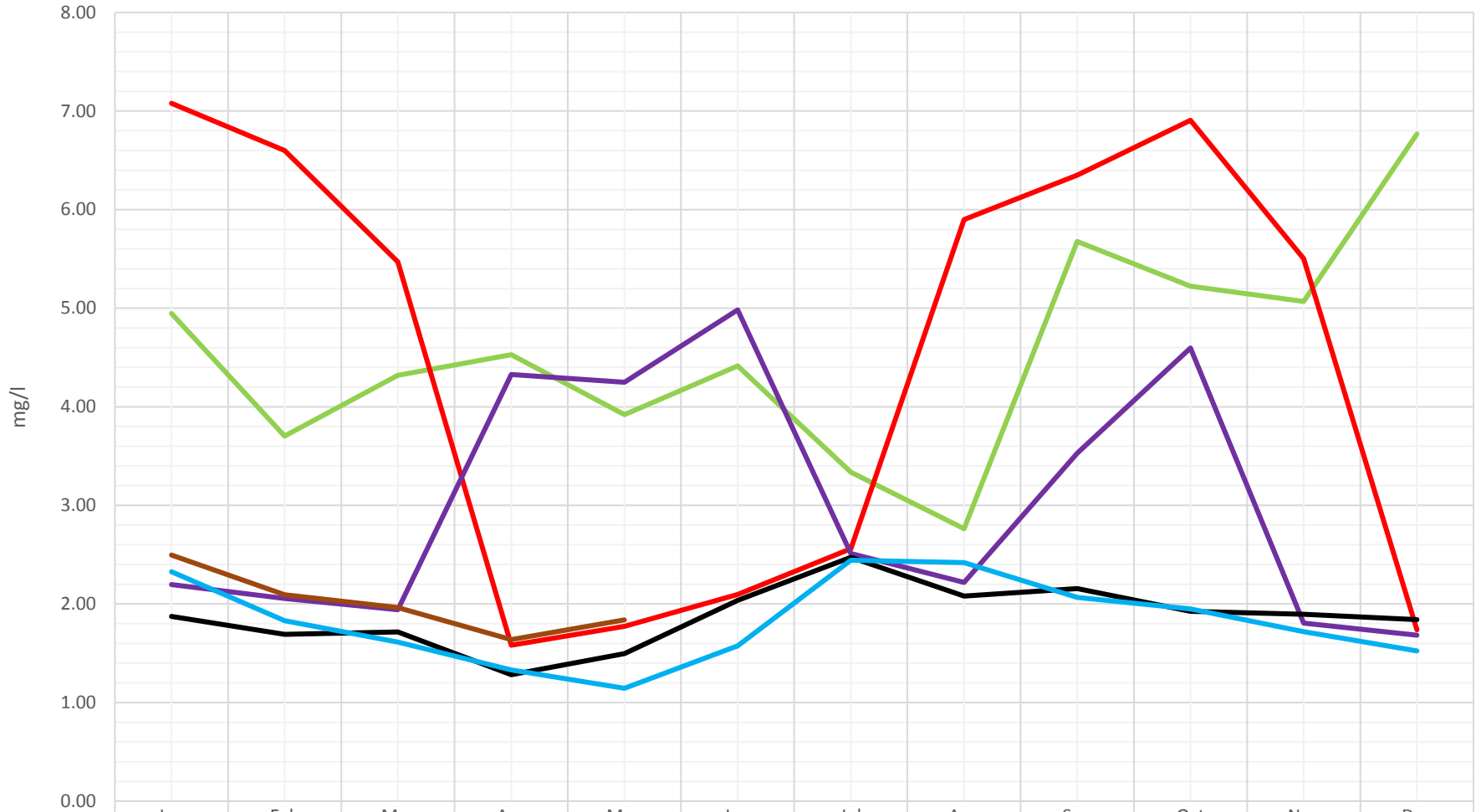
### Monthly Average Daily Chemical Oxygen Demand (Effluent)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	41	32	35	33	33	41	39	37	37	34	33	35
2016	40	40	38	38	36	42	41	40	40	37	33	28
2017	32	28	29	26	26	34	37	35	36	34	27	28
2018	32	28	29	23	23	35	40	36	33	28	30	30
2019	36	29	29	22	18	28	39	38	35	36	33	36
2020	40	32	31	26	31							

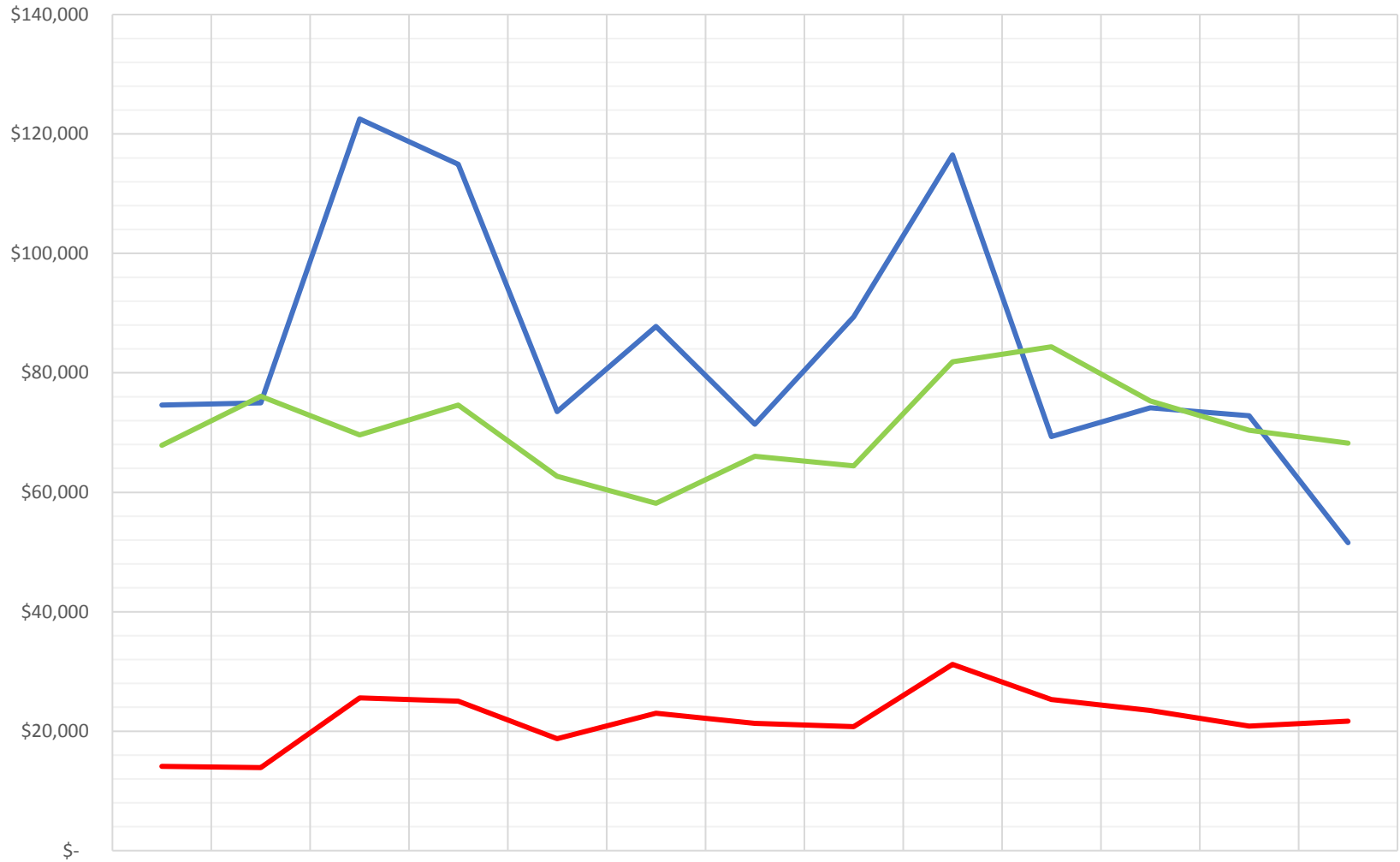


Monthly Average Daily Total Nitrogen (Effluent)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	4.95	3.70	4.32	4.53	3.92	4.41	3.34	2.76	5.68	5.22	5.07	6.77
2016	7.08	6.60	5.47	1.58	1.77	2.10	2.56	5.90	6.35	6.91	5.50	1.74
2017	2.20	2.06	1.94	4.33	4.25	4.98	2.51	2.22	3.53	4.60	1.81	1.68
2018	1.87	1.69	1.72	1.28	1.50	2.04	2.47	2.08	2.16	1.92	1.90	1.84
2019	2.33	1.83	1.61	1.33	1.14	1.57	2.44	2.42	2.07	1.95	1.72	1.52
2020	2.50	2.09	1.96	1.64	1.84							

### Chemical, Power and Sludge Disposal Costs



	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20
— Chemical	\$74,595	\$74,990	\$122,510	\$114,905	\$73,500	\$87,752	\$71,385	\$89,384	\$116,483	\$69,350	\$74,168	\$72,801	\$51,561
— Power	\$67,858	\$76,064	\$69,608	\$74,597	\$62,700	\$58,163	\$66,044	\$64,431	\$81,851	\$84,369	\$75,309	\$70,394	\$68,257
— Sludge Disposal	\$14,121	\$13,905	\$25,591	\$25,020	\$18,730	\$23,009	\$21,328	\$20,741	\$31,185	\$25,291	\$23,459	\$20,855	\$21,699




## TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT


**Date:** June 17, 2020  
**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:
  - Headworks Barscreen/Compactor Upgrade Project.
  - 2020 Painting Project.
  
- ◆ **Plant Maintenance projects:** Maintenance staff performed tasks on the following ongoing projects:
  - Stripper spray water.
  - Filter Press discharge door fabrication.
  - 2 Water Pond control relocation.
  - Structure 55 sump pump install.
  - Vent fans at Headworks.
  - Various steam leak and steam trap repairs.
  
- ◆ **Work Orders**
  - Completed this month: Mechanical-98, Facilities-9, Electrical & Instrumentation-35.
  - Pending: Mechanical-77, Facilities-12, Electrical & Instrumentation-68.

### Review Tracking:

Submitted By:   
Richard Pallante  
Maintenance Manager

Approved By:   
LaRue Griffin  
General Manager




## TAHOE-TRUCKEE SANITATION AGENCY ENGINEERING DEPARTMENT REPORT

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Jay Parker, Engineering Manager  
**Subject:** Engineering Report

---

- ◆ **Projects:** In the month of May, Engineering staff continued working on the following projects:
  - Digital Scanning of Sewer Lines
  - Headworks Improvements Project
  - Master Sewer Plan
  - 2019 Roof Repair Project
  - 2020 Plant Painting Project
  - 2020 Corten Wall Additions Project
  - 2020 Administration Building Remodel
  
- ◆ **Work Orders**
  - Engineering:
    - Completed this month: 0
    - Pending: 0
  - Safety:
    - Completed this month: 3
    - Pending: 2

### Review Tracking:

Submitted By:   
Jay Parker  
Engineering Manager

Approved By:   
LaRue Griffin  
General Manager



2019 Roof Repair Project – Electrical Supply Building



2019 Roof Repair Project – Electrical Supply Building



2020 Plant Painting Project –Coating Floating Cover



2020 Plant Painting Project – Digester 31 Painting




## TAHOE-TRUCKEE SANITATION AGENCY IT DEPARTMENT REPORT

**Date:** Jun. 17, 2020  
**To:** Board of Directors  
**From:** Bob Gray, IT Department Manager  
**Subject:** Information Technology (IT) Report

---

- T-TSA Plant Information System (PIS)
  - Migration of Operation Logbook Entries to PIS
    - 50% of code written
    - Test environment and server configured
  - Job Hazard Analysis (JHA) Safety Permit Portal
    - Complete and in operation
- SCADA HMI Virtual Machine Development and Software Upgrade
  - Virtual Machine (SCADAMAIN10)
    - Current tagname server application loaded and running
  - Virtual Machine (SCADAMAIN11B)
    - Wonderware software ready for Application Server development
- SCADA Developments
  - Replacement of Remote IO Racks in building 80 (BNR Influent Pump Station) due to rodent nesting
    - Coordinating with Operations for installation of equipment
- Transfer of Cloud Based to On-site Installation of Elastichosts Virtual Servers
  - Elastichosts is going out of business on June 30<sup>th</sup>
  - We are in process of transferring all of our Cloud based software onto TTSA hardware
    - Plant Information System
    - SCADA Information System
    - Document Server
- BNR Blower Cabinet Environment Monitoring and Logging --PAUSED
  - PLC Installed in Blower 8 Cabinet
  - PLC Installed in Blower 5 Cabinet
  - Differential pressure and cabinet temperature sensors are connected into PLC
  - Ready to bring into SCADA
- Remounting of PLC and Network Rack in CCT 53 to Provide Access to IO --PAUSED
  - Designing and assessing equipment needs
- Power Distribution System and Monitoring for TTSA Server Room
  - Equipment has arrived and will install after normal staffing resumes
- Hiring New IT Specialist
  - Filtering candidates for preliminary phone interviews (11 responders)
  - Re-advertise for position slated for late June

- COVID-19 IT Response
  - The IT department is working remotely and coming in when necessary.
  - Most staff has returned to work physically at the plant for IT needs have need shifting back to more normal responsibilities pre-COVID
- Work Orders
  - Completed in May-June.: 27
  - Outstanding: 64

Submitted By:   
Robert Gray  
IT Department Manger

Approved By:   
LaRue Griffin  
General Manager



## TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATIVE DEPARTMENT REPORT

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** Roshelle Chavez, Administrative Manager  
**Subject:** Administrative Report

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### Accounting

- Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
- Coordination with management for preparation of 2020/2021 Agency Budgets.
- Coordination with Damore, Hamric & Schneider, Inc. for letters of engagement for the annual financial audit of fiscal year 2019-2020.
- Participated in meetings and discussions with management regarding structure of funds and departments for fiscal year 2020-2021.

### Billing/Customer Service

- General assistance with customer accounts, adjustments, and plan review.
- Activated new accounts and prepared associated letters, reports and invoices.
- Printed and mailed direct bill last chance delinquency notices.
- Notified newly added tax roll billing customers for 2020/2021.
- Prepared delinquent and regular tax roll public hearing notices
- Began preparation of Agency tax roll billing.
- Participated in meetings and discussions with management regarding a temporary commercial sewer rate relief program in response to COVID-19 pandemic.


### Purchasing


- Coordinated purchase of plant O&M supplies and performed various administrative tasks.
- Coordinated with all departments regarding Agency contracts and bids.

### General Administration

- Continued COVID-19 Mitigation schedule for Administrative staff telecommuting.
- Continued preparation of 2020/2021 Agency Budgets.
- Participated in meetings and discussions regarding Agency Core Values.
- Participated in meetings and discussions regarding the 2020 Administration Building Remodel.
- Facilitated orders for hats and t-shirts with Agency logo for all staff.
- Coordination with NTPUD and TCPUD for Operations department Annual Lakes Report.
- Continued coordination with Caselle software in all departments for ongoing training.
- Performed various administrative duties to assist GM and Board of Directors.
- Performed miscellaneous public records requests.

### Review Tracking

Submitted By:   
Roshelle Chavez  
Administrative Services Manager

Approved By:   
LaRue Griffin  
General Manager



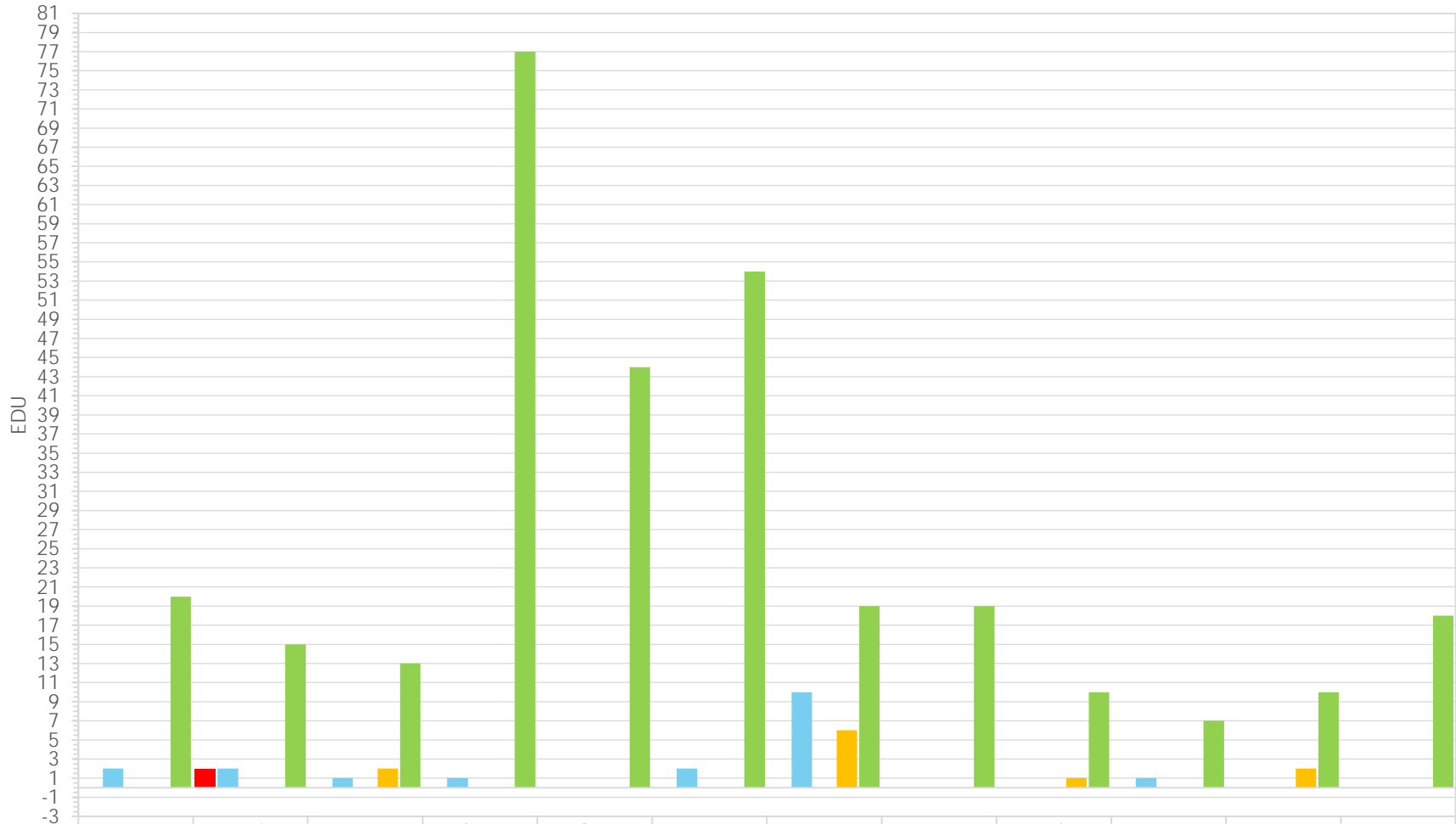
## CONNECTION FEES - MAY 2020

Connection Fee Type	MTD Count (#)	MTD Total Ft <sup>2</sup>	MTD Total \$	YTD Count (#)	YTD Total Ft <sup>2</sup>	YTD Total \$
Residential	4	10,195	\$ 23,841.25	188	373,814	\$ 932,688.50
Residential Ft <sup>2</sup> Additions	1	714	\$ 1,249.50	20	30,011	\$ 52,519.25
Residential Ft <sup>2</sup> Additions - Exempt	0	0	N/A	7	1,703	N/A
Accessory Dwelling Unit (ADU)	0	0	\$ -	4	3,337	\$ 8,239.75
Accessory Dwelling Unit (ADU) - Exempt	0	0	N/A	1	440	N/A
Commercial	1	N/A	\$ 7,150.00	31	N/A	\$ 210,325.00
Industrial	0	N/A	\$ -	0	N/A	\$ -
<b>Grand Total</b>	<b>6</b>	<b>10,909</b>	<b>\$ 32,240.75</b>	<b>251</b>	<b>409,305</b>	<b>\$ 1,203,772.50</b>

## INSPECTIONS - MAY 2020

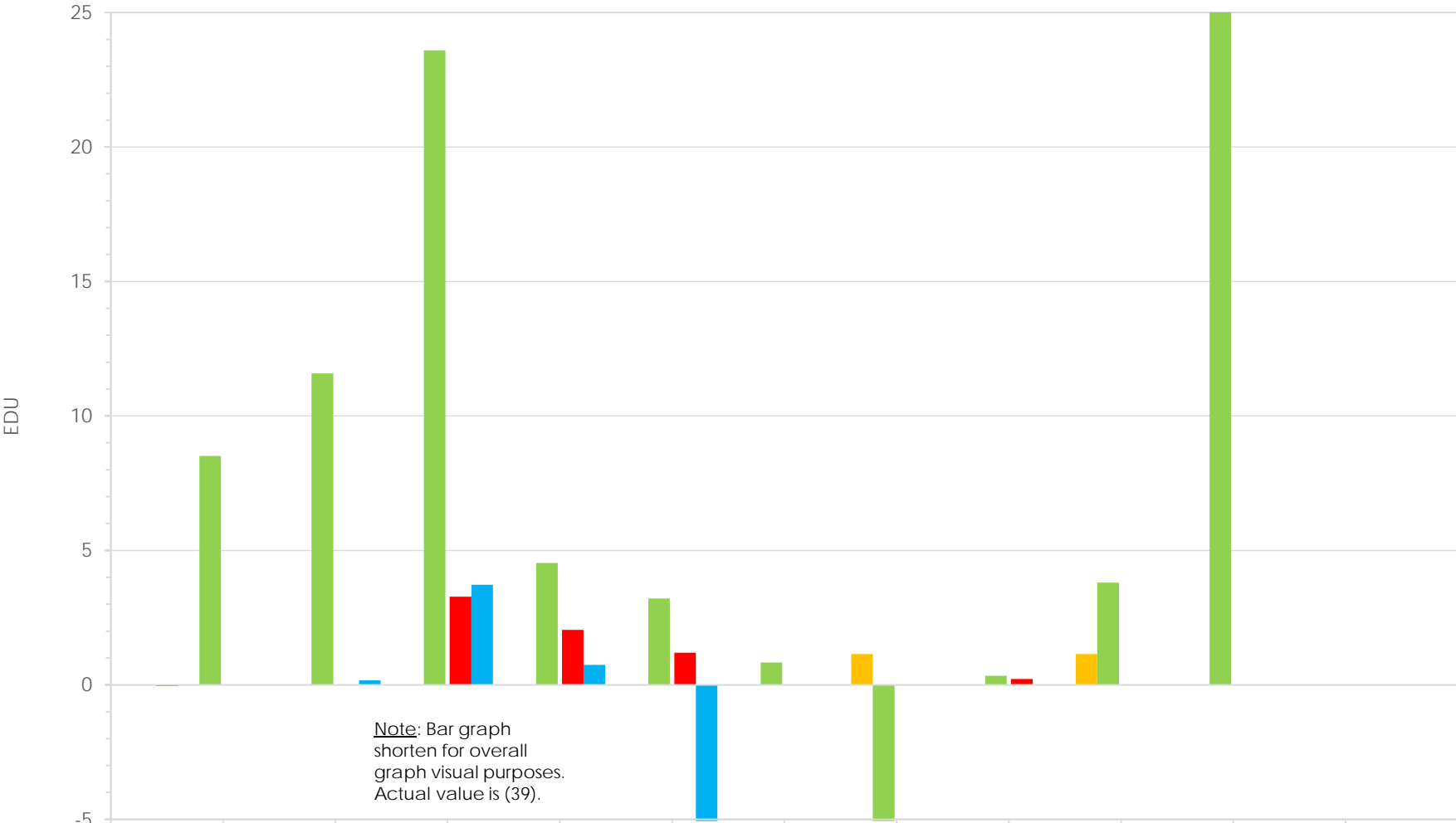
Inspection Type	MTD Count #	MTD Total	YTD Count #	YTD Total
Commercial	0	0	217	254
Residential (Drive-by of Suspended Accounts)	0		37	

# Residential EDU Summary



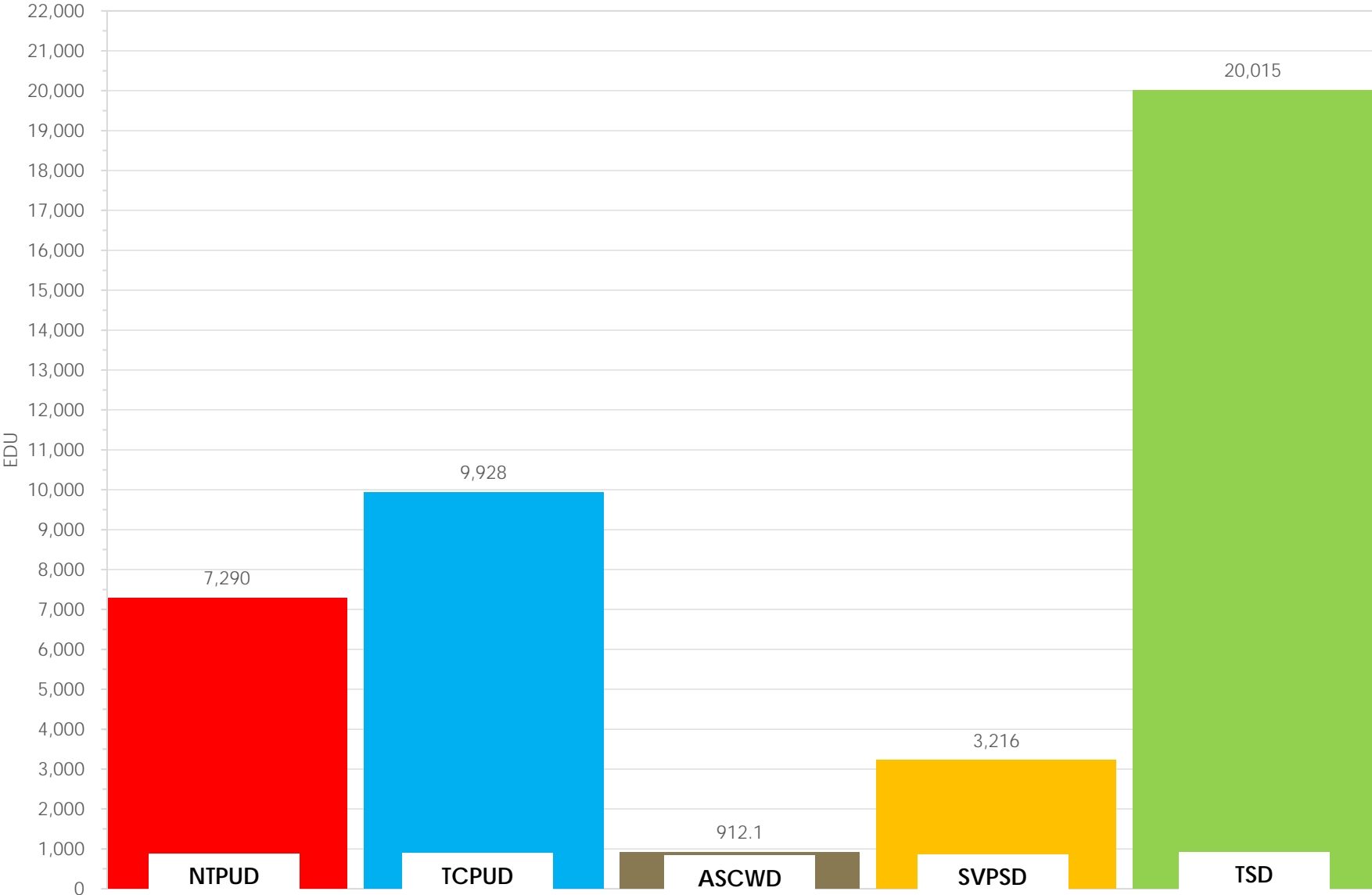
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
■ NTPUD	0	2	0	0	0	0	0	0	0	0	0	0
■ TCPUD	2	2	1	1	0	2	10	0	0	1	0	0
■ ASCWD	0	0	0	0	0	0	0	0	0	0	0	0
■ SVSPD	0	0	2	0	0	0	6	0	1	0	2	0
■ TSD	20	15	13	77	44	54	19	19	10	7	10	18

# Other EDU Summary

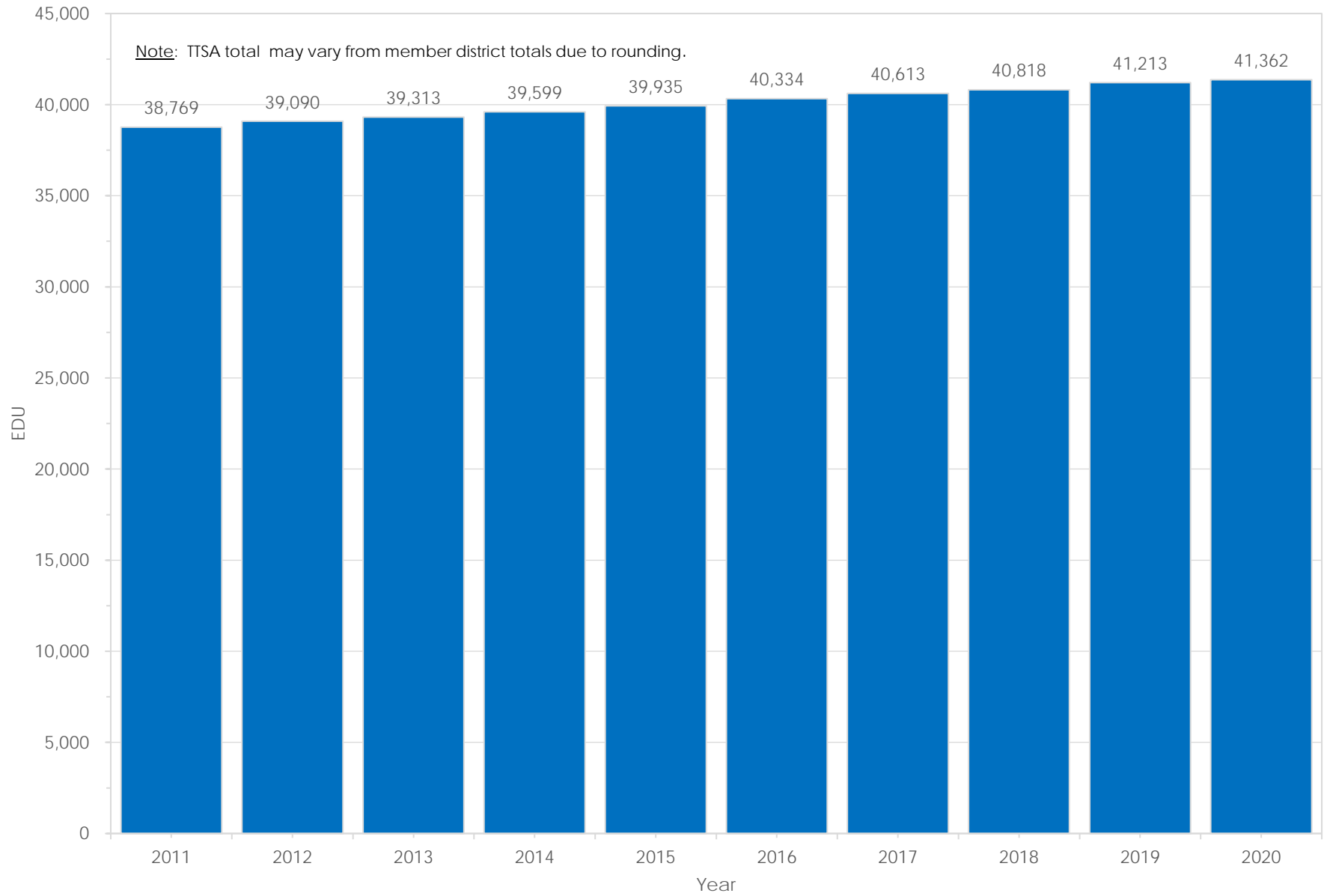


	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
■ NTPUD	0.0	0.0	0.0	3.3	2.0	1.2	0.0	0.0	0.2	0.0	0.0	0.0
■ TCPUD	0.0	0.0	0.2	3.7	0.7	(7.6)	0.0	0.0	0.0	0.0	0.0	0.0
■ ASCWD	(0.0)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
■ SVSPD	0.0	0.0	0.0	0.0	0.0	0.0	1.2	0.0	1.1	0.0	0.0	0.0
■ TSD	8.5	11.6	23.6	4.5	3.2	0.8	(6.9)	0.3	3.8	73.1	0.0	0.0

# Current EDU Summary By Member District



# Historical TTSA EDU Summary





# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** V-2  
**Subject:** General Manager Report

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### **Continuing Projects/Work**

- Management and staff continued 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 and staff continued the training and creation of “CORE VALUES” to be implemented in the Agency culture and annual employee evaluation.
- 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.
  - Attended teleconference meetings to include Placer County, North Lake Tahoe Resort Association, CSRMA, Area Manager, and District Managers.
- Management and staff continued preparation of FY 20/21 annual budget.

### **Review Tracking**

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

  
LaRue Griffin  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** VI  
**Subject:** Board of Director Comment

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### **Background**

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



# TAHOE-TRUCKEE SANITATION AGENCY

## MEMORANDUM

**Date:** June 17, 2020  
**To:** Board of Directors  
**From:** LaRue Griffin, General Manager  
**Item:** VII  
**Subject:** Closed Session

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1. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Fay v. Agency.
2. Public Employee - Govt. Code, § 54957: Performance evaluation of General Manager.