



Tahoe-Truckee Sanitation Agency
Regular Board Meeting
July 11, 2018

TAHOE-TRUCKEE SANITATION AGENCY

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



Directors

S. Lane Lewis: President
Dale Cox: Vice President

Jon Northrop

Dan Wilkins

Blake Tresan

General Manager

LaRue Griffin

BOARD OF DIRECTORS REGULAR MEETING NOTICE AND AGENDA

Date: July 11, 2018

Time: 9:00 AM

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

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

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

- I. Call to Order, Roll Call, and Pledge of Allegiance**
- II. Public Comment** Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject that is within the jurisdiction of Tahoe-Truckee Sanitation Agency and that does not appear on the agenda. Any matter that requires action may be referred to staff for a report and action at a subsequent Board meeting. Please note there is a five (5) minute limit per person. In addition to or in lieu of public comment, any person may submit a written statement concerning Agency business to be included in the record of proceedings and filed with the meeting minutes. Any such statement must be provided to the recording secretary at the meeting.
- III. Introduction of New Agency Staff** Opportunity for the Board of Directors to meet new full-time staff members.
- IV. Professional Achievements & Awards** Acknowledgement of staff for professional achievement and other awards.
- V. Consent Agenda** Consent Agenda items are routine items that may be approved without discussion. If an item requires discussion, it may be removed from the Consent Agenda prior to action.
 1. Approval of the minutes of the regularly scheduled Board meeting on June 13, 2018.
 2. Approval of general fund warrants.
 3. Approval of financial statements and status of investments.

VI. Regular Agenda

1. Appeal of charges for APN P112-300-28-00.
2. Public hearing for public comment related to the Board's consideration of adopting a resolution of the Board to adopt a report on delinquent charges and authorizing their collection on the tax roll.
3. Approval of Resolution 2-2018 to adopt a report on delinquent charges and authorize their collection on the tax roll.
4. Approval of Resolution 3-2018 to request collection of delinquent sewer service charges on the Placer County tax roll.
5. Approval of Resolution 4-2018 to reference the standard form tax collection services contract with the County of Nevada.
6. Approval to submit certifications for collection of delinquent charges on the El Dorado County tax roll.
7. Approval of Resolution 5-2018 to establish appropriations limits for fiscal year 2018-2019.
8. Discussion of A. Teichert & Son, Inc. operations.
9. Discussion of the Avery Hotel development.
10. Approval of contract modification no. 1 for the 2018 Clarifier Painting project.
11. Approval of progress pay estimate no. 1 for the 2018 Clarifier Painting project.
12. Approval to award bid for the Digital Scanning of Sewer Lines project.
13. Approval to reject all bids and direct that an open market or internet purchase be made for a laboratory water purification system.
14. Approval of Ordinance 2-2018 to authorize the General Manger to approve short-term license agreements.
15. Approval of Organizational Chart and Salary Schedule for fiscal year 2018-2019.
16. Discussion of budget expenditure organization.

VII. Management Team Report

1. Department Reports.
2. General Manager Report.

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

IX. Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
2. Closed session conference with legal counsel regarding existing adjudicatory administrative proceedings, IBEW Local 1245 v. Agency (Public Employee Relations Board Case Nos. SA-CE-1017-M & SA-CE-1056-M) under Government Code section 54956.9(d)(1) (IBEW unfair labor practice charges).

X. Adjournment

Posted and Mailed, 07/06/18



LaRue Griffin
Secretary to the Board

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

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: I
Subject: Call to Order, Roll Call, and Pledge of Allegiance

Background

Call to Order, Roll Call, and Pledge of Allegiance



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: II
Subject: Public Comment

Background

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: III
Subject: Introduction of New Agency Staff

Background

Opportunity for the Board of Directors to meet new full-time staff members and be informed of their roles and duties within the Agency.

- Scott Fleming – Associate Engineer

Fiscal Impact

None.

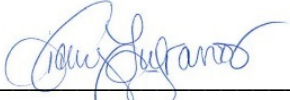
Attachments

None.

Recommendation

No action required.

Review Tracking

Submitted By: 

Vicky Lufrano
Human Resources Administrator

Approved By: 

LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: IV
Subject: Professional Achievements & Awards

Background

Acknowledgement of staff for professional achievements and awards received the previous calendar month.

Professional Achievement

- Celeste Graves, Administrative Department - Promotion to Field Inspector
- Tyler Penn, Operations Department - Passed Exam for Grade III WWTP Operator
- Aliou Diallo, Operations Department - Passed Exam for Grade V WWTP Operator

Work Anniversary

- Aaron Carlsson, Engineering Department - 1 Year Anniversary as Senior Engineer

Safety Suggestion Award (2nd Quarter of 2018)

- Justin Parrish - Guardrail Gaps
- Philip Fay - Trip Hazards and Guardrails
- Greg O'Hair - Hearing Protection and Fall Protection
- Robert Holmes - Ladder Safety
- Patrick Baird - Eye Protection
- Bill Pindar - Drinking Water Quality Analysis
- Laura Mader - Fall Protection
- Tobin Fuchs - Confined Space Entry
- Nancy Barker - Hearing and Eye Protection
- Jim Redmond - Trip Hazard

Fiscal Impact

Recipients of a Safety Suggestion Award receive 2 hours of administrative leave for each safety suggestion approved by the safety committee. Promotions are impacted by the appropriate salary classification and range.


Attachments

None.

Recommendation

No action required.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: V-1
Subject: Approval of the minutes of the regularly scheduled Board meeting on June 13, 2018

Background

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

Fiscal Impact

None.

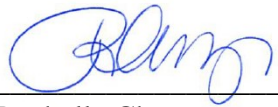
Attachments

Minutes of the regularly scheduled Board meeting on June 13, 2018.

Recommendation

Approve the minutes of the regularly scheduled Board meeting on June 13, 2018.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

BOARD OF DIRECTORS
REGULAR MEETING MINUTES

June 13, 2018

I. Call to Order:

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

Directors Present: S. Lane Lewis, NTPUD
Dale Cox, SVPSD
Jon Northrop, ASCWD
Dan Wilkins, TCPUD
Blake Tresan, TSD

Staff Present: LaRue Griffin, General Manager
Roshelle Chavez, Administrative Services Manager
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Bob Gray, Information and Technology Manager
Vicky Lufrano, Human Resources Administrator
Richard P. Shanahan, Agency Counsel
Dawn Davis, Administration Department
Angelina Henson, Administration Department
Aaron Carlsson, Engineering Department
Mike Smith, Engineering Department
Laura Mader, Laboratory Department
Bill Pindar, Laboratory Department
Kristin Davis, Laboratory Department
Philip Fay, Maintenance Department
Jim Redmond, Maintenance Department
Anthony Salinas, Maintenance Department
Chad Bentley, Operations Department

Public Present: None.

II. Public Comment:

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

III. Introduction of New Agency Staff

Mrs. Lufrano acknowledged agency staff whom obtained professional achievements for the previous calendar month to the Board of Directors.

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

IV. Professional Achievements & Awards

Mrs. Lufrano introduced new full-time staff members to the Board of Directors and informed them of the roles and duties within the Agency.

V. Consent Agenda

1. Approval of the minutes of the special Board meeting on May 9, 2018.
2. Approval of general fund warrants.
3. Approval of financial statements and status of investments.

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

The Board approved the motion by the following vote:

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

Motion passed.

VI. Regular Agenda

1. Approval of the Annual Budget for fiscal year 2018-2019.

Mr. Griffin explained that there is a new structure within the budget for the 2018-19 fiscal year and provided an overview of the new structure and budget. There was further discussion of a master plan, pension liability, post-employment benefits and minimum reserve fund.

MOTION by Director Northrop, **SECOND** by Director Cox for the approval of the Annual Budget for fiscal year 2018-2019; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

2. Approval of Resolution 1-2018 revising the wastewater capital reserve fund budget and making related findings.

MOTION by Director Northrop, **SECOND** by Director Wilkins for the approval of Resolution 1-2018 revising the wastewater capital reserve fund budget and making related findings; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

3. Approval to award bids for the procurement of liquid sodium hydroxide, hydrated lime, liquid chlorine, liquid oxygen, methanol and ferric chloride.

MOTION by Director Wilkins, **SECOND** by Director Northrop to award bids for the procurement of liquid sodium hydroxide, hydrated lime, liquid chlorine, liquid oxygen, methanol and ferric chloride to the lowest responsive bidder of each corresponding chemical as listed in the staff report for this item.

The Board approved the motion by the following vote:

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

Motion passed.

4. Approval to award the 2018 Roof Repair Project.

MOTION by Director Northrop, **SECOND** by Director Tresan to award the 2018 Roof Repair Project to Centimark Corporation in the amount of \$126,907; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

5. Approval of Damore, Hamric & Schnieder, Inc. letters of engagement.

MOTION by Director Northrop, **SECOND** by Director Tresan to approve the Damore, Hamric & Schnieder, Inc. letters of engagement; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

6. Approval to ratify the license agreement with Big Blue Adventure, LLC.

MOTION by Director Wilkins, **SECOND** by Director Northrop to approve the ratification of the license agreement with Big Blue Adventure, LLC; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

7. Approval of the Tahoe Truckee area agreement for mutual emergency aid.

MOTION by Director Tresan, **SECOND** by Director Northrop to approve the Tahoe Truckee area agreement for mutual emergency aid; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

8. Discussion of the Avery Hotel development.

Mr. Griffin informed the Board of Directors that he met with developer representative Mr. David Tirman to discuss outstanding charges accrued by the Agency associated with the original Avery Hotel development and there was no additional update. An update would be provided as Mr. Tirman meets with the hotel owner to further discuss the matter.

No action was taken by the Board.

9. Discussion of the Table of Organization and Salary Schedule.

Mrs. Lufrano provided an update on the annual cost-of-living (COLA) adjustment in accordance with the California Consumer Price Index (CPI), All Urban Consumers, based on the previous calendar year commencing in April. Due to a State of California Department of Industrial Relations CPI publication delay, the data was not available to update the salary schedule for Board consideration and approval. Once the CPI is published, the amended salary schedule along with the table of organization will be submitted to the Board of Directors for consideration and approval.

No action was taken by the Board.

10. Report of Ad Hoc committee on the handbook revision.

Director Tresan and Director Cox informed the Board that an ad hoc meeting was held to discuss a plan and schedule to update the handbook.

No action was taken by the Board.

VII. Management Team Report

1. Department Reports

Mr. Peak provided an update on current and past projects for the operations department and reported that the all waste discharge requirements were met for the month with the exception of a minor pH violation which was reported to the Regional Water Control Board (Lahontan).

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

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

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

No action was taken by the Board.

2. General Manager Report

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

No action was taken by the Board.

VIII. Board of Director Comment

Director Cox welcomed Mrs. Vicky Lufrano to the Agency and President Lewis stated he felt the budgeting changes is a positive action moving forward.

No action was taken by the Board.

IX. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 10:41 AM

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
2. Closed session conference with legal counsel regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case Nos. SA-CE-1017-M & SA-RR-1172-M) under Government Code section 54956.9(d)(1) (IBEW petition for recognition and unfair labor practice charge).
3. Closed session for public employee performance evaluation of the General Manager.

The meeting was reopened at 11:34 PM. Nothing to report from closed session.

X. ADJOURNMENT:

There being no further business, the meeting adjourned at 11:34 PM.

LaRue Griffin
Secretary to the Board

Approved: _____

DRAFT



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: V-2
Subject: Approval of general fund warrants

Background

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

Fiscal Impact

Decrease in Agency general fund per the warrant amounts.


Attachments

Report of general fund warrants.

Recommendation

Approve general fund warrants paid and payable.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
*CHECKS 1 - 76439 CHECK SEQUENCE BREAK						
76440	6/01/18	MAN PAID	01441	TAHOE FOREST HOSPITAL DISTRICT	47,500.00	
76441	6/04/18	MAN PAID	00681	STANDARD INSURANCE-LIFE	2,080.14	
76442	6/04/18	MAN PAID	00786	STANDARD INSURANCE-DENTAL	8,229.36	
76443	6/13/18	REG PAID	00015	AIRGAS USA, LLC	128.04	
76444	6/13/18	REG PAID	00019	ALPHA ANALYTICAL	2,085.00	
76445	6/13/18	REG PAID	01900	AMAZON CAPITAL SERVICES	2,272.91	
76446	6/13/18	REG PAID	00032	AMERIPRIDE UNIFORM SERVICES	2,032.27	
76447	6/13/18	REG PAID	01885	AT&T ACCT 831-000-6939 380	1,323.93	
76448	6/13/18	REG PAID	01886	AT&T ACCT #171-800-7674 001	958.46	
76449	6/13/18	REG PAID	01383	AT&T 530 582-0827 966 5	775.08	
76450	6/13/18	REG PAID	00049	AVAYA, INC.	837.48	
76451	6/13/18	REG PAID	00058	BARTKIEWICZ, KRONICK & SHANAHAN	4,023.65	
- 76452	6/13/18	REG PAID	00779	CHAD BENTLEY	150.00	
76453	6/13/18	REG PAID	00041	CALTROL, INC	223.00	
76454	6/13/18	REG PAID	01897	AARON CARLSSON	799.60	
76455	6/13/18	REG PAID	01290	CLARK PEST CONTROL	550.00	
76456	6/13/18	REG PAID	01479	CONSOLIDATED ELECTRICAL DIST.	2,474.29	
- 76457	6/13/18	REG PAID	00696	CORELOGIC INFORMATION SOLUTIONS, IN	418.00	CHECK HAS BEEN VOIDED
- 76457	6/26/18	REG VOID	00696	CORELOGIC INFORMATION SOLUTIONS, IN	418.00-	CHECK WAS ISSUED ON 6/13/18
76458	6/13/18	REG PAID	00149	CWEA	1,020.00	
76459	6/13/18	REG PAID	00157	DATCO SERVICES CORP.	60.00	
76460	6/13/18	REG PAID	01101	DAWN DAVIS	37.85	
- 76461	6/13/18	REG PAID	01847	DEAN HAINES	129.85	
76462	6/13/18	REG PAID	00179	E&M ELECTRIC	1,216.15	
76463	6/13/18	REG PAID	00180	EASTERN REGIONAL LANDFILL	127.03	
76464	6/13/18	REG PAID	00191	ENVIRONMENTAL EXPRESS	2,596.92	
76465	6/13/18	REG PAID	00203	FISHER SCIENTIFIC COMPANY	1,640.40	
76466	6/13/18	REG PAID	00067	FLYERS ENERGY LLC	2,721.00	
76467	6/13/18	REG PAID	01578	GETGO, INC.	59.67	
76468	6/13/18	REG PAID	01043	GFS CHEMICALS, INC.	227.20	
76469	6/13/18	REG PAID	01676	GLOBAL INDUSTRIAL	392.71	
76470	6/13/18	REG PAID	00225	GRAINGER INC., W.W.	1,051.18	
76471	6/13/18	REG PAID	00232	HACH CHEMICAL COMPANY	6,018.50	
76472	6/13/18	REG PAID	00235	HARRINGTON INDUSTRIAL PLASTICS	3,384.81	
76473	6/13/18	REG PAID	00586	HDS CONST SUPPLY	210.82	
76474	6/13/18	REG PAID	00804	RICH ITALIANO	214.00	
76475	6/13/18	REG PAID	01817	JOSE DE JESUS ZARATE	180.00	
76476	6/13/18	REG PAID	01259	LHOIST NORTH AMERICA	17,017.02	
76477	6/13/18	REG PAID	02002	VICKY LUFRANO	162.38	CHECK HAS BEEN VOIDED
76477	6/26/18	REG VOID	02002	VICKY LUFRANO	162.38-	CHECK WAS ISSUED ON 6/13/18
76478	6/13/18	REG PAID	00338	MARCAB COMPANY, INC.	2,666.55	
76479	6/13/18	REG PAID	00346	MCMASTER-CARR	770.09	
76480	6/13/18	REG PAID	00954	MMS WEST	397.10	
76481	6/13/18	REG PAID	00376	MOUNTAIN HARDWARE	285.11	
76482	6/13/18	REG PAID	00353	NAPA- SIERRA	593.50	
76483	6/13/18	REG PAID	01821	NEWEGG, INC.	1,020.03	
76484	6/13/18	REG PAID	00734	GREG O'HAIR	126.00	
76485	6/13/18	REG PAID	00959	OFFICE DEPOT	1,271.39	
76486	6/13/18	REG PAID	01609	PAYMENTUS GROUP, INC.	282.00	
76487	6/13/18	REG PAID	00455	PINNACLE TOWERS INC.	654.87	
76488	6/13/18	REG PAID	00935	POWELL FABRICATION	6,075.00	
76489	6/13/18	REG PAID	00622	PRAXAIR DISTRIBUTION, INC.	61.65	
76490	6/13/18	REG PAID	01935	PRAXAIR INC.	7,090.16	

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
76491	6/13/18	REG PAID	00452	TRUCKEE DONNER PUD	75,433.39	
76492	6/13/18	REG PAID	00565	SAFEWAY INC.	125.86	
76493	6/13/18	REG PAID	00813	SALINA VORTEX CORP.	320.63	
76494	6/13/18	REG PAID	01035	SEAL ANALYTICAL, INC.	83.46	
76495	6/13/18	REG PAID	01744	SHRED-IT USA	252.00	
76496	6/13/18	REG PAID	00619	SIERRA SYSTEMS, INC.	600.00	
76497	6/13/18	REG PAID	01442	SIERRA OFFICE SOLUTIONS	112.03	
76498	6/13/18	REG PAID	00655	SOLENIS	11,527.00	
76499	6/13/18	REG PAID	00117	SUDDENLINK PAYMENT CENTER	90.84	
76500	6/13/18	REG PAID	01894	THATCHER COMPANY OF CA, INC.	27,268.93	
76501	6/13/18	REG PAID	00815	THOMSON WEST	317.69	
76502	6/13/18	REG PAID	00449	TRUCKEE BAGEL CO.	96.00	
76503	6/13/18	REG PAID	01999	TRUCKEE RIVER GLASS INC.	4,248.06	
76504	6/13/18	REG PAID	00524	UNITED PARCEL SERVICE, UPS	32.84	
76505	6/13/18	REG PAID	00551	VERIZON WIRELESS	722.63	
76506	6/13/18	REG PAID	00560	VWR SCIENTIFIC, INC.	3,310.74	
76507	6/13/18	REG PAID	00578	WESTERN NEVADA SUPPLY	223.77	
76508	6/13/18	REG PAID	00570	YP	2.80	
76509	6/07/18	MAN PAID	00746	PETTY CASH	204.81	
76510	6/13/18	MAN PAID	00695	JON NORTHROP	100.00	
76511	6/13/18	MAN PAID	00695	JON NORTHROP	228.50	
76512	6/13/18	MAN PAID	00695	JON NORTHROP	225.50	
76513	6/13/18	MAN PAID	00692	DALE COX	234.00	
76514	6/13/18	MAN PAID	01849	DANIEL WILKINS	100.00	
76515	6/13/18	MAN PAID	01967	BLAKE TRESAN	100.00	
76516	6/13/18	MAN PAID	00694	S. LANE LEWIS	100.00	
76517	6/13/18	MAN PAID	01798	ROSHELLE CHAVEZ	42.80	
76518	6/13/18	MAN PAID	00179	E&M ELECTRIC	17,904.96	
76519	6/13/18	MAN PAID	00058	BARTKIEWICZ, KRONICK & SHANAHAN	10,153.65	
76520	6/13/18	MAN PAID	00851	MSC INDUSTRIAL SUPPLY	90.30	
76521	6/13/18	MAN PAID	00851	MSC INDUSTRIAL SUPPLY	80.11	
76522	6/13/18	MAN PAID	00851	MSC INDUSTRIAL SUPPLY	1,943.63	
76523	6/13/18	MAN PAID	00927	WESTERN ENV. TESTING LAB.	526.00	
76524	6/13/18	MAN PAID	01894	THATCHER COMPANY OF CA, INC.	25,445.48	
76525	6/13/18	MAN PAID	01259	LHOIST NORTH AMERICA	7,580.65	
76526	6/13/18	MAN PAID	00671	TAHOE TRUCKEE DISPOSAL	18,752.27	
76527	6/13/18	MAN PAID	00614	LIBERTY UTILITIES	86.70	
76528	6/13/18	MAN PAID	00639	SOUTHWEST GAS CORP.	2,545.77	
76529	6/13/18	MAN PAID	00019	ALPHA ANALYTICAL	225.00	
76530	6/13/18	MAN PAID	01573	INFOSEND	837.35	
76531	6/13/18	MAN PAID	01738	ILEANA VASSILIOU	2,258.00	
76532	6/13/18	MAN PAID	01916	AFASSCO	432.16	
76533	6/13/18	MAN PAID	00815	THOMSON WEST	317.69	
76534	6/13/18	MAN PAID	00275	J&L PRO KLEEN, INC.	2,300.00	
76535	6/13/18	MAN PAID	01442	SIERRA OFFICE SOLUTIONS	37.99	
76536	6/13/18	MAN PAID	00696	CORELOGIC INFORMATION SOLUTIONS, IN	418.00	
76537	6/13/18	MAN PAID	00292	KDJ COMPANY	720.00	
76538	6/13/18	MAN PAID	00015	AIRGAS USA, LLC	133.88	
76539	6/13/18	MAN PAID	00538	IRON MOUNTAIN	242.94	
76540	6/13/18	MAN PAID	01043	GFS CHEMICALS, INC.	270.80	
76541	6/13/18	MAN PAID	00149	CWEA	90.00	
76542	6/13/18	MAN PAID	01062	SAVE MART SUPERMARKETS	323.72	
76543	6/18/18	MAN PAID	01609	PAYMENTUS GROUP, INC.	146.50	
76544	6/20/18	MAN PAID	02006	SKYLANDIA LLC	314.00	
76545	6/22/18	MAN PAID	01677	UNITED STATES TREASURY	114.72	
76546	6/27/18	MAN PAID	00611	WORK WORLD	162.38	

A/P CHECK REGISTER

FROM 6/01/18 THRU 6/30/18

RUN DATE 7/02/18
 RUN TIME 17:33:39

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
76547	6/27/18	MAN PAID	00551	VERIZON WIRELESS	398.69	
76548	6/27/18	MAN PAID	00692	DALE COX	232.74	
76549	6/27/18	MAN PAID	00692	DALE COX	173.25	
76550	6/27/18	MAN PAID	01806	KWA SAFETY & HAZMAT CONSULTANTS, IN	4,000.00	
76551	6/27/18	MAN PAID	00466	PDM STEEL SVC CNTRS, INC.-SPARKS NV	2,526.19	
76552	6/29/18	MAN PAID	02009	WILLIAM ERKELENS	153.00	
76553	6/29/18	MAN PAID	02008	WESTGATE PLAZA	68.47	
76554	6/29/18	MAN PAID	01885	AT&T ACCT 831-000-6939 380	1,323.93	
76555	6/29/18	MAN PAID	01383	AT&T 530 582-0827 966 5	775.08	
76556	6/29/18	MAN PAID	99999	VOID ZERO AMOUNT CHECKS VENDOR		CHECK HAS BEEN VOIDED
76557	6/29/18	MAN PAID	01886	AT&T ACCT #171-800-7674 001	959.28	
** FINAL TOTAL					367,211.33	118 CHECKS

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
*CHECKS						
1 - 1112398 CHECK SEQUENCE BREAK						
1112399	6/01/18	MAN PAID	01005	PERS 457 PLAN	7,377.18	✓
1112400	6/01/18	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	3,018.56	✓
1112401	6/01/18	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	11,381.01	✓
1112402	6/01/18	MAN PAID	01004	FEDERAL TAXES/EFTPS	29,144.18	✓
1112403	6/01/18	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,000.00	✓
1112404	6/01/18	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	105.68	✓
1112405	6/01/18	MAN PAID	01004	FEDERAL TAXES/EFTPS	357.74	✓
1112406	6/04/18	MAN PAID	01007	PERS-HEALTH PREMIUM	125,517.88	✓
1112407	6/05/18	MAN PAID	01006	PERS-RETIREMENT	36,376.81	✓
1112408	6/15/18	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	253.63	✓
1112409	6/15/18	MAN PAID	01005	PERS 457 PLAN	7,377.18	✓
1112410	6/15/18	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,000.00	✓
1112411	6/15/18	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	2,818.56	✓
1112412	6/15/18	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	10,892.07	✓
1112413	6/15/18	MAN PAID	01004	FEDERAL TAXES/EFTPS	27,873.97	✓
1112414	6/18/18	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	896.17	✓
1112415	6/18/18	MAN PAID	01006	PERS-RETIREMENT	35,422.68	✓
1112416	6/29/18	MAN PAID	01004	FEDERAL TAXES/EFTPS	41,440.46	✓
1112417	6/29/18	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	16,247.02	✓
1112418	6/29/18	MAN PAID	01006	PERS-RETIREMENT	200.00	✓
1112419	6/29/18	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,000.00	✓
1112420	6/29/18	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	3,068.56	✓
1112421	6/29/18	MAN PAID	01005	PERS 457 PLAN	7,377.18	✓
1112422	6/29/18	MAN PAID	00513	U.S. BANK BANK CARD DIVISION	17,013.21	✓
** FINAL TOTAL					393,159.73	24 CHECKS

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMP #	EMPLOYEE NAME	CHECK AMOUNT	DIRECT DEPOSIT
54834	6/1/2018	9906		\$1,955.55	
54835	6/1/2018	1929		\$2,875.74	
54836	6/1/2018	1980		\$4,291.69	X
54837	6/1/2018	4225		\$5,923.38	X
54838	6/1/2018	5098		\$1,806.74	X
54839	6/1/2018	3741		\$2,868.85	X
54840	6/1/2018	6626		\$3,051.33	X
54841	6/1/2018	3286		\$2,501.34	X
54842	6/1/2018	7570		\$3,263.46	X
54843	6/1/2018	671		\$4,961.15	X
54844	6/1/2018	8897		\$3,316.55	X
54845	6/1/2018	8710		\$3,689.71	X
54846	6/1/2018	2133		\$2,918.17	X
54847	6/1/2018	8400		\$3,765.81	X
54848	6/1/2018	5982		\$2,239.46	X
54849	6/1/2018	1352		\$2,907.59	X
54850	6/1/2018	3464		\$3,635.84	X
54851	6/1/2018	934		\$3,573.96	X
54852	6/1/2018	992		\$2,394.48	X
54853	6/1/2018	3059		\$3,144.22	X
54854	6/1/2018	411		\$2,404.19	X
54855	6/1/2018	1248		\$3,456.89	X
54856	6/1/2018	6171		\$2,934.22	X
54857	6/1/2018	9815		\$2,198.34	X
54858	6/1/2018	1730		\$2,538.90	X
54859	6/1/2018	9478		\$2,680.06	X
54860	6/1/2018	4817		\$1,722.11	X
54861	6/1/2018	9268		\$2,530.63	X
54862	6/1/2018	6930		\$2,469.11	X
54863	6/1/2018	1567		\$2,911.99	X
54864	6/1/2018	5526		\$3,669.22	X
54865	6/1/2018	9357		\$3,018.22	X
54866	6/1/2018	63		\$2,817.54	X
54867	6/1/2018	65		\$3,027.01	X
54868	6/1/2018	3328		\$3,817.70	X
54869	6/1/2018	890		\$4,932.86	X
54870	6/1/2018	572		\$2,462.33	X
54871	6/1/2018	2375		\$3,215.82	X
54872	6/1/2018	3433		\$2,427.82	X
54873	6/1/2018	743		\$3,444.30	X
54874	6/1/2018	6715		\$2,580.10	X
54875	6/1/2018	3359		\$2,134.91	X
54876	6/1/2018	8131		\$2,562.96	X

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMP #	EMPLOYEE NAME	CHECK AMOUNT	DIRECT DEPOSIT
54877	6/1/2018	6833		\$2,605.83	X
54878	6/1/2018	773		\$811.24	X
54879	6/1/2018	7232		\$3,393.67	X
54880	6/1/2018	1766		\$2,953.56	X
54881	6/1/2018	9056		\$3,950.83	X
54882	6/1/2018	5476		\$3,123.38	X
54883	6/1/2018	4177		\$2,642.87	X
54884	6/1/2018	5098		\$197.31	X
54885	6/1/2018	5098		\$2,709.07	X
54886	6/1/2018	3286		\$255.16	X
54887	6/8/2018	5098		\$197.31	X
54888	6/8/2018	5098		\$2,709.07	X
54889	6/15/2018	9906		\$1,997.47	
54890	6/15/2018	1929		\$2,510.77	
54891	6/15/2018	1980		\$4,291.68	X
54892	6/15/2018	4225		\$5,923.38	X
54893	6/15/2018	3741		\$2,868.87	X
54894	6/15/2018	6626		\$3,051.32	X
54895	6/15/2018	3286		\$2,243.88	X
54896	6/15/2018	7570		\$3,263.46	X
54897	6/15/2018	671		\$4,692.16	X
54898	6/15/2018	8897		\$3,207.89	X
54899	6/15/2018	8710		\$3,732.51	X
54900	6/15/2018	2133		\$3,012.55	X
54901	6/15/2018	8400		\$3,740.51	X
54902	6/15/2018	5982		\$1,973.94	X
54903	6/15/2018	1352		\$2,421.03	X
54904	6/15/2018	3464		\$4,067.24	X
54905	6/15/2018	934		\$3,285.34	X
54906	6/15/2018	992		\$2,396.42	X
54907	6/15/2018	3059		\$2,738.35	X
54908	6/15/2018	411		\$2,206.35	X
54909	6/15/2018	1248		\$2,897.62	X
54910	6/15/2018	6171		\$2,934.22	X
54911	6/15/2018	9815		\$2,198.35	X
54912	6/15/2018	1730		\$2,538.92	X
54913	6/15/2018	9478		\$2,636.16	X
54914	6/15/2018	4817		\$1,688.63	X
54915	6/15/2018	9268		\$2,530.63	X
54916	6/15/2018	6930		\$2,233.66	X
54917	6/15/2018	1567		\$3,420.71	X
54918	6/15/2018	5526		\$3,669.21	X
54919	6/15/2018	9357		\$3,018.20	X

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMP #	EMPLOYEE NAME	CHECK AMOUNT	DIRECT DEPOSIT
54920	6/15/2018	63		\$2,408.50	X
54921	6/15/2018	65		\$3,026.98	X
54922	6/15/2018	3328		\$3,817.69	X
54923	6/15/2018	890		\$4,932.87	X
54924	6/15/2018	572		\$2,462.33	X
54925	6/15/2018	2375		\$3,369.83	X
54926	6/15/2018	3433		\$2,168.71	X
54927	6/15/2018	743		\$3,307.98	X
54928	6/15/2018	6715		\$2,580.09	X
54929	6/15/2018	3359		\$2,067.49	X
54930	6/15/2018	8131		\$2,396.50	X
54931	6/15/2018	6833		\$2,323.79	X
54932	6/15/2018	773		\$2,549.82	X
54933	6/15/2018	7232		\$3,395.62	X
54934	6/15/2018	1766		\$2,953.55	X
54935	6/15/2018	9056		\$3,568.26	X
54936	6/15/2018	5476		\$3,123.36	X
54937	6/15/2018	4177		\$2,644.82	X
54938	6/29/2018	9906		\$2,179.10	
54939	6/29/2018	1929		\$2,523.42	
54940	6/29/2018	1980		\$4,291.69	X
54941	6/29/2018	4225		\$5,923.37	X
54942	6/29/2018	3741		\$3,090.44	X
54943	6/29/2018	6626		\$3,051.34	X
54944	6/29/2018	3286		\$2,243.89	X
54945	6/29/2018	7570		\$3,263.46	X
54946	6/29/2018	671		\$5,546.58	X
54947	6/29/2018	8897		\$3,303.73	X
54948	6/29/2018	8710		\$3,718.40	X
54949	6/29/2018	2133		\$3,052.98	X
54950	6/29/2018	8400		\$3,461.97	X
54951	6/29/2018	5982		\$1,950.17	X
54952	6/29/2018	1352		\$2,397.00	X
54953	6/29/2018	3464		\$4,179.57	X
54954	6/29/2018	934		\$3,679.62	X
54955	6/29/2018	992		\$2,186.26	X
54956	6/29/2018	3059		\$3,191.49	X
54957	6/29/2018	612		\$3,063.32	X
54958	6/29/2018	411		\$2,206.38	X
54959	6/29/2018	1248		\$2,897.62	X
54960	6/29/2018	6171		\$3,018.18	X
54961	6/29/2018	9815		\$2,198.34	X
54962	6/29/2018	1730		\$2,538.91	X

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMP #	EMPLOYEE NAME	CHECK AMOUNT	DIRECT DEPOSIT
54963	6/29/2018	9478		\$2,636.15	X
54964	6/29/2018	4817		\$1,710.41	X
54965	6/29/2018	9268		\$2,530.63	X
54966	6/29/2018	6930		\$2,206.29	X
54967	6/29/2018	1567		\$2,725.89	X
54968	6/29/2018	5526		\$3,725.76	X
54969	6/29/2018	9357		\$3,018.21	X
54970	6/29/2018	63		\$3,022.20	X
54971	6/29/2018	65		\$3,027.01	X
54972	6/29/2018	3328		\$3,817.70	X
54973	6/29/2018	890		\$4,932.86	X
54974	6/29/2018	572		\$2,462.33	X
54975	6/29/2018	2375		\$3,215.82	X
54976	6/29/2018	3433		\$1,923.42	X
54977	6/29/2018	743		\$3,370.66	X
54978	6/29/2018	6715		\$2,580.10	X
54979	6/29/2018	3359		\$2,184.44	X
54980	6/29/2018	8131		\$2,396.48	X
54981	6/29/2018	6833		\$2,323.79	X
54982	6/29/2018	773		\$2,549.82	X
54983	6/29/2018	7232		\$3,393.66	X
54984	6/29/2018	1766		\$2,953.56	X
54985	6/29/2018	9056		\$3,677.11	X
54986	6/29/2018	5476		\$3,215.57	X
54987	6/29/2018	4177		\$2,642.87	X
54988	6/29/2018	671		\$361.14	X
54989	6/29/2018	5526		\$0.57	X
54990	6/29/2018	3359		\$161.43	X
54991	6/29/2018	5476		\$2,349.60	X
54992	6/29/2018	4177		\$172.29	X
54993	6/29/2018	1980		\$8,084.79	X
54994	6/29/2018	9815		\$8,110.32	X
54995	6/29/2018	4225		\$8,290.39	X
54996	6/29/2018	1567		\$814.68	X
54997	6/29/2018	890		\$1,733.04	X
54998	6/29/2018	2375		\$10,308.62	X
54999	6/29/2018	6715		\$121.13	X
				<u>\$494,989.14</u>	



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: V-3
Subject: Approval of financial statements and status of investments

Background

Financial statements and status of investments for the previous calendar month(s).

Fiscal Impact

Decrease in Agency general fund per the warrant amounts.

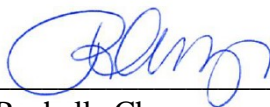
Attachments

Report of financial statements and status of investments.

Recommendation

Approve financial statements and status of investments.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

DRAFT

JOB PLPG1
 STR P&LBUDGET
 ROUNDING- 1

TAHOE-TRUCKEE SANITATION AGENCY
 FINANCIAL STATEMENT
 PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
 RUN TIME 18:01:26

BUDGETED EXPENDITURES	BUDGET CURRENT YEAR	CURRENT MONTH	YEAR TO DATE	BALANCE	BUDGET %
ADMINISTRATIVE FUND					
45010 SALARIES AND WAGES	500,000.00	69,812.45	505,809.28	(5,809.28)	101.16
45020 EMPLOYEE BENEFITS	354,000.00	22,969.53	291,773.80	62,226.20	82.42
45030 DIRECTOR FEES	12,000.00	500.00	5,200.00	6,800.00	43.33
45060 TRANSPORTATION GAS AND OIL	4,000.00	75.00	2,737.47	1,262.53	68.44
45070 INSURANCE	110,000.00	0.00	85,587.15	24,412.85	77.81
45080 MEMBERSHIPS	25,000.00	0.00	24,138.00	862.00	96.55
45090 OFFICE EXPENSE	75,000.00	2,006.63	45,800.94	29,199.06	61.07
45095 FEES, LICENSES & PERMITS	150,000.00	0.00	139,193.60	10,806.40	92.80
45110 CONTRACTUAL SERVICES	75,000.00	2,214.00	49,497.33	25,502.67	66.00
45120 PROFESSIONAL SERVICES	250,000.00	22,860.90	311,714.45	(61,714.45)	124.69
45130 PRINTING AND PUBLICATIONS	15,000.00	768.22	21,168.53	(6,168.53)	141.12
45140 RENTS AND LEASES	5,000.00	494.56	5,428.16	(428.16)	108.56
45150 REPAIRS AND MAINTENANCE	1,000.00	0.00	19.00	981.00	1.90
45170 TRAINING	5,000.00	1,375.92	6,679.70	(1,679.70)	133.59
45180 UNCOLLECTIBLE ACCOUNTS	5,000.00	0.00	6,613.32	(1,613.32)	132.27
45190 UTILITIES	12,000.00	1,130.40	10,042.94	1,957.06	83.69
45300 EQUIPMENT	7,000.00	15,413.98	15,413.98	(8,413.98)	220.20
TOTAL ADMINISTRATIVE FUND	1,605,000.00	139,621.59	1,526,817.65	78,182.35	95.13
OPERATIONS AND MAINTENANCE FUND					
45010 SALARIES AND WAGES	5,561,500.00	392,201.10	4,538,499.68	1,023,000.32	81.61
45020 EMPLOYEE BENEFITS	3,485,000.00	225,704.51	3,047,403.21	437,596.79	87.44
45060 TRANSPORTATION GAS AND OIL	15,000.00	118.14	10,367.56	4,632.44	69.12
45080 MEMBERSHIPS	14,500.00	965.00	13,043.26	1,456.74	89.95
45095 FEES, LICENSES & PERMITS	0.00	0.00	486.25	(486.25)	0.00
45100 SUPPLIES	1,295,000.00	90,890.09	994,932.11	300,067.89	76.83
45110 CONTRACTUAL SERVICES	567,000.00	83,452.73	593,211.51	(26,211.51)	104.62
45140 RENTS AND LEASES	22,000.00	379.69	12,171.33	9,828.67	55.32
45150 REPAIRS AND MAINTENANCE	261,000.00	37,706.75	284,756.09	(23,756.09)	109.10
45155 INSTRUMENTATION & ELECTRICAL	75,000.00	15,117.71	107,081.53	(32,081.53)	142.78
45160 RESEARCH & MONITORING	80,000.00	10,694.66	82,479.93	(2,479.93)	103.10
45170 TRAINING	46,000.00	10,029.60	48,528.16	(2,528.16)	105.50
45190 UTILITIES	1,273,000.00	72,203.42	959,640.74	313,359.26	75.38
45300 EQUIPMENT	0.00	525.09	841.09	(841.09)	0.00
TOTAL OPERATIONS & MAINTENANCE	12,695,000.00	939,988.49	10,693,442.45	2,001,557.55	84.23
TOTAL	14,300,000.00	1,079,610.08	12,220,260.10	2,079,739.90	85.46
SRF DEBT SERVICE					
45105 INTEREST ON SRF LOAN EXPENSE	0.00	0.00	266,280.33	(266,280.33)	0.00

DRAFT

JOB CASHONHAND
 STR CASH
 ROUNDING- 0

TAHOE-TRUCKEE SANITATION AGENCY
 FINANCIAL STATEMENT
 PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
 RUN TIME 18:01:26

BALANCE

CASH ON HAND	

CASH ACCOUNT (US BANK)	80,358.99
CASH - PETTY CASH	1,600.00
CASH - TAX REVENUE (US BANK)	3,264.10
CHK ACCT (WELLS FARGO/PAYROLL)	3,829.19
SERVICE CHARGE MUNI INV(US BANK)	6,325.30
WASTEWATER SAVINGS-WELLS FARGO	391,074.09
CASH - WWCRF (US BANK)	26,578.86
STATE LOCAL AGENCY INVESTMT FUND	51,648,156.06

TOTAL CASH ON HAND	52,161,186.59
=====	

CURRENT MONTH	INCOME	EXPENSES	ACCOUNTS PAYABLE
ADMINISTRATIVE	12,269.18	139,621.59	11,872.42
OPERATION & MAINTENANCE	4,231.86-	939,988.49	221,882.05
W.W.C.R.F.	63,341.28	0.00	0.00
UPGRADE REHAB	0.00	11,003.60	6,760.78

TOTAL	71,378.60	1,090,613.68	240,515.25
=====			

	BEGINNING BALANCE	YEAR TO DATE RECEIVED	YEAR TO DATE EXPENDED	CURRENT BALANCE
ADMINISTRATIVE	50,000.00	3,566,361.54	4,796,363.72	2,067,495.02
OPERATIONS & MAINTENANCE	250,000.00	12,571,483.79	10,844,153.98	1,977,329.81
WASTEWATER CAPITAL RESERVE	20,768,597.34	1,235,927.58	61,812.65	19,565,544.32
SRF WASTEWATER CAP RESERVE	2,917,227.28	34,462.32	0.00	2,951,689.60
UPGRADE/REHAB	26,809,008.58	295,331.95	634,883.44	25,599,127.84

TOTAL	50,794,833.20	17,703,567.18	16,337,213.79	52,161,186.59
=====				

DRAFT

JOB INTINCOME
STR INTERINC
ROUNDING- 0

INTEREST INCOME
FINANCIAL STATEMENT
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
RUN TIME 18:01:27

YEAR TO DATE

INTEREST INCOME	

00 ADMINISTRATIVE	17,286.54
01 OPERATION & MAINTENANCE	24,730.58
02 W.W.C.R.F.	179,739.30
04 SRF WCRF	27,728.64
06 UPGRADE/REHAB	242,457.97

TOTAL INTEREST INCOME	491,943.03
=====	

FUND INVESTMENTS:	T.C.D.	T-BILLS	L.A.I.F
ADMINISTRATIVE	0.00	0.00	2,063,812.58
OPERATION & MAINTENANCE	0.00	0.00	1,885,634.67
W.W.C.R.F.	0.00	0.00	19,147,891.37
SRF WCRF	0.00	0.00	2,951,689.60
UPGRADE REHAB	0.00	0.00	25,599,127.84

TOTAL FUND INVESTMENTS	0.00	0.00	51,648,156.06
=====			

DRAFT

JOB FUNDCHANGE
STR FUNDCHANGE
ROUNDING- 0

TAHOE-TRUCKEE SANITATION AGENCY
SUMMARY OF YEAR TO DATE CHANGES IN FUND BALANCES
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRTN)
RUN TIME 18:01:27

	ADMIN	OPERATIONS & MAINTENANCE	WASTEWATER CAP RESERVE	SRF WASTEWTR CAP RESERVE	UPGRADE REHAB	TOTAL
CASH BEG BAL	50,000.00	250,000.00	20,768,597.34	2,917,227.28	26,809,008.58	50,794,833.20
TRANSFERS	3,247,497.20	0.00	2,377,167.95-	0.00	870,329.25-	0.00
BEG A/R	205,124.67	496,159.72	52,031.17	6,733.68	52,873.98	812,923.22
INCOME	3,373,290.87	12,569,390.90	1,213,139.30	27,728.64	242,457.97	17,426,007.68
END A/R	12,054.00-	494,066.83-	29,242.89-	0.00	121,902.15	535,959.04
BEG A/P	31,346,740.99	1,294,848.60	0.00	0.00	12,803.15	32,591,388.45
EXPENSES	1,793,097.98	10,693,442.45	61,812.65	0.00	628,841.07	13,177,194.15
END A/P	28,343,475.25-	1,144,137.07-	0.00	0.00	6,760.78-	29,431,368.81-
CASH END BAL	2,067,495.02 =====	1,977,329.81 =====	19,565,544.32 =====	2,951,689.60 =====	25,599,127.84 =====	52,161,186.59 =====

DRAFT

TAHOE-TRUCKEE SANITATION AGENCY
FINANCIAL STATEMENT
Summary
June 30, 2018

SUMMARY OF PAID & PAYABLE

Administrative and General Paid:	\$760,371.06
Administrative and General Payable:	\$257,132.91
Total Administrative and General Paid and Payable:	<u>\$1,017,503.97</u>

Total Administrative and General Payroll Paid:	<u>\$494,989.14</u>
--	---------------------

DRAFT

JOB NETASSETS
STR NETASSETS
ROUNDING-

0

ACCOUNT NUMBERS INDICATED ON
STATEMENT OF NET ASSETS
TAHOE-TRUCKEE SANITATION AGENCY
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
RUN TIME 17:50:08

YEAR TO DATE

ASSETS

CURRENT ASSETS

	CASH & CASH EQUIVALENTS	
01 10010	CASH U.S.BANK CHECKING	80,358.99
00 10020	CASH WELLS FARGO/PAYROLL	407.55
01 10020	CASH WELLS FARGO/PAYROLL	3,421.64
00 10030	CASH - PETTY CASH	1,600.00
00 10045	CASH - TAX REVENUE U.S. BANK	1,674.89
01 10045	CASH - TAX REVENUE U.S. BANK	1,589.21
01 10050	CASH - SERV CHARGE MUNI CHECKG	6,325.30
00 10070	CASH - L.A.I.F.	2,063,812.58
01 10070	CASH - L.A.I.F.	1,885,634.67
06 10070	CASH - L.A.I.F.	25,599,127.84

	CASH & CASH EQUIVALENTS	29,643,952.67

	ACCRUED INTEREST RECEIVABLE	
	ACCOUNTS RECEIVABLE	
00 11280	A/R BROWN ACT REFORM REIMBSMT	12,054.00
01 11020	A/R SERVICE CHARGES	20,676.88-
01 11021	SERVICE CHARGE REFUNDS	22,565.03
01 11065	A/R LAB FEES	1,860.00
01 11070	A/R-TEMP DISCHARGE	23,603.48
01 11075	A/R-COBRA	114.32-

	ACCOUNTS RECEIVABLE	39,291.31

	INVENTORY	
01 12550	CHEMICAL INVENTORY	95,296.15
01 12560	CHEMICAL INVENTORY	26,606.00

	INVENTORY	121,902.15

01 13060	DUE FROM GOVERNMENT AGENCIES	344,927.37

	DUE FROM GOVT AGENCIES	344,927.37

	TOTAL CURRENT ASSETS	30,150,073.50

DRAFT

JOB NETASSETS
STR NETASSETS
ROUNDING-

0

ACCOUNT NUMBERS INDICATED ON
STATEMENT OF NET ASSETS
TAHOE-TRUCKEE SANITATION AGENCY
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0002 (GLPRN)
RUN TIME 17:50:08

YEAR TO DATE

RESTRICTED ASSETS

02 10065	WASTEWATER SAVINGS-WELLS FARGO	391,074.09
02 10066	CASH - WWCRF U.S. BANK	26,578.86
02 10070	CASH - L.A.I.F.	19,147,891.37
04 10070	CASH - L.A.I.F.	2,951,689.60
	CASH & EQUIVALENTS	22,517,233.92

02 11030	A/R CONNECTION FEES PMT PLANS	29,242.89
	A/R CONNECTION FEES	29,242.89

	TOTAL RESTRICTED ASSETS	22,546,476.81

	PROPERTY PLANT & EQUIPMENT	
00 16010	LAND	2,174,726.00
00 16020	PLANT FENCING	244,732.11
00 16040	SEWAGE COLLECTION FACILITIES	14,168,430.43
00 16050	SEWAGE TRMT AND DISP FACILITY	125,093,559.93
00 16060	GEN PLANT & ADMIN FACILITIES	3,982,615.29
00 16090	VEHICLES	1,209,946.21
00 16550	ACCUM DEPRECIATION FACILITIES	56,036,579.38
00 16580	ACCUM DEPREC- GENERAL PLANT	4,685,118.00
	NET CAPITAL ASSETS	86,152,312.59

	DEFERRED PENSION OUTFLOWS	
00 16810	DEFERRED PENSION OUTFLOWS	3,427,897.00
	DEFERRED PENSION OUTFLOWS	3,427,897.00

	TOTAL ASSETS	142,276,759.90
		=====

DRAFT

JOB NETASSETS
STR NETASSETS
ROUNDING- 0

ACCOUNT NUMBERS INDICATED ON
STATEMENT OF NET ASSETS
TAHOE-TRUCKEE SANITATION AGENCY
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0003 (GLPRN)
RUN TIME 17:50:08

LIABILITIES		YEAR TO DATE
CURRENT LIABILITIES		
00 20350	ACCOUNTS PAYABLE	11,872.42-
01 20350	ACCOUNTS PAYABLE	221,882.05-
06 20350	ACCOUNTS PAYABLE	6,760.78-

	ACCOUNTS PAYABLE	240,515.25-

00 20810	ACCRUED LIA FOR COMP ABSENCE	53,885.58-
01 20810	ACCRUED LIA FOR COMP ABSENCE	860,258.72-

	COMPENSATED ABSENCES	914,144.30-

00 20820	ACCRUED LIA FOR HRA	1,274.82-
01 20820	ACCRUED LIA FOR HRA	61,729.47-

	HEALTH REIMB ACCOUNT	63,004.29-

01 22010	CUSTOMER DEPOSITS TEMP DISCHARGE	400.00-

	CUSTOMER DEPOSITS	400.00-

ACCRUED EXPENSES		
01 20760	LIFE INSURANCE	183.30-
01 20780	SURVIVOR BENEFITS/O & M	1.00-
00 20786	PERS EMPLOYEE PAID CONTRIB	445.64-
01 20786	PERS EMPLOYEE PAID CONTRIB	317.47

	TOTAL ACCOUNTS PAYABLE	312.47-

	TOTAL LIAB FROM CURRENT	1,218,376.31-

CURRENT LIAB FROM RESTRICTED		
LONG TERM LIABILITIES		
00 23020	SRF LOAN PAYABLE/LONG TERM	28,275,996.79-
00 24010	NET PENSION LIABILITY	13,722,519.00-

	LONG TERM LIABILITIES	41,998,515.79-

00 24020	DEFERRED PENSION INFLOWS	1,342,483.00-

	TOTAL DEFERRED PENSION INFLOWS	1,342,483.00-

	TOTAL LIABILITIES	44,559,375.10-
		=====

DRAFT

JOB NETASSETS
STR NETASSETS
ROUNDING-

0

ACCOUNT NUMBERS INDICATED ON
STATEMENT OF NET ASSETS
TAHOE-TRUCKEE SANITATION AGENCY
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0004 (GLPRN)
RUN TIME 17:50:08

YEAR TO DATE

CAPITAL

CAPITAL ASSETS		
00 25050	CONTRIBUTED CAPITAL-CAP GRANTS	28,336,343.44-
00 25051	CONTRIBUTED CAPITAL-LOCAL DIST	1,330,176.82-
00 25052	CONTRIBUTED CAPITAL-US FOREST	223,315.00-
00 25053	CONTRIBUTED CAPITAL-STATE PARK	16,341.91-
00 26020	NET PROFIT AND LOSS	4,827,690.09-
00 26010	RETAINED EARNINGS	13,517,414.10-

	CAPITAL ASSETS	48,251,281.36-

RESTRICTED FOR WWCR		
02 26020	NET PROFIT AND LOSS	1,225,841.30
02 26010	RETAINED EARNINGS	20,820,628.51-

	RESTRICTED FOR WWCR	19,594,787.21-

RESTRICTED FOR STATE LOAN		
04 26020	NET PROFIT AND LOSS	27,728.64-
04 26010	RETAINED EARNINGS	2,923,960.96-

	STATE REVOLVING FUND WCR	2,951,689.60-

UNRESTRICTED		
01 26020	NET PROFIT AND LOSS	1,875,948.45-
01 26010	RETAINED EARNINGS	548,688.88
06 26020	NET PROFIT AND LOSS	1,256,712.35
06 26010	RETAINED EARNINGS	26,849,079.41-

	UNRESTRICTED	26,919,626.63-

	TOTAL NET ASSETS	97,717,384.80-

	TOTAL LIABILITIES & NET ASSETS	142,276,759.90-
		=====

DRAFT

JOB S00PL
STR 00ADPL
ROUNDING-

0

TAHOE-TRUCKEE SANITATION AGENCY
ADMINISTRATION
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
RUN TIME 18:03:04

	CURRENT MONTH	YEAR TO DATE	
STATEMENT OF REVENUES & EXPENSES			
ADMINISTRATION REVENUE			
00 32030	TAX REVENUE CURRENT SECURED	13.10	2,991,468.03-
00 32031	TAX REVENUE CURRENT UNSECURED	0.00	52,117.64-
00 32032	TAX REVENUE PRIOR YEARS	23.78-	1,077.47-
00 32050	INTEREST INCOME	639.77-	17,286.54-
00 32065	IN LIEU OF TAX REV OTHER NOTAX	0.00	236,086.80-
00 32070	TAX REVENUE HOPTR	2,121.81-	24,014.12-
00 32072	TAX REVENUE TIMBERLAND	0.00	3.13-
00 32090	TAX REVENUE OTHER NON-OPERATIO	9,496.92-	51,237.14-
	-----	-----	
	TOTAL ADMINISTRATION REVENUE	12,269.18-	3,373,290.87-
ADMINISTRATION EXPENSES			
00 45010	SALARIES AND WAGES	69,812.45	505,809.28
00 45020	EMPLOYEE BENEFITS	22,969.53	291,773.80
00 45030	DIRECTOR FEES	500.00	5,200.00
00 45060	TRANSPORTATION GAS AND OIL	75.00	2,737.47
00 45070	INSURANCE	0.00	85,587.15
00 45080	MEMBERSHIPS	0.00	24,138.00
00 45090	OFFICE EXPENSE	2,006.63	45,800.94
00 45095	FEES, LICENSES & PERMITS	0.00	139,193.60
00 45110	CONTRACTUAL SERVICES	2,214.00	49,497.33
00 45120	PROFESSIONAL SERVICES	22,860.90	311,714.45
00 45130	PRINTING AND PUBLICATIONS	768.22	21,168.53
00 45140	RENTS AND LEASES	494.56	5,428.16
00 45150	REPAIRS AND MAINTENANCE	0.00	19.00
00 45170	TRAINING	1,375.92	6,679.70
00 45180	UNCOLLECTIBLE ACCOUNTS	0.00	6,613.32
00 45190	UTILITIES	1,130.40	10,042.94
00 45300	EQUIPMENT	15,413.98	15,413.98
00 45105	INTEREST ON SRF LOAN EXPENSE	0.00	266,280.33
	-----	-----	
	TOTAL ADMINISTRATION EXPENSES	139,621.59	1,793,097.98
ADMINISTRATION TRANSFERS			
00 45510	SRF DEBT SERVICE PMT TRANSFER	0.00	3,247,497.20-
	-----	-----	
	TOTAL ADMINISTRATION TRANSFERS	0.00	3,247,497.20-
	-----	-----	
	NET PROFIT/LOSS	127,352.41	4,827,690.09-
	=====	=====	

DRAFT

JOB S01PL
STR 01OPPL
ROUNDING-

0

TAHOE-TRUCKEE SANITATION AGENCY
OPERATIONS AND MAINTENANCE
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
RUN TIME 18:03:04

		CURRENT MONTH	YEAR TO DATE
STATEMENT OF REVENUE & EXPENSES			
OPERATIONS & MAINT REVENUE			
01 31010	INCOME FROM SERVICE CHARGES	5,247.85	12,494,046.55-
01 31015	NSF RETURN CHECK FEE	15.00-	105.00-
01 31020	INCOME FROM TEMP DISCHARGES	0.00	42,188.77-
01 31040	INCOME-OTHER	1,010.00-	8,320.00-
01 32050	INTEREST INCOME	9.01	24,730.58-
		-----	-----
	TOTAL OP & MAINT REVENUE	4,231.86	12,569,390.90-
OPERATIONS & MAINT EXPENSES			
01 45010	SALARIES AND WAGES	392,201.10	4,538,499.68
01 45020	EMPLOYEE BENEFITS	225,704.51	3,047,403.21
01 45060	TRANSPORTATION GAS AND OIL	118.14	10,367.56
01 45080	MEMBERSHIPS	965.00	13,043.26
01 45095	FEES, LICENSES & PERMITS	0.00	486.25
01 45100	SUPPLIES	90,890.09	994,932.11
01 45110	CONTRACTUAL SERVICES	83,452.73	593,211.51
01 45140	RENTS AND LEASES	379.69	12,171.33
01 45150	REPAIRS AND MAINTENANCE	37,706.75	284,756.09
01 45155	INSTRUMENTATION & ELECTRICAL	15,117.71	107,081.53
01 45160	RESEARCH & MONITORING	10,694.66	82,479.93
01 45170	TRAINING	10,029.60	48,528.16
01 45190	UTILITIES	72,203.42	959,640.74
01 45300	EQUIPMENT	525.09	841.09
		-----	-----
	TOTAL OP & MAINT EXPENSES	939,988.49	10,693,442.45
	OP & MAINT TRANSFERS		
		-----	-----
	TOTAL NET PROFIT/LOSS	944,220.35	1,875,948.45-
		=====	=====

DRAFT

JOB S02PL
STR 02WWPL
ROUNDING-

0

TAHOE-TRUCKEE SANITATION AGENCY
WASTEWATER CAPITAL RESERVE
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
RUN TIME 18:03:04

	CURRENT MONTH	YEAR TO DATE
STATEMENT OF REVENUES & EXPENSES		
* WASTEWATER CAPITAL RESERVE *		
WASTEWATER CAPITAL RES REVENUE		
02 31030	INCOME FROM CONNECTION FEES	110,500.00-
02 31035	INCOME CONN FEE PMT PLANS	0.00
02 31040	INCOME-OTHER	47,500.00
02 32050	INTEREST INCOME	341.28-
	-----	-----
	TOTAL WWCR REVENUE	63,341.28- 1,213,139.30-
WWCR EXPENSES		
02 45110	CONTRACTUAL SERVICES	0.00
02 45120	PROFESSIONAL SERVICES	0.00
	-----	-----
	TOTAL WWCR EXPENSES	0.00 61,812.65
WASTEWATER CAP RES TRANSFERS		
02 45510	SRF DEBT SERVICE PMT TRANSFER	0.00
	-----	-----
	TOTAL WWCR TRANSFERS	0.00 2,377,167.95
	-----	-----
	TOTAL NET PROFIT/LOSS	63,341.28- 1,225,841.30
	=====	=====

DRAFT

JOB S04PL
STR 04SRPL
ROUNDING-

0

TAHOE-TRUCKEE SANITATION AGENCY
RESERVED FOR STATE LOAN
PERIOD ENDING 6/30/18

RUN DATE 7/05/18 PAGE 0001 (GLPRN)
RUN TIME 18:03:04

	CURRENT MONTH	YEAR TO DATE
STATEMENT OF REVENUE & EXPENSES		
STATE LOAN RESERVE REVENUE		
04 32050 INTEREST INCOME	0.00	27,728.64-
	-----	-----
TOTAL STATE LOAN RESERVE REVENUE	0.00	27,728.64-
STATE LOAN RESERVE EXPENSES		
STATE LOAN RESERVE TRANSFERS		
	-----	-----
TOTAL NET PROFIT/LOSS	0.00	27,728.64-
	=====	=====

DRAFT

JOB S06PL
STR 06UPPL
ROUNDING-

0

TAHOE-TRUCKEE SANITATION AGENCY
UPGRADE REHAB FUND
PERIOD ENDING 6/30/18

RUN DATE 7/05/18
RUN TIME 18:03:04

PAGE 0001

(GLPRTN)

	CURRENT MONTH	YEAR TO DATE
STATEMENT OF REVENUE & EXPENSES		
UPGRADE REVENUE		
06 32050 INTEREST INCOME	0.00	242,457.97-
TOTAL UPGRADE REVENUE	0.00	242,457.97-
UPGRADE EXPENSES		
06 45095 FEES, LICENSES & PERMITS	0.00	2,820.00
06 45110 CONTRACTUAL SERVICES	0.00	258,857.99
06 45120 PROFESSIONAL SERVICES	0.00	36,547.44
06 45150 REPAIRS AND MAINTENANCE	765.75	125,903.64
06 45155 INSTRUMENTATION & ELECTRICAL	0.00	33,827.12
06 45300 EQUIPMENT	10,237.85	170,884.88
TOTAL UPGRADE EXPENSES	11,003.60	628,841.07
UPGRADE TRANSFERS		
06 45510 SRF DEBT SERVICE PMT TRANSFER	0.00	870,329.25
TOTAL UPGRADE TRANSFERS	0.00	870,329.25
TOTAL NET PROFIT/LOSS	11,003.60	1,256,712.35

DRAFT



Tahoe-Truckee Sanitation Agency Investment Status Report

TO: LaRue

FROM: Michelle

RE: Investments for the

Month Ending June 30, 2018

		AVERAGE INTEREST RATE		AMOUNT INVESTED
L.A.I.F.		1.860%		\$51,648,156.06
SAVINGS	Wells Fargo Investment	0.1000%	Weighted Yield	\$391,074.09
	U.S. Bank Service Charge			\$6,325.30
	U.S. Bank Tax Revenue			\$3,264.10
	U.S. Bank W.W.C.R.F.			\$26,578.86
CHECKING	U.S. Bank General Checking	0.000%		\$133,910.58
	Wells Fargo Payroll			\$3,829.19
TOTAL CASH ON HAND				<u>\$52,213,138.18</u>

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

www.treasurer.ca.gov/pmia-laif/laif.asp
 July 02, 2018

TAHOE TRUCKEE SANITATION AGENCY

TREASURER
 13720 BUTTERFIELD DRIVE
 TRUCKEE, CA 96161

PMIA Average Monthly Yields

Account Number:
 70-31-001

Tran Type Definitions

June 2018 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
6/1/2018	6/1/2018	RW	1571963	DAWN DAVIS	-120,000.00
6/4/2018	6/4/2018	RW	1572048	DAWN DAVIS	-175,000.00
6/13/2018	6/13/2018	RW	1572657	DAWN DAVIS	-350,000.00
6/19/2018	6/18/2018	RW	1573025	DAWN DAVIS	-160,000.00
6/21/2018	6/20/2018	RD	1573195	DAWN DAVIS	58,000.00
6/21/2018	6/20/2018	RD	1573196	DAWN DAVIS	12,000.00
6/22/2018	6/22/2018	RD	1573326	DAWN DAVIS	35,000.00

Account Summary:

Total Deposit:	105,000.00	Beginning Balance:	52,348,156.06
Total Withdrawal:	-805,000.00	Ending Balance:	51,648,156.06



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: VI-1
Subject: Appeal of charges for APN P112-300-28-00

Background

Mr. Roberts, owner of APN P112-300-28, has submitted a letter to the Board of Directors requesting relief of compound interest and penalties on past unpaid assessments.

Per Section 10.P of Ordinance 2-2015:

“The Agency Board of Directors may find that by reason of special circumstances, any provision of the rules and regulations may be suspended or modified as applied to a particular parcel and may grant relief for said particular parcel. Applications requesting relief shall be made in writing to the Agency Board of Directors outlining the nature of the request, the rule or regulation which is the subject of the request and the special circumstances warranting requested relief.”

Attached are correspondences, the appeal letter and supporting documentation for consideration.

Fiscal Impact

A relief of compound interest and penalties would equal \$7,567.10 as of July 1, 2018.


Attachments

Exhibit 1: Transaction history with compound interest
Exhibit 2: Transaction history simulating collection on an annual basis
Exhibit 3: Comparison of transaction history
Correspondences between T-TSA and Mr. Roberts

Recommendation

Management recommends offering a relief contingent of payment of past due sewer service charges within 60 days.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

Transaction History

EXHIBIT 1

Raymond Roberts

ACCT #P112-300-28-00

Date	Service Charge	Description of Charge	Penalty	Interest	Payments	Balance Due
7/1/2006	\$ 120.42	7/1/06 to 12/31/06				\$ 120.42
8/1/2006						\$ 120.42
9/1/2006			\$ 12.04	\$ 1.51		\$ 133.97
10/1/2006				\$ 1.67		\$ 135.64
11/1/2006				\$ 1.70		\$ 137.34
12/1/2006				\$ 1.72		\$ 139.06
1/1/2007	\$ 159.78	1/1/07 to 6/30/07		\$ 1.74		\$ 300.58
2/1/2007				\$ 1.76		\$ 302.34
2/5/2007		Payment		\$ -	\$ (120.42)	\$ 181.92
3/1/2007			\$ 15.98	\$ 2.27		\$ 200.17
4/1/2007				\$ 2.50		\$ 202.67
5/1/2007				\$ 2.53		\$ 205.20
6/1/2007				\$ 2.57		\$ 207.77
7/1/2007	\$ 159.78	7/1/07 to 12/31/07		\$ 2.60		\$ 370.15
8/1/2007				\$ 2.63		\$ 372.78
9/1/2007			\$ 15.98	\$ 4.66		\$ 393.42
10/1/2007				\$ 4.92		\$ 398.34
11/1/2007				\$ 4.98		\$ 403.32
12/1/2007				\$ 5.04		\$ 408.36
1/1/2008	\$ 162.78	1/1/08 to 6/30/08		\$ 5.10		\$ 576.24
2/1/2008				\$ 5.17		\$ 581.41
3/1/2008			\$ 16.28	\$ 7.27		\$ 604.96
4/1/2008				\$ 7.56		\$ 612.52
5/1/2008				\$ 7.66		\$ 620.18
6/1/2008				\$ 7.75		\$ 627.93
7/1/2008	\$ 168.78	7/1/08 to 12/31/08		\$ 7.85		\$ 804.56
8/1/2008				\$ 7.95		\$ 812.51
9/1/2008			\$ 16.88	\$ 10.16		\$ 839.55
10/1/2008				\$ 10.49		\$ 850.04
11/1/2008				\$ 10.63		\$ 860.67

Transaction History

EXHIBIT 1

Raymond Roberts

ACCT #P112-300-28-00

Date	Service Charge	Description of Charge	Penalty	Interest	Payments	Balance Due
12/1/2008				\$ 10.76		\$ 871.43
1/1/2009	\$ 168.78	1/1/09 to 6/30/09		\$ 10.89		\$ 1,051.10
2/1/2009				\$ 11.03		\$ 1,062.13
3/1/2009			\$ 16.88	\$ 13.28		\$ 1,092.29
4/1/2009				\$ 13.65		\$ 1,105.94
5/1/2009				\$ 13.82		\$ 1,119.76
6/1/2009				\$ 14.00		\$ 1,133.76
7/1/2009	\$ 171.78	7/1/09 to 12/31/09		\$ 14.17		\$ 1,319.71
8/1/2009				\$ 14.35		\$ 1,334.06
9/1/2009			\$ 17.18	\$ 16.68		\$ 1,367.92
10/1/2009				\$ 17.10		\$ 1,385.02
11/1/2009				\$ 17.31		\$ 1,402.33
12/1/2009				\$ 17.53		\$ 1,419.86
1/1/2010	\$ 171.78	1/1/10 to 6/30/10		\$ 17.75		\$ 1,609.39
2/1/2010				\$ 17.97		\$ 1,627.36
3/1/2010			\$ 17.18	\$ 20.34		\$ 1,664.88
4/1/2010				\$ 20.81		\$ 1,685.69
5/1/2010				\$ 21.07		\$ 1,706.76
6/1/2010				\$ 21.33		\$ 1,728.09
7/1/2010	\$ 177.78	7/1/10 to 12/31/10		\$ 21.60		\$ 1,927.47
8/1/2010				\$ 21.87		\$ 1,949.34
9/1/2010			\$ 17.78	\$ 24.37		\$ 1,991.49
10/1/2010				\$ 24.89		\$ 2,016.38
11/1/2010				\$ 25.20		\$ 2,041.58
12/1/2010				\$ 25.52		\$ 2,067.10
1/1/2011	\$ 177.78	1/1/11 to 6/30/11		\$ 25.84		\$ 2,270.72
2/1/2011				\$ 26.16		\$ 2,296.88
3/1/2011			\$ 17.78	\$ 28.71		\$ 2,343.37
4/1/2011				\$ 29.29		\$ 2,372.66
5/1/2011				\$ 29.66		\$ 2,402.32

Transaction History

EXHIBIT 1

Raymond Roberts

ACCT #P112-300-28-00

Date	Service Charge	Description of Charge	Penalty	Interest	Payments	Balance Due
6/1/2011				\$ 30.03		\$ 2,432.35
7/1/2011	\$ 177.78	7/1/11 to 12/31/11		\$ 30.40		\$ 2,640.53
8/1/2011				\$ 30.78		\$ 2,671.31
9/1/2011			\$ 17.78	\$ 33.39		\$ 2,722.48
10/1/2011				\$ 34.03		\$ 2,756.51
11/1/2011				\$ 34.46		\$ 2,790.97
12/1/2011				\$ 34.89		\$ 2,825.86
1/1/2012	\$ 177.78	1/1/12 to 6/30/12		\$ 35.32		\$ 3,038.96
2/1/2012				\$ 35.76		\$ 3,074.72
3/1/2012			\$ 17.78	\$ 38.43		\$ 3,130.93
4/1/2012				\$ 39.14		\$ 3,170.07
5/1/2012				\$ 39.63		\$ 3,209.70
6/1/2012				\$ 40.12		\$ 3,249.82
7/1/2012	\$ 177.78	7/1/12 to 12/31/12		\$ 40.62		\$ 3,468.22
8/1/2012				\$ 41.13		\$ 3,509.35
9/1/2012			\$ 17.78	\$ 43.87		\$ 3,571.00
10/1/2012				\$ 44.64		\$ 3,615.64
11/1/2012				\$ 45.20		\$ 3,660.84
12/1/2012				\$ 45.76		\$ 3,706.60
1/1/2013	\$ 177.78	1/1/13 to 6/30/13		\$ 46.33		\$ 3,930.71
2/1/2013				\$ 46.91		\$ 3,977.62
3/1/2013			\$ 17.78	\$ 49.72		\$ 4,045.12
4/1/2013				\$ 50.56		\$ 4,095.68
5/1/2013				\$ 51.20		\$ 4,146.88
6/1/2013				\$ 51.84		\$ 4,198.72
7/1/2013	\$ 177.78	7/1/13 to 12/31/13		\$ 52.48		\$ 4,428.98
8/1/2013				\$ 53.14		\$ 4,482.12
9/1/2013			\$ 17.78	\$ 56.03		\$ 4,555.93
10/1/2013				\$ 56.95		\$ 4,612.88
11/1/2013				\$ 57.66		\$ 4,670.54

Transaction History

EXHIBIT 1

Raymond Roberts

ACCT #P112-300-28-00

Date	Service Charge	Description of Charge	Penalty	Interest	Payments	Balance Due
12/1/2013				\$ 58.38		\$ 4,728.92
1/1/2014	\$ 177.78	1/1/14 to 6/30/14		\$ 59.11		\$ 4,965.81
2/1/2014				\$ 59.85		\$ 5,025.66
3/1/2014			\$ 17.78	\$ 62.82		\$ 5,106.26
4/1/2014				\$ 63.83		\$ 5,170.09
5/1/2014				\$ 64.63		\$ 5,234.72
6/1/2014				\$ 65.43		\$ 5,300.15
7/1/2014	\$ 175.80	7/1/14 to 12/31/14		\$ 66.25		\$ 5,542.20
8/1/2014				\$ 67.08		\$ 5,609.28
9/1/2014			\$ 17.58	\$ 70.12		\$ 5,696.98
10/1/2014				\$ 71.21		\$ 5,768.19
11/1/2014				\$ 72.10		\$ 5,840.29
12/1/2014				\$ 73.00		\$ 5,913.29
1/1/2015	\$ 175.80	1/1/15 to 6/30/15		\$ 73.92		\$ 6,163.01
2/1/2015				\$ 74.84		\$ 6,237.85
3/1/2015			\$ 17.58	\$ 77.97		\$ 6,333.40
4/1/2015				\$ 79.17		\$ 6,412.57
5/1/2015				\$ 80.16		\$ 6,492.73
6/1/2015				\$ 81.16		\$ 6,573.89
7/1/2015	\$ 175.80	7/1/15 to 12/31/15		\$ 82.17		\$ 6,831.86
8/1/2015				\$ 83.20		\$ 6,915.06
9/1/2015			\$ 17.58	\$ 86.44		\$ 7,019.08
10/1/2015				\$ 87.74		\$ 7,106.82
11/1/2015				\$ 88.84		\$ 7,195.66
12/1/2015				\$ 89.95		\$ 7,285.61
1/1/2016	\$ 175.80	1/1/16 to 6/30/16		\$ 91.07		\$ 7,552.48
2/1/2016				\$ 92.21		\$ 7,644.69
3/1/2016			\$ 17.58	\$ 95.56		\$ 7,757.83
4/1/2016				\$ 96.97		\$ 7,854.80
5/1/2016				\$ 98.19		\$ 7,952.99

Transaction History

EXHIBIT 1

Raymond Roberts

ACCT #P112-300-28-00

Date	Service Charge	Description of Charge	Penalty	Interest	Payments	Balance Due
6/1/2016				\$ 99.41		\$ 8,052.40
7/1/2016	\$ 175.80	7/1/16 to 12/31/16		\$ 100.66		\$ 8,328.86
8/1/2016				\$ 122.30		\$ 8,451.16
9/1/2016			\$ 17.58	\$ 126.77		\$ 8,595.51
10/1/2016				\$ 128.93		\$ 8,724.44
11/1/2016				\$ 130.87		\$ 8,855.31
12/1/2016				\$ 132.83		\$ 8,988.14
1/1/2017	\$ 175.80	1/1/17 to 6/30/17		\$ 134.82		\$ 9,298.76
2/1/2017				\$ 136.84		\$ 9,435.60
3/1/2017			\$ 17.58	\$ 141.53		\$ 9,594.71
4/1/2017				\$ 143.92		\$ 9,738.63
5/1/2017				\$ 146.08		\$ 9,884.71
6/1/2017				\$ 148.27		\$ 10,032.98
7/1/2017	\$ 175.80	7/1/17 to 12/31/17		\$ 150.49		\$ 10,359.27
8/1/2017				\$ 152.75		\$ 10,512.02
9/1/2017			\$ 17.58	\$ 157.68		\$ 10,687.28
10/1/2017				\$ 160.31		\$ 10,847.59
11/1/2017				\$ 162.71		\$ 11,010.30
12/1/2017				\$ 165.15		\$ 11,175.45
1/1/2018	\$ 175.80	1/1/18 to 6/30/18		\$ 167.63		\$ 11,518.88
2/1/2018				\$ 170.15		\$ 11,689.03
3/1/2018			\$ 17.58	\$ 175.34		\$ 11,881.95
4/1/2018				\$ 178.23		\$ 12,060.18
5/1/2018				\$ 180.90		\$ 12,241.08
6/1/2018				\$ 183.62		\$ 12,424.70
7/1/2018	\$ 175.80					\$ 12,600.50
TOTALS	\$ 4,288.32		\$ 411.28	\$ 8,021.32	\$ (120.42)	\$ 12,600.50

Revised Billing Analysis - Non-Compounding Scenario

EXHIBIT 2

P112-300-28-00

Date	Service Charge	Billing Period	Penalty	Interest	Payments	Balance Due
7/1/2006	\$ 120.42	7/1/06 to 12/31/06				\$ 120.42
8/1/2006						\$ 120.42
9/1/2006			\$ 12.04	\$ 1.51		\$ 133.97
10/1/2006				\$ 1.67		\$ 135.64
11/1/2006				\$ 1.70		\$ 137.34
12/1/2006				\$ 1.72		\$ 139.06
1/1/2007	\$ 159.78	1/1/07 to 6/30/07		\$ 1.74		\$ 300.58
2/1/2007				\$ 1.76		\$ 302.34
2/5/2007	Payment			\$ -	\$ (120.42)	\$ 181.92
3/1/2007			\$ 15.98	\$ 2.27		\$ 200.17
4/1/2007				\$ 2.50		\$ 202.67
5/1/2007				\$ 2.53		\$ 205.20
6/1/2007		Fiscal Year End 06/07		\$ 2.57		\$ 207.77
7/1/2007	\$ 159.78	7/1/07 to 12/31/07				\$ 159.78
8/1/2007						\$ 159.78
9/1/2007			\$ 15.98	\$ 2.00		\$ 177.76
10/1/2007				\$ 2.67		\$ 180.43
11/1/2007				\$ 2.71		\$ 183.14
12/1/2007				\$ 2.75		\$ 185.89
1/1/2008	\$ 162.78	1/1/08 to 6/30/08		\$ 2.79		\$ 351.46
2/1/2008				\$ 5.27		\$ 356.73
3/1/2008			\$ 16.28	\$ 5.35		\$ 378.36
4/1/2008				\$ 7.56		\$ 385.92
5/1/2008				\$ 7.66		\$ 393.58
6/1/2008		Fiscal Year End 07/08		\$ 7.75		\$ 401.33
7/1/2008	\$ 168.78	7/1/08 to 12/31/08				\$ 168.78
8/1/2008						\$ 168.78
9/1/2008			\$ 16.88	\$ 2.11		\$ 187.77
10/1/2008				\$ 2.35		\$ 190.12
11/1/2008				\$ 2.38		\$ 192.50
12/1/2008				\$ 2.41		\$ 194.91
1/1/2009	\$ 168.78	1/1/09 to 6/30/09		\$ 2.44		\$ 366.13

Revised Billing Analysis - Non-Compounding Scenario

EXHIBIT 2

P112-300-28-00

Date	Service Charge	Billing Period	Penalty	Interest	Payments	Balance Due
2/1/2009				\$ 4.58		\$ 370.71
3/1/2009			\$ 16.88	\$ 4.63		\$ 392.22
4/1/2009				\$ 4.90		\$ 397.12
5/1/2009				\$ 4.96		\$ 402.08
6/1/2009		Fiscal Year End 08/09		\$ 5.03		\$ 407.11
7/1/2009	\$ 171.78	7/1/09 to 12/31/09				\$ 171.78
8/1/2009						\$ 171.78
9/1/2009			\$ 17.18	\$ 2.15		\$ 191.11
10/1/2009				\$ 2.39		\$ 193.50
11/1/2009				\$ 2.42		\$ 195.92
12/1/2009				\$ 2.45		\$ 198.37
1/1/2010	\$ 171.78	1/1/10 to 6/30/10		\$ 2.48		\$ 372.63
2/1/2010				\$ 4.66		\$ 377.29
3/1/2010			\$ 17.18	\$ 4.72		\$ 399.19
4/1/2010				\$ 4.99		\$ 404.18
5/1/2010				\$ 5.05		\$ 409.23
6/1/2010		Fiscal Year End 09/10		\$ 5.12		\$ 414.35
7/1/2010	\$ 177.78	7/1/10 to 12/31/10				\$ 177.78
8/1/2010						\$ 177.78
9/1/2010			\$ 17.78	\$ 2.22		\$ 197.78
10/1/2010				\$ 2.47		\$ 200.25
11/1/2010				\$ 2.50		\$ 202.75
12/1/2010				\$ 2.53		\$ 205.28
1/1/2011	\$ 177.78	1/1/11 to 6/30/11		\$ 2.57		\$ 385.63
2/1/2011				\$ 4.82		\$ 390.45
3/1/2011			\$ 17.78	\$ 4.88		\$ 413.11
4/1/2011				\$ 5.16		\$ 418.27
5/1/2011				\$ 5.23		\$ 423.50
6/1/2011		Fiscal Year End 10/11		\$ 5.29		\$ 428.79
7/1/2011	\$ 177.78	7/1/11 to 12/31/11				\$ 177.78
8/1/2011						\$ 177.78
9/1/2011			\$ 17.78	\$ 2.22		\$ 197.78

Revised Billing Analysis - Non-Compounding Scenario

EXHIBIT 2

P112-300-28-00

Date	Service Charge	Billing Period	Penalty	Interest	Payments	Balance Due
10/1/2011				\$ 2.47		\$ 200.25
11/1/2011				\$ 2.50		\$ 202.75
12/1/2011				\$ 2.53		\$ 205.28
1/1/2012	\$ 177.78	1/1/12 to 6/30/12		\$ 2.57		\$ 385.63
2/1/2012				\$ 4.82		\$ 390.45
3/1/2012			\$ 17.78	\$ 4.88		\$ 413.11
4/1/2012				\$ 5.16		\$ 418.27
5/1/2012				\$ 5.23		\$ 423.50
6/1/2012		Fiscal Year End 11/12		\$ 5.29		\$ 428.79
7/1/2012	\$ 177.78	7/1/12 to 12/31/12				\$ 177.78
8/1/2012						\$ 177.78
9/1/2012			\$ 17.78	\$ 2.22		\$ 197.78
10/1/2012				\$ 2.47		\$ 200.25
11/1/2012				\$ 2.50		\$ 202.75
12/1/2012				\$ 2.53		\$ 205.28
1/1/2013	\$ 177.78	1/1/13 to 6/30/13		\$ 2.57		\$ 385.63
2/1/2013				\$ 4.82		\$ 390.45
3/1/2013			\$ 17.78	\$ 4.88		\$ 413.11
4/1/2013				\$ 5.16		\$ 418.27
5/1/2013				\$ 5.23		\$ 423.50
6/1/2013		Fiscal Year End 12/13		\$ 5.29		\$ 428.79
7/1/2013	\$ 177.78	7/1/13 to 12/31/13				\$ 177.78
8/1/2013						\$ 177.78
9/1/2013			\$ 17.78	\$ 2.22		\$ 197.78
10/1/2013				\$ 2.47		\$ 200.25
11/1/2013				\$ 2.50		\$ 202.75
12/1/2013				\$ 2.53		\$ 205.28
1/1/2014	\$ 177.78	1/1/14 to 6/30/14		\$ 2.57		\$ 385.63
2/1/2014				\$ 4.82		\$ 390.45
3/1/2014			\$ 17.78	\$ 4.88		\$ 413.11
4/1/2014				\$ 5.16		\$ 418.27
5/1/2014				\$ 5.23		\$ 423.50

Revised Billing Analysis - Non-Compounding Scenario

EXHIBIT 2

P112-300-28-00

Date	Service Charge	Billing Period	Penalty	Interest	Payments	Balance Due
6/1/2014		Fiscal Year End 13/14		\$ 5.29		\$ 428.79
7/1/2014	\$ 175.80	7/1/14 to 12/31/14				\$ 175.80
8/1/2014						\$ 175.80
9/1/2014			\$ 17.58	\$ 2.20		\$ 195.58
10/1/2014				\$ 2.44		\$ 198.02
11/1/2014				\$ 2.48		\$ 200.50
12/1/2014				\$ 2.51		\$ 203.01
1/1/2015	\$ 175.80	1/1/15 to 6/30/15		\$ 2.54		\$ 381.35
2/1/2015				\$ 4.77		\$ 386.12
3/1/2015			\$ 17.58	\$ 4.83		\$ 408.53
4/1/2015				\$ 5.11		\$ 413.64
5/1/2015				\$ 5.17		\$ 418.81
6/1/2015		Fiscal Year End 14/15		\$ 5.24		\$ 424.05
7/1/2015	\$ 175.80	7/1/15 to 12/31/15				\$ 175.80
8/1/2015						\$ 175.80
9/1/2015			\$ 17.58	\$ 2.20		\$ 195.58
10/1/2015				\$ 2.44		\$ 198.02
11/1/2015				\$ 2.48		\$ 200.50
12/1/2015				\$ 2.51		\$ 203.01
1/1/2016	\$ 175.80	1/1/16 to 6/30/16		\$ 2.54		\$ 381.35
2/1/2016				\$ 4.77		\$ 386.12
3/1/2016			\$ 17.58	\$ 4.83		\$ 408.53
4/1/2016				\$ 5.11		\$ 413.64
5/1/2016				\$ 5.17		\$ 418.81
6/1/2016		Fiscal Year End 15/16		\$ 5.24		\$ 424.05
7/1/2016	\$ 175.80	7/1/16 to 12/31/16				\$ 175.80
8/1/2016						\$ 175.80
9/1/2016			\$ 17.58	\$ 2.64		\$ 196.02
10/1/2016				\$ 2.94		\$ 198.96
11/1/2016				\$ 2.98		\$ 201.94
12/1/2016				\$ 3.03		\$ 204.97
1/1/2017	\$ 175.80	1/1/17 to 6/30/17		\$ 3.07		\$ 383.84

Revised Billing Analysis - Non-Compounding Scenario

EXHIBIT 2

P112-300-28-00

Date	Service Charge	Billing Period	Penalty	Interest	Payments	Balance Due
2/1/2017				\$ 5.76		\$ 389.60
3/1/2017			\$ 17.58	\$ 5.84		\$ 413.02
4/1/2017				\$ 6.20		\$ 419.22
5/1/2017				\$ 6.29		\$ 425.51
6/1/2017		Fiscal Year End 16/17		\$ 6.38		\$ 431.89
7/1/2017	\$ 175.80	7/1/17 to 12/31/17				\$ 175.80
8/1/2017						\$ 175.80
9/1/2017			\$ 17.58	\$ 2.64		\$ 196.02
10/1/2017				\$ 2.94		\$ 198.96
11/1/2017				\$ 2.98		\$ 201.94
12/1/2017				\$ 3.03		\$ 204.97
1/1/2018	\$ 175.80	1/1/18 to 6/30/18		\$ 3.07		\$ 383.84
2/1/2018				\$ 5.76		\$ 389.60
3/1/2018			\$ 17.58	\$ 5.84		\$ 413.02
4/1/2018				\$ 6.20		\$ 419.22
5/1/2018				\$ 6.29		\$ 425.51
6/1/2018		Fiscal Year End 17/18		\$ 6.38		\$ 431.89
7/1/2018	\$ 175.80	7/1/18 to 12/31/18				\$ 175.80
TOTALS	\$ 4,288.32		\$ 411.28	\$ 454.22	\$ (120.42)	\$ 5,033.40

EXHIBIT 3

Roberts Fee Breakdown			
Charge Type	Original/Actual	Revised Sample /Non-Compounding	Difference Of
Service Charge	\$ 4,288.32	\$ 4,288.32	\$ -
Interest	\$ 8,021.32	\$ 454.22	\$ 7,567.10
10% Penalty	\$ 411.28	\$ 411.28	\$ -
Payment 2/5/2007	\$ (120.42)	\$ (120.42)	\$ -
Total Balance (As of 7/01/18)	\$ 12,600.50	\$ 5,033.40	\$ 7,567.10

June 28, 2018

To Whom It May Concern,

I am writing this letter to request relief of penalties and interest from the Agency Board of Directors as my previous request was denied by the Tahoe-Truckee Sanitation Agency. As mentioned in my previous letter I experienced overwhelming changes that I would consider to be special circumstances.

In 2006 my partner Michelle was diagnosed with Multiple Sclerosis. After 3 years she was considered disabled and I became her primary caregiver. During this time my mother Ursula developed significant Alzheimer's disease and I was her primary care giver as well. My mother's health continued to decline until she passed away in 2016.

In 2013 Michelle suffered a catastrophic illness (necrosis of the intestines) which resulted in 9 months in the ICU at Renown Regional Medical Center. After her time in the ICU she spent 6 months in a rehab center and then extensive home health therapy. Due to her illness Michelle has had over 30 surgeries and still requires treatment. Her most recent surgery was on June 25, 2018. During this time we have incurred over 3 million dollars in medical bills.

I realize everyone faces significant challenges throughout their life, but the last several years have been exceptionally challenging and I do believe such challenges constitute special circumstances. I appreciate your consideration in this matter and I thank you for your time.

Sincerely,



Raymond Roberts

TAHOE-TRUCKEE SANITATION AGENCY



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

Directors

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

General Manager

LaRue Griffin

June 11, 2018

Raymond Roberts
3495 Lakeside Drive #243
Reno, NV 89509

RE: P112-300-28-00 7601 North Ave.

Dear Mr. Roberts:

Please accept this written notice in response to your letter dated May 29, 2018 to Ms. Pindar in which you request leniency for past due charges, interest, and penalties on the above referenced account as well as request to petition for a lower sum. You also explain you were overwhelmed with family matters and there was confusion about the utility service provided by the Tahoe-Truckee Sanitation Agency.

While I am sympathetic to your circumstances, I am unable to grant relief as requested. Per Section 10.P of the T-TSA Rules and Regulations, you may request relief directly to the Agency Board of Directors:

10.P Relief Provision. The Agency Board of Directors may find that by reason of special circumstances, any provision of the rules and regulations may be suspended or modified as applied to a particular parcel and may grant relief for said particular parcel. Applications requesting relief shall be made in writing to the Agency Board of Directors outlining the nature of the request, the rule or regulation which is the subject of the request and the special circumstances warranting requested relief.

Please note that the Agency will be collecting past due balances with county general property taxes as indicated in Ms. Pindar's letter to you dated May 7, 2018. This typically occurs in July. Should you wish to pursue relief under the above provision from the Agency Board of Directors, please submit your application in writing consistent with the provision by **July 5, 2018** so it may be considered by the Board of Directors at the upcoming board meeting on July 11, 2018. Please note that should you not submit an appeal by July 5, 2018, your outstanding balance is subject to collection through the Placer County general tax roll.

Please contact me if there are any questions.

Thank you,

A handwritten signature in blue ink, appearing to read 'LaRue Griffin', is written over the typed name.

LaRue Griffin
General Manager

May 29, 2018

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

RECEIVED

MAY 31 2018

Tahoe-Truckee Sanit

Dear Ms. Pindar:

Please accept this letter as an explanation of the special circumstance for Raymond Roberts – P112-300-28-00, 7601 North Ave.

Since 2006, I have been the legal caregiver for my mother and my significant other (Michelle Perry). Because of this, I was overwhelmed.

I do not utilize sanitation services of any kind at this property, but rather handled all garbage from this property myself. Unfortunately, I did not put together that sewer was with sanitation services.

Because of this, I would like to request leniency of the for the past due, interest and penalties due and petition to have the sum lowered.

I look forward to your response.

Ray Roberts

From: [Emily Pindar](#)
To: ["rrobertsdpm@yahoo.com"](mailto:rrobertsdpm@yahoo.com)
Cc: ["Roshelle Chavez"](#)
Subject: P112-300-28-00, 7601 North Ave.
Date: Thursday, May 10, 2018 9:37:00 AM
Attachments: [112-300-28-00.pdf](#)
[image001.png](#)
[Rules and Regulations.pdf](#)

Hello Mr. Roberts-

Thank you for your call today regarding your past due account. I have attached a statement of your account for your records. This statement details the charges, interest and penalties assessed. I have also attached the T-TSA Rules and Regulations for your reference.

During our conversation, you stated you would like to appeal/seek relief from these charges. The T-TSA ordinance provides the following under Section 10.P, Relief Provision:

"The Agency Board of Directors may find that by reason of special circumstances, any provision of these rules and regulations may be suspended or modified as applied to a particular parcel and may grant relief for said particular parcel. Applications requesting relief shall be made in writing to the Agency Board of Directors outlining the nature of the request, the rule or regulation which is the subject of the request and the special circumstances warranting the requested relief."

Should you wish to pursue relief under the above provision from the Agency Board of Directors, please submit your application in writing consistent with the above stipulations within 30 days of the date of this notice to the attention of Mr. LaRue Griffin, General Manager. The T-TSA Board of Directors will hear your request at the next regular meeting following your submission of the application. The relief provision will serve as an appeal and must be received 7 days prior to the date of the Board meeting. The Board of Directors regular meetings are normally held on the second Wednesday of each month at 9:00 AM.

The next regularly scheduled meeting is June 13, 2018 at 9:00am

Please let me know if I can be of further assistance.

Thank you,

Emily Pindar

Customer Service Supervisor

[Tahoe-Truckee Sanitation Agency](#)

13720 Butterfield Drive, Truckee CA 96161

(530)587-2525

(530)587-5840 fax

Date	Service Charge	Billing Period	Penalty	Late Fee	Payments	Balance Due
7/1/2006	\$ 120.42	7/1/06 to 12/31/06				\$ 120.42
8/1/2006						\$ 120.42
9/1/2006			\$ 12.04	\$ 1.51		\$ 133.97
10/1/2006				\$ 1.67		\$ 135.64
11/1/2006				\$ 1.70		\$ 137.34
12/1/2006				\$ 1.72		\$ 139.06
1/1/2007	\$ 159.78	1/1/07 to 6/30/07		\$ 1.74		\$ 300.58
2/1/2007				\$ 1.76		\$ 302.34
2/5/2007	Payment			\$ -	\$ (120.42)	\$ 181.92
3/1/2007			\$ 15.98	\$ 2.27		\$ 200.17
4/1/2007				\$ 2.50		\$ 202.67
5/1/2007				\$ 2.53		\$ 205.20
6/1/2007				\$ 2.57		\$ 207.77
7/1/2007	\$ 159.78	7/1/07 to 12/31/07		\$ 2.60		\$ 370.15
8/1/2007				\$ 2.63		\$ 372.78
9/1/2007			\$ 15.98	\$ 4.66		\$ 393.42
10/1/2007				\$ 4.92		\$ 398.34
11/1/2007				\$ 4.98		\$ 403.32
12/1/2007				\$ 5.04		\$ 408.36
1/1/2008	\$ 162.78	1/1/08 to 6/30/08		\$ 5.10		\$ 576.24
2/1/2008				\$ 5.17		\$ 581.41
3/1/2008			\$ 16.28	\$ 7.27		\$ 604.96
4/1/2008				\$ 7.56		\$ 612.52
5/1/2008				\$ 7.66		\$ 620.18
6/1/2008				\$ 7.75		\$ 627.93
7/1/2008	\$ 168.78	7/1/08 to 12/31/08		\$ 7.85		\$ 804.56
8/1/2008				\$ 7.95		\$ 812.51
9/1/2008			\$ 16.88	\$ 10.16		\$ 839.55
10/1/2008				\$ 10.49		\$ 850.04
11/1/2008				\$ 10.63		\$ 860.67
12/1/2008				\$ 10.76		\$ 871.43
1/1/2009	\$ 168.78	1/1/09 to 6/30/09		\$ 10.89		\$ 1,051.10

Date	Service Charge	Billing Period	Penalty	Late Fee	Payments	Balance Due
2/1/2009				\$ 11.03		\$ 1,062.13
3/1/2009			\$ 16.88	\$ 13.28		\$ 1,092.29
4/1/2009				\$ 13.65		\$ 1,105.94
5/1/2009				\$ 13.82		\$ 1,119.76
6/1/2009				\$ 14.00		\$ 1,133.76
7/1/2009	\$ 171.78	7/1/09 to 12/31/09		\$ 14.17		\$ 1,319.71
8/1/2009				\$ 14.35		\$ 1,334.06
9/1/2009			\$ 17.18	\$ 16.68		\$ 1,367.92
10/1/2009				\$ 17.10		\$ 1,385.02
11/1/2009				\$ 17.31		\$ 1,402.33
12/1/2009				\$ 17.53		\$ 1,419.86
1/1/2010	\$ 171.78	1/1/10 to 6/30/10		\$ 17.75		\$ 1,609.39
2/1/2010				\$ 17.97		\$ 1,627.36
3/1/2010			\$ 17.18	\$ 20.34		\$ 1,664.88
4/1/2010				\$ 20.81		\$ 1,685.69
5/1/2010				\$ 21.07		\$ 1,706.76
6/1/2010				\$ 21.33		\$ 1,728.09
7/1/2010	\$ 177.78	7/1/10 to 12/31/10		\$ 21.60		\$ 1,927.47
8/1/2010				\$ 21.87		\$ 1,949.34
9/1/2010			\$ 17.78	\$ 24.37		\$ 1,991.49
10/1/2010				\$ 24.89		\$ 2,016.38
11/1/2010				\$ 25.20		\$ 2,041.58
12/1/2010				\$ 25.52		\$ 2,067.10
1/1/2011	\$ 177.78	1/1/11 to 6/30/11		\$ 25.84		\$ 2,270.72
2/1/2011				\$ 26.16		\$ 2,296.88
3/1/2011			\$ 17.78	\$ 28.71		\$ 2,343.37
4/1/2011				\$ 29.29		\$ 2,372.66
5/1/2011				\$ 29.66		\$ 2,402.32
6/1/2011				\$ 30.03		\$ 2,432.35
7/1/2011	\$ 177.78	7/1/11 to 12/31/11		\$ 30.40		\$ 2,640.53
8/1/2011				\$ 30.78		\$ 2,671.31
9/1/2011			\$ 17.78	\$ 33.39		\$ 2,722.48
10/1/2011				\$ 34.03		\$ 2,756.51

Date	Service Charge	Billing Period	Penalty	Late Fee	Payments	Balance Due
11/1/2011				\$ 34.46		\$ 2,790.97
12/1/2011				\$ 34.89		\$ 2,825.86
1/1/2012	\$ 177.78	1/1/12 to 6/30/12		\$ 35.32		\$ 3,038.96
2/1/2012				\$ 35.76		\$ 3,074.72
3/1/2012			\$ 17.78	\$ 38.43		\$ 3,130.93
4/1/2012				\$ 39.14		\$ 3,170.07
5/1/2012				\$ 39.63		\$ 3,209.70
6/1/2012				\$ 40.12		\$ 3,249.82
7/1/2012	\$ 177.78	7/1/12 to 12/31/12		\$ 40.62		\$ 3,468.22
8/1/2012				\$ 41.13		\$ 3,509.35
9/1/2012			\$ 17.78	\$ 43.87		\$ 3,571.00
10/1/2012				\$ 44.64		\$ 3,615.64
11/1/2012				\$ 45.20		\$ 3,660.84
12/1/2012				\$ 45.76		\$ 3,706.60
1/1/2013	\$ 177.78	1/1/13 to 6/30/13		\$ 46.33		\$ 3,930.71
2/1/2013				\$ 46.91		\$ 3,977.62
3/1/2013			\$ 17.78	\$ 49.72		\$ 4,045.12
4/1/2013				\$ 50.56		\$ 4,095.68
5/1/2013				\$ 51.20		\$ 4,146.88
6/1/2013				\$ 51.84		\$ 4,198.72
7/1/2013	\$ 177.78	7/1/13 to 12/31/13		\$ 52.48		\$ 4,428.98
8/1/2013				\$ 53.14		\$ 4,482.12
9/1/2013			\$ 17.78	\$ 56.03		\$ 4,555.93
10/1/2013				\$ 56.95		\$ 4,612.88
11/1/2013				\$ 57.66		\$ 4,670.54
12/1/2013				\$ 58.38		\$ 4,728.92
1/1/2014	\$ 177.78	1/1/14 to 6/30/14		\$ 59.11		\$ 4,965.81
2/1/2014				\$ 59.85		\$ 5,025.66
3/1/2014			\$ 17.78	\$ 62.82		\$ 5,106.26
4/1/2014				\$ 63.83		\$ 5,170.09
5/1/2014				\$ 64.63		\$ 5,234.72
6/1/2014				\$ 65.43		\$ 5,300.15
7/1/2014	\$ 175.80	7/1/14 to 12/31/14		\$ 66.25		\$ 5,542.20

Date	Service Charge	Billing Period	Penalty	Late Fee	Payments	Balance Due
8/1/2014				\$ 67.08		\$ 5,609.28
9/1/2014			\$ 17.58	\$ 87.70		\$ 5,696.98
10/1/2014				\$ 71.21		\$ 5,768.19
11/1/2014				\$ 72.10		\$ 5,840.29
12/1/2014				\$ 73.00		\$ 5,913.29
1/1/2015	\$ 175.80	1/1/15 to 6/30/15		\$ 73.92		\$ 6,163.01
2/1/2015				\$ 74.84		\$ 6,237.85
3/1/2015			\$ 17.58	\$ 95.55		\$ 6,333.40
4/1/2015				\$ 79.17		\$ 6,412.57
5/1/2015				\$ 80.16		\$ 6,492.73
6/1/2015				\$ 81.16		\$ 6,573.89
7/1/2015	\$ 175.80	7/1/15 to 12/31/15		\$ 82.17		\$ 6,831.86
8/1/2015				\$ 83.20		\$ 6,915.06
9/1/2015			\$ 17.58	\$ 104.02		\$ 7,019.08
10/1/2015				\$ 87.74		\$ 7,106.82
11/1/2015				\$ 88.84		\$ 7,195.66
12/1/2015				\$ 89.95		\$ 7,285.61
1/1/2016	\$ 175.80	1/1/16 to 6/30/16		\$ 91.07		\$ 7,552.48
2/1/2016				\$ 92.21		\$ 7,644.69
3/1/2016			\$ 17.58	\$ 113.14		\$ 7,757.83
4/1/2016				\$ 96.97		\$ 7,854.80
5/1/2016				\$ 98.19		\$ 7,952.99
6/1/2016				\$ 99.41		\$ 8,052.40
7/1/2016	\$ 175.80	7/1/16 to 12/31/16		\$ 100.66		\$ 8,328.86
8/1/2016				\$ 122.30		\$ 8,451.16
9/1/2016			\$ 17.58	\$ 144.35		\$ 8,595.51
10/1/2016				\$ 128.93		\$ 8,724.44
11/1/2016				\$ 130.87		\$ 8,855.31
12/1/2016				\$ 132.83		\$ 8,988.14
1/1/2017	\$ 175.80	1/1/17 to 6/30/17		\$ 134.82		\$ 9,298.76
2/1/2017				\$ 136.84		\$ 9,435.60
3/1/2017			\$ 17.58	\$ 159.11		\$ 9,594.71
4/1/2017				\$ 143.92		\$ 9,738.63

Date	Service Charge	Billing Period	Penalty	Late Fee	Payments	Balance Due
5/1/2017				\$ 146.08		\$ 9,884.71
6/1/2017				\$ 148.27		\$ 10,032.98
7/1/2017	\$ 175.80	7/1/17 to 12/31/17		\$ 150.49		\$ 10,359.27
8/1/2017				\$ 152.75		\$ 10,512.02
9/1/2017			\$ 17.58	\$ 157.68		\$ 10,687.28
10/1/2017				\$ 160.31		\$ 10,847.59
11/1/2017				\$ 162.71		\$ 11,010.30
12/1/2017				\$ 165.15		\$ 11,175.45
1/1/2018	\$ 175.80	1/1/18 to 6/30/18		\$ 167.63		\$ 11,518.88
2/1/2018				\$ 170.15		\$ 11,689.03
3/1/2018			\$ 17.58	\$ 175.34		\$ 11,881.95
4/1/2018				\$ 178.23		\$ 12,060.18
5/1/2018				\$ 180.90		\$ 12,241.08



TAHOE-TRUCKEE SANITATION AGENCY

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

Directors

O.R. Butterfield
Dale Cox
S. Lane Lewis
Jon Northrop
Dan Wilkins

General Manager

LaRue Griffin

May 7, 2018

Raymond Roberts
3495 Lakeside Drive #243
Reno, NV 89509

*****Second Notice*****

RE: P112-300-28-00 7601 North Ave.

Dear Customer:

This letter is regarding your delinquent service charges with the Tahoe-Truckee Sanitation Agency. Our records show that we have not received payment on the above-referenced account since February 2007. Enclosed you will find a statement of your account.

This property lies outside of our taxable boundaries. As a result, this property has previously been subject to different collection procedures than most of our accounts. T-TSA has been in discussions with Placer County, and going forward, we will be collecting past due charges for non-taxed properties in accordance with the T-TSA Ordinance, Sections 11.A, 11.B., and 11. C which read:

- A. Remedies for collecting and enforcing sewer service charges and connection charges set out in this Section are cumulative and any and all may be used alternatively, and none of the remedies are exclusive.
- B. Delinquent charges for sewer service, together with all penalties thereon, when recorded as provided by law shall constitute a lien upon the real property served and such lien shall continue until the charges thereon and penalties thereon are fully paid or the property sold therefor in the manner more particularly provided in Sections 54354, 54354.5 and 54355 of the Government Code of California.
- C. Delinquent charges, together with all penalties thereon, may be collected in the same manner, by the same persons, and at the same time together with the general taxes levied for the Agency pursuant to Sections 5473, 5473.1, 5473.2, 5473.4, 5473.5, 5473.11, and 5473a of the Health and Safety Code of California.

If you do not submit payment or call this office to arrange for payment of the outstanding balance (currently \$12,241.08) by 5/31/2018, T-TSA will collect the outstanding balance with the general property taxes levied in 2018/2019 and may also file a tax lien on the property.

Should you have any further questions, please contact me at (530)587-2525.

Thank you,

Emily Pindar

Emily Pindar
Customer Service Supervisor



TAHOE-TRUCKEE SANITATION AGENCY

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

Directors

O.R. Butterfield

Dale Cox

S. Lane Lewis

Jon Northrop

Dan Wilkins

General Manager

LaRue Griffin

June 7, 2017

Raymond Roberts
3495 Lakeside Drive #243
Reno, NV 89509

RE: P112-300-28-00 / 7601 North Ave.

Dear Customer:

This letter is in regards to your delinquent service charges with the Tahoe-Truckee Sanitation Agency. Our records show that we have not received payment on the above-referenced account since January of 2006. Enclosed you will find a statement of your account.

This property lies outside of our taxable boundaries and is subject to different collection procedures than most of our accounts. T-TSA must file an individual lien against the property and/or pursue an action in small claims court to collect the delinquent amount.

Please submit payment on this account as soon as possible to avoid either of these situations. If you do not submit payment or call this office to arrange for payment of the outstanding balance (currently \$10,032.98) by June 30, 2017, we will be forced to pursue collection options.

Thank you,

Emily Pindar
Customer Services Supervisor

Enclosure



Tahoe-Truckee Sanitation Agency

Statement of Account
P112-300-28-00

Date	Service Charge	Billing Period	Penalty	Late Fee	Payments	Balance Due
7/1/2006	\$ 120.42	7/1/06 to 12/31/06				\$ 120.42
8/1/2006						\$ 120.42
9/1/2006			\$ 12.04	\$ 1.51		\$ 133.97
10/1/2006				\$ 1.67		\$ 135.64
11/1/2006				\$ 1.70		\$ 137.34
12/1/2006				\$ 1.72		\$ 139.06
1/1/2007	\$ 159.78	1/1/07 to 6/30/07		\$ 1.74		\$ 300.58
2/1/2007				\$ 1.76		\$ 302.34
2/5/2007	Payment			\$ -	\$ (120.42)	\$ 181.92
3/1/2007			\$ 15.98	\$ 2.27		\$ 200.17
4/1/2007				\$ 2.50		\$ 202.67
5/1/2007				\$ 2.53		\$ 205.20
6/1/2007				\$ 2.57		\$ 207.77
7/1/2007	\$ 159.78	7/1/07 to 12/31/07		\$ 2.60		\$ 370.15
8/1/2007				\$ 2.63		\$ 372.78
9/1/2007			\$ 15.98	\$ 4.66		\$ 393.42
10/1/2007				\$ 4.92		\$ 398.34
11/1/2007				\$ 4.98		\$ 403.32
12/1/2007				\$ 5.04		\$ 408.36
1/1/2008	\$ 162.78	1/1/08 to 6/30/08		\$ 5.10		\$ 576.24
2/1/2008				\$ 5.17		\$ 581.41
3/1/2008			\$ 16.28	\$ 7.27		\$ 604.96
4/1/2008				\$ 7.56		\$ 612.52
5/1/2008				\$ 7.66		\$ 620.18
6/1/2008				\$ 7.75		\$ 627.93
7/1/2008	\$ 168.78	7/1/08 to 12/31/08		\$ 7.85		\$ 804.56
8/1/2008				\$ 7.95		\$ 812.51
9/1/2008			\$ 16.88	\$ 10.16		\$ 839.55
10/1/2008				\$ 10.49		\$ 850.04
11/1/2008				\$ 10.63		\$ 860.67
12/1/2008				\$ 10.76		\$ 871.43
1/1/2009	\$ 168.78	1/1/09 to 6/30/09		\$ 10.89		\$ 1,051.10
2/1/2009				\$ 11.03		\$ 1,062.13



Tahoe-Truckee Sanitation Agency

Statement of Account
P112-300-28-00

3/1/2009			\$ 16.88	\$ 13.28		\$ 1,092.29
4/1/2009				\$ 13.65		\$ 1,105.94
5/1/2009				\$ 13.82		\$ 1,119.76
6/1/2009				\$ 14.00		\$ 1,133.76
7/1/2009	\$ 171.78	7/1/09 to 12/31/09		\$ 14.17		\$ 1,319.71
8/1/2009				\$ 14.35		\$ 1,334.06
9/1/2009			\$ 17.18	\$ 16.68		\$ 1,367.92
10/1/2009				\$ 17.10		\$ 1,385.02
11/1/2009				\$ 17.31		\$ 1,402.33
12/1/2009				\$ 17.53		\$ 1,419.86
1/1/2010	\$ 171.78	1/1/10 to 6/30/10		\$ 17.75		\$ 1,609.39
2/1/2010				\$ 17.97		\$ 1,627.36
3/1/2010			\$ 17.18	\$ 20.34		\$ 1,664.88
4/1/2010				\$ 20.81		\$ 1,685.69
5/1/2010				\$ 21.07		\$ 1,706.76
6/1/2010				\$ 21.33		\$ 1,728.09
7/1/2010	\$ 177.78	7/1/10 to 12/31/10		\$ 21.60		\$ 1,927.47
8/1/2010				\$ 21.87		\$ 1,949.34
9/1/2010			\$ 17.78	\$ 24.37		\$ 1,991.49
10/1/2010				\$ 24.89		\$ 2,016.38
11/1/2010				\$ 25.20		\$ 2,041.58
12/1/2010				\$ 25.52		\$ 2,067.10
1/1/2011	\$ 177.78	1/1/11 to 6/30/11		\$ 25.84		\$ 2,270.72
2/1/2011				\$ 26.16		\$ 2,296.88
3/1/2011			\$ 17.78	\$ 28.71		\$ 2,343.37
4/1/2011				\$ 29.29		\$ 2,372.66
5/1/2011				\$ 29.66		\$ 2,402.32
6/1/2011				\$ 30.03		\$ 2,432.35
7/1/2011	\$ 177.78	7/1/11 to 12/31/11		\$ 30.40		\$ 2,640.53
8/1/2011				\$ 30.78		\$ 2,671.31
9/1/2011			\$ 17.78	\$ 33.39		\$ 2,722.48
10/1/2011				\$ 34.03		\$ 2,756.51
11/1/2011				\$ 34.46		\$ 2,790.97
12/1/2011				\$ 34.89		\$ 2,825.86



Tahoe-Truckee Sanitation Agency

Statement of Account
P112-300-28-00

1/1/2012	\$ 177.78	1/1/12 to 6/30/12		\$ 35.32	\$ 3,038.96
2/1/2012				\$ 35.76	\$ 3,074.72
3/1/2012			\$ 17.78	\$ 38.43	\$ 3,130.93
4/1/2012				\$ 39.14	\$ 3,170.07
5/1/2012				\$ 39.63	\$ 3,209.70
6/1/2012				\$ 40.12	\$ 3,249.82
7/1/2012	\$ 177.78	7/1/12 to 12/31/12		\$ 40.62	\$ 3,468.22
8/1/2012				\$ 41.13	\$ 3,509.35
9/1/2012			\$ 17.78	\$ 43.87	\$ 3,571.00
10/1/2012				\$ 44.64	\$ 3,615.64
11/1/2012				\$ 45.20	\$ 3,660.84
12/1/2012				\$ 45.76	\$ 3,706.60
1/1/2013	\$ 177.78	1/1/13 to 6/30/13		\$ 46.33	\$ 3,930.71
2/1/2013				\$ 46.91	\$ 3,977.62
3/1/2013			\$ 17.78	\$ 49.72	\$ 4,045.12
4/1/2013				\$ 50.56	\$ 4,095.68
5/1/2013				\$ 51.20	\$ 4,146.88
6/1/2013				\$ 51.84	\$ 4,198.72
7/1/2013	\$ 177.78	7/1/13 to 12/31/13		\$ 52.48	\$ 4,428.98
8/1/2013				\$ 53.14	\$ 4,482.12
9/1/2013			\$ 17.78	\$ 56.03	\$ 4,555.93
10/1/2013				\$ 56.95	\$ 4,612.88
11/1/2013				\$ 57.66	\$ 4,670.54
12/1/2013				\$ 58.38	\$ 4,728.92
1/1/2014	\$ 177.78	1/1/14 to 6/30/14		\$ 59.11	\$ 4,965.81
2/1/2014				\$ 59.85	\$ 5,025.66
3/1/2014			\$ 17.78	\$ 62.82	\$ 5,106.26
4/1/2014				\$ 63.83	\$ 5,170.09
5/1/2014				\$ 64.63	\$ 5,234.72
6/1/2014				\$ 65.43	\$ 5,300.15
7/1/2014	\$ 175.80	7/1/14 to 12/31/14		\$ 66.25	\$ 5,542.20
8/1/2014				\$ 67.08	\$ 5,609.28
9/1/2014			\$ 17.58	\$ 87.70	\$ 5,696.98
10/1/2014				\$ 71.21	\$ 5,768.19



Tahoe-Truckee Sanitation Agency

Statement of Account
P112-300-28-00

11/1/2014				\$ 72.10		\$ 5,840.29
12/1/2014				\$ 73.00		\$ 5,913.29
1/1/2015	\$ 175.80	1/1/15 to 6/30/15		\$ 73.92		\$ 6,163.01
2/1/2015				\$ 74.84		\$ 6,237.85
3/1/2015			\$ 17.58	\$ 95.55		\$ 6,333.40
4/1/2015				\$ 79.17		\$ 6,412.57
5/1/2015				\$ 80.16		\$ 6,492.73
6/1/2015				\$ 81.16		\$ 6,573.89
7/1/2015	\$ 175.80	7/1/15 to 12/31/15		\$ 82.17		\$ 6,831.86
8/1/2015				\$ 83.20		\$ 6,915.06
9/1/2015			\$ 17.58	\$ 104.02		\$ 7,019.08
10/1/2015				\$ 87.74		\$ 7,106.82
11/1/2015				\$ 88.84		\$ 7,195.66
12/1/2015				\$ 89.95		\$ 7,285.61
1/1/2016	\$ 175.80	1/1/16 to 6/30/16		\$ 91.07		\$ 7,552.48
2/1/2016				\$ 92.21		\$ 7,644.69
3/1/2016			\$ 17.58	\$ 113.14		\$ 7,757.83
4/1/2016				\$ 96.97		\$ 7,854.80
5/1/2016				\$ 98.19		\$ 7,952.99
6/1/2016				\$ 99.41		\$ 8,052.40
7/1/2016	\$ 175.80	7/1/16 to 12/31/16		\$ 100.66		\$ 8,328.86
8/1/2016				\$ 122.30		\$ 8,451.16
9/1/2016			\$ 17.58	\$ 144.35		\$ 8,595.51
10/1/2016				\$ 128.93		\$ 8,724.44
11/1/2016				\$ 130.87		\$ 8,855.31
12/1/2016				\$ 132.83		\$ 8,988.14
1/1/2017	\$ 175.80	1/1/17 to 6/30/17		\$ 134.82		\$ 9,298.76
2/1/2017				\$ 136.84		\$ 9,435.60
3/1/2017			\$ 17.58	\$ 159.11		\$ 9,594.71
4/1/2017				\$ 143.92		\$ 9,738.63
5/1/2017				\$ 146.08		\$ 9,884.71
6/1/2017				\$ 148.27		\$ 10,032.98



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: VI-2
Subject: Public hearing for public comment related to the Board's consideration of adopting a resolution of the Board to adopt a report on delinquent charges and authorizing their collection on the tax roll

Background

The Agency annually considers adding delinquent charges to the county tax rolls for collection by the county tax collectors through the tax collection process. Staff has prepared a report showing the fiscal year 2017-18 delinquencies. State law requires the Board to hold a noticed public hearing prior to adopting the report and adding the delinquencies to the tax rolls. In accordance with Health and Safety Code Section 5473.2, "the legislative body shall hear and consider all objections or protests, if any, to said report (report of delinquent charges) referred to in said notice...If the legislative body finds that protest is made by the owners of a majority of separate parcels of property described in the report, then the report shall not be adopted and the charges shall be collected separately from the tax roll and shall not constitute a lien against any parcel or parcels of land."

Fiscal Impact

None.


Attachments

Public hearing notice.

Recommendation

Hear public comment and consider whether there is a majority protest.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services 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

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

General Manager

LaRue Griffin

T-TSA BOARD OF DIRECTORS **NOTICE OF PUBLIC HEARING**

Date: Wednesday, July 11, 2018
Time: 9:00 AM
Place: Board Room, Tahoe-Truckee Sanitation Agency, 13720 Butterfield Drive, Truckee, CA

NOTICE OF THE FILING OF A WRITTEN REPORT WITH THE SECRETARY OF THE TAHOE-TRUCKEE SANITATION AGENCY PURSUANT TO SECTIONS 5473 ET SEQ OF THE HEALTH AND SAFETY CODE AND OF THE TIME AND PLACE OF HEARING THEREON BY THE BOARD OF DIRECTORS OF TAHOE-TRUCKEE SANITATION AGENCY.

Notice is hereby given that a written report has been prepared and filed with the Secretary of the Tahoe-Truckee Sanitation Agency containing a description of each parcel of real property receiving sewerage services during the fiscal year July 1, 2017 through June 30, 2018, whose service charges and/or connection charges are delinquent, and the amount of the charge for each parcel for said fiscal year, together with penalties thereon, which are unpaid, computed in conformity with the charges prescribed by Ordinances 3-90, 1-91, and 2-91, as amended, of Tahoe-Truckee Sanitation Agency. Service charges and/or connection charges billed to your property are delinquent; and said delinquent charges, together with penalties thereon, are described in the report. You may contact the Tahoe-Truckee Sanitation Agency office to find out the exact amount of such delinquent charges and penalties.

Notice is further given that Wednesday, July 11, 2018 at 9:00 AM at the Board meeting room of the Board of Directors of Tahoe-Truckee Sanitation Agency, 13720 Butterfield Drive, off Highway 267, Truckee, California, is the time and place for a public hearing on said report. At said public hearing, the Board of Directors will hear and consider all objections and protests to said written report.

Notice is further given that if the Board of Directors of Tahoe-Truckee Sanitation Agency adopts said report, or revises, changes, reduces, or modifies any charge thereon, that the unpaid charges, together with penalties thereon, for said year, as stated in the adopted report, shall be added to the assessment roll for the purpose of collecting such charges, shall constitute a lien against the respective parcels of real property described in the adopted report, and shall be included by the tax collector on bills for taxes levied against the respective parcels of real property and be collected in the same manner, at the same time, and by the same person as are taxes for Tahoe-Truckee Sanitation Agency.

Posted and Mailed, June 1, 2018

A handwritten signature in blue ink, appearing to read 'LaRue Griffin', is written over a horizontal line.

LaRue Griffin, Secretary to the Board



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: VI-3
Subject: Approval of Resolution 2-2018 to adopt a report on delinquent charges and authorize their collection on the tax roll

Background

T-TSA has imposed and billed charges for the July 1, 2017 to June 30, 2018 fiscal year and some unpaid charges are now delinquent. The resolution adopts a written report of delinquent charges and directs the auditors of Nevada, Placer, and El Dorado Counties to enter the amounts of the unpaid charges, together with penalties thereon, against the respective parcels of land shown on the report of delinquent charges.

Fiscal Impact

Potential increase in Agency funds due to collection of delinquent charges.


Attachments

Resolution 2-2018 and report of delinquent charges as of July 3, 2018. It should be noted the attached report may differ from the actual report should delinquent accounts be paid prior to adoption of the resolution.

Recommendation

Approve Resolution 2-2018 to adopt a report on delinquent charges and authorize their collection on the tax.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

RESOLUTION 2-2018

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TAHOE-TRUCKEE SANITATION AGENCY ADOPTING REPORT ON DELINQUENT CHARGES AND AUTHORIZING THEIR COLLECTION ON THE TAX ROLL PURSUANT TO HEALTH AND SAFETY CODE SECTION 5473, ET SEQ.

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

1. The Board of Directors, by a 2/3 vote of its members, has previously adopted Ordinance No. 3-90 that authorized the Tahoe-Truckee Sanitation Agency to collect delinquent sewer service and connection charges (together with penalties and interest) on the county tax roll and, since then, the Tahoe-Truckee Sanitation Agency has from time to time adopted and amended sewer service and connection charges. The Tahoe-Truckee Sanitation Agency has imposed and billed charges for the July 1, 2017 to June 30, 2018 fiscal year and some unpaid charges are now delinquent. The Board elects to collect those delinquent charges, together with penalties and interest, on the county tax roll.
2. A written report was prepared and filed on July 11, 2018, with the Secretary of the Tahoe-Truckee Sanitation Agency containing a description of each parcel of real property receiving sewage service whose service charges and/or connection charges are delinquent, and of the amount of delinquent charges for each parcel for said fiscal year, together with penalties thereon.
3. A notice of the filing of said report and of the time and place of hearing thereon, to wit, July 11, 2018, at 9:00 AM at the Board of Directors Meeting Room of Tahoe-Truckee Sanitation Agency, has been printed and published in a newspaper of general circulation within the Tahoe-Truckee Sanitation Agency area pursuant to Section 6066 of the Government Code and was mailed to each affected property owner on June 1, 2018.
4. The Board of Directors of Tahoe-Truckee Sanitation Agency held said public hearing on said written report at the time and place specified in said notice, considered all objections and protests, if any, to said report, and finds at the conclusion of said hearing that any protests made, either written or oral, do not constitute a majority of the separate parcels of property described in the report.
5. The Board of Directors also finds that some delinquent service charges and connection fees for the fiscal year July 1, 2017 through June 30, 2018, unpaid on the date that said written report was submitted and filed with the Secretary of the Board of Directors, have been paid; and that said report should be revised to eliminate from said report all such delinquent charges which have been paid by owners of real property described therein prior to the adoption of this Resolution.

6. The Board of Directors, based upon the findings hereinabove set forth, hereby adopts said written report as revised and directs that copies of said written report be filed with the Auditors of Nevada, Placer, and El Dorado Counties with a statement endorsed thereon that the same has been adopted by the Board of Directors of Tahoe-Truckee Sanitation Agency.
7. The Board of Directors by this Resolution directs the Auditors of Nevada, Placer, and El Dorado Counties to enter the amounts of the unpaid charges, together with penalties thereon, against the respective parcels of land shown on said report as revised, as they appear on the current assessment roll pursuant to Health and Safety Code Section 5473.4.
8. Said charges, including penalties, shall thereafter constitute a lien upon and be included on a bill for taxes levied against said parcels, shall be collected together with and not separately from taxes for Tahoe-Truckee Sanitation Agency, and the levy, collection and enforcement of general taxes shall be applicable to such charges, all as more particularly set forth in Sections 5473.5, 5473.6, 5473.7, and 5473.8 of the Health and Safety Code.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Tahoe-Truckee Sanitation Agency this 11th day of July 2018, at Truckee, California, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

S. Lane Lewis, President
Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

Secretary of the Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY

PARCEL #	TAX AREA	AMOUNT
017-100-045-000	84002	1,120.34
017-112-009-000	84002	373.46
017-114-006-000	84002	178.40
017-116-004-000	84002	373.46
017-120-024-000	84002	373.46
017-140-031-000	84002	373.46
017-181-011-000	84002	373.46
017-230-018-000	84002	373.46
017-240-013-000	84002	373.46
017-301-002-000	84002	178.40
017-301-032-000	84002	373.46
017-301-053-000	84002	402.30
017-310-004-000	84002	373.46
017-316-017-000	84002	373.46
017-317-025-000	84002	373.46
017-320-030-000	84002	373.46
017-330-052-000	84002	373.46
017-371-015-000	84002	373.46
017-381-026-000	84002	373.46
017-410-011-000	84002	746.86
017-450-005-000	84002	373.46
017-480-012-000	84002	373.46
018-300-022-000	84002	373.46
018-300-026-000	84002	373.46
018-361-006-000	84002	373.46
018-361-022-000	84002	746.86
018-371-013-000	84002	373.46
018-372-035-000	84002	402.30
018-374-015-000	84002	373.46
018-382-005-000	84002	373.46
018-383-011-000	84002	373.46
018-383-013-000	84002	373.46
018-383-028-000	84002	178.40
018-384-014-000	84002	373.46
018-384-031-000	84002	373.46
018-390-017-000	84002	746.86
018-390-021-000	84002	373.46
018-500-055-000	84002	373.46
018-512-023-000	84002	373.46
018-514-001-000	84002	373.46
018-514-009-000	84002	178.40
018-520-002-000	84002	373.46
018-520-007-000	84002	178.40
018-520-008-000	84002	373.46
018-520-025-000	84002	137.82
018-520-046-000	84002	373.46
018-520-059-000	84002	373.46
018-534-008-000	84002	178.40
018-534-011-000	84002	373.46
018-540-022-000	84002	373.46
018-540-025-000	84002	186.92
018-580-017-000	84002	373.46
018-580-020-000	84002	746.86

PARCEL #	TAX AREA	AMOUNT
018-590-027-000	84002	178.40
018-590-028-000	84002	178.40
018-600-013-000	84002	10,180.94
018-610-011-000	84002	746.86
018-624-013-000	84002	373.46
018-625-014-000	84002	373.46
018-627-007-000	84002	373.46
018-630-009-000	84002	622.56
018-630-022-000	84002	373.46
018-640-020-000	84002	746.86
018-650-008-000	84002	373.46
018-680-008-000	84002	373.46
018-720-005-000	84002	373.46
018-720-009-000	84002	553.66
018-730-006-000	84002	373.46
018-730-009-000	84002	373.46
018-740-019-000	84002	349.78
018-800-017-000	84002	373.46
018-830-027-000	84002	373.46
019-090-020-000	84002	3,221.82
019-090-040-000	84002	373.46
019-090-043-000	84002	713.56
019-100-001-000	84002	257.46
019-104-013-000	84002	373.46
019-107-001-000	84002	373.46
019-111-001-000	84002	2,972.58
019-114-002-000	84002	373.46
019-130-006-000	84002	2,614.10
019-130-048-000	84002	746.86
019-150-003-000	84002	373.46
019-151-013-000	84002	373.46
019-151-017-000	84002	178.40
019-300-021-000	84002	1,867.22
019-310-005-000	84002	373.46
019-320-022-000	84002	373.46
019-330-006-000	84002	178.40
019-350-034-000	84002	181.32
019-360-011-000	84002	178.40
019-360-021-000	84002	178.40
019-550-042-000	84002	373.46
019-560-022-000	84002	373.46
019-570-025-000	84002	373.46
019-600-028-000	84002	373.46
019-610-052-000	84002	178.40
019-620-002-000	84002	890.40
019-690-008-000	84002	178.40
019-750-017-000	84002	178.40
019-810-010-000	84002	373.46
019-810-034-000	84002	178.40
019-810-036-000	84002	373.46
019-820-056-000	84002	373.46
019-830-012-000	84002	373.46
019-830-035-000	84002	181.28

PARCEL #	TAX AREA	AMOUNT
019-870-016-000	84002	373.46
019-880-008-000	84002	373.46
019-880-009-000	84002	178.40
019-930-007-000	84002	373.46
019-940-010-000	84002	373.46
019-950-006-000	84002	373.46
019-950-022-000	84002	178.40
019-960-016-000	84002	373.46
019-970-063-000	84002	373.46
019-980-026-000	84002	234.16
019-980-063-000	84002	373.46
019-980-070-000	84002	373.46
040-020-016-000	84002	429.08
040-040-013-000	84002	204.96
040-050-014-000	84002	429.08
040-050-029-000	84002	429.08
040-060-004-000	84002	429.08
040-060-024-000	84002	429.08
040-070-026-000	84002	204.96
040-070-029-000	84002	105.26
040-070-031-000	84002	429.08
040-080-015-000	84002	208.28
040-090-010-000	84002	33.64
040-090-014-000	84002	429.08
040-100-013-000	84002	429.08
040-120-023-000	84002	97.74
040-130-003-000	84002	204.96
040-130-006-000	84002	429.08
040-130-030-000	84002	429.08
040-140-008-000	84002	429.08
040-140-029-000	84002	229.08
040-150-020-000	84002	63.10
040-150-021-000	84002	429.08
040-150-034-000	84002	429.08
040-160-005-000	84002	429.08
040-160-011-000	84002	429.08
040-170-019-000	84002	429.08
040-190-009-000	84002	204.96
040-190-023-000	84002	429.08
040-200-012-000	84002	429.08
040-200-020-000	84002	429.08
040-210-007-000	84002	429.08
040-210-014-000	84002	429.08
040-210-017-000	84002	104.96
040-210-042-000	84002	204.96
040-210-048-000	84002	429.08
040-220-008-000	84002	429.08
040-220-024-000	84002	429.08
040-260-008-000	84002	429.08
040-270-021-000	84002	429.08
040-280-010-000	84002	260.68
040-280-032-000	84002	429.08
040-280-041-000	84002	429.08

PARCEL #	TAX AREA	AMOUNT
040-290-015-000	84002	204.96
040-300-030-000	84002	405.98
040-300-032-000	84002	204.96
040-310-022-000	84002	204.96
040-320-008-000	84002	429.08
040-320-026-000	84002	429.08
040-330-031-000	84002	429.08
040-340-003-000	84002	429.08
040-340-009-000	84002	204.96
040-340-013-000	84002	429.08
040-340-021-000	84002	858.18
040-340-022-000	84002	429.08
040-340-024-000	84002	429.08
040-340-025-000	84002	211.56
040-340-026-000	84002	429.08
040-340-033-000	84002	211.54
040-340-047-000	84002	429.08
040-350-003-000	84002	204.96
040-350-009-000	84002	429.08
040-350-010-000	84002	429.08
040-360-036-000	84002	429.08
040-360-047-000	84002	429.08
040-370-060-000	84002	429.08
040-400-013-000	84002	429.08
040-410-001-000	84002	429.08
040-420-002-000	84002	429.08
040-440-004-000	84002	429.08
040-460-004-000	84002	429.08
043-020-014-000	84002	373.46
043-050-012-000	84002	373.46
044-010-004-000	84002	159.98
044-020-042-000	84002	373.46
044-040-028-000	84002	373.46
044-100-035-000	84002	178.40
044-100-037-000	84002	373.46
044-110-004-000	84002	373.46
044-120-006-000	84002	178.40
044-140-010-000	84002	180.98
044-160-006-000	84002	373.46
044-170-034-000	84002	373.46
044-190-010-000	84002	373.46
044-190-029-000	84002	373.46
044-220-025-000	84002	178.40
044-220-034-000	84002	373.46
044-230-013-000	84002	178.40
044-240-023-000	84002	273.46
044-250-001-000	84002	373.46
044-250-013-000	84002	373.46
044-280-039-000	84002	373.46
044-290-031-000	84002	178.40
044-290-035-000	84002	373.46
044-320-011-000	84002	373.46
044-320-034-000	84002	373.46

PARCEL #	TAX AREA	AMOUNT
044-330-013-000	84002	373.46
044-370-009-000	84002	373.46
044-390-001-000	84002	373.46
044-440-057-000	84002	373.46
044-440-063-000	84002	181.28
044-500-015-000	84002	373.46
044-500-018-000	84002	373.46
044-570-016-000	84002	373.46
044-570-033-000	84002	373.46
044-580-008-000	84002	373.46
044-580-034-000	84002	373.46
044-590-035-000	84002	178.40
044-610-028-000	84002	373.46
044-610-052-000	84002	373.46
045-020-025-000	84002	178.40
045-030-022-000	84002	178.40
045-040-027-000	84002	178.40
045-050-032-000	84002	373.46
045-060-010-000	84002	373.46
045-060-069-000	84002	178.40
045-060-078-000	84002	350.98
045-070-022-000	84002	178.40
045-100-015-000	84002	373.46
045-110-012-000	84002	178.40
045-120-011-000	84002	181.96
045-130-001-000	84002	178.40
045-130-002-000	84002	181.28
045-160-012-000	84002	373.46
045-160-017-000	84002	178.40
045-160-018-000	84002	746.86
045-180-052-000	84002	178.40
045-180-076-000	84002	178.40
045-180-083-000	84002	373.46
045-190-060-000	84002	178.40
045-190-067-000	84002	373.46
045-220-004-000	84002	373.46
045-240-003-000	84002	179.06
045-250-024-000	84002	373.46
045-250-028-000	84002	178.40
045-250-031-000	84002	178.40
045-270-040-000	84002	178.40
045-280-007-000	84002	178.40
045-290-030-000	84002	373.46
045-300-026-000	84002	373.46
045-320-019-000	84002	373.46
045-330-011-000	84002	178.40
045-340-005-000	84002	373.46
045-340-014-000	84002	373.46
045-360-038-000	84002	373.46
045-380-009-000	84002	373.46
045-440-002-000	84002	373.46
045-440-006-000	84002	373.46
045-440-009-000	84002	373.46

PARCEL #	TAX AREA	AMOUNT
045-450-005-000	84002	121.00
045-470-006-000	84002	178.40
045-520-002-000	84002	373.46
045-540-043-000	84002	178.40
045-610-045-000	84002	373.46
045-640-030-000	84002	178.40
045-730-034-000	84002	178.40
046-020-015-000	84002	373.46
046-020-030-000	84002	373.46
046-030-034-000	84002	373.46
046-030-036-000	84002	178.40
046-040-018-000	84002	373.46
046-050-016-000	84002	373.46
046-060-008-000	84002	373.46
046-080-006-000	84002	373.46
046-090-025-000	84002	178.40
046-120-014-000	84002	373.46
046-130-006-000	84002	178.40
046-160-025-000	84002	178.40
046-180-013-000	84002	373.46
046-220-024-000	84002	373.46
046-240-010-000	84002	167.42
046-240-012-000	84002	373.46
046-310-003-000	84002	373.46
046-320-026-000	84002	373.46
046-330-022-000	84002	178.40
046-350-009-000	84002	373.46
046-370-007-000	84002	373.46
046-380-020-000	84002	373.46
046-380-023-000	84002	181.28
046-390-020-000	84002	157.86
046-430-006-000	84002	178.40
046-430-044-000	84002	373.46
046-440-001-000	84002	373.46
046-440-038-000	84002	181.28
046-440-051-000	84002	373.46
046-450-001-000	84002	373.46
046-490-010-000	84002	373.46
046-520-015-000	84002	94.90
046-520-021-000	84002	178.40
046-530-023-000	84002	373.46
046-530-051-000	84002	153.90
046-550-033-000	84002	178.40
046-570-008-000	84002	373.46
046-570-011-000	84002	178.40
046-580-009-000	84002	373.46
046-620-001-000	84002	178.40
046-630-010-000	84002	373.46
046-640-006-000	84002	178.40
046-650-009-000	84002	178.40
046-650-028-000	84002	178.40
046-650-044-000	84002	373.46
046-650-056-000	84002	178.40

TAHOE-TRUCKEE SANITATION AGENCY
AMOUNTS BEING SENT TO NEVADA COUNTY

WSID-C1

TIME-14:09:35 USER-EMILY
DATE- 7/03/2018 PROC-NEVUPD

PRGM-BLCTY6
MENU-BMENU5

PAGE 7

PARCEL #	TAX AREA	AMOUNT
046-650-062-000	84002	373.46
049-270-037-000	84002	454.36
049-280-002-000	84002	178.40

*** GRAND TOTAL * 127,817.34

CODE	PARCEL #	AMOUNT
731	69-140-005-000	178.40
731	69-151-019-000	373.46
731	69-154-029-000	186.92
731	69-161-005-000	373.46
731	69-383-004-000	178.40
731	69-383-015-000	373.46
731	80-270-075-000	2,013.06
731	83-051-017-000	373.46
731	83-061-040-000	178.40
731	83-072-004-000	373.46
731	83-073-007-000	373.46
731	83-075-004-000	373.46
731	83-078-001-000	178.40
731	83-085-021-000	373.46
731	83-091-025-000	356.76
731	83-130-037-000	178.40
731	83-143-006-000	178.40
731	83-152-008-000	178.40
731	83-161-006-000	373.46
731	83-172-009-000	746.86
731	83-182-012-000	373.46
731	83-210-003-000	373.46
731	83-243-001-000	373.46
731	83-281-001-000	178.40
731	83-282-010-000	373.46
731	83-283-007-000	178.40
731	83-320-015-000	178.40
731	83-330-009-000	373.46
731	83-340-016-000	373.46
731	83-350-020-000	178.40
731	83-380-033-000	178.40
731	83-410-006-000	373.46
731	83-440-024-000	373.46
731	83-480-009-000	373.46
731	84-033-017-000	178.40
731	84-043-008-000	373.46
731	84-093-008-000	178.40
731	84-110-019-000	746.86
731	84-131-005-000	184.40
731	84-232-002-000	373.46
731	84-232-006-000	373.46
731	84-233-016-000	178.40
731	85-050-034-000	373.46
731	85-104-008-000	373.46
731	85-105-003-000	373.46
731	85-215-013-000	373.46
731	85-242-008-000	746.86
731	85-326-001-000	373.46
731	90-041-024-000	178.40
731	90-053-014-000	746.86
731	90-053-015-000	178.40
731	90-053-035-000	373.46
731	90-055-033-000	178.40

CODE	PARCEL #	AMOUNT
731	90-056-010-000	386.54
731	90-056-034-000	373.46
731	90-056-043-000	119.72
731	90-064-019-000	373.46
731	90-065-037-000	178.40
731	90-066-003-000	1,120.34
731	90-066-005-000	157.18
731	90-071-003-000	1,493.78
731	90-072-002-000	1,605.50
731	90-072-016-000	373.46
731	90-074-001-000	1,245.10
731	90-075-010-000	660.78
731	90-075-019-000	746.86
731	90-091-025-000	521.52
731	90-092-033-000	478.88
731	90-092-049-000	127.20
731	90-094-002-000	178.40
731	90-102-001-000	178.40
731	90-103-033-000	373.46
731	90-104-008-000	373.46
731	90-104-015-000	373.46
731	90-104-025-000	373.46
731	90-104-026-000	746.86
731	90-111-004-000	201.94
731	90-111-008-000	746.86
731	90-111-011-000	178.40
731	90-111-024-000	322.72
731	90-113-028-000	356.76
731	90-113-029-000	110.94
731	90-115-019-000	373.46
731	90-115-031-000	178.40
731	90-116-036-000	373.46
731	90-116-047-000	373.46
731	90-121-004-000	746.86
731	90-122-001-000	388.88
731	90-124-035-000	373.46
731	90-124-041-000	535.16
731	90-134-006-000	685.38
731	90-134-045-000	1,524.20
731	90-134-048-000	382.66
731	90-142-009-000	746.86
731	90-151-030-000	1,120.34
731	90-152-009-000	373.46
731	90-152-035-000	178.40
731	90-152-050-000	373.46
731	90-161-036-000	373.46
731	90-163-023-000	157.62
731	90-172-004-000	373.46
731	90-174-038-000	178.40
731	90-174-039-000	211.86
731	90-181-052-000	373.46
731	90-181-060-000	373.46
731	90-181-067-000	373.46

CODE	PARCEL #	AMOUNT
731	90-191-029-000	373.46
731	90-192-002-000	815.28
731	90-192-003-000	178.40
731	90-192-008-000	373.46
731	90-192-038-000	1,493.78
731	90-192-054-000	373.46
731	90-202-015-000	288.52
731	90-211-009-000	373.46
731	90-211-022-000	373.46
731	90-221-019-000	373.46
731	90-222-051-000	842.70
731	90-223-009-000	373.46
731	90-223-034-000	178.40
731	90-232-008-000	373.46
731	90-232-016-000	373.46
731	90-243-003-000	178.40
731	90-262-004-000	178.40
731	90-272-004-000	178.40
731	90-282-030-000	178.40
731	90-302-001-000	356.76
731	90-302-006-000	178.40
731	90-304-001-000	373.46
731	90-304-012-000	19,924.94
731	90-304-014-000	373.46
731	90-305-002-000	373.46
731	90-311-004-000	373.46
731	90-311-006-000	373.46
731	90-315-010-000	373.46
731	91-164-014-000	373.46
731	91-165-009-000	373.46
731	91-172-014-000	373.46
731	91-183-003-000	373.46
731	91-190-033-000	373.46
731	91-200-002-000	373.46
731	91-200-021-000	178.40
731	91-210-018-000	373.46
731	92-024-004-000	373.46
731	92-052-006-000	178.40
731	92-077-001-000	373.46
731	92-082-004-000	373.46
731	92-090-027-000	178.40
731	92-100-005-000	373.46
731	92-100-021-000	291.86
731	92-120-003-000	373.46
731	92-120-018-000	178.40
731	92-120-053-000	181.28
731	92-160-016-000	201.94
731	92-160-025-000	178.40
731	92-170-022-000	373.46
731	92-190-060-000	373.46
731	92-200-019-000	373.46
731	92-217-003-000	373.46
731	93-031-004-000	373.46

CODE	PARCEL #	AMOUNT
731	93-032-005-000	373.46
731	93-033-014-000	373.46
731	93-052-001-000	8,735.66
731	93-060-022-000	373.46
731	93-120-003-000	178.40
731	93-120-015-000	178.40
731	93-130-021-000	622.56
731	93-130-032-000	373.46
731	93-141-002-000	373.46
731	93-173-004-000	373.46
731	93-194-006-000	373.46
731	93-210-009-000	373.46
731	93-220-009-000	174.88
731	93-220-052-000	373.46
731	93-310-022-000	178.40
731	93-350-003-000	373.46
731	93-360-031-000	373.46
731	93-416-011-000	178.40
731	93-416-027-000	181.28
731	93-416-036-000	373.46
731	93-420-008-000	395.44
731	93-420-065-000	178.40
731	93-510-005-000	178.40
731	93-510-011-000	373.46
731	93-530-016-000	373.46
731	93-530-025-000	188.32
731	93-530-046-000	312.74
731	93-600-024-000	373.46
731	93-600-026-000	373.46
731	93-620-073-000	373.46
731	94-052-009-000	373.46
731	94-080-011-000	1,886.56
731	94-102-008-000	373.46
731	94-122-014-000	373.46
731	94-122-035-000	746.86
731	94-123-006-000	373.46
731	94-130-007-000	8,188.96
731	94-130-008-000	1,608.98
731	94-150-004-000	1,714.34
731	94-150-034-000	373.46
731	94-160-008-000	373.46
731	94-172-006-000	373.46
731	94-213-002-000	373.46
731	94-221-006-000	178.40
731	94-223-014-000	189.66
731	94-240-012-000	2,470.86
731	94-251-007-000	373.46
731	94-290-002-000	181.28
731	94-340-024-000	373.46
731	94-350-003-000	178.40
731	94-490-062-000	373.46
731	95-201-003-000	373.46
731	95-212-004-000	178.40

CODE	PARCEL #	AMOUNT
731	95-221-011-000	157.62
731	95-224-006-000	373.46
731	95-272-001-000	178.40
731	95-342-002-000	373.46
731	95-342-005-000	199.14
731	95-342-007-000	178.40
731	95-342-013-000	373.46
731	95-360-002-000	178.40
731	95-370-005-000	181.28
731	95-370-023-000	178.40
731	95-380-004-000	373.46
731	95-380-022-000	373.46
731	95-390-013-000	373.46
731	95-420-006-000	373.46
731	95-420-008-000	373.46
731	95-420-012-000	159.98
731	95-470-020-000	373.46
731	95-490-015-000	373.46
731	96-030-010-000	373.46
731	96-060-049-000	384.26
731	96-060-069-000	258.38
731	96-070-025-000	178.40
731	96-102-017-000	373.46
731	96-130-007-000	373.46
731	96-130-010-000	373.46
731	96-140-008-000	373.46
731	96-152-006-000	356.76
731	96-160-017-000	178.40
731	96-252-017-000	178.40
731	96-262-004-000	746.86
731	96-271-007-000	71.30
731	96-320-015-000	373.46
731	96-330-009-000	373.46
731	96-360-006-000	373.46
731	96-400-019-000	373.46
731	96-420-010-000	373.46
731	96-440-024-000	373.46
731	96-450-013-000	373.46
731	96-500-007-000	159.98
731	96-500-010-000	373.46
731	96-560-003-000	373.46
731	96-630-024-000	370.68
731	96-671-002-000	2,061.72
731	97-050-043-000	373.46
731	97-050-072-000	84.58
731	97-112-008-000	373.46
731	97-112-009-000	373.46
731	97-122-013-000	181.28
731	97-122-027-000	178.40
731	97-130-031-000	58.56
731	97-130-034-000	116.10
731	97-162-002-000	373.46
731	97-183-001-000	178.40

CODE	PARCEL #	AMOUNT
731	97-230-038-000	373.46
731	98-022-018-000	373.46
731	98-042-006-000	247.58
731	98-052-001-000	178.40
731	98-052-008-000	178.40
731	98-053-004-000	373.46
731	98-074-006-000	178.40
731	98-084-004-000	373.46
731	98-153-004-000	178.40
731	98-176-019-000	373.46
731	98-177-006-000	373.46
731	98-192-005-000	178.40
731	98-200-025-000	373.46
731	98-232-008-000	178.40
731	98-234-003-000	373.46
731	98-235-001-000	373.46
731	98-280-001-000	373.46
731	98-293-010-000	373.46
731	98-294-006-000	373.46
731	98-300-014-000	373.46
731	98-320-028-000	373.46
731	106-130-008-000	159.98
731	106-250-004-000	464.90
731	106-390-005-000	373.46
731	106-440-037-000	233.34
731	107-030-008-000	198.50
731	107-040-019-000	178.40
731	107-050-004-000	178.40
731	107-120-027-000	178.40
731	109-020-001-000	373.46
731	109-110-005-000	373.46
731	109-190-004-000	373.46
731	109-220-019-000	353.32
731	111-130-018-000	373.46
731	111-200-017-000	373.46
731	111-230-015-000	373.46
731	111-240-054-000	373.46
731	111-250-051-000	373.46
731	111-270-001-000	674.16
731	111-270-022-000	674.16
731	111-270-045-000	429.08
731	111-270-054-000	97.10
731	112-060-015-000	373.46
731	112-070-008-000	178.40
731	112-090-009-000	373.46
731	112-090-010-000	373.46
731	112-100-001-000	373.46
731	112-100-033-000	178.40
731	112-190-008-000	373.46
731	112-190-053-000	321.96
731	112-220-034-000	373.46
731	112-250-006-000	178.40
731	112-260-049-000	746.86

CODE	PARCEL #	AMOUNT
731	112-270-012-000	373.46
731	112-270-041-000	373.46
731	112-270-071-000	373.46
731	115-020-041-000	373.46
731	115-040-016-000	746.86
731	115-040-018-000	373.46
731	115-040-025-000	610.90
731	115-040-048-000	373.46
731	115-050-038-000	178.40
731	116-030-006-000	373.46
731	116-030-013-000	178.40
731	116-030-031-000	178.40
731	116-060-032-000	353.32
731	116-080-006-000	178.40
731	116-080-057-000	373.46
731	116-090-024-000	373.46
731	116-200-006-000	178.40
731	116-210-043-000	170.46
731	116-220-013-000	198.78
731	117-020-003-000	159.98
731	117-030-012-000	178.40
731	117-050-026-000	373.46
731	117-050-035-000	178.40
731	117-050-053-000	178.40
731	117-060-025-000	373.46
731	117-090-041-000	373.46
731	117-100-021-000	396.42
731	117-100-074-000	1,120.34
731	117-100-075-000	746.86
731	117-110-062-000	373.46
731	117-130-004-000	319.98
731	117-130-005-000	373.46
731	117-130-041-000	184.12
731	117-150-013-000	373.46
731	117-190-004-000	373.46
731	117-190-046-000	211.86
731	117-200-005-000	746.86
731	117-200-010-000	178.40
731	117-200-037-000	373.46
731	117-210-045-000	373.46
731	117-210-072-000	312.74
731	117-210-078-000	373.46
***	GRAND TOTAL ***	173,330.34

CODE	PARCEL #	AMOUNT
84001	014-236-011-000	373.46
84001	014-261-002-000	198.50
84001	014-271-005-000	373.46
84001	014-274-004-000	181.36
84001	014-283-003-000	373.46
84001	014-291-012-000	373.46
84001	014-303-003-000	373.46
84001	015-031-018-000	373.46
84001	015-034-021-000	89.36
84001	015-064-026-000	178.40
84001	015-101-023-000	373.46
84001	015-153-007-000	373.46
84001	015-164-005-000	373.46
84001	015-164-008-000	77.64
84001	015-214-009-000	373.46
84001	015-253-017-000	200.80
84001	015-254-028-000	373.46
84001	015-262-003-000	350.74
84001	015-263-016-000	373.46
84001	015-303-010-000	178.40
84001	015-312-032-000	178.40
84001	015-313-023-000	746.86
84001	015-313-034-000	178.40
84001	015-314-003-000	373.46
84001	015-315-005-000	178.40
84001	015-326-002-000	178.40
84001	015-326-006-000	373.46
84001	016-063-014-000	178.40
84001	016-081-029-000	373.46
84001	016-101-063-000	373.46
84001	016-171-005-000	373.46
84001	016-283-007-000	373.46
84001	016-300-009-000	178.40
84001	016-321-001-000	373.46
84001	016-381-006-000	373.46
84001	016-401-006-000	373.46
84001	016-442-002-000	178.40
84002	016-451-007-000	178.40
84001	016-472-009-000	373.46
84001	016-512-004-000	373.46
84001	016-531-012-000	373.46

*** GRAND TOTAL *** 12,592.30



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: VI-4
Subject: Approval of Resolution 3-2018 to request collection of delinquent sewer service charges on the Placer County tax roll

Background

Approval of Resolution 3-2018 to request collection of delinquent charges on the Placer County tax roll.

Fiscal Impact

Potential increase in Agency funds due to collection of delinquent charges.

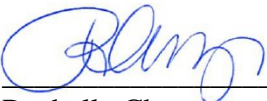
Attachments

Resolution 3-2018.

Recommendation

Approve Resolution 3-2018 to request collection of delinquent sewer service charges on the Placer County tax roll.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

RESOLUTION 3-2018

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TAHOE-TRUCKEE SANITATION AGENCY REQUESTING COLLECTION OF DELINQUENT SEWER SERVICE CHARGES ON THE PLACER COUNTY TAX ROLL

WHEREAS, the Tahoe-Truckee Sanitation Agency requests that the County of Placer collect on the County tax rolls certain delinquent charges which have been imposed pursuant to sections 5473, et seq. of the Health and Safety Code and other applicable law by the Tahoe-Truckee Sanitation Agency, attached hereto, and

WHEREAS, the County has required as a condition of the collection of said charges that the Tahoe-Truckee Sanitation Agency warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

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

1. The Auditor-Controller of Placer County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The Tahoe-Truckee Sanitation Agency warrants and represents that the taxes, assessments, fees and/or charges imposed by the Agency and being requested to be collected by Placer County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218) (collectively hereinafter referred to as "the Laws").
3. The Tahoe-Truckee Sanitation Agency releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the compliance of said taxes, assessments, fees and/or charges with the Laws.
4. The Tahoe-Truckee Sanitation Agency agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the Tahoe-Truckee Sanitation Agency's establishment and imposition of said taxes, assessments, fees and/or charges. The Tahoe-Truckee Sanitation Agency agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties concerning the Tahoe-Truckee Sanitation Agency's establishment and imposition of its taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of the Tahoe-Truckee Sanitation Agency, including property taxes.

5. The Tahoe-Truckee Sanitation Agency agrees that its officers, agents and employees will cooperate with the County in answering questions referred to the Tahoe-Truckee Sanitation Agency by County from any person concerning the Tahoe-Truckee Sanitation Agency's taxes, assessments, fees and/or charges, and that the Tahoe-Truckee Sanitation Agency will not refer such persons to County officers and employees for response.
6. The Tahoe-Truckee Sanitation Agency agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and charges, as may be authorized by Government Code sections 29304 and 51800.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Tahoe-Truckee Sanitation Agency this 11th day of July 2018, at Truckee, California, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

S. Lane Lewis, 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: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: VI-5
Subject: Approval of Resolution 4-2018 to reference the standard form tax collection services contract with the County of Nevada

Background

Approval of Resolution 4-2018 to reference the standard form tax collection services contract with the County of Nevada.

Fiscal Impact

Potential increase in Agency funds due to collection of delinquent charges.

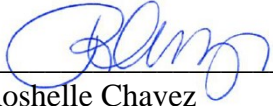
Attachments

Resolution 4-2018.

Recommendation

Approve Resolution 4-2018 to reference the standard form tax collection services contract with the County of Nevada.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

RESOLUTION 4-2018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TAHOE-TRUCKEE SANITATION AGENCY
REFERENCING THE STANDARD FORM TAX COLLECTION
SERVICES CONTRACT WITH THE COUNTY OF NEVADA**

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the Tahoe-Truckee Sanitation Agency hereby authorizes the County of Nevada to collect its delinquent charges pursuant to the previously approved Standard Form Tax Collection Services Contract between the County of Nevada and Tahoe-Truckee Sanitation Agency.

PASSED AND ADOPTED by the Board of Directors of Tahoe-Truckee Sanitation Agency this 11th day of July 2018, at Truckee, California, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

S. Lane Lewis, 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: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: VI-6
Subject: Approval to submit certifications for collection of delinquent charges on the El Dorado County tax roll

Background

Approval to submit certifications for collection of delinquent charges on the El Dorado County tax roll.

Fiscal Impact

Potential increase in Agency funds due to collection of delinquent charges.

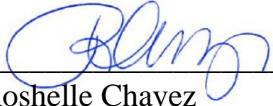
Attachments

Certificates for collection of delinquent charges.

Recommendation

Approve to submit certifications for collection of delinquent charges on the El Dorado County tax roll.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

Direct Charge Levy Process Governing Authorization Certification Form

For Authority to Levy Non-Ad Valorem Direct Charges on the Tax Roll

B
A
C
K
G
R
O
U
N
D

Under State law, Districts have the option to place many types of non-ad valorem direct charge levies on each year's tax roll. Each year's tax roll is unique and separate from previous and subsequent years. Therefore, the Auditor must obtain assurance that all four following conditions listed below exist for Districts to levy their direct charges on each and every year's tax roll. These four conditions are explained in detail below.

- **CONDITION #1:** State law provides for the direct charge's authorization to exist. This authorization is without regard to what types of districts may execute the direct charge or the manner of collection.
- **CONDITION #2:** The district is empowered to execute the direct charge. Various State laws authorize specific types of districts to use certain types of direct charges. Not all districts are authorized to use every type of direct charge (e.g. see Proposition 62).
- **CONDITION #3:** The direct charge is authorized to appear on the tax roll. Typically, the authorization for a district to make use of the tax roll is explicit in the applicable State Code. The district's documents that are used to execute the enabling legislation to create the direct charge levy in Conditions #1 and #2 normally reference the State Code authorizing the direct charge levy to appear on the tax roll.
- **CONDITION #4:** The governing body of the district directs the Auditor to place the direct charge levies on the applicable tax roll. Typically, this would be done via ordinance or resolution (Note – CSD law requires action by ordinance, resolution, or motion under a quorum of the board of directors (GOV§61045(a)))

I
N
S
T
R
U
C
T
I
O
N
S

1. Review the Background and Instructions information on this page.
2. Locate the page with the district's direct charge "type" on the attached form. This form includes various direct charge types potentially eligible for levy by districts in El Dorado County. The direct charges are listed by type within the generalized "categories" of: Special Taxes; Assessments; Fees & Charges; Delinquent Fees & Charges; and Abatements.
3. Print the one page which displays the district's direct charge type.
4. For those districts with multiple direct charge types (e.g. a Voter Approved Special Tax and a Fire Suppression Assessment), repeat steps 2 and 3 as needed.
5. Complete both the general information at the top of the printed form and all the information in the row related to the specific direct charge type. The information in that specific row will correspond to the four conditions noted above. If the district levies more than one direct charge code of the same type (e.g. two different Voter Approved Special Taxes authorizations), to shorten the time to complete the forms, it is permissible to complete all of the "duplicate" items on the printed form, make the necessary number of copies, and then complete the remaining "differing" items on each copy of the form.
6. Retain a copy for your records.
7. Submit the completed form (one page per direct charge tax code) to the Auditor-Controller, Property Tax Division by **August 10**, along with the other required forms. Submission may be made via mail, fax, or email.

**To place levies on the tax roll, please identify the district's direct charge type and then complete the information in that row.
Submit the signed document (only the applicable page need be submitted). One sheet per direct charge tax code number.**

Tahoe-Truckee Sanitation Agency

July 11, 2018

84001

District Name

Date

Direct Charge Tax Code # (1 per page)

LaRue Griffin

General Manager

Print Name of Authorized Person Certifying this Form

Title of Authorized Person Certifying this Form

Signature of Authorized Person Certifying this Form

Category	DIRECT CHARGE TYPE	Enabling legislation (may include specific and additional requirements regarding who/what/when/how the levy is authorized)	District submits documents authorizing execution of the enabling legislation	Are Documents already on file with Auditor?	Are any Documents already on file current & accurate?	Authorization to appear on the tax roll?	District submits documents authorizing Auditor to place on tax roll	Are Documents already on file with Auditor?	Are any Documents already on file current & active?
Delinquent Fees & Charges	Delinquent Refuse Collection Charges GOV§25828	<input type="checkbox"/> County GOV§25828 <input type="checkbox"/> County, city, city and county, district, regional agency as defined in PRC§40181, or other local government agency GOV§25828 <input type="checkbox"/> Other, please contact Auditor's Office	<input type="checkbox"/> For secured: copy of <u>recorded</u> certified resolution of confirmation <input type="checkbox"/> For unsecured: copy of <u>unrecorded</u> certified resolution of confirmation	No, it's attached	N/A	GOV§25828	Attested copy of resolution or ordinance	No, it's attached	N/A
	Delinquent Waste Disposal Sites & Services Fees GOV§25831	<input type="checkbox"/> Counties GOV§25831 <input type="checkbox"/> County, city, city and county, district, regional agency as defined in PRC§40181, or other local government agency GOV§25828 <input type="checkbox"/> Other, please contact Auditor's Office	<input type="checkbox"/> For secured: copy of <u>recorded</u> certified resolution of confirmation <input type="checkbox"/> For unsecured: copy of <u>unrecorded</u> certified resolution of confirmation	No, it's attached	N/A	GOV§25831	Attested copy of resolution or ordinance	No, it's attached	N/A
	Delinquent Sanitation & Sewerage Charges for Services HSC§5473 et seq.	<input checked="" type="checkbox"/> Counties, Cities and counties, cities, sanitary districts, county sanitation districts, county service areas, sewer maintenance districts, and other public corporations and districts authorized to acquire, construct, maintain and operate sanitary sewers and sewerage systems HSC§5470 <input type="checkbox"/> County Sanitation Districts HSC§4741.7 <input type="checkbox"/> County Service Areas GOV§25215.5 <input type="checkbox"/> Garbage Disposal Districts PRC§49031 <input type="checkbox"/> Other, please contact Auditor's Office	Attested copy of resolution or ordinance approving charges	No, it's attached	N/A	HSC§§5473.4 – 5473.88	Attested copy of resolution or ordinance	No, it's attached	N/A
	Delinquent Sanitation & Sewerage Connection Fees HSC§5474 et seq.	<input type="checkbox"/> Counties, Cities and counties, cities, sanitary districts, county sanitation districts, county service areas, sewer maintenance districts, and other public corporations and districts authorized to acquire, construct, maintain and operate sanitary sewers and sewerage systems HSC§5470 <input type="checkbox"/> County Sanitation Districts HSC§4741.7 <input type="checkbox"/> County Service Areas GOV§25215.5 <input type="checkbox"/> Garbage Disposal Districts PRC§49031 <input type="checkbox"/> Other, please contact Auditor's Office	Attested copy of resolution or ordinance approving charges	No, it's attached	N/A	HSC§§5474.4 5474.8	Attested copy of resolution or ordinance	No, it's attached	N/A

Direct Charge Levy Process

Proposition 218 Certification Form

**B
A
C
K
G
R
O
U
N
D**

Proposition 218 added Articles XIIC and XIID to the Constitution and significantly altered local government and special district finance in California. This proposition introduced considerable new requirements and constraints on the ability to impose property related taxes, assessments, fees, and charges for the financing of public facilities and services. Effectively, certain assessments existing prior to 7/1/1997 are considered to be “grandfathered” as long as no changes are made to the methodology used to calculate the levy.

Proposition 218 is not a stand-alone authorization to levy a special tax, assessment, fee, or charge. Instead, it is an “umbrella” set of requirements and procedures particularly for assessments, charges, and fees on top of any authorizing legislation requirements or specifically enabling legislation requirements (e.g. Proposition 218 adds a layer of additional requirements on top of the requirements of an Improvement Bond Act of 1915 assessment or a Landscaping & Lighting Act of 1972 assessment).

Notably, prior to Proposition 218, taxpayers had the burden of proof to show that an assessment, fee, or charge was not legal. Following Proposition 218, the burden of proof is on the district to prove “...by a preponderance of the evidence that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor’s burdens on, or benefits received from, the governmental activity.”

Since its passage, Proposition 218 has been significantly litigated, with outcomes generally narrowly/strictly interpreting Proposition 218’s requirements for assessments, charges, and fees.

Districts utilizing the County tax rolls for collection of various non-ad valorem direct charges, particularly assessments, fees, or charges, need to ensure ongoing compliance with Proposition 218 requirements.

**I
N
S
T
R
U
C
T
I
O
N
S**

1. Review the information and instructions on this page.
2. Print page 2 of this form.
3. Check mark the appropriate boxes.
4. Sign and date the form.
5. Retain a copy for your records.
6. Submit the completed form (page 2 only) to the Auditor-Controller, Property Tax Division by **August 10**, along with the other required forms. Submission may be made via mail, fax, or email.

Direct Charge Levy Process

Proposition 218 Certification Form

C
O
M
P
L
E
T
E

- The District's direct charge is an assessment that is:
 - Grandfathered (certain assessments existing prior to 7/1/1997 with had no changes to methodology).
 - Subject to Proposition 218 and is in compliance with applicable sections of the State Constitution Articles XIII C & XIII D.
 - Subject to Proposition 218 and is not in compliance with applicable sections of the State Constitution Articles XIII C & XIII D.

- The District's direct charge is a fee or charge that is subject to Proposition 218 and is:
 - In compliance with applicable sections of the State Constitution Articles XIII C & XIII D.
 - Not in compliance with applicable sections of the State Constitution Articles XIII C & XIII D.

- The District's direct charge is a special tax that is subject to Proposition 218 and is:
 - In compliance with applicable sections of the State Constitution Articles XIII C & XIII D.
 - Not in compliance with applicable sections of the State Constitution Articles XIII C & XIII D.

- The District's direct charge is an abatement that is:
 - Not subject to Proposition 218.
 - Subject to Proposition 218 and is in compliance with applicable sections of the State Constitution Articles XIII C & XIII D.
 - Subject to Proposition 218 and is not in compliance with applicable sections of the State Constitution Articles XIII C & XIII D.

Other: _____.

Tahoe-Truckee Sanitation Agency

District Name

84001

Direct Charge Code Tax Number(s) (or attach list)

LaRue Griffin

Print Name of Authorized Person Certifying this Form

General Manager

Title of Authorized Person Certifying this Form

Signature of Authorized Person Certifying this Form

July 11, 2018

Date Form Certified

Direct Charge Levy Process

Local Agency Special Tax & Bond Accountability Act - Response Form Page 1 of 2

Certain direct charge levies are subject to the Local Agency Special Tax & Bond Accountability Act (Accountability Act) (*SB 165, Statutes 2000, Chapter 535*) as codified in Government Code §50075 et seq. and §53410 et seq. This includes special taxes such as “Voter-Approved Special Taxes”, “Qualified Special Taxes”, and bonded “Mello-Roos Community Facilities District Act Special Taxes”.

The purpose of the Accountability Act is for districts to provide explicit public accountability for certain special taxes or bonds levied after 1/1/2001. In addition to requiring the district’s board to take action to provide for certain accountability measures, this State law requires levying districts to file an annual report with their district’s board to specifically account for their special tax or bond. General practice provides the district with 6 months following the end of the fiscal year (presuming a 6/30 fiscal year end) to file the required report with their board.

The annual Accountability Act report is required by State law to contain the following items:

- The amount of money collected specifically for the special tax or bond (not commingled with other revenue sources).
- The amount of money expended specifically for the special tax or bond (not commingled with expenditures from other revenue sources).
- The status of any project required or authorized to be funded with the special tax or bond proceeds (not commingled with projects using other revenue sources).
- Any other items required by the district’s board.

Pursuant to the Freedom of Information Act, as outlined in the California Public Records Statutes codified in Government Code §6250 et seq., the Auditor-Controller hereby makes an official request for certain public records. Under the Public Records Act, the district has 10 days to respond to the request for public records. However, **receipt by August 10** is considered timely. Specifically, the Auditor-Controller requests an attested copy of the annual Accountability Act report that may have been required to be filed with the district’s board by January 1 of this calendar year (for the fiscal year ended the preceding June 30 for most districts). An attestation is a signed declaration (typically by the board’s secretary or clerk) that the copy represents a true, genuine, or authentic copy of the original document (it does not mean notarized by a Notary Public).

B
A
C
K
G
R
O
U
N
D

I
N
S
T
R
U
C
T
I
O
N
S

1. Review the Background and Instructions information on this page.
2. Print page 2 of this form.
3. Check mark the box for the appropriate category.
4. Follow the directions within the appropriate category.
5. Sign and date the form.
6. Retain a copy for your records.
7. Submit the completed form (page 2 only) to the Auditor-Controller, Property Tax Division by **August 10**, along with the other required forms. Submission may be made via mail, fax, or email.

El Dorado County, Auditor-Controller, Property Tax Division

360 Fair Lane, Placerville CA 95667

(530) 621-5470

Direct Charge Levy Process

Local Agency Special Tax & Bond Accountability Act - Response Form Page 2 of 2

C
O
M
P
L
E
T
E

The district has a direct charge levy that is subject to the Accountability Act. Proceed to Question A:

A. The district levied this direct charge last fiscal year (the fiscal year ending prior to January 1 of this calendar year):

- Yes. Proceed to Question B.
- No. State law doesn't require a report when not levied the prior year; thus, the remaining questions do not need to be answered. Proceed to the sign/date section of the form.

B. The district filed an Accountability Act report with the district's board:

- Yes, it was filed with the district's board timely on ____/____/____. Proceed to Question C.
- Yes, however, it was not filed timely with the district's board. Instead, it was filed on ____/____/____. Proceed to Question C.
- No. Since no report was filed, there is nothing to send to the Auditor-Controller under the Public Records Act. The remaining questions do not need to be answered. Proceed to the sign/date section of the form.

C. The annual Accountability Act report identifies all legally required criteria (see the Background section of this form):

- Yes. Proceed to Question D.
- No. Proceed to Question D.

D. Attached is an attested copy of the annual Accountability Act report, as requested under the California Public Records Act.

- Yes. Proceed to the sign/date section of the form.
- No, nothing is attached because _____
_____. Proceed to the sign/date section of the form.

The district's direct charge levy is not a "Voter-Approved Special Tax", a "Qualified Special Tax", or a bonded "Mello-Roos Community Facilities District Act of 1982 Special Tax". Instead, the district's direct charge levy is some other type that is not subject to the Accountability Act. Thus, no such report is on file with the district's board. Proceed to the sign/date section of the form.

Tahoe-Truckee Sanitation Agency

District Name

84001

Direct Charge Tax Code Number(s) (or attach list)

LaRue Griffin

Print Name of Authorized Person Certifying this Form

General Manager

Title of Authorized Person Certifying this Form

July 11, 2018

Signature of Authorized Person Certifying this Form

Date Form Certified

El Dorado County, Auditor-Controller, Property Tax Division
360 Fair Lane, Placerville CA 95667 (530) 621-5470
Direct Charge Levy Process
Secured/Unsecured Tax Roll Certification Form

Typically, direct charges are placed on the secured tax roll. However, under State Law, certain direct charges are eligible only for the unsecured tax roll or may not qualify for inclusion on either tax roll when property has been sold¹ or encumbered² within specified timeframes. These include, but are not limited to:

- Certain fees/charges for services (often delinquent) (see chart below) may not be placed on the secured and/or unsecured tax rolls when the property is sold¹ or encumbered² within specified timeframes.

Type	Code	Sold ¹	Encumbered ²	Resulting Action
Delinquent Refuse Collection Charges	GOV§25828	Prior to December 10	Prior to December 10	Eligible for unsecured
Delinquent Waste Disposal Sites and Services Fees	GOV§25831	Prior to December 10	Prior to December 10	Eligible for unsecured
Delinquent Sanitation & Sewerage Charges for Services	HSC §§5473.8 & 5473.11	During the year prior to the date on which the first installment of the general taxes that include the charges appears on the assessment roll ^{3,4} Effective 1/1/13	During the year prior to the date on which the first installment of the general taxes that include the charges appears on the assessment roll ^{3,4} Effective 1/1/13	Eligible for unsecured
Delinquent Sanitation & Sewerage Connection Fees	HSC §5474.6	During the year prior to the date on which the first installment of the general taxes that include the charges appears on the assessment roll ^{3,4} Effective 1/1/13	During the year prior to the date on which the first installment of the general taxes that include the charges appears on the assessment roll ^{3,4} Effective 1/1/13	Eligible for unsecured
Public Utility District Delinquent Utility Works & Services	PUC §16470	In the year preceding the date on which the 1 st installment of real property taxes which evidence the charges appears on the roll ³	In the year preceding the date on which the 1 st installment of real property taxes which evidence the charges appears on the roll ³	District place lien <u>Not</u> eligible for the secured or unsecured tax roll
Irrigation District Delinquent Water & Other Services	WAT §25806	In the year preceding the date on which the 1 st installment of real property taxes which evidence the charges appears on the roll ³	In the year preceding the date on which the 1 st installment of real property taxes which evidence the charges appears on the roll ³	District place lien <u>Not</u> eligible for the secured or unsecured tax roll
Municipal Utility District Delinquent Fees, Tolls, etc	PUC §12811.1(c)	During the year prior to the date on which the first installment of the taxes that include the assessment appears on the assessment roll ^{3,4}	During the year prior to the date on which the first installment of the taxes that include the assessment appears on the assessment roll ^{3,4}	Eligible for unsecured
County Waterworks District Water or Sewer Service & Standby Charges	WAT§55501 & 55501.5	Prior to December 10	Prior to December 10	Eligible for unsecured
County Waterworks District Delinquent Standby or Immediate Availability Charge	WAT §55501.1	Prior to December 10	Prior to December 10	Eligible for unsecured
California Water District Delinquent Water, Standby & Other Services	WAT §37212	During the year prior to the date on which the first installment of the taxes that include the assessment appears on the assessment roll ^{3,4} Effective 1/1/13	During the year prior to the date on which the first installment of the taxes that include the assessment appears on the assessment roll ^{3,4} Effective 1/1/13	Eligible for unsecured
Hazardous Weeds & Rubbish Abatement	HSC §14912	Prior to December 10	Prior to December 10	Eligible for unsecured
Mosquito Abatement & Vector Control District Abatement	HSC§2065	Prior to December 10 IF not recorded	Prior to December 10 IF not recorded	Eligible for unsecured IF not recorded
Pest Abatement	HSC§§2865-2866	Prior to December 10	Prior to December 10	Eligible for unsecured
Abatement of Abandoned Excavations	GOV§50247	Prior to December 10	Prior to December 10	Eligible for unsecured

BACKGROUND

BACKGROUND CONTINUED	Abatement of Defacement or Graffiti	GOV §38773.5 or §38773.6	Prior to December 10	Prior to December 10	Eligible for unsecured
	Abatement of Public Nuisances	GOV §54988(a)(1)(A)	Prior to December 10	Prior to December 10	Eligible for unsecured
	Correction to Violation of Law, Regulation, or Local Ordinance that also violates CC§1941.1	GOV §54988(a)(1)(B)	Prior to December 10	Prior to December 10	Eligible for unsecured
	Zoning Ordinance Enforcement pursuant to GOV§65800 et seq. or other authority	GOV §§54988(a)(1)(C)	Prior to December 10	Prior to December 10	Eligible for unsecured
	Inspection & Abatement of Violations of HSC§13100 et seq.	GOV §54988(a)(1)(D)	Prior to December 10	Prior to December 10	Eligible for unsecured
	Inspection & Abatement of Violations of State Housing Law	GOV §54988(a)(1)(E)	Prior to December 10	Prior to December 10	Eligible for unsecured
	Inspection & Abatement of Violations of California Building Standards Code	GOV §54988(a)(1)(F)	Prior to December 10	Prior to December 10	Eligible for unsecured
	Inspection & Abatement for Local Ordinances & Regulations of Items in GOV§54988(a)	GOV §54988(a)(1)(G)	Prior to December 10	Prior to December 10	Eligible for unsecured
	Others	Various	See respective Code	See respective Code	See respective Code

- The first year only of a levy under the Benefit Assessment District Act of 1982 (BAD), where the property has been sold¹ or encumbered² prior to the date on which the first installment of county taxes would become delinquent, may not be secured (GC §54718).
- Escaped direct charges (those added to the tax roll after August 10), where the property is sold¹ or encumbered² subsequent to July 1 of the year of escape and before the correction was entered on the tax roll, may not be secured (R&T §4801, §4831, §4836.5 and §531.2). Submit this form for any escaped direct charges, in addition to the form submitted by August 10.

¹"Sold" is defined here as "transferred or conveyed to a bona fide purchaser for value".

²"Encumbered" is defined here as "subject to a lien for a bona fide encumbrance for value".

³ In El Dorado County, the secured roll is available to be seen by the public in August/September; thus, the "year preceding" is from the prior August/September through the current August/September. If a Sale or Encumbrance occurred in August/September, please check with the Auditor for the specific date the secured roll was available to be seen by the public.

⁴ The Assessment Roll doesn't contain installments; it is believed the State Legislature intended the Secured Tax Roll.

INSTRUCTIONS	<ol style="list-style-type: none"> 1. <u>Review</u> the Background and Instructions information on this page. 2. <u>Print</u> the form. 3. <u>Check mark</u> all applicable boxes on the form. IF the district's levies must be split between the secured and the unsecured roll, submit 2 different sets of electronic data files notating which set is secured and which set is unsecured (please contact Auditor prior to submission). It is permissible to complete only one form which covers more than one direct charge tax code, as long as they each have the same condition(s). 4. <u>Complete</u> the general information at the bottom of the form, including <u>signature</u> and <u>date</u>. 5. <u>Retain</u> a copy for your records. 6. <u>Submit</u> the completed form to the Auditor-Controller, Property Tax Division by August 10, along with the other required forms. Submission may be made via mail, fax, or email.
--------------	--

El Dorado County, Auditor-Controller, Property Tax Division
360 Fair Lane, Placerville CA 95667 (530) 621-5470

Direct Charge Levy Process
Secured/Unsecured Tax Roll Certification Form

3 of 3

C
O
M
P
L
E
T
E

- The District's levy is a delinquent fee/charge/abatement (see chart above). *Check any that apply. If more than one applies, submit multiple sets of electronic data files (contact Auditor prior to submission).*
 - The levy is subject to the criteria where any property sold¹ or encumbered² "prior to December 10 of the current calendar year" is eligible only for the unsecured roll. *Check any that apply. If more than one applies, submit multiple sets of electronic data files (contact Auditor prior to submission).*
 - The District hereby certifies the property levied has not been sold¹ or encumbered² prior to delivery to the Auditor and may be placed on the secured tax roll. In addition, the District agrees to complete and submit a Direct Charge Correction Form to the Auditor by March 1 to move the levy to the unsecured roll on any property sold¹ or encumbered² by December 10.
 - The District hereby certifies the property levied has been sold¹ or encumbered² prior to delivery to the Auditor and is eligible only for the unsecured tax roll.
 - The levy is subject to the criteria where any property sold¹ or encumbered² "during the year prior to the date on which the first installment of the general taxes that include the charges appears on the assessment roll^{3,4}" is eligible only for the unsecured roll. *Check any that apply. If more than one applies, submit multiple sets of data.*
 - The District hereby certifies the property levied has not been sold¹ or encumbered² prior to delivery to the Auditor and may be placed on the secured tax roll. In addition, the District agrees to complete and submit a Direct Charge Correction Form to the Auditor by March 1 to move the levy to the unsecured roll on any property sold¹ or encumbered² by during the year prior to the date on which the first installment of the general taxes that include the charges appears on the assessment roll^{3,4}.
 - The District hereby certifies the property levied has been sold¹ or encumbered² prior to delivery to the Auditor and is eligible only for the unsecured tax roll.
 - The levy is subject to the criteria where any property sold¹ or encumbered² "in the year preceding the date on which the 1st installment of real property taxes which evidence the charges appears on the roll³" is not eligible to be placed on the secured or unsecured tax rolls. The district hereby certifies the property levied has not been sold¹ or encumbered² since August/September of the prior year through to the time the levy is delivered to the Auditor and may be placed on the secured tax roll. In addition, the District agrees to complete and submit a Direct Charge Correction Form to the Auditor by March 1 to remove the levy on any property that is sold¹ or encumbered² between the time delivered to the Auditor and the time the charge appears on the roll.
- The District's levy is a Benefit Assessment District Act of 1982 (BAD) assessment. *Check any that apply. If more than one applies, submit multiple sets of electronic data files (contact Auditor prior to submission).*
 - The BAD assessment has been levied on the property in previous year(s). The district hereby certifies the property levied is eligible to be placed on the secured tax roll.
 - The BAD assessment is being levied on the property for the 1st time. The district hereby certifies the property levied has not been sold¹ or encumbered² prior to delivery to the Auditor and may be placed on the secured tax roll. In addition, the District agrees to complete and submit a Direct Charge Correction Form to the Auditor by March 1 to move the levy to the unsecured roll on any property sold¹ or encumbered² by December 10.
 - The BAD assessment is being levied on the property for the 1st time. The district hereby certifies the property levied has been sold¹ or encumbered² prior to delivery to the Auditor and is eligible only for the unsecured tax roll.
- The District's levy is an Escaped Direct Charge. *Check any that apply. If more than one applies, submit multiple sets of electronic data files (contact Auditor prior to submission).*
 - The district hereby certifies the property levied has not been sold¹ or encumbered² subsequent to July 1 of the year of escape and prior to the correction being entered on the current roll and is eligible to be placed on the secured tax roll.
 - The district hereby certifies the property levied has been sold¹ or encumbered² subsequent to July 1 of the year of escape and prior to the correction being entered on the current roll and is eligible to be placed only on the unsecured tax roll.
- Others not eligible for secured tax roll. Please contact the Auditor-Controller's Property Tax Division prior to submitting the direct charge levies.
- The District's levy is not one of the types shown above. The District hereby certifies the property levied is eligible, under the laws of the State of California, to be placed on the secured tax roll.

Tahoe-Truckee Sanitation Agency

84001

District Name

Direct Charge Tax Code Number(s) (or attach list)

LaRue Griffin

General Manager

Print Name of Authorized Person Certifying this Form

Title of Authorized Person Certifying this Form

July 11, 2018

Signature of Authorized Person Certifying this Form

Date Form Certified

El Dorado County, Auditor-Controller, Property Tax Division
360 Fair Lane, Placerville CA 95667 (530) 621-5470
Direct Charge Information Sheet as of May 22, 2018

**B
A
C
K
G
R
O
U
N
D**

The information on this form is used to ensure accuracy related to the direct charge levy, contact information, revenue distribution, etc. The review, validation, and submission of this information is necessary each year by the statutory deadline of **August 10**. The district may make additional updates to the information anytime throughout the year by submitting an updated form.

- I
N
S
T
R
U
C
T
I
O
N
S**
- Review the Background and Instructions information on this page.
 - Locate and print the page(s) with the district's direct charge(s).
 - Review and validate the information below.
 - Notate changes/inaccuracies using a colored pen or highlighter. IF using a pdf text editing tool, also use the highlighting tool to highlight the changes. Changes must be obvious when glancing at the form.
 - Sign and date the form(s) related only to the specific district's direct charges.
 - Retain a copy for your records.
 - Submit the completed form to the Auditor-Controller, Property Tax Division by **August 10**, along with the other required forms. Submissions may be made via mail, fax, or email.

**F
Y
I**

Direct Charge Tax Code: **84001** FYI Tax Code <2018/19: 20673
 Description on the Tax Bill: **Delq Bill: Tahoe-Truckee Sanitation ~~District~~ Agency**
 Property Tax Division Staff Assignment: **Joy Shaw**
 Property Tax Division Staff Email: **joy.shaw@edcgov.us**
 Property Tax Division Staff Phone Number: **530/621-5473**

**V
A
L
I
D
A
T
E
&
N
O
T
A
T
E
C
H
A
N
G
E
S**

District Name: **Tahoe-Truckee Sanitation Agency**
Type & Description: **Delinquent Sanitation & Sewerage Charges for Services**
Category: **Delinquent Fees & Charges**
Phone# on Tax Bill: **530/587-2525**
District Contact: **Emily Pindar**
13720 Butterfield Drive
Truckee, CA 96161

District Email Address: **epindar@ttsa.net**
District Contact – Daytime Number: **530/587-2525**
District Contact – Alternate Number#:
District FAX Number: **530/587-5840**

Consultant Name:
Consultant Address:
Consultant City/State/Zip:
Consultant Phone:
Consultant FAX:
Consultant Email Address:

FENIX/MUNIS G/L Org Code: **8712000**
FENIX/MUNIS Revenue Object: **1740**
FENIX/MUNIS Project String (if applicable):
Teeter Plan (Y or N): **N**
Current Year Levy Status: **Active**

**C
O
M
P
L
E
T
E**

Please make changes that have been obviously noted above.
 The information above is accurate and no changes are needed.

 LaRue Griffin
 Print Name of Authorized Person Certifying this Form

 General Manager
 Title of Authorized Person Certifying this Form

 Signature of Authorized Person Certifying this Form

 July 11, 2018
 Date Form Certified



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Item: VI-7
Subject: Approval of Resolution 5-2018 to establish appropriations limits for fiscal year 2018-2019

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.

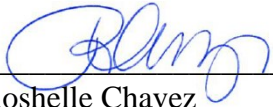
Attachments

Resolution 5-2018 and appropriations limit calculation.

Recommendation

Approve Resolution 5-2018 to establish appropriations limits for fiscal year 2018-2019.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

RESOLUTION 5-2018

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TAHOE-TRUCKEE SANITATION AGENCY ESTABLISHING APPROPRIATIONS LIMITS FOR FISCAL YEAR 2018-19

WHEREAS, as the people of the State of California elected to approve Article XIII B of the California Constitution which sets annual appropriations limits for governmental agencies; and

WHEREAS, the California Legislature has enacted Government Code Section 7901 which implements Article XIII B of the Constitution and sets forth procedures for calculating appropriations limits; and

WHEREAS, Tahoe-Truckee Sanitation Agency receives revenue from service charges, connection fees and property taxes and Government Code Section 7901 states that proceeds of taxes shall not include proceeds to a local jurisdiction or the State from regulatory licenses, user charges, or user fees except to the extent that such proceeds exceed the cost reasonably borne by such an entity in providing the regulation product or service; and

WHEREAS, Tahoe-Truckee Sanitation Agency service charges, required by state and federal law and established pursuant to law, provide revenue for plant operation to meet state waste discharge requirements; and connection fees are established pursuant to law to provide reserves for new plant construction and plant improvements; and

WHEREAS, proceeds from service charges and connection fees do not exceed the actual cost of providing wastewater treatment service and new plant construction; and

WHEREAS, Tahoe-Truckee Sanitation Agency revenues subject to limitation include property taxes received for administrative expense and state subventions; and

WHEREAS, Tahoe-Truckee Sanitation Agency is required by Government Code Section 7910 to establish appropriations limits for fiscal year 2018-19 by resolution at a regularly scheduled and noticed meeting; and

WHEREAS, a report has been prepared and filed with the Secretary of the Tahoe-Truckee Sanitation Agency 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. Tahoe-Truckee Sanitation Agency appropriations subject to limitation consist solely of property taxes and state subventions received for administrative expense.

2. The appropriations subject to limitation for fiscal year 2018-19 based on allowable increases in per capita personal income, and change in population is \$3,221,710. The budgeted administrative revenue for fiscal year 2018-19 is \$3,000,000.
3. The estimated fiscal year 2018-19 administration budget does not exceed the allowable appropriations limit.

PASSED AND ADOPTED by the Board of Directors of Tahoe-Truckee Sanitation Agency this 11th day of July 2018, at Truckee, California, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

S. Lane Lewis, President
Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

Secretary of the Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY

**Appropriations Limits Calculation
Fiscal Year 2018-2019**

<i>Growth Factor Calculation</i>			
<i>County</i>	Δ <i>PCPI</i> ⁽¹⁾	Δ <i>Population</i> ⁽²⁾	<i>GF</i> ⁽³⁾
Nevada	1.0367	1.0252	1.0628
Placer	1.0367	1.0066	1.0435
El Dorado	1.0367	1.0083	1.0453

<i>Assessed Value</i> ⁽⁴⁾	
<i>County</i>	<i>Gross \$</i>
Nevada	5,785,381,956
Placer	10,991,798,800
El Dorado	1,034,266,938
Total	17,811,447,694

(1) Per Capita Personal Income

(2) Population projection

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

(4) Previous fiscal year value

$$\Delta AL_{(FY\ 2018-2019)} = \frac{\sum [(GF \times AV)_{Nevada\ Co.} + (GF \times AV)_{Placer\ Co.} + (GF \times AV)_{El\ Dorado\ Co.}]}{\sum AV}$$

$$\Delta AL_{(FY\ 2018-2019)} = \frac{\sum [(1.0628 \times 5785381956) + (1.0435 \times 10991798800) + (1.0453 \times 1034266938)]}{17,811,447,694}$$

$$\Delta AL_{(FY\ 2018-2019)} = 1.0499$$

$$AL_{(FY\ 2017-2018)} = 3,068,587$$

$$\Delta AL_{(FY\ 2018-2019)} = 1.0499$$

$$AL_{(FY\ 2018-2019)} = \mathbf{3,221,710}$$



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-8
Subject: Discussion of A. Teichert & Son, Inc. operations

Background

The Agency has been approached by A. Teichert & Son, Inc. to discuss additional T-TSA owned properties for potential expansion of their mining operations. Mr. Tom Herschbach of A. Teichert & Son, Inc. shall be at the Board meeting to discuss their operations.

Fiscal Impact

None.

Attachments

Potential Mining Areas map.

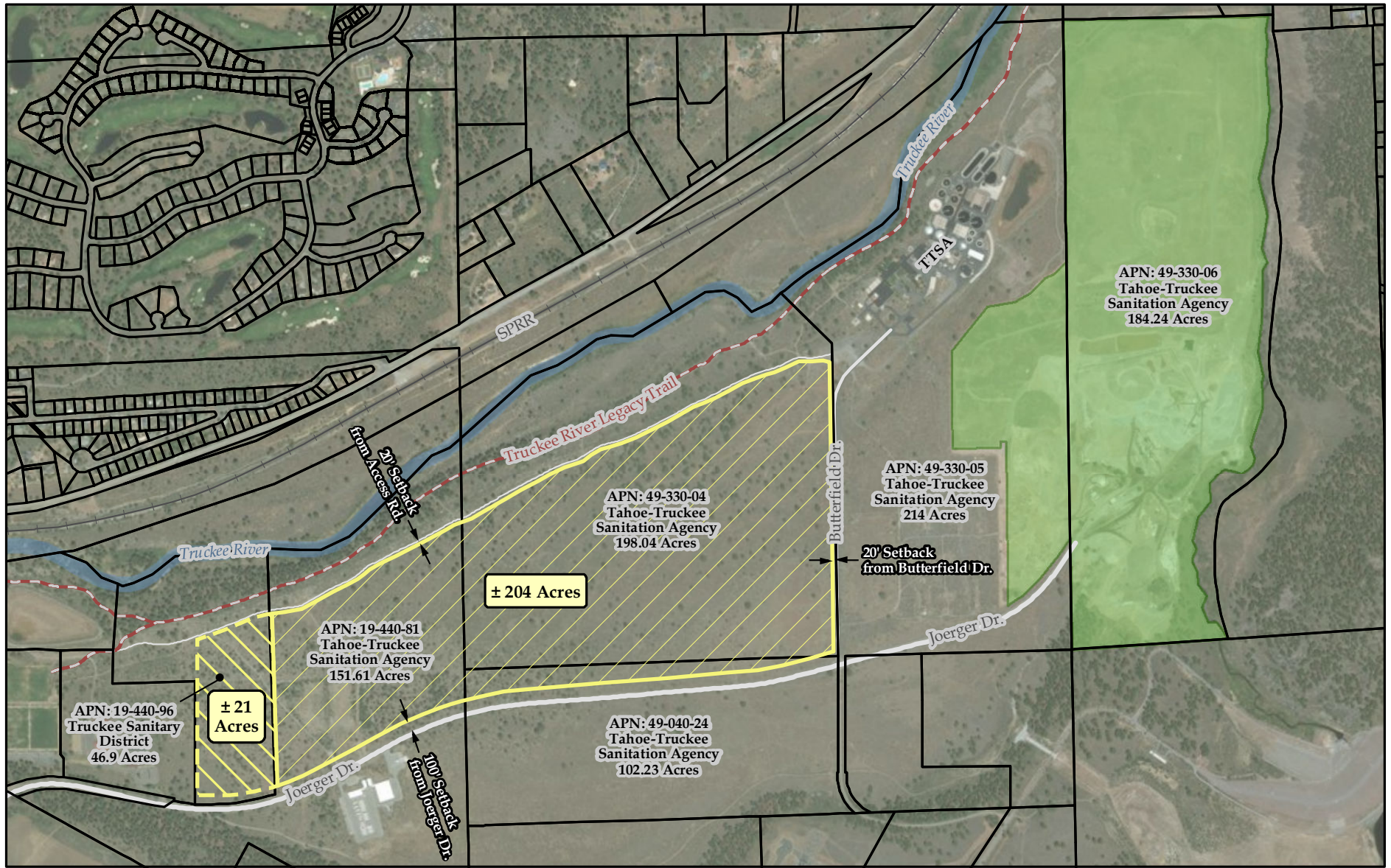
Recommendation

No action required.





Review Tracking

Submitted By: _____


LaRue Griffin
General Manager

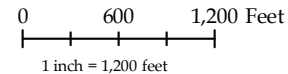


LEGEND:

-  TTSA Potential Mining Area: ± 204 Acres
-  TSD Potential Mining Area: ± 21 Acres
-  Permitted Areas (Nearly Mined Out)
-  Parcel Boundaries

SOURCE:

Parcels Provided by Nevada County GIS (2017)
 Aerial Photography Provided by ESRI Basemaps & Affiliates (DigitalGlobe: July 3, 2016)



DISCLAIMER:

The data was mapped for assessment purposes only. No liability is assumed for the accuracy of the data shown.

POTENTIAL MINING AREA
TAHOE-TRUCKEE SANITATION AGENCY PROPERTY
 NEVADA COUNTY, CALIFORNIA



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-9
Subject: Discussion of the Avery Hotel development

Background

The Avery Hotel development was initiated years ago and the Agency worked with the developer to realign the TRI to facilitate the parcel development. The hotel project did not proceed at that time and there was no further progress. Recently, the Agency was approached by a developer to commence on a new hotel layout. Based on conversations with the developer and its engineer, they would like to proceed with realigning the TRI around their parcel.

Mr. Jackson Grunsky, representing Gertrude Holdings (owner of the Avery Hotel property), will be attending the Board meeting to introduce himself and to address any questions the Board of Directors may have about the project.

Fiscal Impact

None.

Attachments

Proposed TRI alignment from the original Avery Hotel project for discussion purposes. All other improvements (buildings, parking and roadway improvements) shown on the plan do not apply to the current development.

Recommendation

No action required.

Review Tracking

Submitted By: 
LaRue Griffin
General Manager

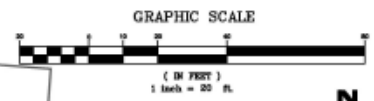
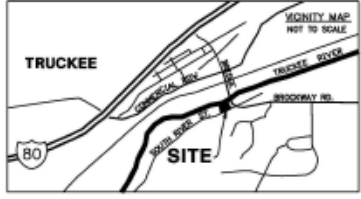
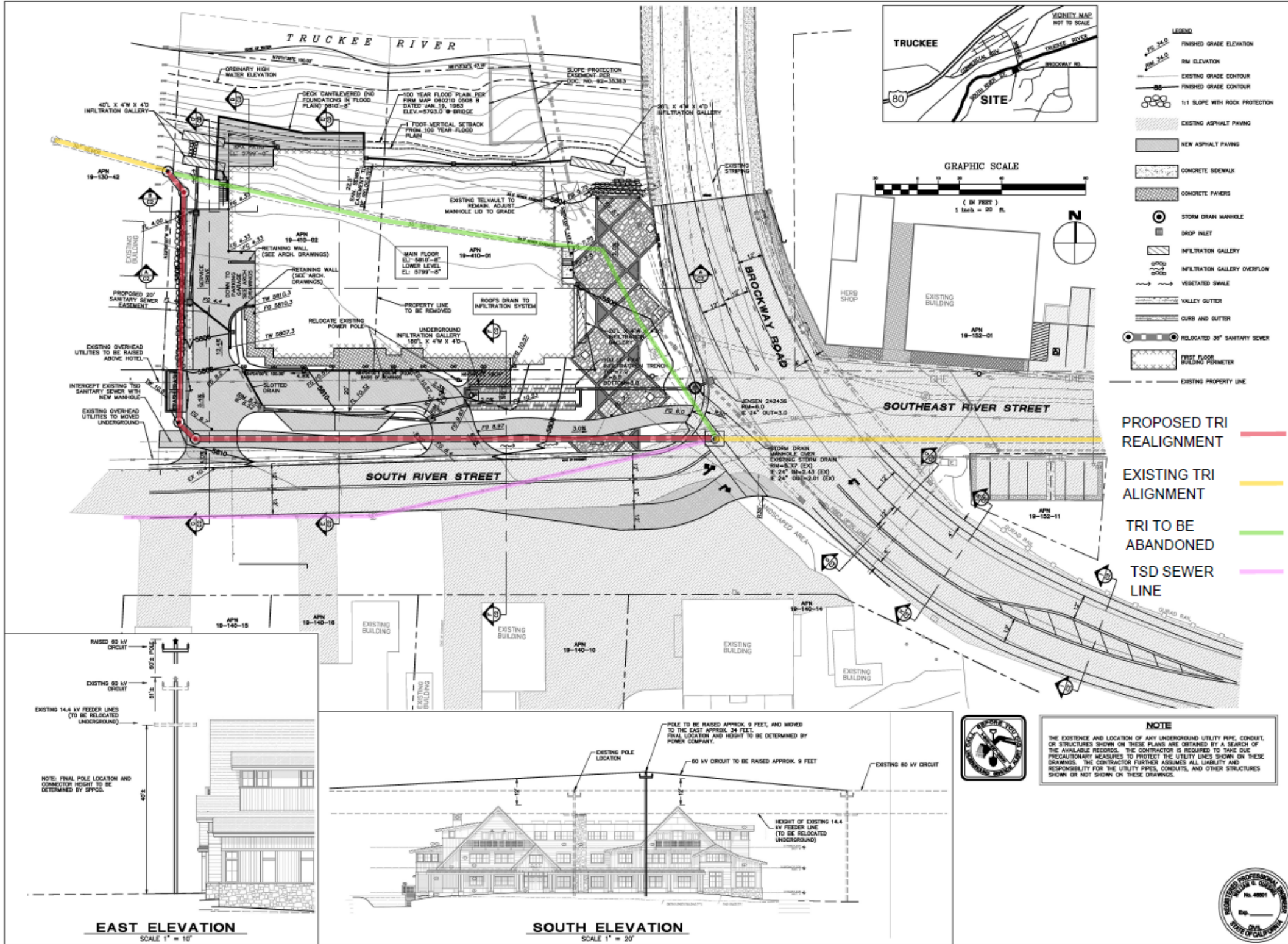
HOTEL AVERY
10002 & 10024 SOUTH RIVER STREET
TRUCKEE, CALIFORNIA
APN 19-140-01 & -02 NEVADA COUNTY

CLIENT NAME:
JMA TRUCKEE 1, L.L.C.
706 MISSION STREET
9TH FLOOR
SAN FRANCISCO, CA
(415) 646-7766

FILE:
Hotel Avery Site 14MAY2012.dwg
SCALE:
1" = 20'
DATE:
14 MAY 2012
REVISIONS:

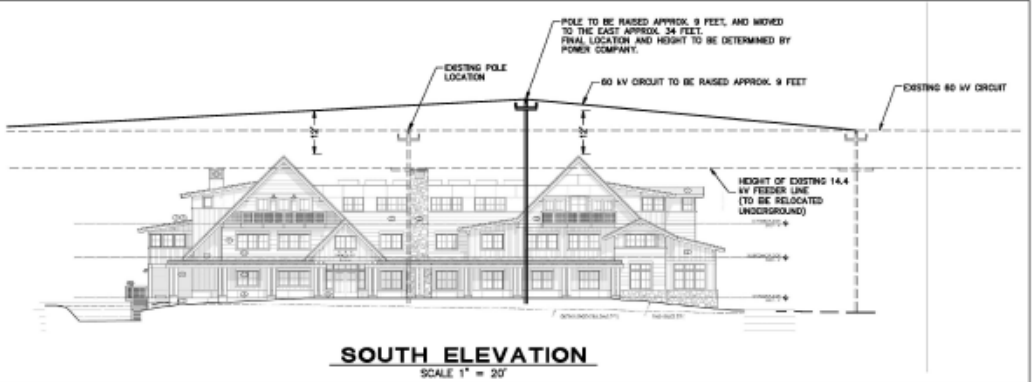
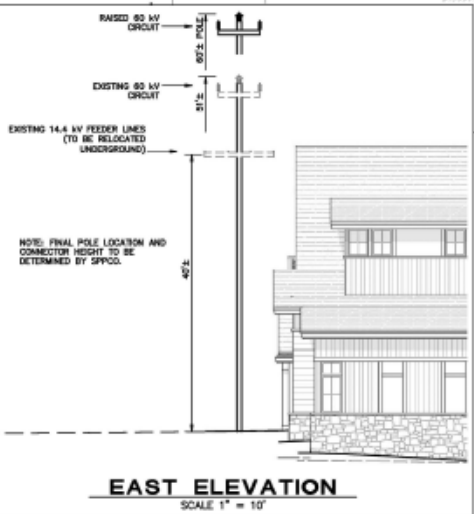
DESCRIPTION:
**PRELIMINARY
GRADING
AND
DRAINAGE**

SHEET:
C1
OF 3 SHEETS



- LEGEND**
- FINISHED GRADE ELEVATION
 - RM ELEVATION
 - EXISTING GRADE CONTOUR
 - FINISHED GRADE CONTOUR
 - 1:1 SLOPE WITH ROCK PROTECTION
 - EXISTING ASPHALT PAVING
 - NEW ASPHALT PAVING
 - CONCRETE SIDEWALK
 - CONCRETE PAVINGS
 - STORM DRAIN MANHOLE
 - DROP INLET
 - INFILTRATION GALLERY
 - INFILTRATION GALLERY OVERFLOW
 - VEGETATED SWALE
 - VALLEY GUTTER
 - CURB AND GUTTER
 - RELOCATED 3" SANITARY SEWER
 - FIRST FLOOR BUILDING PERIMETER
 - EXISTING PROPERTY LINE

- PROPOSED TRI REALIGNMENT
- EXISTING TRI ALIGNMENT
- TRI TO BE ABANDONED
- TSD SEWER LINE



NOTE
THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPE, CONDUIT, OR STRUCTURES SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITY LINES SHOWN ON THESE DRAWINGS. THE CONTRACTOR FURTHER ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR THE UTILITY PIPES, CONDUITS, AND OTHER STRUCTURES SHOWN OR NOT SHOWN ON THESE DRAWINGS.





TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: VI-10
Subject: Approval of contract modification no. 1 for the 2018 Clarifier Painting project

Background

The 2018 Clarifier Painting Project consists of rehabilitating the coating in the following facilities: primary clarifier no. 2, primary clarifier no. 3, and chemical clarifier no. 2. The contractor has completed 98% of the work in primary clarifier no. 2 and only has minor work remaining to be performed under lump sum bid items.

There are several unit price bid items for primary clarifier no. 2 for which quantities had been estimated in the contract, as follows:

1. The amount of welding to be performed.
2. The amount of material needed to perform the welding repairs.
3. The amount of grinding to be performed.
4. The amount of caulking to be placed.

For item no. 1, the contractor performed more welding than the quantities estimated in the contract. For items nos. 2, 3, and 4, the contractor performed less work than the quantities estimated in the contract. Contract modification no. 1 would adjust these estimated quantities to reflect actual quantities.

Fiscal Impact

Reduction of the total contract amount by \$2,957.10.


Attachments

Contract modification no. 1.

Recommendation

Approve contract modification no. 1 for the 2018 Clarifier Painting 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

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

CONTRACT MODIFICATION NO. 1 (Change Order)

The following additions, deletions or revisions to the Contract Documents for the 2018 Clarifier Painting Project by and between the Tahoe-Truckee Sanitation Agency and F.D. Thomas Inc. dated March 13, 2018 have been ordered and authorized:

ITEM	DESCRIPTION	COMPENSATION BASIS	COST
1	<p>Contractor agrees to begin work in Chemical Clarifier No. 2 before substantial work in Primary Clarifier No. 2 has been completed. Contractor agrees to complete all work in Primary Clarifier No. 2 except for cleaning, surface preparation, coating, and holiday detection of the rake arm angle irons per contract specifications and move to Chemical Clarifier No. 2 starting on 6/27/2018. The rake arm angle irons for Primary Clarifier No. 2 shall be cleaned, surface preparation completed, coated, holiday detected, and ready to be installed by 7/9/2018 at no additional cost to the Agency.</p> <p>Contractor agrees that any delay of completing work on Primary Clarifier No. 2 rake arm angle irons beyond 7/9/2018 will delay the availability of Primary Clarifier No. 3. The Contractor shall solely bear all costs and liquidated damages associated with such delays. As previously discussed, T-TSA will be de-energizing the plant on 6/28/2018. As such, non-potable water will not be available on 6/28/2018. Use of potable water during this time will be available for uses specified in the Contract.</p>	Lump Sum	\$0.00
Total Cost for Item 1			\$0.00

ITEM	DESCRIPTION	COMPENSATION BASIS	COST
2	An additional 1 hour of welding to be applied to Bid Item 7A at an hourly cost of \$187.00.	Per\Hour	\$187.00
Total Cost for Item 2			\$187.00



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: VI-11
Subject: Approval of progress pay estimate no. 1 for the 2018 Clarifier Painting project

Background

The 2018 Clarifier Painting Project consists of rehabilitating the coating in the following facilities: primary clarifier no. 2, primary clarifier no. 3, and chemical clarifier no. 2. The contractor has completed 98% of the work in primary clarifier no. 2 and only has minor work remaining to be performed under lump sum bid items.

The contractor has requested payment for the work completed between May 20, 2018 and June 25, 2018. Progress pay estimate no. 1 includes the adjustments made by contract modification no. 1. Staff has reviewed the work the contractor has completed to date and has determined that it complies with contract requirements.

Fiscal Impact

Withholding 5% for retention, payment to Contractor would be \$88,154.30.


Attachments

Progress pay estimate no. 1.

Recommendation

Approve progress pay estimate no. 1 for the 2018 Clarifier Painting project.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager

**Tahoe-Truckee Sanitation Agency
2018 Clarifier Painting Project**

**Original Contract Amount: \$291,475.00
C.M #1: (\$2,957.10)
Revised Contract Amount: \$288,517.90**

Progress Pay Estimate No. 1
May 20, 2018 to June 25, 2018

OWNER:

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

CONTRACTOR:

F.D. Thomas, Inc
217 Bateman Dr
Central Point, OR, 97502

ITEM NO.	BID ITEM DESCRIPTION	UNIT PRICE	CONTRACT QUANTITY	UNIT	CONTRACT TOTAL	PERCENTAGE	TOTAL EARNED
General							
1.	The total lump sum including all labor materials, etc., for mobilization.	N/A	1	LUMP SUM	\$13,500.00	100%	\$13,500.00
2.	The total lump sum including all labor materials, etc., for demobilization.	N/A	1	LUMP SUM	\$13,500.00	0%	\$0.00
3.	Additive bid item for climatic controls. The unit price per day for the operation of dehumidification system, and/or other system for the control of the environmental conditions.	\$717.00	1	DAY	\$717.00	0%	\$0.00
Primary Clarifier No. 2							
4.	Primary Clarifier No. 2: The total lump sum for all labor, materials, equipment, and tools to install dust containment system before the start of work and removal after completion of work in Primary Clarifier No. 2 (Work Area 1).	N/A	1	LUMP SUM	\$17,900.00	100%	\$17,900.00
5.	Primary Clarifier No. 2: The total lump sum, including all labor, materials, equipment, and tools to remove and dispose of the existing scale and surface contamination from items specified to be coated in Primary Clarifier No. 2.	N/A	1	LUMP SUM	\$4,325.00	100%	\$4,325.00
6.	Primary Clarifier No. 2: The total lump sum, including all labor, materials, equipment, and tools to perform inspection blast on areas where the coating has failed in Primary Clarifier No. 2.	N/A	1	LUMP SUM	\$16,500.00	100%	\$16,500.00
7A	Primary Clarifier No. 2: Perform welding repairs as directed by Agency. This bid item shall include 20 hours of welding (see Technical Specifications, Section 01020 for more information).	\$187.00	20	HRS.	\$3,740.00	100%	\$3,740.00
7B	Primary Clarifier No. 2: Perform welding repairs as directed by Agency. This bid item shall include \$1,000 for material (see Technical Specifications, Section 01020 for more information).	N/A	1	LUMP SUM	\$1,000.00	100%	\$1,000.00
8.	Primary Clarifier No. 2: The total lump sum, including all labor, materials, equipment, and tools for surface preparation to remove and dispose of the existing coating of specified items in Primary	N/A	1	LUMP SUM	\$18,000.00	95%	\$17,100.10
9.	Primary Clarifier No. 2: The unit price per hour for grinding work in Primary Clarifier No. 2.	\$108.00	12	HRS.	\$1,296.00	100%	\$1,296.00
10.	Primary Clarifier No. 2: The total lump sum, including all labor materials, equipment, and tools to apply the specified coating to specified items in Primary Clarifier No. 2.	N/A	1	LUMP SUM	\$20,200.00	95%	\$19,190.00
11.	Primary Clarifier No. 2: The unit price per linear foot for caulking in Primary Clarifier No. 2.	\$8.00	150	L.F.	\$1,200.00	100%	\$1,200.00
Primary Clarifier No. 3							
12.	Primary Clarifier No. 3: The total lump sum for all labor, materials, equipment, and tools to install dust containment system before the start of work and removal after completion of work in Primary Clarifier No. 3 (Work Area 3).	N/A	1	LUMP SUM	\$17,900.00	0%	\$0.00

13.	Primary Clarifier No. 3: The total lump sum, including all labor, materials, equipment, and tools to remove and dispose of the existing scale and surface contamination from items specified to be coated in Primary Clarifier No. 3.	N/A	1	LUMP SUM	\$4,325.00	0%	\$0.00
14.	Primary Clarifier No. 3: The total lump sum, including all labor, materials, equipment, and tools to perform inspection blast on areas where the coating has failed in Primary Clarifier No. 3.	N/A	1	LUMP SUM	\$16,500.00	0%	\$0.00
15A	Primary Clarifier No. 3: Perform welding repairs as directed by Agency. This bid item shall include 20 hours of welding (see Technical Specifications, Section 01020 for more information).	\$187.00	20	HRS.	\$3,740.00	0%	\$0.00
15B	Primary Clarifier No. 3: Perform welding repairs as directed by Agency. This bid item shall include \$1,000 for material (see Technical Specifications, Section 01020 for more information).	N/A	1	LUMP SUM	\$1,000.00	0%	\$0.00
16.	Primary Clarifier No. 3: The total lump sum, including all labor, materials, equipment, and tools for surface preparation to remove and dispose of the existing coating of specified items in Primary Clarifier No. 3.	N/A	1	LUMP SUM	\$18,000.00	0%	\$0.00
17.	Primary Clarifier No. 3: The unit price per hour for grinding work in Primary Clarifier No. 3.	\$108.00	12	HRS.	\$1,296.00	0%	\$0.00
18.	Primary Clarifier No. 3: The total lump sum, including all labor materials, equipment, and tools to apply the specified coating to items specified items in Primary Clarifier No. 3.	N/A	1	LUMP SUM	\$20,200.00	0%	\$0.00
19.	Primary Clarifier No. 3: The unit price per linear foot for caulking in Primary Clarifier No. 3.	\$8.00	150	L.F.	\$1,200.00	0%	\$0.00

Chemical Clarifier No. 2

20.	Chemical Clarifier No. 2: The total lump sum for all labor, materials, equipment, and tools to install dust containment system before the start of work and removal after completion of work in Chemical Clarifier No. 2 (Work Area 2).	N/A	1	LUMP SUM	\$17,900.00	0%	\$0.00
21.	Chemical Clarifier No. 2: The total lump sum, including all labor, materials, equipment, and tools to remove and dispose of the existing scale and surface contamination from items specified to be coated in Chemical Clarifier No. 2.	N/A	1	LUMP SUM	\$13,000.00	0%	\$0.00
22.	Chemical Clarifier No. 2: The total lump sum, including all labor, materials, equipment, and tools to perform inspection blast on areas where the coating has failed in Chemical Clarifier No. 2.	N/A	1	LUMP SUM	\$16,000.00	0%	\$0.00
23A	Chemical Clarifier No. 2: Perform welding repairs as directed by Agency. This bid item shall include 20 hours of (see Technical Specifications, Section 01020 for more information).	\$187.00	20	HRS.	\$3,740.00	0%	\$0.00
23B	Chemical Clarifier No. 2: Perform welding repairs as directed by Agency. This bid item shall include \$1,000 for material (see Technical Specifications, Section 01020 for more information).	N/A	1	LUMP SUM	\$1,000.00	0%	\$0.00
24.	Chemical Clarifier No. 2: The total lump sum, including all labor, materials, equipment, and tools for surface preparation to remove and dispose of the existing coating of specified items in Chemical	N/A	1	LUMP SUM	\$18,000.00	0%	\$0.00
25.	Chemical Clarifier No. 2: The unit price per hour for grinding work in Chemical Clarifier No. 2.	\$108.00	12	HRS.	\$1,296.00	0%	\$0.00
26.	Chemical Clarifier No. 2: The total lump sum, including all labor materials, equipment, and tools to apply the coating to specified items in Chemical	N/A	1	LUMP SUM	\$23,700.00	0%	\$0.00
27.	Chemical Clarifier No. 2: The unit price per linear foot for caulking in Chemical Clarifier No. 2.	\$8.00	100	L.F.	\$800.00	0%	\$0.00

Contract Modifications						
Contract Modification No. 1						(\$2,957.10)
TOTAL					\$291,475.00	\$92,794.00

TOTAL EARNED TO DATE:	\$92,794.00
5% TOTAL RETENTION TO DATE:	\$4,639.70
TOTAL AMOUNT PREVIOUSLY PAID:	\$0.00
TOTAL AMOUNT DUE CONTRACTOR:	\$88,154.30

ACCEPTED BY:

F.D. Thomas, Inc

BY:

Conny Hall

DATE:

7/2/18

APPROVED BY:

Tahoe-Truckee Sanitation Agency

BY:

DATE:



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: VI-12
Subject: Approval to award bid for the Digital Scanning of Sewer Lines project

Background

Bids were received on June 15, 2018 for the 2018 Digital Scanning of Sewer Lines project (Project). Staff received one bid from Hoffman Southwest Corp., dba Professional Pipe Services (Pro-Pipe). Review of the bid yielded one irregularity; Pro-Pipe listed the bonding agent for the Performance and Payment Bonds instead of the surety. Pro-Pipe stated via email that Atlantic Specialty Insurance Company will be providing the Performance and Payment Bonds. Atlantic Specialty Insurance Company meets the contract requirements. Staff has determined this to be a minor bid irregularity and can be deemed inconsequential by the Board. The Project field work would be slated to commence in the work window between September 4, 2018 and October 12, 2018.

Fiscal Impact

The total unit price per linear foot to perform the digital inspection of Schedules III and IV of the TRI is \$3.75 per linear foot. The estimated length of TRI for Schedules III and IV is approximately 37,500 linear feet. The total estimated contract price for the Digital Scanning of Sewer Lines project is \$140,625. This is approximately 6% lower than the engineer's estimate of \$150,000.


Attachments

Digital scanning map.

Recommendation

Approve to award bid for the Digital Scanning of Sewer Lines project to Pro-Pipe.

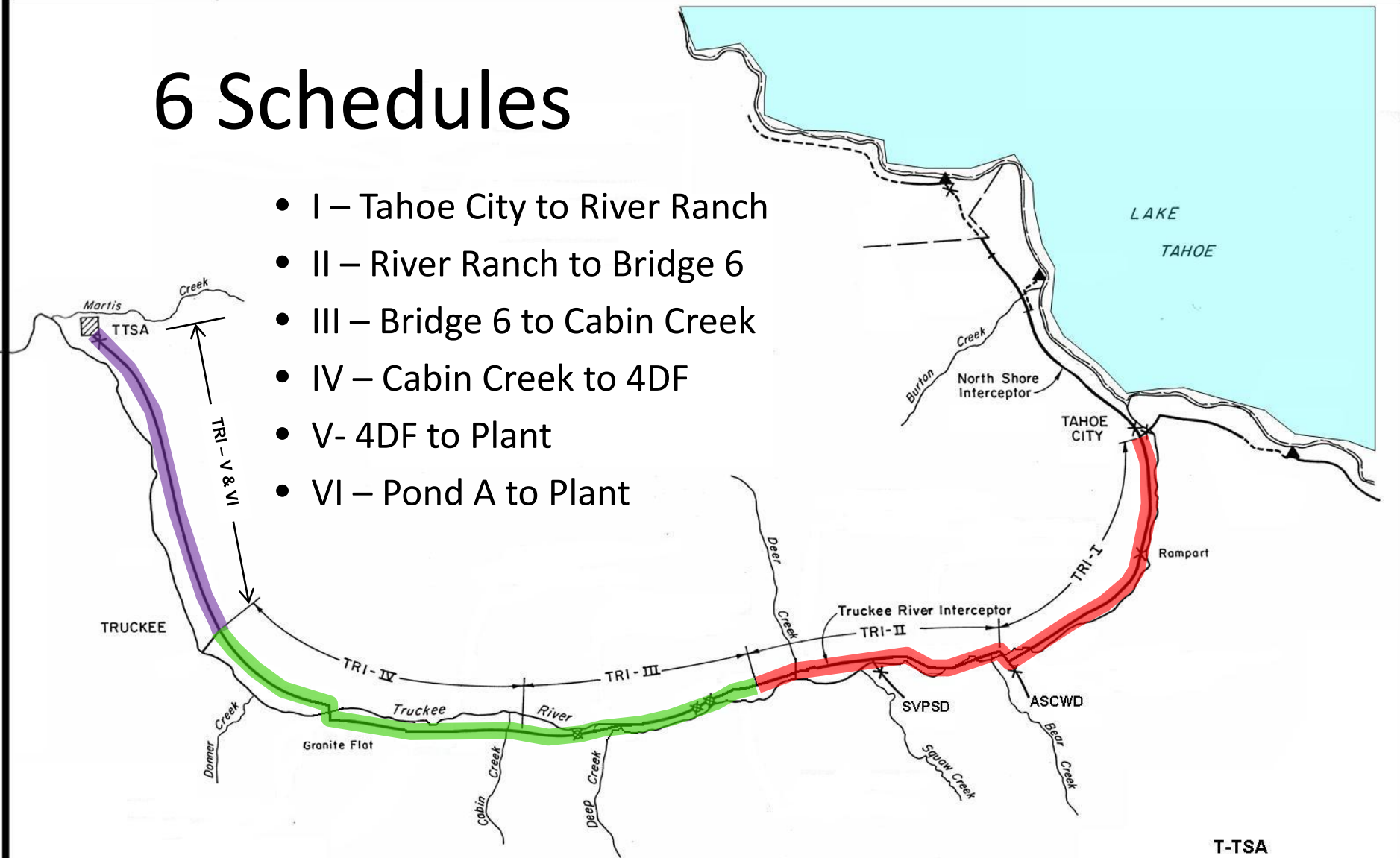
Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager

6 Schedules

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



T-TSA
TRUCKEE RIVER INTERCEPTOR

2017

2018

2019



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Michael Peak, Operations Manager
Item: VI-13
Subject: Approval to reject all bids and direct that an open market or internet purchase be made for a laboratory water purification system

Background

The laboratory's existing water purification system (system) was purchased in 1997 and numerous critical replacement parts are no longer supported by the manufacturer. The Agency solicited bids to furnish a replacement system and received a single bid in the amount of \$17,626.03. While initially assessing the cost of a new system prior to bid solicitation, it was estimated a new system would cost approximately \$11,000 based on a submitted quote and conversation.

In accordance with the Agency purchasing and public works contracting regulations for bids over \$15,000, the Agency may:

"...(i) award the purchase to the Lowest Responsible Responsive Bidder, (ii) reject all bids and re-advertise for bids, (iii) reject all bids and not proceed with the purchase, or (iv) reject all bids and direct that an open market or internet purchase be made by the Contracting Agent if the price to be paid on the open market or Internet is less than the low bid."

Based on the received bid and previously submitted quote, staff believes a lower price may be obtained through an open market purchase.

Fiscal Impact

Varies (≈\$11,000 - \$18,000 depending of purchase option).


Attachments

None.

Recommendation

Approve to reject all bids and direct that an open market or internet purchase be made for a laboratory water purification system.

Review Tracking

Submitted By: 
Michael Peak
Operations Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-14
Subject: Approval of Ordinance 2-2018 to authorize the General Manger to approve short-term license agreements

Background

The ordinance authorizes the General Manager to approve and sign short-term license agreements with third parties concerning the use of Agency real property. This ordinance is adopted pursuant to Agency Act sections 67 and 80 and other applicable law.

Fiscal Impact

None.

Attachments

Ordinance 2-2018.

Recommendation

Approve Ordinance 2-2018 to authorize the General Manger to approve short-term license agreements.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager

ORDINANCE NO. 2-2018

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE TAHOE-TRUCKEE SANITATION AGENCY
AUTHORIZING GENERAL MANAGER TO APPROVE
SHORT-TERM LICENSE AGREEMENTS**

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

1. Purpose and Authority. The purpose of this ordinance is to authorize the General Manager to approve and sign short-term license agreements with third parties concerning the use of Agency real property. This ordinance is adopted pursuant to Agency Act sections 67 and 80 and other applicable law.

2. Background Recitals. This ordinance is adopted with reference to the following background recitals:

a. The Agency owns substantial real property around the TTSA Water Reclamation Plant. Third parties regularly ask the Agency for permission to use parts of the Agency property for various purposes (e.g., running and bike races, environmental restoration, survey, and monitoring projects). In the past, the Board has regularly approved various license agreements with third parties.

b. Agency Act section 80 requires that all contracts, including license agreements, be approved by the Board, except as otherwise authorized by ordinance. By this ordinance, the Board desires to authorize the General Manager to approve and sign short-term license agreements.

3. License Agreement Approval Authorization. The Board authorizes the General Manager to approve short-term license agreements with third parties allowing for the temporary use of Agency real property, subject to the following conditions and restrictions:

a. Each license agreement shall contain standard indemnification and insurance provisions consistent with past Agency practice.

b. Each license agreement shall be in a form approved by Agency General Counsel.

c. Each license agreement shall be for a governmental, scientific, environmental, recreational, or other nonprofit-related use of Agency property.

d. A license agreement shall not be approved if it would adversely affect or interfere with the Agency's use of its real property.

4. Effective Date. This ordinance shall be effective 30 days from the date of its adoption.

5. Posting. This ordinance shall be posted within the Agency in at least three conspicuous places within ten days after its adoption.

PASSED AND ADOPTED by the Board of Directors of the Tahoe-Truckee Sanitation Agency on this 11th day of July, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

S. Lane Lewis, President
Board of Directors

Attest:

LaRue Griffin, Secretary

CERTIFICATE

I hereby certify that the foregoing is a full, true and correct copy of Ordinance 2-2018, duly and regularly adopted by the Board of Directors of Tahoe-Truckee Sanitation Agency on July 11, 2018.

LaRue Griffin
Secretary of the Board



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: VI-15
Subject: Approval of Organizational Chart and Salary Schedule for fiscal year 2018-2019

Background

In 2016, as a provision of the employee negotiations, the Board of Directors approved an annual cost-of-living (COLA) adjustment in accordance with the California Consumer Price Index (CPI), All Urban Consumers, based on the previous calendar year commencing in April. The CPI has now been updated by the CA Department of Industrial Relations.

The 2016-2019 employee negotiations allow for the Agency to pay the CPI as follows: 100% of the first 3% of CPI, 75% of the incremental increase between 3.01% and 6%.

Therefore, the posted CPI of 3.6%, will be calculated as follows:

$$3.0\% @ 100\% = 3.00\%$$

$$0.6\% @ 75\% = 0.45\%$$

Which means that all employees at T-TSA will receive a 3.45% increase in salary effective July 01, 2018.

Fiscal Impact

3.45% salary increase for all employees.


Attachments

- Organizational Chart
- FY 2018-2019 Monthly Salary Schedule
- State of California, Office of the Director - Research Unit, Consumer Price Index Calculator Worksheet

Recommendation

Approve the Organizational Chart and Salary Schedule for fiscal year 2018-2019.

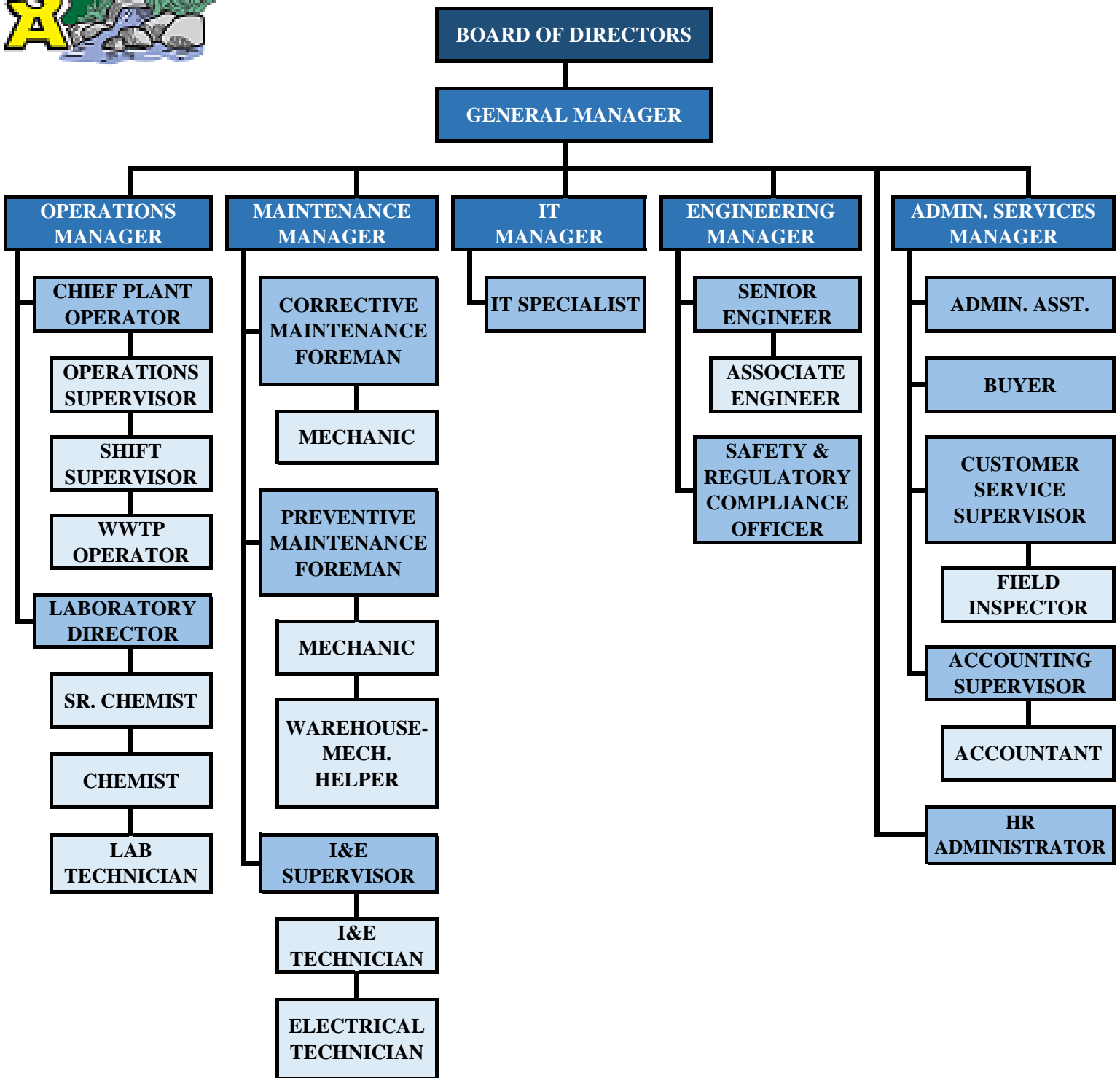
Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION ORGANIZATIONAL CHART



**Tahoe-Truckee Sanitation Agency
FY 2018-2019 Monthly Salary Schedule**

Job Classification		1	2	3	4	5	6	7
Administration	Administrative Assistant I	4,380	4,599	4,830	5,072	5,325	-	-
	Administrative Assistant II	4,830	5,072	5,325	5,593	5,874	-	-
	Administrative Assistant III	5,325	5,593	5,874	6,169	6,479	-	-
	Administrative Assistant IV	5,593	5,874	6,169	6,479	6,803	-	-
	Administrative Assistant V	5,915	6,211	6,524	6,852	7,195	-	-
	Buyer	5,593	5,874	6,169	6,479	6,803	-	-
	Purchasing Agent	5,915	6,211	6,524	6,852	7,195	-	-
	Accountant I	5,593	5,874	6,169	6,479	6,803	-	-
	Accountant II	6,402	6,722	7,059	7,413	7,786	-	-
	Accountant III	7,059	7,413	7,786	8,176	8,585	-	-
	Field Inspector	6,402	6,722	7,059	7,413	7,786	-	-
	Customer Services Supervisor	8,160	8,368	8,579	8,794	9,014	9,240	9,471
	Accounting Supervisor	8,160	8,368	8,579	8,794	9,014	9,240	9,471
	HR Administrator	8,579	8,793	9,012	9,238	9,468	9,705	9,948
	Administrative Services Manager*	10,242	10,500	10,762	11,032	11,310	11,593	11,884
IT	IT Specialist	7,381	7,566	7,757	7,953	8,152	8,357	8,568
	IT Department Manager*	10,242	10,500	10,762	11,032	11,310	11,593	11,884
Maintenance	Warehouse/Mechanic Helper	4,933	5,059	5,185	5,317	5,451	5,588	5,729
	Mechanic I	5,377	5,515	5,655	5,798	5,944	6,093	6,246
	Mechanic II	6,062	6,214	6,370	6,529	6,696	6,863	7,036
	Mechanic III	6,696	6,863	7,036	7,212	7,394	7,579	7,769
	Maintenance Foreman	7,394	7,579	7,769	7,964	8,163	8,370	8,581
	Electrical Technician	5,377	5,515	5,655	5,798	5,944	6,093	6,246
	I & E Technician I	7,200	7,381	7,566	7,758	7,953	8,152	8,357
	I & E Technician II	7,758	7,953	8,152	8,357	8,568	8,782	9,002
	I & E Supervisor	9,211	9,440	9,678	9,921	10,172	10,426	10,688
	Maintenance Manager*	10,242	10,500	10,762	11,032	11,310	11,593	11,884
Operations	WWTP Operator in Training	4,933	5,059	5,185	5,317	5,451	5,588	5,729
	WWTP Operator I	5,377	5,515	5,655	5,798	5,944	6,093	6,246
	WWTP Operator II	6,062	6,214	6,370	6,529	6,696	6,863	7,036
	WWTP Operator III	6,696	6,863	7,036	7,212	7,394	7,579	7,769
	Shift Supervisor	7,394	7,579	7,769	7,964	8,163	8,370	8,581
	Operations Supervisor	8,163	8,370	8,581	8,796	9,016	9,242	9,473
	Chief Plant Operator	9,227	9,459	9,695	9,938	10,188	10,445	10,707
	Operations Manager*	10,242	10,500	10,762	11,032	11,310	11,593	11,884
	Lab Technician I	5,449	5,587	5,727	5,871	6,019	6,172	6,328
	Lab Technician II	6,047	6,199	6,354	6,514	6,676	6,845	7,016
	Chemist	7,122	7,301	7,485	7,672	7,866	8,062	8,265
	Senior Chemist	7,865	8,062	8,265	8,473	8,685	8,902	9,126
	Laboratory Director	9,227	9,459	9,695	9,938	10,188	10,445	10,707
Engr.	Safety & Regulatory Compliance Officer	8,163	8,370	8,581	8,796	9,016	9,242	9,473
	Associate Engineer	8,889	9,111	9,339	9,573	9,812	10,057	10,308
	Senior Engineer	10,079	10,331	10,591	10,857	11,129	11,408	11,693
	Engineering Department Manager*	12,122	12,425	12,737	13,056	13,383	13,719	14,062
	General Manager*	-	-	-	-	-	-	16,805

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	April	▼	Beginning Index value
4) Select beginning year	2017	▼	261.85
5) Select ending month	April	▼	Ending Index Value
6) Select ending year	2018	▼	271.21

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

3.6%



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-16
Subject: Discussion of budget expenditure organization

Background

The approved annual budget for fiscal year 2018-2019 projected revenues and expenditures that are anticipated for the daily operation of the Agency as well as capital improvements over the next 5 fiscal years. The operating budget format differs from previous years to provide a simpler distinction of expenditures between departments.

A logical, organized and preferred budget expenditure format should be determined as accounting ledgers are created and utilized to ensure expenditures are efficiently tracked and monitored. For discussion purposes, attached are summarized Operation and Maintenance budgets (without monetary values) to identify expenditures by Category and Department.

The budget organized by Category will identify the total expenditure by expenditure category followed by details per department. The budget organized by Department will identify the total expenditure by department followed by details per expenditure category. Discussion and direction should be determined moving forward.

Fiscal Impact

None.

Attachments

Operation & Maintenance budget summaries organized by category and department.

Recommendation

No action required.

Review Tracking

Submitted By: 
LaRue Griffin
General Manager

**Tahoe-Truckee Sanitation Agency
Operation and Maintenance
(Category Format)**

EXPENDITURE

Salaries & Wages

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Professional Services

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Employee Benefits

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Conferences and Training

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Vehicle

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Contractual Services

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Professional Memberships

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Supplies, Repairs and Maintenance

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Office Expense

*Operations
Laboratory
Maintenance
Instr. & Elect.
Engineering
Safety
IT*

Utilities

*Heating Fuel
Electricity
Water
Natural Gas
Telephone*

**Tahoe-Truckee Sanitation Agency
Operation and Maintenance
(Department Format)**

EXPENDITURE

Operations

*Salaries & Wages
Employee Benefits
Vehicle
Professional Memberships
Office Expense
Professional Services
Conferences and Training
Contractual Services
Supplies, Repairs and Maintenance*

Engineering

*Salaries & Wages
Employee Benefits
Vehicle
Professional Memberships
Office Expense
Professional Services
Conferences and Training
Contractual Services
Supplies, Repairs and Maintenance*

Laboratory

*Salaries & Wages
Employee Benefits
Vehicle
Professional Memberships
Office Expense
Professional Services
Conferences and Training
Contractual Services
Supplies, Repairs and Maintenance*

Safety

*Salaries & Wages
Employee Benefits
Vehicle
Professional Memberships
Office Expense
Professional Services
Conferences and Training
Contractual Services
Supplies, Repairs and Maintenance*

Maintenance

*Salaries & Wages
Employee Benefits
Vehicle
Professional Memberships
Office Expense
Professional Services
Conferences and Training
Contractual Services
Supplies, Repairs and Maintenance*

Safety

*Salaries & Wages
Employee Benefits
Vehicle
Professional Memberships
Office Expense
Professional Services
Conferences and Training
Contractual Services
Supplies, Repairs and Maintenance*

Instr. & Elect.

*Salaries & Wages
Employee Benefits
Vehicle
Professional Memberships
Office Expense
Professional Services
Conferences and Training
Contractual Services
Supplies, Repairs and Maintenance*

Utilities

*Heating Fuel
Electricity
Water
Natural Gas
Telephone*



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VII-1
Subject: Department Reports

Background

Department reports for previous and current month(s).

Fiscal Impact

None.

Attachments

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

Recommendation

No action required.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY OPERATIONS DEPARTMENT REPORT

Date: July 11, 2018
To: Board of Directors
From: Michael Peak, Operations Manager
Subject: Operations Report

All plant waste discharge requirements were met for the month.

Operations Report:

- Lahontan Waterboard performed an inspection on Agency Storm Water Pollution Prevention Plan (SWPPP); no violations.
- Assisted with plant shutdown for contractor work associated with the Building #27 project.
- Inspected iron sponge and replaced media.
- Overall, plant operations ran well.

Laboratory Report:

- Staff assisted with STPUD laboratory recruitment.


Plant Data:


Influent Flow Description	MG
Monthly average daily ⁽¹⁾	4.05
Monthly maximum instantaneous ⁽¹⁾	6.37
Maximum 7- day average	4.27

Effluent Limitation Description ⁽²⁾	WDR Monthly Average		WDR Daily Maximum	
	Recorded	Limit	Recorded	Limit
Suspended Solids (mg/l)	0.9	10.0	1.5	20.0
Turbidity (NTU)	NA	NA	2.8	10.0
Total Phosphorus (mg/l)	0.37	0.8	0.92	1.5
Chemical Oxygen Demand (mg/l)	31.6	45.0	36.0	60.0

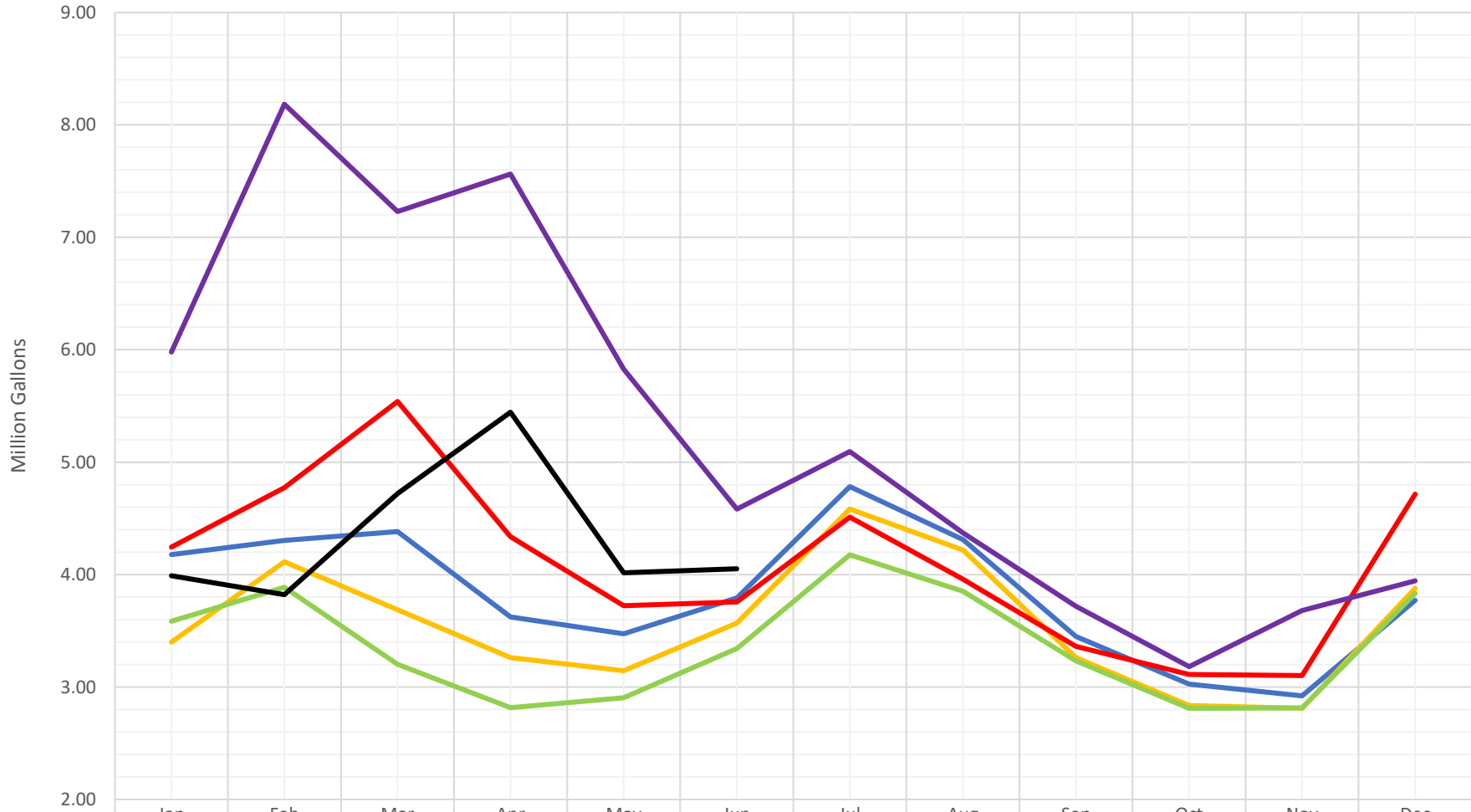
Notes: 1. Flows are depicted in the attached graph.
2. Effluent table data per WDR reportable frequency. Attached graphs depict all recorded data

Review Tracking:

Submitted By: 
Michael Peak
Operations Manager

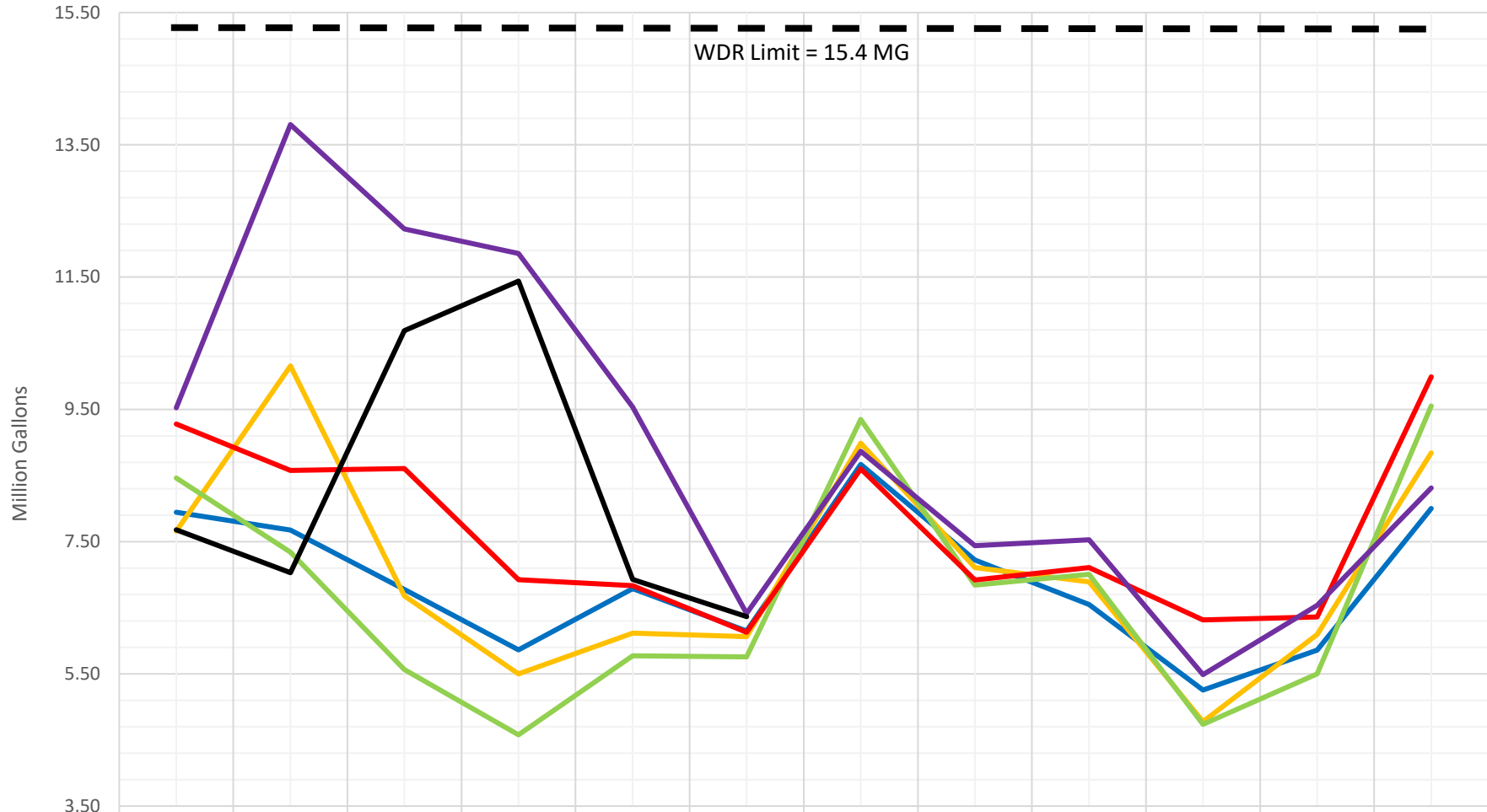
Approved By: 
LaRue Griffin
General Manager

Monthly Average Daily Flow (Influent)



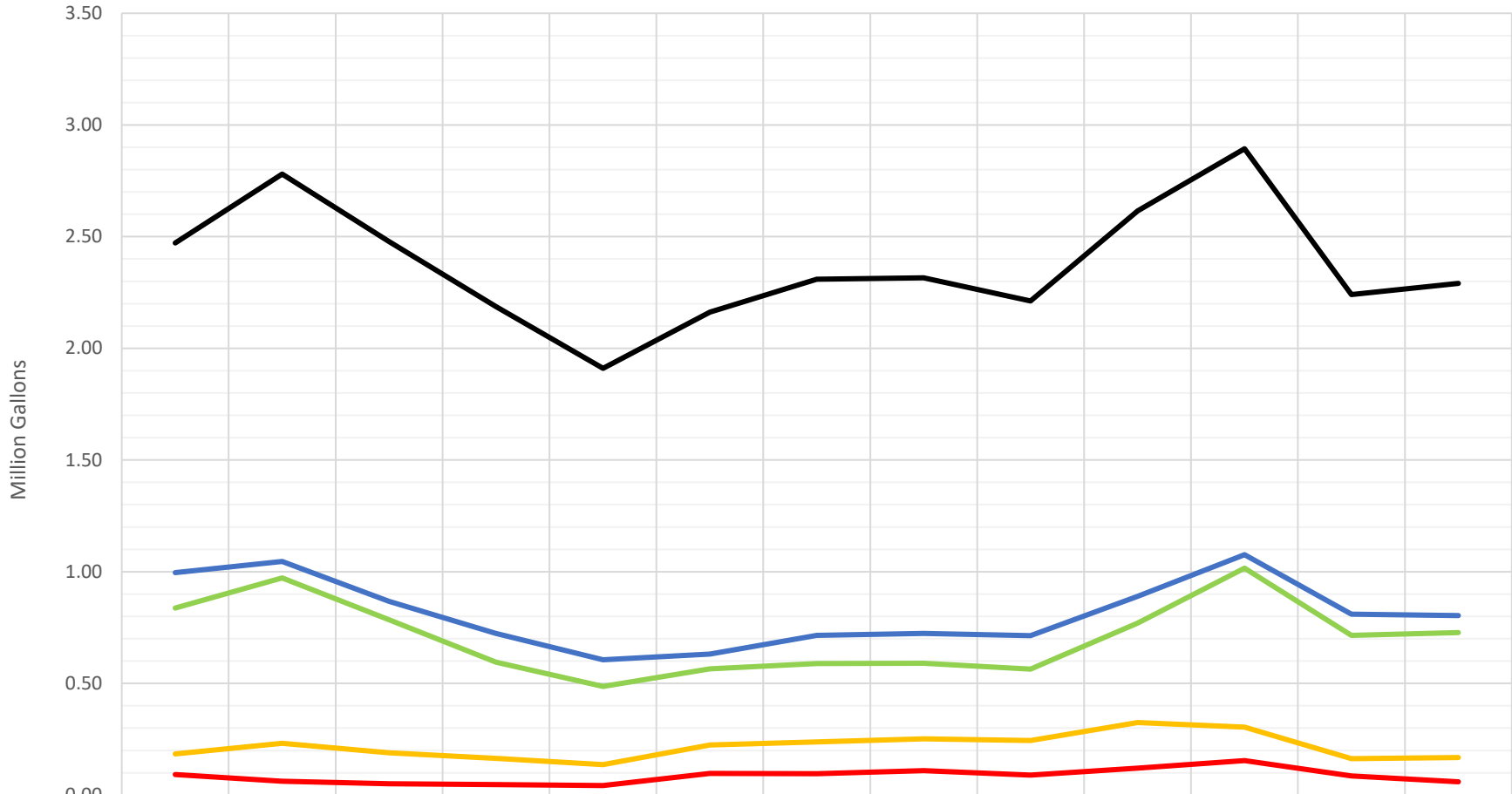
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	4.18	4.31	4.38	3.62	3.47	3.79	4.78	4.31	3.45	3.03	2.92	3.77
2014	3.40	4.11	3.69	3.26	3.14	3.57	4.58	4.22	3.26	2.84	2.81	3.88
2015	3.58	3.89	3.20	2.82	2.90	3.34	4.18	3.85	3.23	2.81	2.81	3.83
2016	4.24	4.77	5.54	4.34	3.72	3.76	4.51	3.96	3.36	3.11	3.10	4.72
2017	5.98	8.18	7.23	7.56	5.83	4.58	5.09	4.37	3.72	3.18	3.68	3.95
2018	3.99	3.82	4.72	5.44	4.02	4.05						

Monthly Maximum Instantaneous Flow (Influent)



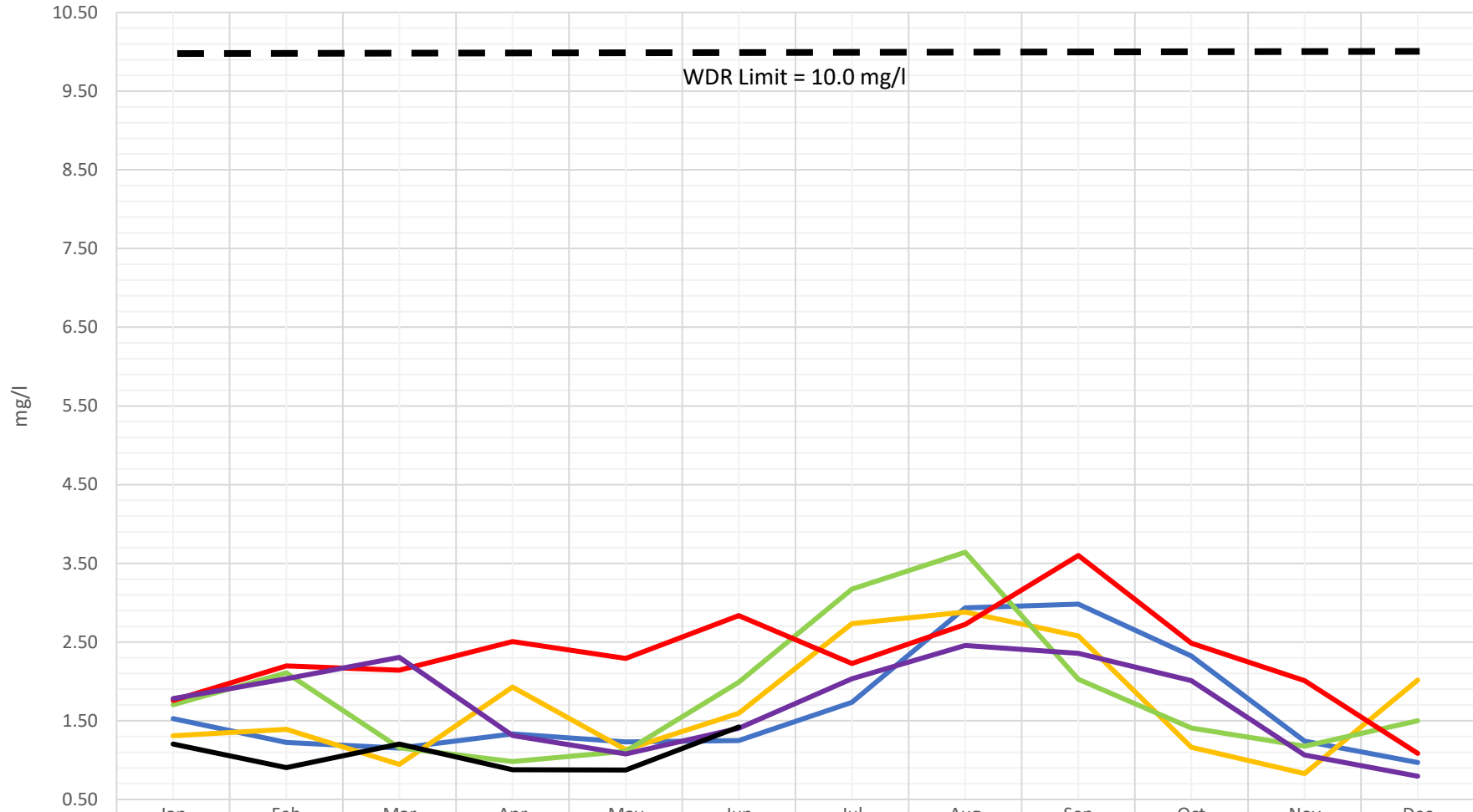
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	7.94	7.67	6.78	5.86	6.79	6.15	8.67	7.22	6.55	5.26	5.86	8.00
2014	7.66	10.16	6.68	5.50	6.12	6.06	8.99	7.11	6.89	4.78	6.09	8.84
2015	8.46	7.34	5.56	4.58	5.77	5.76	9.35	6.84	7.00	4.74	5.50	9.55
2016	9.28	8.58	8.60	6.93	6.84	6.13	8.60	6.92	7.11	6.32	6.36	9.99
2017	9.52	13.81	12.23	11.86	9.54	6.41	8.87	7.44	7.53	5.49	6.53	8.31
2018	7.68	7.03	10.69	11.44	6.93	6.37						

Monthly Average Daily Flow (Districts)



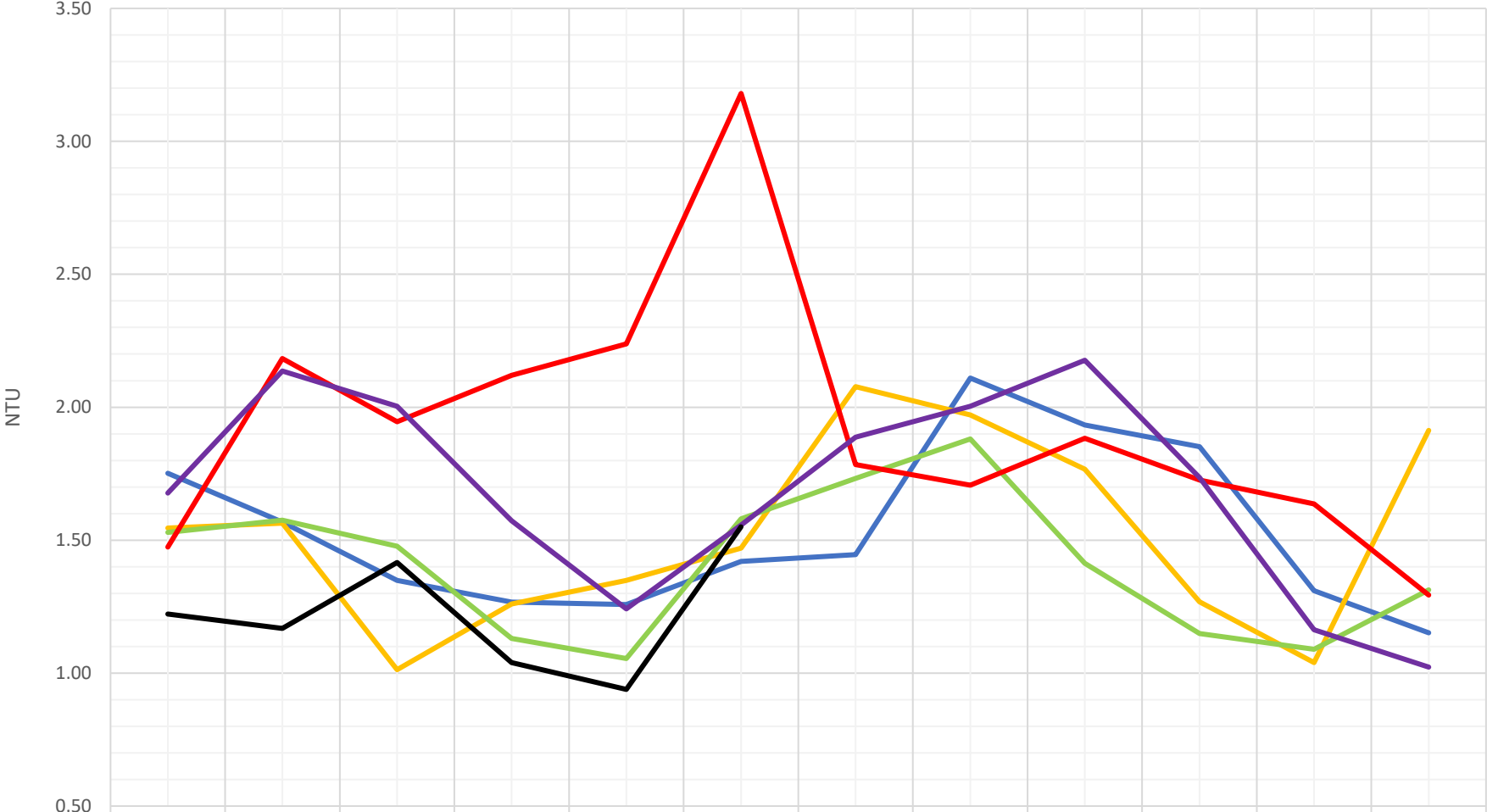
	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
NTPUD	1.00	1.05	0.87	0.72	0.61	0.63	0.72	0.72	0.71	0.89	1.08	0.81	0.80
TCPUD	0.84	0.97	0.79	0.59	0.49	0.57	0.59	0.59	0.56	0.77	1.02	0.72	0.73
ASCWD	0.09	0.06	0.05	0.05	0.04	0.10	0.10	0.11	0.09	0.12	0.15	0.09	0.06
SVPSD	0.18	0.23	0.19	0.16	0.14	0.22	0.24	0.25	0.24	0.32	0.30	0.16	0.17
TSD	2.47	2.78	2.48	2.19	1.91	2.16	2.31	2.32	2.21	2.62	2.89	2.24	2.29

Monthly Average Daily Suspended Solids (Effluent)



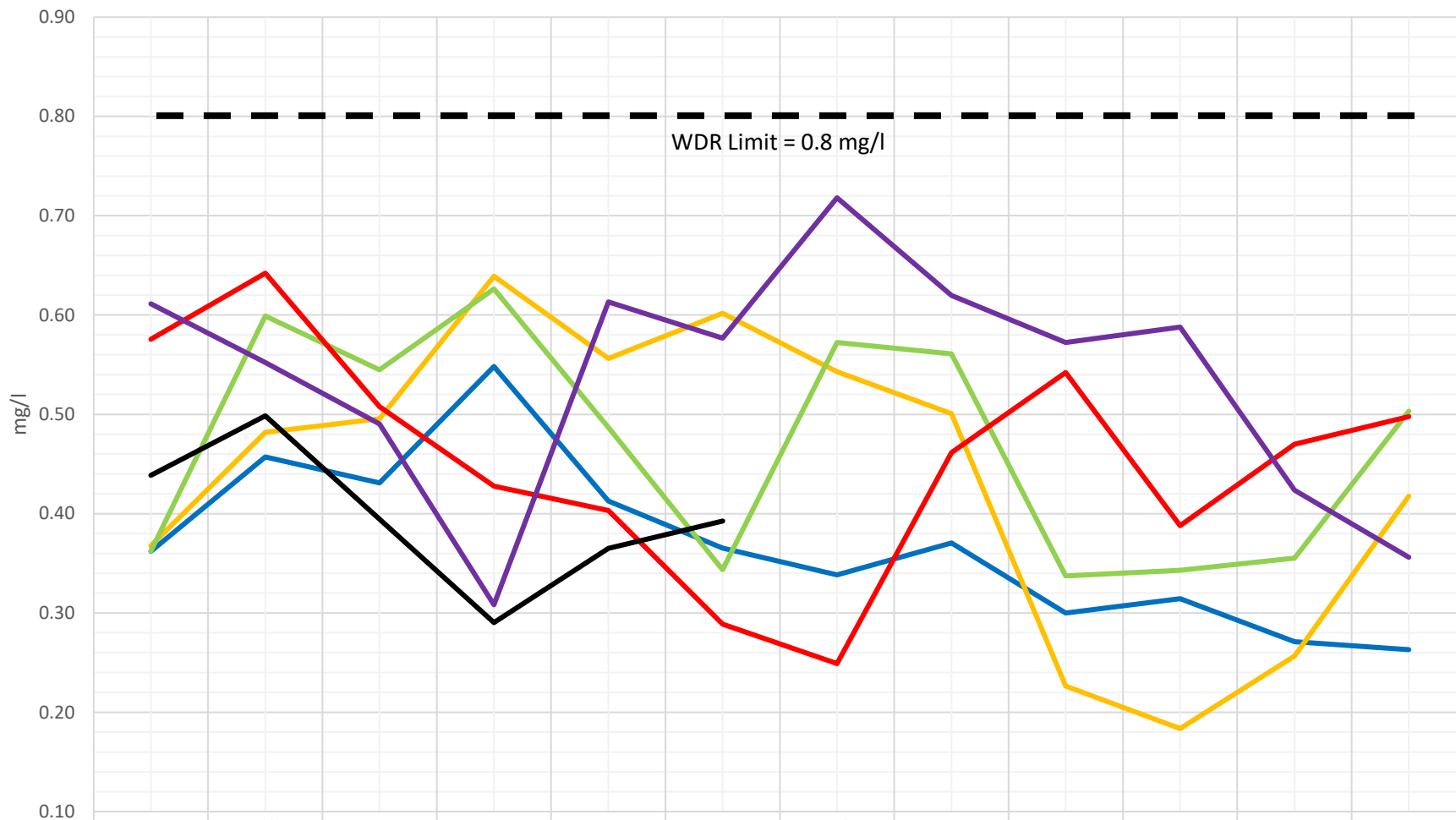
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	1.53	1.23	1.15	1.33	1.23	1.25	1.73	2.93	2.98	2.32	1.24	0.97
2014	1.31	1.39	0.95	1.93	1.13	1.60	2.73	2.88	2.58	1.16	0.83	2.02
2015	1.70	2.11	1.16	0.98	1.11	1.99	3.17	3.64	2.03	1.41	1.18	1.50
2016	1.76	2.20	2.14	2.51	2.29	2.84	2.23	2.72	3.60	2.49	2.01	1.09
2017	1.78	2.04	2.30	1.31	1.08	1.40	2.03	2.46	2.36	2.01	1.06	0.80
2018	1.20	0.91	1.20	0.88	0.87	1.42						

Monthly Average Daily Turbidity (Effluent)



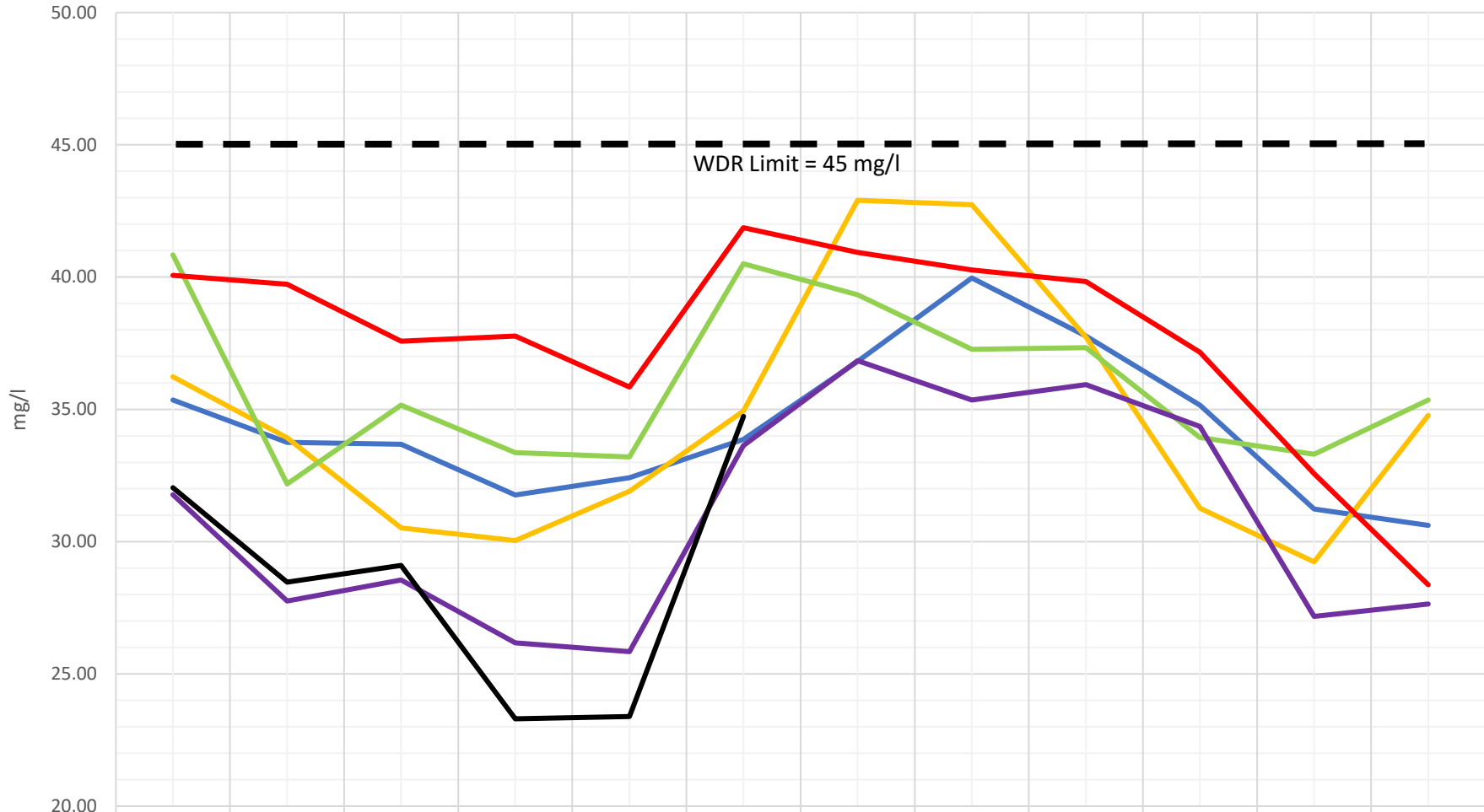
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	1.75	1.57	1.35	1.27	1.26	1.42	1.45	2.11	1.93	1.85	1.31	1.15
2014	1.55	1.56	1.01	1.26	1.35	1.47	2.08	1.97	1.77	1.27	1.04	1.91
2015	1.53	1.58	1.48	1.13	1.05	1.58	1.73	1.88	1.41	1.15	1.09	1.31
2016	1.47	2.18	1.95	2.12	2.24	3.18	1.78	1.71	1.88	1.73	1.64	1.29
2017	1.68	2.14	2.00	1.57	1.24	1.56	1.89	2.00	2.18	1.74	1.16	1.02
2018	1.22	1.17	1.42	1.04	0.94	1.55						

Monthly Average Daily Total Phosphorus (Effluent)



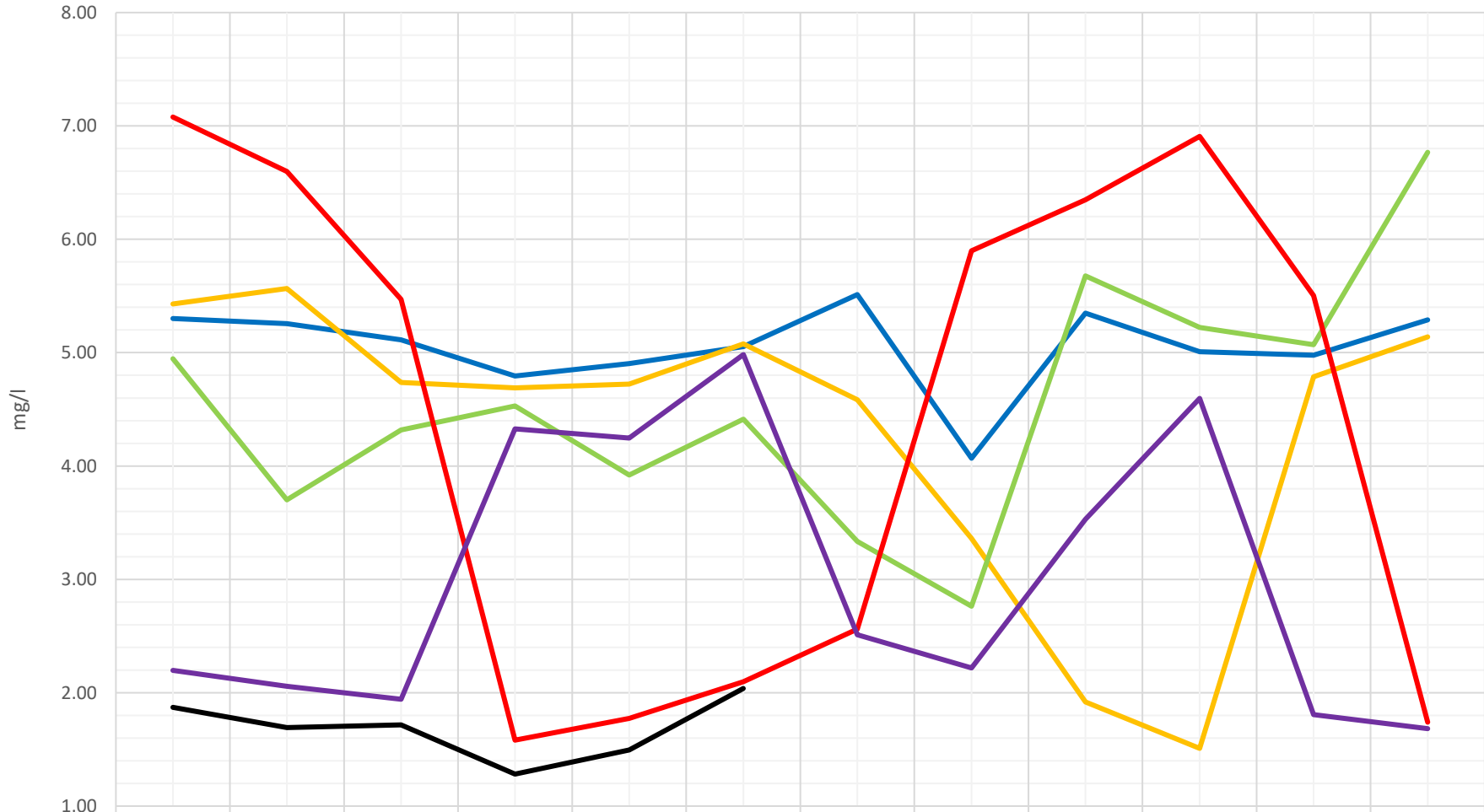
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	0.36	0.46	0.43	0.55	0.41	0.37	0.34	0.37	0.30	0.31	0.27	0.26
2014	0.37	0.48	0.50	0.64	0.56	0.60	0.54	0.50	0.23	0.18	0.26	0.42
2015	0.36	0.60	0.54	0.63	0.49	0.34	0.57	0.56	0.34	0.34	0.36	0.50
2016	0.58	0.64	0.51	0.43	0.40	0.29	0.25	0.46	0.54	0.39	0.47	0.50
2017	0.61	0.55	0.49	0.31	0.61	0.58	0.72	0.62	0.57	0.59	0.42	0.36
2018	0.44	0.50	0.39	0.29	0.37	0.39						

Monthly Average Daily Chemical Oxygen Demand (Effluent)



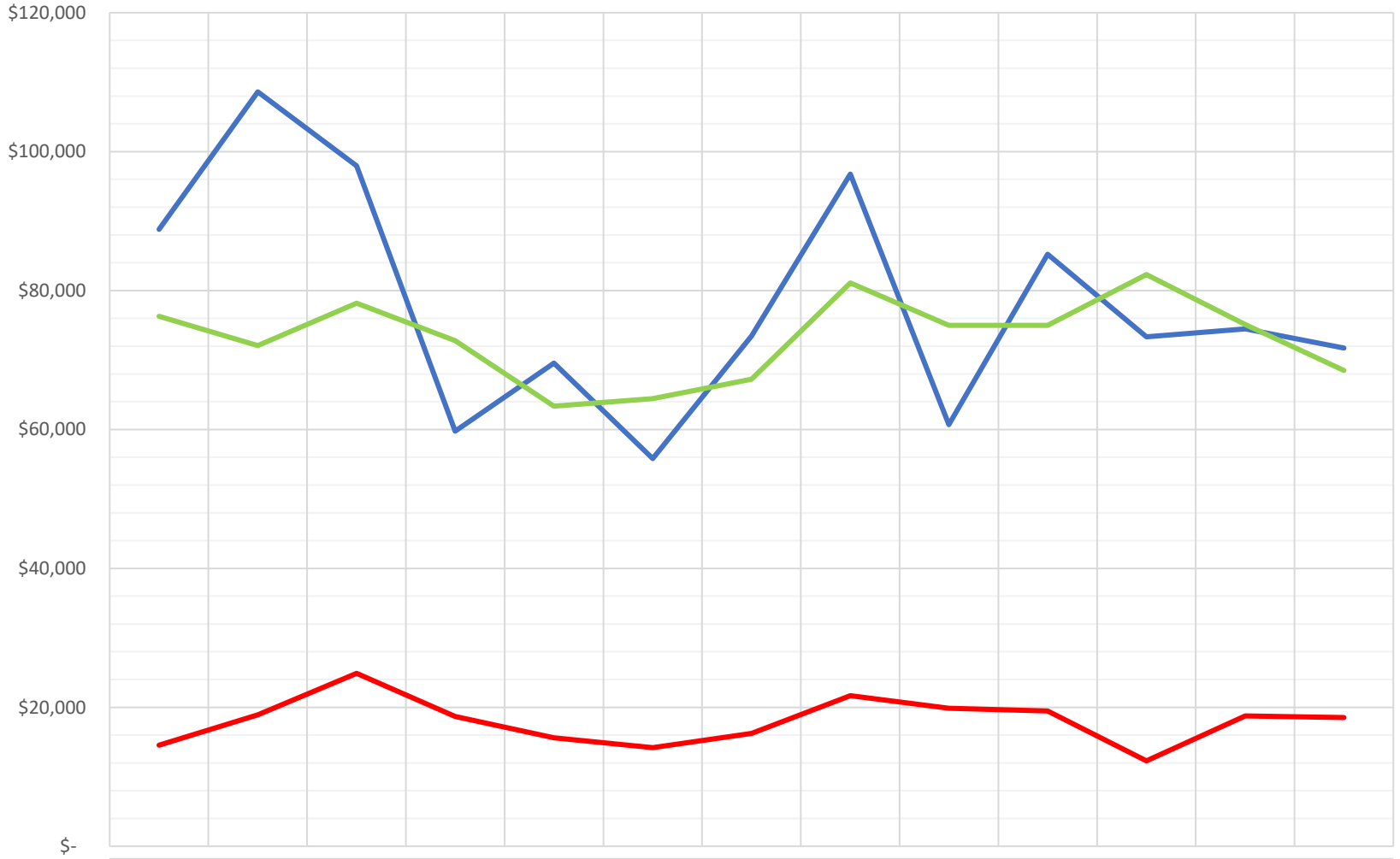
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	35.35	33.75	33.68	31.77	32.42	33.87	36.81	39.97	37.77	35.16	31.23	30.61
2014	36.23	33.93	30.52	30.03	31.90	34.93	42.90	42.74	37.73	31.26	29.23	34.77
2015	40.84	32.18	35.16	33.37	33.20	40.50	39.33	37.27	37.33	33.94	33.30	35.35
2016	40.06	39.72	37.58	37.77	35.84	41.87	40.94	40.27	39.83	37.16	32.57	28.37
2017	31.77	27.75	28.55	26.17	25.84	33.63	36.84	35.35	35.93	34.35	27.17	27.65
2018	32.03	28.46	29.10	23.30	23.39	34.73						

Monthly Average Daily Total Nitrogen (Effluent)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	5.30	5.26	5.11	4.79	4.90	5.05	5.51	4.07	5.35	5.01	4.98	5.29
2014	5.43	5.57	4.74	4.69	4.72	5.08	4.58	3.36	1.92	1.51	4.79	5.14
2015	4.95	3.70	4.32	4.53	3.92	4.41	3.34	2.76	5.68	5.22	5.07	6.77
2016	7.08	6.60	5.47	1.58	1.77	2.10	2.56	5.90	6.35	6.91	5.50	1.74
2017	2.20	2.06	1.94	4.33	4.25	4.98	2.51	2.22	3.53	4.60	1.81	1.68
2018	1.87	1.69	1.72	1.28	1.50	2.04						

Chemical, Power and Sludge Disposal Costs



	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Chemical	\$88,795	\$108,605	\$97,942	\$59,755	\$69,541	\$55,808	\$73,445	\$96,752	\$60,704	\$85,237	\$73,330	\$74,466	\$71,733
Power	\$76,297	\$72,091	\$78,170	\$72,782	\$63,357	\$64,429	\$67,239	\$81,095	\$74,980	\$74,980	\$82,300	\$75,117	\$68,486
Sludge Disposal	\$14,542	\$18,935	\$24,894	\$18,690	\$15,604	\$14,185	\$16,261	\$21,680	\$19,869	\$19,469	\$12,296	\$18,752	\$18,517



TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT


Date: July 11, 2018
To: Board of Directors
From: Richard Pallante, Maintenance Manager
Subject: Maintenance Report

- ◆ **Project support:** In the month of June, Maintenance staff provided support for the following projects:
 - 2018 Clarifier Painting Project- Removal of all electrical facilities in Chemical Clarifier # 2 and assisted the Engineering Department with inspection of work performed in Primary Clarifier # 2.
 - Assisted with plant shut down and inspection of electrical gear in support of the 2017 Building 27 Main Service Upgrade Project.
 - Received 15 TRI USA Dig- Alert request in support of local community projects.
 - Provided TRI field support for the Tahoe City Truckee River Trail Reconstruction and Renewal Project and the SR 89/Fanny Bridge Community Revitalization Project.

- ◆ **Plant Maintenance activity:** Maintenance staff resources were focused on the following for the month of June:
 - Completed 39 Corrective Maintenance repair requisitions.
 - Completed 163 Preventive Maintenance repair requisitions.
 - Completed 31 Instrumentation and Electrical repair requisitions.
 - Reorganized Maintenance office area to better use space and improve communication within the work group.

- ◆ **Plant Maintenance projects:** Maintenance staff is preparing for the following CIP projects:
 - Translucent panel rehabilitation. Materials are scheduled for delivery July 5, 2018.

Review Tracking:

Submitted By: 
Richard Pallante
Maintenance Manager

Approved By: 
LaRue Griffin
General Manager




TAHOE-TRUCKEE SANITATION AGENCY ENGINEERING DEPARTMENT REPORT

Date: July 11, 2018
To: Board of Directors
From: Jay Parker, Engineering Manager
Subject: Engineering Report

- ◆ **Projects:** In the month of June, Engineering staff continued working on the following projects:
 - 2018 Clarifier Painting Project
 - Building 27 Main Service Upgrade Project
 - Administration Building Office Remodel Project
 - Digital Scanning of Sewer Lines
 - Multi-use Digester Pump
 - TRI MH 81 to MH 83 Improvements Project

- ◆ **Project Planning Meetings:** Engineering staff assisted in review of construction documents and/or attended coordination meetings for the following projects:
 - TCPUD Truckee River Trail Reconstruction and Renewal Project
 - FHWA Truckee River Bridge (Fanny Bridge) Project

Review Tracking:

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager




TAHOE-TRUCKEE SANITATION AGENCY IT DEPARTMENT REPORT

Date: July 11, 2018
To: Board of Directors
From: Bob Gray, IT Department Manager
Subject: Information Technology (IT) Report

- T-TSA Plant Information System (PIS)
 - Runtimes for equipment and cascading values for registered components complete
 - Maintenance department changes evaluated and will be implemented in June
 - Repair requisition changes triggered at runtimes
 - Breakout of departments and crews
- T-TSA SCADA Information System (SIS)
 - Runtimes being configured for Powerflex equipment
 - Configuration of software for Web App to communication with Siemens Controllers complete
 - Power Monitoring being programmed for daily totalization upload to PIS and SIS.
 - Building 27
 - Building 81
- SCADA HMI Virtual Machine Development and Software Upgrade
 - Configuration of Wonderware Application Server being installed
 - Planning of Intouch (Stand alone) to (Archestra platform)
 - Configuration of new Historian with push forward to cloud capabilities
 - Virtual Machine (SCADAMAIN10) configured and ready for installation
 - Installation of newest version of Wonderware and System Platform
- Squaw Valley Telemetry Site Upgrade
 - Panel construction finished and installed
 - Communications tested and uploading to SCADA
- BNR Blower Cabinet Environment Monitoring and Logging
 - Programming of IoT data collector that will monitor the following:
 - Motor bearing temperature X2
 - Inside ambient cabinet temperature
 - Outside ambient cabinet temperature
 - Non-contact blower housing temperature
 - Thermo-couples and digital thermostats tests complete
 - This logged data along with software analysis will provide us with operational efficiency scores along with predictive maintenance data.

- Programming server software that will take data from each of the blowers and distribute to SCADA, SIS, and PIS.

Review Tracking:

Submitted By: 
Robert Gray
IT Department Manger

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATION DEPARTMENT REPORT

Date: July 11, 2018
To: Board of Directors
From: Roshelle Chavez, Administrative Services Manager
Subject: Administration Report

Accounting

- Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
- Assisted all departments with 2018/19 Budget Review and Chart of Accounts restructuring.
- Staff worked with Auditors on pre-audit field prep work during their site visit 6/20-6/21.
- Coordinated installation of new accounting office furniture installation.

Billing/Customer Service

- General assistance with billing customer accounts, adjustments, refunds and reduction agreements.
- Conducted four (4) commercial inspections.
- Corresponded with customers of unreported connections regarding fees due and appeal process.
- Prepared Notice of Public Hearing regarding collection of delinquent charges on the tax roll.
- Processed delinquent account notices to prepare for send to County.

Purchasing

- Coordinated purchase of miscellaneous plant O&M supplies.
- Coordinated awards and contract documents for all Agency chemicals and the 2018 Roof Repair project.
- Coordinated bid openings for the 2018 Digital Scanning of Sewer Lines project and Laboratory DI Water Purification System.
- Coordinated with all departments to complete year-end inventory process.

General Administration

- Coordinated with maintenance department in preparation for accounting and purchasing office repairs.
- Requested additional color samples for materials related to the Administration Office Remodel project.
- Performed miscellaneous public records requests.

Human Resources

- Coordinated recruitment of Field Inspector and Administrative Assistant.
- Coordinated recruitment of Buyer for the Purchasing Department.
- Completed onboarding of the new Associate Civil Engineer.
- Processed staff performance evaluations and step increases.

Review Tracking:

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VII-2
Subject: General Manager Report

Background

1. Management and staff continue to implement the PIS and asset management program.
2. Management worked with legal counsel on labor negotiations.
3. Management and staff continue fiscal year project/budget management.
4. Management and staff finalized annual budget for fiscal year 2018-2019.
5. Management and staff prepared the CIP schedule for fiscal year 2018-2019.
6. Management attended the CSDA General Manager Leadership Summit.
7. Staff participated in the STEAM Fair.

Fiscal Impact

None.

Attachments

None.

Recommendation

No action required.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VIII
Subject: Board of Director Comment

Background

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



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: July 11, 2018
To: Board of Directors
From: LaRue Griffin, General Manager
Item: IX
Subject: Closed Session

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8
2. Closed session conference with legal counsel regarding existing adjudicatory administrative proceedings, IBEW Local 1245 v. Agency (Public Employee Relations Board Case Nos. SA-CE-1017-M & SA-CE-1056-M) under Government Code section 54956.9(d)(1) (IBEW unfair labor practice charges).