



Tahoe-Truckee Sanitation Agency  
Regular Board Meeting  
October 11, 2017



## 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*

## **BOARD OF DIRECTORS REGULAR MEETING NOTICE**

Date: October 11, 2017  
Time: 9:00 AM  
Place: Board Room, Tahoe-Truckee Sanitation Agency, 13720 Butterfield Drive,  
Truckee, California

### **A G E N D A**

Please Note: 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. In order to better accommodate members of the public, some Agenda items will be heard at the specified time or soon thereafter. Agenda items without specific times may be rearranged to accommodate the Board's schedule.

- I. Call to Order, Pledge of Allegiance and Roll Call
- II. Business
  1. Public Comment - Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of Tahoe-Truckee Sanitation Agency; however, any matter that requires action will 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.
  2. Presentation of Annual Safety Awards.
  3. Discussion and possible direction concerning sewer service to low- and affordable-income housing, related connection and service charge issues, and the status of Senate Bill No. 229 regarding sewer service to new accessory dwelling units.
  4. Approval of the minutes of the regularly scheduled Board meeting on September 13, 2017.
  5. Approval of General Fund warrants.

Regular Meeting Notice - Agenda

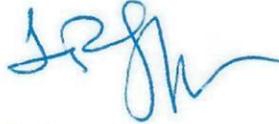
October 11, 2017

Page 2

6. Receive and file financial statements, status of investments and Teichert mining report.
7. Approval of Resolution 9-2017 reaffirming policies and procedures for providing priority service to affordable housing projects.
8. Approval of Monitoring Station Lease with 150 GPP, LLC.
9. Approval to solicit bids for the purchase of ammonia analyzers.
10. Approval of Construction Change Order No.1 for the 2017 Asphalt Sealing project.
11. Approval of Progress Pay Estimate No.1 for the 2017 Asphalt Sealing project.
12. Discussion of State Route 89/Fanny Bridge Community Revitalization Project-Related TRI Relocation Agreement.
13. Operations, Maintenance, Engineering and IT Reports.
14. General Manager Report.
15. Comments from the Board of Directors - Reports, Announcements and Questions for clarification only.
16. Closed Session.
  - i. 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.
  - ii. Closed session conference with legal counsel regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case No. SA-RR-1172-M) under Government Code section 54956.9(d)(1).

III. Adjournment.

Posted and Mailed, 10/06/17

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

LaRue Griffin  
Secretary to the Board

Items may not be taken in the order listed.

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.

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 2

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**Subject:** Presentation of Annual Safety Awards.

**Background:** The Agency provides safety awards to staff who have had no recordable injury incidents during the previous fiscal year.

**Fiscal Impact:** The total cost for the safety awards is approximately \$4,200.

**Previous Board Action:** The Board approved the selected safety awards at the July 12, 2017 Board meeting.

**Recommendation:** No action required.

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 3

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**Subject:** Discussion and possible direction concerning sewer service to low- and affordable-income housing, related connection and service charge issues, and the status of Senate Bill No. 229 regarding sewer service to new accessory dwelling units.

**Background:** The Board requested a discussion on low- and affordable-income housing and related connection and service charge issues be placed on the agenda for discussion.

**Fiscal Impact:** None.

**Previous Board Action:** None.

**Recommendation:** No action required.

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 4

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**Subject:** Approval of the minutes of the regularly scheduled Board meeting on September 13, 2017.

**Background:** Minutes from the regularly scheduled Board meeting.

**Fiscal Impact:** None.

**Previous Board Action:** None.

**Recommendation:** Approve the minutes of the regularly scheduled Board meeting on September 13, 2017.

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

September 13, 2017

I. CALL TO ORDER:

President Butterfield 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: O. R. Butterfield, TSD  
Dale Cox, SVPSD  
Dan Wilkins, TCPUD (Arrived at 9:09 AM)  
S. Lane Lewis, NTPUD  
Jon Northrop, ASCWD

Staff Present: LaRue Griffin, General Manager  
Roshelle Chavez, Administrative Services Manager  
Michael Peak, Operations Manager  
Jason Parker, Engineering Manager  
Jim Redmond, Maintenance Manager  
Richard P. Shanahan, Agency Counsel  
Bill Pindar, Laboratory Department  
Michelle Mackey, Administration Department  
Dawn Davis, Administration Department  
Susan Guzman, Administration Department  
Tom Rinne, Engineering Department  
Mike Smith, Engineering Department  
Aaron Carlsson, Engineering Department  
Kevin Woods, IT Department

Public Present: Rick Thompson, IBEW 1245  
Blake Tresan, TSD  
Janos Vitencz, Member of the Public

II. BUSINESS:

1. Public Comment

None.

2. Appointment of Agency Board President and Vice President

**MOTION** by Director Northrop, **SECOND** by Director Cox to appoint O. R. Butterfield as Board President and appoint S. Lane Lewis as Vice President; unanimously approved.

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

Motion passed.

3. Appeal of charges for APN 112-180-074-00

The Board continued the discussion from the last meeting concerning Mr. Vitencz, owner of APN 112-180-074-00, appeal for relief of past due charges assessed to his property. Mr. Griffin provided a summary of the actual charges and the simulated accounting of what charges on the property would have been had delinquent charges been collected through the County tax roll at the end of every fiscal year. The simulated accounting reflected a balance of \$7,510.07. Discussion was held on the parcel billing history and Mr. Vitencz provided a history of his circumstances.

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve partial relief of the past-due charges for APN 112-180-074-00 by reducing the balance due to \$7,510.07, provided that the customer pays the adjusted balance due within 60 days from September 13, 2017, and that, if the adjusted balance is not paid in full by that deadline, the past due balance will revert to the former amount.

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

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

Motion passed.

4. Appeal of charges for APN 112-190-015-00

Ms. Penniman and Ms. Kimmons, owners of APN 112-190-015-00, requested relief of sewer service charges for 2015 and 2016 calendar years totaling \$510. Mr. Griffin provided a summary of the APN history and informed the Board a T-TSA ordinance provides authority to bill and collect service charges for two years prior to discovering the billing.

**MOTION** by Director Lewis, **SECOND** by Director Wilkins to deny the appeal of charges for APN 112-190-015-00; unanimously approved.

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

Motion passed.

5. Approval of the minutes of the regularly scheduled Board meetings on June 14, 2017 and July 12, 2017

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve the minutes of the regularly scheduled Board meetings on June 14, 2017 and July 12, 2017; unanimously approved.

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

Motion passed.

6. Approval of General Fund Warrants

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve the General Fund Warrants; unanimously approved.

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

Motion passed.

7. Receive and file financial statements, status of investments and Teichert mining report

Received and filed.

8. Approval to ratify the proposal to dissolve the Agreement for Road Maintenance and Snow Removal Respecting the Relocated Joerger Drive

Mr. Griffin provided a summary of the letter/agreement between T-TSA, Truckee Sanitary District, Truckee Donner Park and Recreation District, A. Teichert & Son, Inc. and the Town of Truckee dated August 17, 2017. He informed the Board the parties to the 1998 road maintenance agreement had prepared and submitted a proposal to dissolve the 1998 agreement which would place all future road maintenance responsibilities on the Town of Truckee, provided the parties improve Joerger Drive to Town of Truckee road standards.

**MOTION** by Director Lewis, **SECOND** by Director Northrop to ratify the letter/agreement to dissolve the 1998 Agreement for Road Maintenance and Snow Removal Respecting the Relocated Joerger Drive; unanimously approved.

AYES: Directors Cox, Wilkins, Lewis, Northrop and President Butterfield

NOES: None

ABSENT: None

ABSTAIN: None

Motion passed.

9. Approval to ratify the bid award of the 2017 Asphalt Sealing project

**MOTION** by Director Lewis, **SECOND** by Director Northrop to ratify the bid award for the 2017 Asphalt Sealing project to Blacktop Sealing and Striping, Inc., in the amount of \$84,946.00; unanimously approved.

AYES: Directors Cox, Wilkins, Lewis, Northrop and President Butterfield

NOES: None

ABSENT: None

ABSTAIN: None

Motion passed.

10. Discussion of State Route 89/Fanny Bridge Community Revitalization Project Related TRI Relocation Agreement.

Mr. Griffin informed the Board that Central Federal Lands Highway Division has determined there will be a change in the scope of work to omit the replacement of the TRI segment under the Caltrans yard entrance ramp.

No action was taken by the Board.

11. Operations, Maintenance, Engineering and IT Reports

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

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

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

No action was taken by the Board.

12. 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.

13. Comments from the Board of Directors – Reports, Announcements and Questions for clarification only

Director Wilkins requested a discussion item on affordable housing projects and how they would affect the Agency be placed on the agenda for the next Board meeting.

14. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 10:35 AM pursuant to Government Code Section 54956.8 for a 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; and pursuant to Government Code section 54956.9(d)(1) regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case No. SA-RR-1172-M).

The meeting was reopened at 11:16 AM. Nothing to report from closed session.

III. ADJOURNMENT:

There being no further business, the meeting adjourned at 11:16 AM.

LaRue Griffin  
Secretary to the Board

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

DRAFT

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 5

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**Subject:** Approval of General Fund warrants.

**Background:** Warrants paid and payable for the previous calendar months.

**Fiscal Impact:** Decrease in Agency general fund per the warrant amounts.

**Previous Board Action:** None.

**Recommendation:** Approve General Fund warrants paid and payable.

FROM 9/01/17 THRU 9/30/17

CHECK NUMBER DATE STATUS VENDOR CHECK AMT COMMENT

\*CHECKS 1 - 75347 CHECK SEQUENCE BREAK

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
75348	9/01/17	MAN PAID	01917	AYDIN & SONIA SENKUT	88.00	
75349	9/01/17	MAN PAID	01916	AFASSCO	505.59	
75350	9/01/17	MAN PAID	00455	PINNACLE TOWERS INC.	654.87	
75351	9/01/17	MAN PAID	00771	JAMES REDMOND	42.80	
75352	9/01/17	MAN PAID	01798	ROSHELLE CHAVEZ	42.80	
75353	9/05/17	MAN PAID	00681	STANDARD INSURANCE-LIFE	2,042.03	
75354	9/05/17	MAN PAID	00786	STANDARD INSURANCE-DENTAL	8,750.16	
75355	9/13/17	REG PAID	00015	AIRGAS USA, LLC	536.77	
75356	9/13/17	REG PAID	00019	ALPHA ANALYTICAL	3,630.00	
75357	9/13/17	REG PAID	01900	AMAZON CAPITAL SERVICES	2,885.80	
75358	9/13/17	REG PAID	00032	AMERIPRIDE UNIFORM SERVICES	1,866.06	
75359	9/13/17	REG PAID	01843	ANTHONY SALINAS	1,400.00	
75360	9/13/17	REG PAID	01885	AT&T ACCT 831-000-6939 380	1,398.45	
75361	9/13/17	REG PAID	01886	AT&T ACCT #171-800-7674 001	1,828.85	
75362	9/13/17	REG PAID	01383	AT&T 530 582-0827 966 5	463.23	
75363	9/13/17	REG PAID	00049	AVAYA, INC.	837.48	
75364	9/13/17	REG PAID	01781	B & T TENANT/EMPLOYMENT SCREENING	50.00	
75365	9/13/17	REG PAID	01717	PATRICK BAIRD	943.00	
75366	9/13/17	REG PAID	00763	NANCY BARKER	400.00	
75367	9/13/17	REG PAID	00060	BATTERIES PLUS	324.58	
75368	9/13/17	REG PAID	00062	BAY AREA PROCESS	2,551.64	
75369	9/13/17	REG PAID	00115	CASHMAN EQUIPMENT CO.	75.82	
75370	9/13/17	REG PAID	00123	CHEMSEARCH	326.41	
75371	9/13/17	REG PAID	01151	CODALE ELECTRIC SUPPLY, INC.	970.69	
75372	9/13/17	REG PAID	01479	CONSOLIDATED ELECTRICAL DIST.	267.56	
75373	9/13/17	REG PAID	00696	CORELOGIC INFORMATION SOLUTIONS, IN	533.50	
75374	9/13/17	REG PAID	00149	CWEA	990.00	
75375	9/13/17	REG PAID	01101	DAWN DAVIS	164.50	
75376	9/13/17	REG PAID	01722	ALIOU DIALLO	550.00	
75377	9/13/17	REG PAID	01386	ERNST FLOW INDUSTRIES	253.15	
75378	9/13/17	REG PAID	00200	FEDERAL EXPRESS CORP.	127.36	
75379	9/13/17	REG PAID	01578	GETGO, INC.	78.00	
75380	9/13/17	REG PAID	00225	GRAINGER INC., W.W.	2,649.21	
75381	9/13/17	REG PAID	01663	LARUE GRIFFIN	1,230.79	
75382	9/13/17	REG PAID	00332	HACH CHEMICAL COMPANY	3,674.95	
75383	9/13/17	REG PAID	00243	HEAT TRANSFER SYSTEMS	1,309.00	
75384	9/13/17	REG PAID	00250	HILTI, INC.	1,189.67	
75385	9/13/17	REG PAID	00260	IDEXX LABORATORIES INC.	1,123.73	
75386	9/13/17	REG PAID	00275	J&L PRO KLEEN, INC.	2,300.00	
75387	9/13/17	REG PAID	01817	JOSE DE JESUS, ZARATE	409.24	
75388	9/13/17	REG PAID	01806	KWA SAFETY & HAZMAT CONSULTANTS, IN	416.71	
75389	9/13/17	REG PAID	01259	LHOIST NORTH AMERICA	42,295.85	
75390	9/13/17	REG PAID	00614	LIBERTY UTILITIES	81.45	
75391	9/13/17	REG PAID	00346	MCMaster-CARR	392.44	
75392	9/13/17	REG PAID	00969	MARK MESSERSCHMIDT	507.00	
75393	9/13/17	REG PAID	00851	MSC INDUSTRIAL SUPPLY	92.62	
75394	9/13/17	REG PAID	00353	NAPA - SIERRA	267.15	
75395	9/13/17	REG PAID	01609	PAYMENTUS GROUP, INC.	12,185.00	
75396	9/13/17	REG PAID	00466	PDM STEEL SVC CNTRS, INC.-SPARKS NV	3,486.65	
75397	9/13/17	REG PAID	00798	MICHAEL PEAK	400.00	
75398	9/13/17	REG PAID	01641	PLATT	805.84	
75399	9/13/17	REG PAID	00622	PRAXAIR DISTRIBUTION, INC.	18,507.39	
75400	9/13/17	REG PAID	00452	TRUCKEE DONNER PUD	78,383.83	

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
75401	9/13/17	REG PAID	00504	RED WING SHOE STORE	243.86	
75402	9/13/17	REG PAID	01062	SAVE MART SUPERMARKETS	173.06	
75403	9/13/17	REG PAID	01744	SHRED-IT USA	252.00	
75404	9/13/17	REG PAID	00600	SIERRA CHEMICAL COMPANY	9,953.60	
75405	9/13/17	REG PAID	00602	SIERRA ELECTRONICS	322.59	
75406	9/13/17	REG PAID	00609	SIERRA NV MEDIA GROUP ACCT#1059511	1,033.35	
75407	9/13/17	REG PAID	00619	SIERRA SYSTEMS INC	600.00	
75408	9/13/17	REG PAID	01442	SIERRA OFFICE SOLUTIONS	315.16	
75409	9/13/17	REG PAID	00655	SOLENIIS	10,485.85	
75410	9/13/17	REG PAID	00639	SOUTHWEST GAS CORP.	2,305.14	
75411	9/13/17	REG PAID	00117	SUDENLINK PAYMENT CENTER	31.29	
75412	9/13/17	REG PAID	00895	TAHOE SUPPLY COMPANY, LLC	413.64	
75413	9/13/17	REG PAID	01204	TAHOE FOREST HOSP. DIST./TAHOE WORX	733.50	
75414	9/13/17	REG PAID	01028	TELSTAR	3,561.76	
75415	9/13/17	REG PAID	01894	THATCHER COMPANY OF CA, INC.	33,755.72	
75416	9/13/17	REG PAID	00815	THOMSON WEST	302.56	
75417	9/13/17	REG PAID	00449	TRUCKEE BAGEL CO.	114.00	
75418	9/13/17	REG PAID	00794	ULINE	580.61	
75419	9/13/17	REG PAID	01277	USA BLUE BOOK	735.45	
75420	9/13/17	REG PAID	00560	VWR SCIENTIFIC, INC.	1,142.29	
75421	9/13/17	REG PAID	00578	WESTERN NEVADA SUPPLY	612.62	
75422	9/13/17	REG PAID	00603	WILEY, PRICE & RADULOVICH	5,192.00	
75423	9/07/17	MAN PAID	00746	PETTY, CASH	143.96	
75424	9/13/17	MAN PAID	00671	TAHOE TRUCKEE DISPOSAL	24,894.49	
75425	9/13/17	MAN PAID	01919	LEI ANNE BYRNE	92.24	
75426	9/13/17	MAN PAID	00695	JON NORTROP	390.00	
75427	9/13/17	MAN PAID	01076	TOTAL COMPENSATION SYSTEMS, INC.	1,620.00	
75428	9/13/17	MAN PAID	00149	CWEA	180.00	
75429	9/13/17	MAN PAID	00603	WILEY, PRICE & RADULOVICH	6,021.20	
75430	9/13/17	MAN PAID	01146	KRISTIN DAVIS	226.28	
75431	9/13/17	MAN PAID	00592	DALE COX	100.00	
75432	9/13/17	MAN PAID	00695	JON NORTROP	100.00	
75433	9/13/17	MAN PAID	00694	S. LANE LEWIS	100.00	
75434	9/13/17	MAN PAID	01849	DANIEL WILKINS	334.25	
75435	9/15/17	MAN PAID	00522	UNDERGROUND SERVICE ALERT	28.00	
75436	9/15/17	MAN PAID	01920	SAID & JENNIFER KORDESTANI	22.00	
75437	9/15/17	MAN PAID	01921	JOCELYN & JAN NAKASHIGE	8.32	
75438	9/15/17	MAN PAID	01922	RONALD & CYNTHIA FRANKS	1,273.41	
75439	9/19/17	MAN PAID	00007	ACCU-SLUDGE	3,631.34	
75440	9/19/17	MAN PAID	00058	BARTKIEWICZ, KRONICK & SHANAHAN	4,496.05	
75441	9/19/17	MAN PAID	00058	BARTKIEWICZ, KRONICK & SHANAHAN	84.32	
75442	9/19/17	MAN PAID	00614	LIBERTY UTILITIES	13,340.00	
75443	9/21/17	MAN PAID	00153	DAMORE HAMRIC & SCHNEIDER	17.60	
75444	9/21/17	MAN PAID	01923	TRACY CLAY	2,000.00	
75445	9/21/17	MAN PAID	01924	JAMES CAMOZZI	862.47	
75446	9/21/17	MAN PAID	01479	CONSOLIDATED ELECTRICAL DIST.	950.00	
75447	9/21/17	MAN PAID	01076	TOTAL COMPENSATION SYSTEMS, INC.	305.55	
75448	9/21/17	MAN PAID	00126	AT&T MOBILITY	1,558.00	
75449	9/21/17	MAN PAID	01609	PAYMENTUS GROUP, INC.	320.35	
75450	9/22/17	MAN PAID	00551	VERIZON WIRELESS	58.04	
75451	9/22/17	MAN PAID	01172	FILTER CONNECTION	766.99	
75452	9/26/17	MAN PAID	00692	DALE COX	591.50	
75453	9/26/17	MAN PAID	01204	TAHOE FOREST HOSP. DIST./TAHOE WORX	3,113.42	
75454	9/26/17	MAN PAID	01806	KWA SAFETY & HAZMAT CONSULTANTS, IN	180.00	
75455	9/26/17	MAN PAID	00150	CWEA-SIERRA SECTION	654.87	
75456	9/26/17	MAN PAID	00455	PINNACLE TOWERS INC.		

US ADMIN & GENERAL CHECKING

A/P CHECK REGISTER

RUN DATE 10/03/17  
 RUN TIME 14:10:53

(APM025)  
 PAGE 3

FROM 9/01/17 THRU 9/30/17

CHECK NUMBER	DATE	STATUS	VENDOR	VENDOR NAME	CHECK AMT	COMMENT
75457	9/29/17	MAN PAID	99999	VOID ZERO AMOUNT CHECKS VENDOR		
75458	9/29/17	MAN PAID	01927	MCLEOD MACHINE WORKS, INC	535.84	
75459	9/29/17	MAN PAID	00179	E&M ELECTRIC	1,526.33	
75460	9/29/17	MAN PAID	01926	SOCIETY FOR HUMAN RESOURCE MANAGEME	1,199.00	
75461	9/29/17	MAN PAID	01573	INFOSEND	1,992.71	
75462	9/29/17	MAN PAID	01735	HDR ENGINEERING, INC.	26,706.88	

CHECK HAS BEEN VOIDED

\*\* FINAL TOTAL

378,674.08

115 CHECKS

FROM 9/01/17 THRU 9/30/17

CHECK NUMBER      DATE      STATUS      VENDOR      VENDOR NAME      CHECK AMT      COMMENT

\*CHECKS      1 -      1112223      CHECK SEQUENCE BREAK

1112224	9/01/17	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	11,699.61	
1112225	9/01/17	MAN PAID	01005	PERS 457 PLAN	8,288.81	
1112226	9/01/17	MAN PAID	01004	FEDERAL TAXES/EFTPS	35,582.05	
1112227	9/01/17	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,250.00	
1112228	9/01/17	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	2,025.00	
1112229	9/01/17	MAN PAID	01006	PERS-RETIREMENT	700.00	
1112230	9/05/17	MAN PAID	99999	VOID ZERO AMOUNT CHECKS VENDOR		CHECK HAS BEEN VOIDED
1112231	9/05/17	MAN PAID	01007	PERS-HEALTH PREMIUM	126,529.34	
1112232	9/06/17	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	482.34	
1112233	9/12/17	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	196.00	
1112234	9/12/17	MAN PAID	01006	PERS-RETIREMENT	35,789.32	
1112235	9/01/17	MAN PAID	00513	U.S. BANK BANK CARD DIVISION	8,054.60	
1112236	9/15/17	MAN PAID	01005	PERS 457 PLAN	8,270.81	
1112237	9/15/17	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,250.00	
1112238	9/15/17	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	11,039.61	
1112239	9/15/17	MAN PAID	01004	FEDERAL TAXES/EFTPS	33,387.65	
1112240	9/15/17	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	2,025.00	
1112241	9/18/17	MAN PAID	01532	NAVIA BENEFIT SOLUTIONS	765.30	
1112242	9/25/17	MAN PAID	01006	PERS-RETIREMENT	36,371.87	
1112243	9/27/17	MAN PAID	00513	U.S. BANK BANK CARD DIVISION	8,879.09	
1112244	9/29/17	MAN PAID	01005	PERS 457 PLAN	8,289.00	
1112245	9/29/17	MAN PAID	00679	NATIONWIDE RETIREMENT SOLUTIONS	2,025.00	
1112246	9/29/17	MAN PAID	01038	FIRST US COMMUNITY CREDIT UNION	3,000.00	
1112247	9/29/17	MAN PAID	00809	EMPLOYMENT DEVELOPMENT DEPARTMENT	10,438.72	
1112248	9/29/17	MAN PAID	01004	FEDERAL TAXES/EFTPS	31,805.07	

\*\* FINAL TOTAL

392,144.19

25 CHECKS

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMPLOYEE NUMBER	CHECK AMOUNT	DIRECT DEPOSIT
53881	9/1/2017	1929	\$2,209.67	
53882	9/1/2017	1980	\$3,697.52	X
53883	9/1/2017	4225	\$5,713.85	X
53884	9/1/2017	6626	\$2,876.77	X
53885	9/1/2017	3286	\$1,959.05	X
53886	9/1/2017	7570	\$3,474.97	X
53887	9/1/2017	671	\$4,404.90	X
53888	9/1/2017	8897	\$2,837.81	X
53889	9/1/2017	8710	\$3,577.94	X
53890	9/1/2017	2133	\$2,776.76	X
53891	9/1/2017	8400	\$2,994.03	X
53892	9/1/2017	5982	\$1,780.34	X
53893	9/1/2017	1352	\$2,145.98	X
53894	9/1/2017	3464	\$3,569.53	X
53895	9/1/2017	934	\$3,109.21	X
53896	9/1/2017	992	\$2,465.83	X
53897	9/1/2017	3059	\$2,661.35	X
53898	9/1/2017	411	\$2,087.02	X
53899	9/1/2017	1248	\$2,888.34	X
53900	9/1/2017	6171	\$2,846.36	X
53901	9/1/2017	9815	\$2,051.18	X
53902	9/1/2017	1730	\$2,167.71	X
53903	9/1/2017	9478	\$2,522.27	X
53904	9/1/2017	9268	\$2,453.13	X
53905	9/1/2017	6204	\$3,889.73	X
53906	9/1/2017	6930	\$2,147.32	X
53907	9/1/2017	1567	\$2,687.00	X
53908	9/1/2017	5526	\$3,439.26	X
53909	9/1/2017	9357	\$2,950.06	X
53910	9/1/2017	63	\$2,162.38	X
53911	9/1/2017	65	\$2,914.79	X
53912	9/1/2017	8126	\$2,647.09	X
53913	9/1/2017	890	\$4,911.55	X
53914	9/1/2017	3849	\$572.73	X
53915	9/1/2017	572	\$2,233.84	X
53916	9/1/2017	2375	\$3,032.00	X
53917	9/1/2017	8035	\$851.99	X
53918	9/1/2017	3433	\$1,806.91	X
53919	9/1/2017	743	\$3,172.05	X
53920	9/1/2017	6715	\$3,336.22	X
53921	9/1/2017	8112	\$4,022.75	X
53922	9/1/2017	3359	\$1,855.12	X
53923	9/1/2017	8131	\$2,108.38	X
53924	9/1/2017	6833	\$2,280.75	X
53925	9/1/2017	773	\$2,392.94	X
53926	9/1/2017	7232	\$3,237.92	X
53927	9/1/2017	1766	\$2,903.90	X
53928	9/1/2017	9056	\$992.17	X
53929	9/1/2017	5476	\$3,004.12	X
53930	9/1/2017	4177	\$2,472.72	X
53931	9/15/2017	5098	\$1,640.63	X
53932	9/15/2017	1929	\$2,541.04	
53933	9/15/2017	1980	\$3,697.53	X
53934	9/15/2017	4225	\$5,713.84	X
53935	9/15/2017	6626	\$2,876.77	X
53936	9/15/2017	3286	\$2,104.49	X
53937	9/15/2017	7570	\$3,474.99	X
53938	9/15/2017	671	\$4,404.91	X
53939	9/15/2017	8897	\$3,238.06	X
53940	9/15/2017	8710	\$3,577.95	X
53941	9/15/2017	2133	\$3,151.37	X
53942	9/15/2017	8400	\$3,321.76	X
53943	9/15/2017	5982	\$1,780.32	X
53944	9/15/2017	1352	\$2,279.78	X
53945	9/15/2017	3464	\$4,219.55	X
53946	9/15/2017	934	\$3,889.57	X

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMPLOYEE NUMBER	CHECK AMOUNT	DIRECT DEPOSIT
53947	9/15/2017	992	\$2,467.79	X
53948	9/15/2017	3059	\$2,720.01	X
53949	9/15/2017	411	\$2,087.03	X
53950	9/15/2017	1248	\$3,247.00	X
53951	9/15/2017	6171	\$2,846.37	X
53952	9/15/2017	9815	\$2,051.17	X
53953	9/15/2017	1730	\$2,167.70	X
53954	9/15/2017	9478	\$2,776.27	X
53955	9/15/2017	9268	\$2,432.04	X
53956	9/15/2017	6204	\$3,889.73	X
53957	9/15/2017	6930	\$2,397.45	X
53958	9/15/2017	1567	\$2,442.29	X
53959	9/15/2017	5526	\$3,439.25	X
53960	9/15/2017	9357	\$2,950.07	X
53961	9/15/2017	63	\$2,402.16	X
53962	9/15/2017	65	\$2,839.65	X
53963	9/15/2017	8126	\$2,647.07	X
53964	9/15/2017	890	\$4,911.50	X
53965	9/15/2017	3849	\$1,933.16	X
53966	9/15/2017	572	\$2,233.85	X
53967	9/15/2017	2375	\$3,145.51	X
53968	9/15/2017	8035	\$657.49	X
53969	9/15/2017	3433	\$1,806.91	X
53970	9/15/2017	743	\$3,204.43	X
53971	9/15/2017	6715	\$3,336.21	X
53972	9/15/2017	8112	\$4,022.75	X
53973	9/15/2017	3359	\$1,848.42	X
53974	9/15/2017	8131	\$2,108.35	X
53975	9/15/2017	6833	\$2,280.76	X
53976	9/15/2017	773	\$2,392.92	X
53977	9/15/2017	7232	\$3,239.89	X
53978	9/15/2017	1766	\$2,903.90	X
53979	9/15/2017	9056	\$1,904.97	X
53980	9/15/2017	5476	\$3,004.14	X
53981	9/15/2017	4177	\$2,474.68	X
53982	9/29/2017	1929	\$2,209.68	
53983	9/29/2017	1980	\$3,697.51	X
53984	9/29/2017	4225	\$5,713.85	X
53985	9/29/2017	5098	\$1,935.12	X
53986	9/29/2017	6626	\$2,876.76	X
53987	9/29/2017	3286	\$1,968.41	X
53988	9/29/2017	7570	\$3,474.98	X
53989	9/29/2017	671	\$4,404.90	X
53990	9/29/2017	8897	\$3,023.79	X
53991	9/29/2017	8710	\$3,577.96	X
53992	9/29/2017	2133	\$2,776.75	X
53993	9/29/2017	8400	\$2,803.16	X
53994	9/29/2017	5982	\$1,780.33	X
53995	9/29/2017	1352	\$2,119.79	X
53996	9/29/2017	3464	\$3,622.10	X
53997	9/29/2017	934	\$3,109.19	X
53998	9/29/2017	992	\$2,465.85	X
53999	9/29/2017	3059	\$2,510.05	X
54000	9/29/2017	411	\$2,087.01	X
54001	9/29/2017	1248	\$2,911.88	X
54002	9/29/2017	6171	\$2,846.39	X
54003	9/29/2017	9815	\$2,051.18	X
54004	9/29/2017	1730	\$2,167.71	X
54005	9/29/2017	9478	\$2,522.25	X
54006	9/29/2017	9268	\$2,432.04	X
54007	9/29/2017	6204	\$3,889.72	X
54008	9/29/2017	6930	\$2,396.83	X
54009	9/29/2017	1567	\$2,251.77	X
54010	9/29/2017	5526	\$3,439.25	X
54011	9/29/2017	9357	\$2,950.07	X
54012	9/29/2017	63	\$2,172.64	X

TAHOE-TRUCKEE SANITATION AGENCY - PAYROLL CHECK REGISTER

CHECK#	CHECK DATE	EMPLOYEE NUMBER	CHECK AMOUNT	DIRECT DEPOSIT
54013	9/29/2017	65	\$2,839.64	X
54014	9/29/2017	8126	\$2,647.09	X
54015	9/29/2017	890	\$4,911.55	X
54016	9/29/2017	3849	\$1,581.27	X
54017	9/29/2017	572	\$2,233.84	X
54018	9/29/2017	2375	\$3,031.99	X
54019	9/29/2017	3433	\$1,806.92	X
54020	9/29/2017	743	\$3,421.94	X
54021	9/29/2017	6715	\$3,336.22	X
54022	9/29/2017	8112	\$4,022.77	X
54023	9/29/2017	3359	\$1,780.33	X
54024	9/29/2017	8131	\$2,108.38	X
54025	9/29/2017	6833	\$2,280.76	X
54026	9/29/2017	773	\$2,392.94	X
54027	9/29/2017	7232	\$3,237.93	X
54028	9/29/2017	1766	\$2,903.91	X
54029	9/29/2017	9056	\$3,426.46	X
54030	9/29/2017	5476	\$3,004.14	X
54031	9/29/2017	4177	\$2,494.27	X
			<u>\$424,073.93</u>	

141,651.27\*+  
 145,125.45 +  
 137,297.21 +  
 003  
 424,073.93 \*

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 6

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**Subject:** Receive and file financial statements, status of investments and Teichert mining report.

**Background:** Financial statements, status of investments and Teichert mining report for the previous calendar month.

**Fiscal Impact:** None.

**Previous Board Action:** None.

**Recommendation:** No action required.

BUDGETED EXPENDITURES		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE	BUDGET %
		CURRENT YEAR				
ADMINISTRATIVE FUND						
45010	SALARIES AND WAGES	500,000.00	39,253.98	110,192.80	389,807.20	22.04
45020	EMPLOYEE BENEFITS	354,000.00	16,237.65	120,891.92	233,108.08	34.15
45030	DIRECTOR FEES	12,000.00	400.00	800.00	11,200.00	6.67
45060	TRANSPORTATION GAS AND OIL	4,000.00	130.02	515.17	3,484.83	12.88
45070	INSURANCE	110,000.00	100.00	48,645.42	61,354.58	44.22
45080	MEMBERSHIPS	25,000.00	199.00	199.00	24,801.00	0.80
45090	OFFICE EXPENSE	75,000.00	5,101.15	6,278.28	68,721.72	8.37
45095	FEES, LICENSES & PERMITS	150,000.00	700.00	10,238.76	139,761.24	6.83
45110	CONTRACTUAL SERVICES	75,000.00	16,762.00	26,167.00	48,833.00	34.89
45120	PROFESSIONAL SERVICES	250,000.00	40,828.17	46,020.17	203,979.83	18.41
45130	PRINTING AND PUBLICATIONS	15,000.00	538.01	2,777.64	12,222.36	18.52
45140	RENTS AND LEASES	5,000.00	533.60	1,019.10	3,980.90	20.38
45150	REPAIRS AND MAINTENANCE	1,000.00	0.00	19.00	981.00	1.90
45170	TRAINING	5,000.00	1,225.78	1,225.78	3,774.22	24.52
45180	UNCOLLECTIBLE ACCOUNTS	5,000.00	0.00	351.60	4,648.40	7.03
45190	UTILITIES	12,000.00	321.36	1,634.49	10,365.51	13.62
45300	EQUIPMENT	7,000.00	0.00	0.00	7,000.00	0.00
TOTAL ADMINISTRATIVE FUND		1,605,000.00	122,330.72	376,976.13	1,228,023.87	23.49
OPERATIONS AND MAINTENANCE FUND						
45010	SALARIES AND WAGES	5,561,500.00	360,024.15	1,104,995.83	4,456,504.17	19.87
45020	EMPLOYEE BENEFITS	3,485,000.00	198,023.29	1,244,348.81	2,240,651.19	35.71
45060	TRANSPORTATION GAS AND OIL	15,000.00	0.00	1,407.75	13,592.25	9.39
45080	MEMBERSHIPS	14,500.00	1,404.28	4,483.28	10,016.72	30.92
45100	SUPPLIES	1,295,000.00	96,465.86	290,424.70	1,004,575.30	22.43
45110	CONTRACTUAL SERVICES	567,000.00	52,129.29	112,131.45	454,868.55	19.78
45140	RENTS AND LEASES	22,000.00	1,423.33	2,990.46	19,009.54	13.59
45150	REPAIRS AND MAINTENANCE	261,000.00	28,887.30	68,225.95	192,774.05	26.14
45155	INSTRUMENTATION & ELECTRICAL	75,000.00	19,162.42	30,075.74	44,924.26	40.10
45160	RESEARCH & MONITORING	80,000.00	6,482.62	13,360.15	66,639.85	16.70
45170	TRAINING	46,000.00	7,166.20	9,391.77	36,608.23	20.42
45190	UTILITIES	1,273,000.00	74,303.43	208,376.83	1,064,623.17	16.37
TOTAL OPERATIONS & MAINTENANCE		12,695,000.00	845,472.17	3,090,212.72	9,604,787.28	24.34
TOTAL		14,300,000.00	967,802.89	3,467,188.85	10,832,811.15	24.25
SRF DEBT SERVICE						
45105	INTEREST ON SRF LOAN EXPENSE	0.00	266,280.33	266,280.33	(266,280.33)	0.00

BALANCE

CASH ON HAND  
 -----  
 CASH ACCOUNT (US BANK) 36,745.20  
 CASH - PETTY CASH 1,600.00  
 CHK ACCT (WELLS FARGO/PAYROLL) 4,417.71  
 SAVINGS (B OF A) 10,956.07  
 SERVICE CHARGE MUNI INV (US BANK) 100,188.98  
 WASTEWTR CAP RES SAVINGS (BOFA) 15,426.31  
 WASTEWATER SAVINGS-WELLS FARGO 217,679.02  
 STATE LOCAL AGENCY INVESTMT FUND 53,560,474.75  
 -----  
 TOTAL CASH ON HAND 53,947,488.04  
 =====

CASH ON HAND  
 -----  
 CASH ACCOUNT (US BANK)  
 CASH - PETTY CASH  
 CHK ACCT (WELLS FARGO/PAYROLL)  
 SAVINGS (B OF A)  
 SERVICE CHARGE MUNI INV (US BANK)  
 WASTEWTR CAP RES SAVINGS (BOFA)  
 WASTEWATER SAVINGS-WELLS FARGO  
 STATE LOCAL AGENCY INVESTMT FUND  
 -----  
 TOTAL CASH ON HAND  
 =====

CURRENT MONTH	INCOME	EXPENSES	ACCOUNTS PAYABLE
ADMINISTRATIVE	572.33	388,611.05	3,252,881.02
OPERATION & MAINTENANCE	40,562.68	845,472.17	248,301.53
W.W.C.R.F.	137,969.06	3,009.35-	0.00
UPGRADE REHAB	0.00	100,365.02	88,937.53
TOTAL	179,104.07	1,331,438.89	3,590,120.08
	=====	=====	=====

BEGINNING BALANCE	YEAR TO DATE RECEIVED	YEAR TO DATE EXPENDED	CURRENT BALANCE
50,000.00	307,639.96	405,435.60	3,199,701.56
250,000.00	5,982,768.87	3,210,893.48	3,021,875.39
20,768,597.34	470,112.10	11,889.97	18,849,651.52
2,917,227.28	6,733.68	0.00	2,923,960.96
26,809,008.58	52,873.98	39,254.70	25,952,298.61
TOTAL	6,820,128.59	3,667,473.75	53,947,488.04
=====	=====	=====	=====

INTEREST INCOME  
 -----  
 00 ADMINISTRATIVE 286.10  
 01 OPERATION & MAINTENANCE 0.34  
 02 W.W.C.R.F. 591.30  
 -----  
 TOTAL INTEREST INCOME 877.74  
 =====

FUND INVESTMENTS:  
 ADMINISTRATIVE  
 OPERATION & MAINTENANCE  
 W.W.C.R.F.  
 SRF WCRF  
 UPGRADE REHAB  
 TOTAL FUND INVESTMENTS

T.C.D.	0.00	T-BILLS	0.00	L.A.I.F	3,191,463.94
	0.00		0.00		2,876,205.05
	0.00		0.00		18,616,546.19
	0.00		0.00		2,923,960.96
	0.00		0.00		25,952,298.61
	0.00		0.00		53,560,474.75
					=====

TAHOE-TRUCKEE SANITATION AGENCY  
FINANCIAL STATEMENT  
Summary  
September 30, 2017

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SUMMARY OF PAID & PAYABLE

Administrative and General Paid: \$770,818.27

Administrative and General Payable: \$3,590,120.08

Total Administrative and General Paid and Payable: \$4,360,938.35

Total Administrative and General Payroll Paid: \$424,073.93

	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	114,569.29	6,266,469.80	439,366.30	0.00	0.00	6,820,405.39
END A/R	12,054.00-	779,860.65-	21,285.37-	0.00	121,902.15	198,872.57
BEG A/P	31,345,466.17	1,233,119.13	0.00	0.00	12,803.15	32,591,388.45
EXPENSES	643,256.46	3,090,212.72	11,889.97	0.00	115,389.08	3,860,748.23
END A/P	31,583,287.03-	1,112,438.37-	0.00	0.00	88,937.53-	32,784,662.93-
CASH END BAL	3,199,701.56	3,021,875.39	18,849,651.52	2,923,960.96	25,952,298.61	53,947,488.04

Tahoe-Truckee Sanitation Agency  
Statement of Net Assets  
Month Ending Sept. 30, 2017

ASSETS

Current Assets	Balance
<b>Cash and Cash Equivalents</b>	
00-10020 Cash - Wells Fargo Bank Payroll	\$ -
00-10030 Cash - Petty Cash	1,600.00
00-10040 Cash - Bank of America Tax Revenue	6,637.62
00-10070 Cash - L.A.I.F.	3,191,463.94
01-10010 Cash - U.S. Bank Checking	36,745.20
01-10020 Cash - Wells Fargo Bank Payroll	4,417.71
01-10040 Cash - Bank of America Tax Revenue	4,318.45
01-10050 Cash - Service Charge Savings	100,188.98
01-10070 Cash - L.A.I.F.	2,876,205.05
06-10070 Cash - L.A.I.F.	<u>25,952,298.61</u>
<b>Total Cash and Cash Equivalents</b>	<b>\$ 32,173,875.56</b>
<b>Accounts Receivable</b>	
00-11010 A/R Northstar In-lieu of Tax	0.00
00-11075 A/R Admin COBRA	0.00
00-11280 A/R Brown Act Reform Reimb.	\$ 12,054.00
01-11020 Accounts Receivable Service Charges	349,642.90
01-11021 Service Charge Refunds	5,147.39
01-11065 Accounts Receivable Laboratory	1,350.00
01-11070 Accounts Receivable Temp. Discharge	10,510.69
01-11075 Accounts Receivable COBRA	854.28
01-11080 Accounts Receivable Other	4,623.04
01-11085 A/R Ammonium Sulfate	0.00
00-14850 Accrued Income	0.00
01-14850 Accrued Income	<u>0.00</u>
<b>Total Accounts Receivable</b>	<b>\$ 384,335.30</b>
<b>Inventory</b>	
01-12550 Chemical Inventory	\$ 95,296.15
01-12560 Fuel Inventory	<u>26,606.00</u>
<b>Total Inventory</b>	<b>\$ 121,902.15</b>
01-13060 Due From Government Agencies	<u>\$ 285,677.20</u>
<b>Total Current Assets</b>	<b>\$ 32,965,790.21</b>

Tahoe-Truckee Sanitation Agency  
Statement of Net Assets  
Month Ending Sept. 30, 2017

Restricted Assets	Balance
02-10060 Cash - Bank of America WWC	\$ 15,426.31
02-10065 Cash - Wells Fargo WWC Savings	217,679.02
02-10070 Cash - L.A.I.F.	18,616,546.19
02-10530 Cash - Certificate of Deposit	0.00
04-10070 Cash - L.A.I.F.	<u>2,923,960.96</u>
<b>Total Cash and Cash Equivalents</b>	<b>\$ 21,773,612.48</b>
02-11030 A/R Connection Fee Payment Plans	<u>\$ 21,285.37</u>
<b>Total Restricted Assets</b>	<b>\$ <u>21,794,897.85</u></b>
<b>Property Plant &amp; Equipment</b>	
00-16010 Land	\$ 2,174,726.00
00-16020 Plant Fencing	244,732.11
00-16040 Sewage Collection Facility	14,168,430.43
00-16050 Sewage Treatment & Disposal Facility	125,093,559.93
00-16060 General Plant & Admin. Facility	3,982,615.29
00-16090 Vehicles	1,209,946.21
00-16550 Allowance for Depr. Facility	(56,036,579.38)
00-16580 Allowance for Depr. General Plant	<u>(4,685,118.00)</u>
<b>Net Capital Assets</b>	<b>\$ 86,152,312.59</b>
<b>Deferred Pension Outflows</b>	
00-16810 Deferred Pension Outflows	\$ 587,605.00
01-16810 Deferred Pension Outflows	<u>\$ -</u>
<b>Deferred Pension Outflows</b>	<b>\$ 587,605.00</b>
<b>Total Assets</b>	<b>\$ <u>141,500,605.65</u></b>

Tahoe-Truckee Sanitation Agency  
Statement of Net Assets  
Month Ending Sept. 30, 2017

LIABILITIES & NET ASSETS		Balance
<b>Current Liabilities</b>		
00-20350	Accounts Payable - Admin.	\$ (3,252,881.02)
01-20350	Accounts Payable - Operations & Maint.	(248,301.53)
06-20350	Accounts Payable - Upgrade	(88,937.53)
		\$ (3,590,120.08)
00-20810	Accrued Liability for Compensated Absences	(53,885.58)
01-20810	Accrued Liability for Compensated Absences	(860,258.72)
		\$ (914,144.30)
01-22010	Customer Deposits Temp. Discharge Permits	\$ (400.00)
00-20390	Accrued Expenses - Admin.	0.00
00-20410	Retention	0.00
00-20710	Salaries and Wages Payable	0.00
00-20720	Federal Payroll Taxes Payable	0.00
00-20725	State Payroll Taxes Payable	0.00
00-20727	SDI Payable	0.00
00-20730	Pers 457 ING Retirement Payable	0.00
00-20735	Nationwide 457 Payable	0.00
00-20740	Credit Union P/R Deduction Payable	0.00
00-20750	Wage Garnishment Payable	0.00
00-20760	Life Insurance Payable	0.00
00-20770	Medicare Deduction Payable	0.00
00-20780	Survivor Benefits Payable	(4.00)
00-20785	Pers "AIR" Time Deduction Payable	0.00
00-20786	Pers Employee Paid Contribution	(519.64)
01-20390	Accrued Expenses - Operations & Maint.	0.00
01-20710	Salaries and Wages Payable	0.00
01-20720	Federal Payroll Taxes Payable	0.00
01-20725	State Payroll Taxes Payable	0.00
01-20727	SDI Payable	0.00
01-20730	Pers 457 ING Retirement Payable	25.00
01-20735	457 Retirement Plan Payable	0.00
01-20740	Credit Union P/R Deduction Payable	250.00
01-20750	Wage Garnishment Payable	0.00
01-20760	Life Insurance Payable	(140.85)
01-20770	Medicare Deduction Payable	0.00
01-20780	Survivor Benefits Payable	(45.00)
01-20785	Pers "AIR" Time Deduction Payable	(485.32)
01-20786	Pers Employee Paid Contribution	(3,081.95)
		\$ (4,001.76)
<b>Current Restricted Liabilities</b>		
00-20395	Accrued Interest Payable	0.00
00-23010	State Revolving Fund Loan Payable-Current	0.00
02-20350	Accounts Payable - WasteWater Cap. Reserve	0.00
		\$ -
<b>Long Term Debt</b>		
00-23020	State Revolving Fund Loan Payable-Long Term	\$ (28,275,996.79)
00-24010	Net Pension Liability	\$ (10,678,017.00)
01-24010	Net Pension Liability	\$ -

Tahoe-Truckee Sanitation Agency  
Statement of Net Assets  
Month Ending Sept. 30, 2017

Long Term Liabilities \$ (38,954,013.79)

Deferred Pension Inflows

00-24020 Deferred Pension Inflows \$ (1,965,006.00)

01-24020 Deferred Pension Inflows \$ -

Total Deferred Pension Inflows \$ (1,965,006.00)

Total Liabilities \$ (45,427,685.93)

Tahoe-Truckee Sanitation Agency  
Statement of Net Assets  
Month Ending Sept. 30, 2017

CAPITAL	Balance
<b>Capital Assets</b>	
00-25050      Contributed Capital - Capital Grants	\$ (28,336,343.44)
00-25051      Contributed Capital - Local District	(1,330,176.82)
00-25052      Contributed Capital - US Forest	(223,315.00)
00-25053      Contributed Capital - State Park	(16,341.91)
00-26010      Retained Earnings - Administrative	(13,100,375.92)
00-26020      Net Profit - Admin	<u>(2,718,810.03)</u>
	<b>\$ (45,725,363.12)</b>
<b>Restricted for Wastewater Capital Reserve</b>	
02-26010      Retained Earnings - WasteWater Capital Reserve	(20,820,628.51)
02-26020      Net Profit - WasteWater Capital Reserve	<u>1,949,691.62</u>
	<b>\$ (18,870,936.89)</b>
<b>Restricted for State Loan Repayment</b>	
04-26010      Retained Earnings - WCRF SRF	(2,923,960.96)
04-26020      Net Profit - WCRF SRF	<u>0.00</u>
	<b>\$ (2,923,960.96)</b>
<b>Unrestricted</b>	
01-26010      Retained Earnings - Service Charge	486,959.41
01-26020      Net Profit - Operations	(3,176,257.08)
06-26010      Retained Earnings - Upgrade Rehab	(26,849,079.41)
06-26020      Net Profit - Upgrade	<u>985,718.33</u>
	<b>\$ (28,552,658.75)</b>
<b>Total Net Assets</b>	<b><u>\$ (96,072,919.72)</u></b>
<b>Total Liabilities &amp; Net Assets</b>	<b><u><u>\$(141,500,605.65)</u></u></b>



## Tahoe-Truckee Sanitation Agency Investment Status Report

TO: LaRue

FROM: Michelle

RE: Investments for the Month Ending September 30, 2017

	AVERAGE INTEREST RATE		AMOUNT INVESTED
L.A.I.F.	1.100%		\$53,560,474.75
T-BILLS	0.000%		\$0.00
CD'S	0.0000%		\$0.00
SAVINGS	0.0920%	Weighted Yield	\$344,250.38
CHECKING	0.000%		\$41,162.91
TOTAL CASH ON HAND			<u>\$53,945,888.04</u>

## Tahoe-Truckee Sanitation Agency

### Teichert Mining Operations - Exclusive Mineral Lease

#### Quarterly Report

Quarter Ending	Rate Per Ton	Mining Material in Tons	Mining Royalties
Fiscal Year 2006-2007		30,730.00	\$38,412.50
Fiscal Year 2007-2008		398,429.00	\$502,754.56
Fiscal Year 2008-2009		405,342.00	\$539,895.87
Fiscal Year 2009-2010		262,434.00	\$359,534.58
Fiscal Year 2010-2011		262,434.00	\$336,905.15
Fiscal Year 2011-2012		187,147.00	\$268,095.66
Fiscal Year 2012-2013		167,202.00	\$245,620.56
Fiscal Year 2013-2014		143,972.00	\$217,857.30
Fiscal Year 2014-2015		40,367.00	\$63,779.86
Fiscal Year 2015-2016	1.58/1.62	78,391.00	\$126,662.14
Fiscal Year 2016-2017	1.62	0.00	\$0.00
Fiscal Year 2017-2018		0.00	\$0.00
<b>Total Mining Royalties Received to Date:</b>			<b>\$2,699,518.18</b>

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 7

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**Subject:** Approval of Resolution 9-2017 reaffirming policies and procedures for providing priority service to affordable housing projects.

**Background:** Government Code Section 65589.7 requires public agencies that provide water or sewer services to adopt written policies and procedures with specific objective standards for providing priority service to developments that include housing units affordable to lower income households.

**Fiscal Impact:** None.

**Previous Board Action:** None.

**Recommendation:** Approve Resolution 9-2017 reaffirming policies and procedures for providing priority service to affordable housing projects.

## **RESOLUTION 9-2017**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TAHOE-TRUCKEE SANITATION AGENCY REAFFIRMING POLICIES AND PROCEDURES FOR PROVIDING PRIORITY SERVICE TO AFFORDABLE HOUSING PROJECTS**

WHEREAS, Government Code Section 65589.7 requires public agencies that provide water or sewer services to adopt written policies and procedures with specific objective standards for providing priority service to developments that include housing units affordable to lower income households; and

WHEREAS, the Board of Directors of the Tahoe-Truckee Sanitation Agency (the “Agency”) desires to reaffirm its written policies and procedures with respect to providing priority sewer service to developments that include housing units affordable to lower income households.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Tahoe-Truckee Sanitation Agency hereby adopts the following policies and procedures for providing priority sewer service to affordable housing projects:

1. The following definitions (derived from Government Code Section 65589.7) and shall apply for the purposes of this policy:
  - a. “Proposed developments that include housing units affordable to lower income households” means that dwelling units shall be sold or rented to lower income households, as defined in Section 50079.5 of the Health and Safety Code, at an affordable housing cost, as defined in Section 50052.5 of the Health and Safety Code, or an affordable rent, as defined in Section 50053 of the Health and Safety Code.
  - b. “Sewer services” means supplying service through a pipe or other constructed conveyance for a residential purpose.
2. In the event the Agency experiences sewer service limitations due to collection system or treatment plant capacity constraints or regulatory restrictions, the Agency shall, to the extent reasonably feasible, grant priority to proposed developments that include housing units affordable to lower income households.
3. In meeting its obligations under Government Code Section 65589.7 to provide priority sewer service for proposed developments that include housing units affordable to lower income households, the Agency shall take into account (i) the housing element of the general plan adopted by each county or city within the Agency’s boundaries and (ii) other plans, documents, and information that provide a reasonable basis for making service determinations.

4. Applications for proposed developments that include housing units affordable to lower income households shall not be denied, nor shall conditions be imposed thereon or services which are applied for be reduced, unless the Agency makes specific written findings that the denial, condition, or reduction is necessary due to the existence of one or more of the following:

- a. Insufficient sewer treatment or collection capacity exists, as demonstrated by a written engineering analysis and report on the condition of the treatment or collection works, to serve the needs of the proposed development;
- b. A Regional Water Quality Control Board order prohibits new sewer connections; or
- c. The applicant has failed to agree to reasonable terms and conditions relating to the provision of service generally applicable to development projects seeking service from the Agency, including, but not limited to, the requirements of local, state, or federal laws and regulations or payment of a fee or charge imposed in compliance with Section 66013 of the Government Code.

5. The Agency shall not discriminate in any manner when processing and considering requests for sewer service for proposed developments that include housing units affordable to lower income households.

6. At such time as the Agency makes specific written findings, in accordance with Section 4 herein, for denial of sewer service, the Agency shall also, if possible, establish written conditions whereby the applicant can address and remedy the Agency's findings, to the satisfaction of the Agency.

7. On or before July 1, 2022, and at least every five (5) years thereafter, the Agency shall reevaluate and reaffirm or modify these policies and procedures regarding the provision of sewer service on a priority basis with respect to proposed developments that include housing units affordable to lower income households.

PASSED AND ADOPTED at a regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors on October 11, 2017, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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O. R. Butterfield, President  
Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 8

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**Subject:** Approval of Monitoring Station Lease with 150 GPP, LLC.

**Background:** T-TSA owns, operates and maintains monitoring equipment and facilities, including a flowmeter, antennae, transmitters, and related control panels, improvements, and structures to monitor and report Alpine Springs County Water District wastewater flows to the California Regional Water Quality Control Board, Lahontan Region. The property was recently acquired by 150 GPP, LLC.

T-TSA and 150 GPP, LLC desire to enter into a lease for use of the premises. The lease term is 50 years and the initial rent is \$90 per month. Commencing five years after execution of the lease and continuing once every five years thereafter, rent shall increase by the greater of: (a) 3.5%; or (b) the rate of change between the most recent All Items Consumer Price Index for All Urban Consumers as calculated by the U.S. Bureau of Labor Statistics for the San Francisco-Oakland-San Jose area.

**Fiscal Impact:** Approximately \$64,000 over the 50 year term.

**Previous Board Action:** None.

**Recommendation:** Approve Monitoring Station Lease with 150 GPP, LLC.

## MONITORING STATION LEASE

This Lease is entered into this \_\_\_\_\_, 2017, between 150 GPP, LLC., a California corporation (“**Owner**”), and Tahoe-Truckee Sanitation Agency, a local government agency (“**Agency**”), who agree as follows:

**1. Recitals.** This Lease is made with reference to the following background recitals:

1.1. Owner owns a building and underlying real property in the County of Placer, California, with an address of 150 Alpine Meadows Road, Alpine Meadows, California 96146 and designated as Placer County Assessor’s Parcel No. 095-050-066-000 (the “**Property**”). The building and adjacent land covered by this Lease are shown on the attached Exhibit A.

1.2. On a portion of the Property, Agency operates and maintains monitoring equipment and facilities, including a flowmeter, antennae, transmitters, and related control panels, improvements, and structures, (the “**Facilities**”) related to Agency’s operation and maintenance of a nearby interceptor pipeline. This portion of the Property is shown in the attached Exhibit B (the “**Premises**”).

1.3. The Owner-Agency arrangement regarding the Facilities has not previously been memorialized in a lease or other agreement. By this Lease, the parties desire to memorialize their arrangement regarding Agency’s operation of the Facilities on the Premises.

**2. Grant of Lease.** Subject to the terms and conditions set forth below, Owner leases the Premises to Agency, and Agency leases the Premises from Owner, together with the right of reasonable ingress and egress over other portions of the Property as appropriate for Agency’s access to the Premises and operation of the Facilities.

**3. Term.** The term of this Lease will be 50 years commencing on the date set forth above and, unless sooner terminated or extended as provided below, terminating 50 years after the date set forth above. The parties may agree in writing to earlier terminate the Lease. The parties may agree in writing to extend the Lease term.

**4. Use of Premises.** Agency may use, operate, and maintain the Facilities on the Premises. Agency has the right to do all work necessary or appropriate to maintain and operate the Premises for Agency’s operations. All of Agency’s operations, maintenance, and other work shall be performed at Agency’s sole cost and in a good and workmanlike manner. Agency will not use or permit the Property to be used for any other purpose, without the prior written consent of Owner. Agency will not maintain, commit, or permit the maintenance or commission of any nuisance or waste on the Property.

**5. Use and Ownership of Facilities.** Agency will hold title to the Facilities and have the exclusive use and control of the Facilities. All of the Facilities will remain Agency’s personal property and are not real property fixtures.

**6. Rent.** As valuable consideration for this Lease, Agency will pay Owner rent under this Lease as follows:

6.1. **Payments.** Agency will pay Owner monthly rent in the amount of \$90 ("**Rent Amount**"). Rent payments shall be due the first business day of each month. Agency shall deliver rent payments by this date at Owner's address for Notices set forth below.

6.2. **Increase.** Commencing five years after the date set forth above, and continuing once every five years thereafter during the Term of this Lease, the Rent Amount will increase by the greater of: (a) 3.5%; or (b) the rate of change between the most recent All Items Consumer Price Index for All Urban Consumers as calculated by the U.S. Bureau of Labor Statistics for the San Francisco-Oakland-San Jose area, not seasonally adjusted, 1982-1984=100 reference base ("**CPI-U**") (or comparable index if this index becomes unavailable) and the corresponding CPI-U five years prior.

**7. Compliance with Laws.** The parties will comply with all applicable federal, state, and local statutes, ordinances, regulations, and other laws relating to the Property and its use and occupancy.

**8. Access, Construction, Installation, and Improvements.** Agency shall have the right to enter upon the Property to construct, install, repair, upgrade, replace, supplement, operate, and maintain the Facilities on the Premises. Agency will not make any other structural alterations or construction on the Property or install any real property fixtures to or on the Property without the prior written consent of Owner, which consent will not be unreasonably withheld. Any Agency construction work relating to improvement of the Property will be performed in a good and workmanlike manner, and will comply with all applicable federal, state, and local laws, codes, and building and other permit requirements. Agency will keep the Property free and clear from any and all liens, stop notices, claims, and demands for work performed, materials furnished, or operations conducted by Agency on the Property.

**9. Premises Maintenance and Upkeep.** Agency will keep and maintain the Premises in good, safe, clean, attractive, and usable condition and repair. Owner will keep and maintain portions of the Property as appropriate so that Agency's right to access the Premises is not impeded at any time.

**10. Surrender of Premises.** On expiration or termination of this Lease, Agency will promptly (a) surrender and deliver the Premises to Owner in as good condition as it was in at the time of Agency's initial occupancy, excepting ordinary wear and tear, and (b) remove all Facilities and any other Agency-owned or installed equipment, material, and other property from the Premises.

**11. Use by Owner.** Aside from Agency's exclusive right to use the Facilities, Agency will use the Premises in a manner that is at all times subordinate to and consistent with Owner's use of the Property.

**12. Utilities and Taxes.** Agency will pay all of the following: (a) any charges and fees for the furnishing of electricity service and any other public utilities and services applicable to the operations of its Facilities on the Premises; and (b) all real property taxes, assessments and standby charges levied or assessed against the Premises by a governmental entity, as a

result of Agency's use of the Premises, including any taxes or charges that may be assessed or imposed upon or against the leasehold estate or possessory interest created by this Lease. All such fees, charges, taxes and assessments will be paid as they become due and payable.

### **13. Damage and Destruction.**

13.1. Insurance. Agency at its sole cost and expense shall procure and maintain for the duration of this Lease the following types and limits of insurance or self-insurance:

(a) commercial general liability coverage with limits of at least \$1,000,000 per occurrence and \$2,000,000 aggregate; and (b) property coverage for not less than the full replacement cost of the Facilities.

13.2. Damage or Destruction. If the Premises are totally or partially damaged or destroyed by fire, earthquake, or other casualty, Owner shall have the right to restore the Premises by repair or rebuilding. If Owner elects to repair or rebuild, and is able to complete such restoration within 180 days from the date of damage, this Lease shall remain in full force and effect. If Owner is unable to restore the Premises within this time, or if Owner elects not to restore, then either Owner or Agency may terminate this Lease by giving written notice of termination to the other party.

**14. Condemnation.** If title and possession of the Property are taken under the power of eminent domain by any public or quasi-public agency or entity, this Lease will terminate as of the date of actual physical possession of the Property is taken by the agency or entity. Any just compensation, damages or other payment for the taking of the Property will be awarded to and be the sole property of Owner.

### **15. Indemnification.**

15.1. Agency will indemnify, defend, protect, and hold harmless Owner and its officers, employees, and agents from and against any and all liability, loss, damage, expense, penalties, and costs (including attorney fees, investigation costs, and litigation costs) of every nature arising out of or in connection with: (a) the death or injury of any person or persons, or the damage to or destruction of any personal or real property, that is caused or allegedly caused by some act or omission of Agency or an Agency employee or contractor; or (b) Agency's failure to perform or otherwise comply with any provision of this Lease; but excepting any such loss or damage caused by the sole negligence or willful misconduct of Owner.

15.2. Owner will indemnify, defend, protect, and hold harmless Agency and its officers, employees, and agents from and against any and all liability, loss, damage, expense, penalties, and costs (including attorney fees, investigation costs, and litigation costs) of every nature arising out of or in connection with: (a) the death or injury of any person or persons, or the damage to or destruction of any personal or real property, that is caused or allegedly caused by either the condition of the Property or some act or omission of Owner or an Owner employee or contractor; (b) any construction or improvement work performed by Owner on the Property; or (c) Owner's failure to perform or otherwise comply with any provision of this agreement; but excepting any such loss or damage caused by the sole negligence or willful misconduct of Agency.

These indemnification provisions will survive the termination of this Lease with respect to any occurrence or event occurring prior to the termination.

**16. Restriction against Assignment.** Agency will not sublet, encumber, assign or otherwise transfer this Lease, or any right or interest in this Lease, or any right or interest in the Premises, without first obtaining the written consent of Owner.

## **17. General Provisions.**

17.1. Entire Agreement. The parties intend this writing to be the sole, final, complete, exclusive and integrated expression and statement of the terms of their contract concerning the subject matter addressed in the Lease. This Lease supersedes all prior oral or written negotiations, representations, contracts or other documents that may be related to the subject matter of this Lease, except those other documents that may be expressly referenced in this Lease.

17.2. Construction and Interpretation. The parties agree and acknowledge that this Lease has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Lease. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party will not apply in construing or interpreting this Lease.

17.3. Waiver. The waiver at any time by any party of its rights with respect to a default or other matter arising in connection with this Lease will not be deemed a waiver with respect to any subsequent default or matter.

17.4. Severability. If any part of this Lease is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, so long as the rights and obligations of the parties are not materially and adversely affected.

17.5. Amendment. This Lease may be modified or amended only by a subsequent written agreement approved and executed by both parties. Amendment by Agency requires approval by its Board of Directors at a noticed public meeting.

17.6. Governing Law and Venue. Except as otherwise required by law, this Lease will be interpreted, governed by, and construed under the laws of the State of California. The County of Placer will be venue for any state court litigation and the Eastern District of California will be venue for any federal court litigation concerning the enforcement or construction of this Lease.

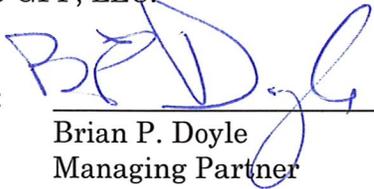
17.7. Notices. Any notice, demand, invoice, or other communication required or permitted to be given under this Lease must be in writing and delivered either (a) in person, (b) by prepaid, first class U.S. mail, (c) by facsimile transmission with delivery to the other party confirmed by a successful-delivery confirmation receipt if the document also is sent within two days by prepaid, first class U.S. mail, or (d) by a nationally-recognized commercial overnight courier service that guarantees next day delivery and provides a receipt. Such notices, etc. will be addressed as follows:

<b>Owner:</b>  Brian P. Doyle Managing Partner 150 GPP, LLC. P.O. Box 3736 Olympic Valley, CA 96146	<b>Agency:</b>  LaRue Griffin General Manager Tahoe-Truckee Sanitation Agency 13720 Butterfield Drive Truckee, CA 96161
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Notice given as above will be deemed given (a) when delivered in person, (b) three days after deposited in prepaid, first class U.S. mail, (c) upon receipt of the facsimile machine successful-delivery confirmation, or (d) on the date of delivery as shown on the overnight courier service receipt. Any party may change its contact information by notifying the other party of the change in the manner provided above.

150 GPP, LLC

By:



\_\_\_\_\_  
 Brian P. Doyle  
 Managing Partner

TAHOE-TRUCKEE SANITATION AGENCY

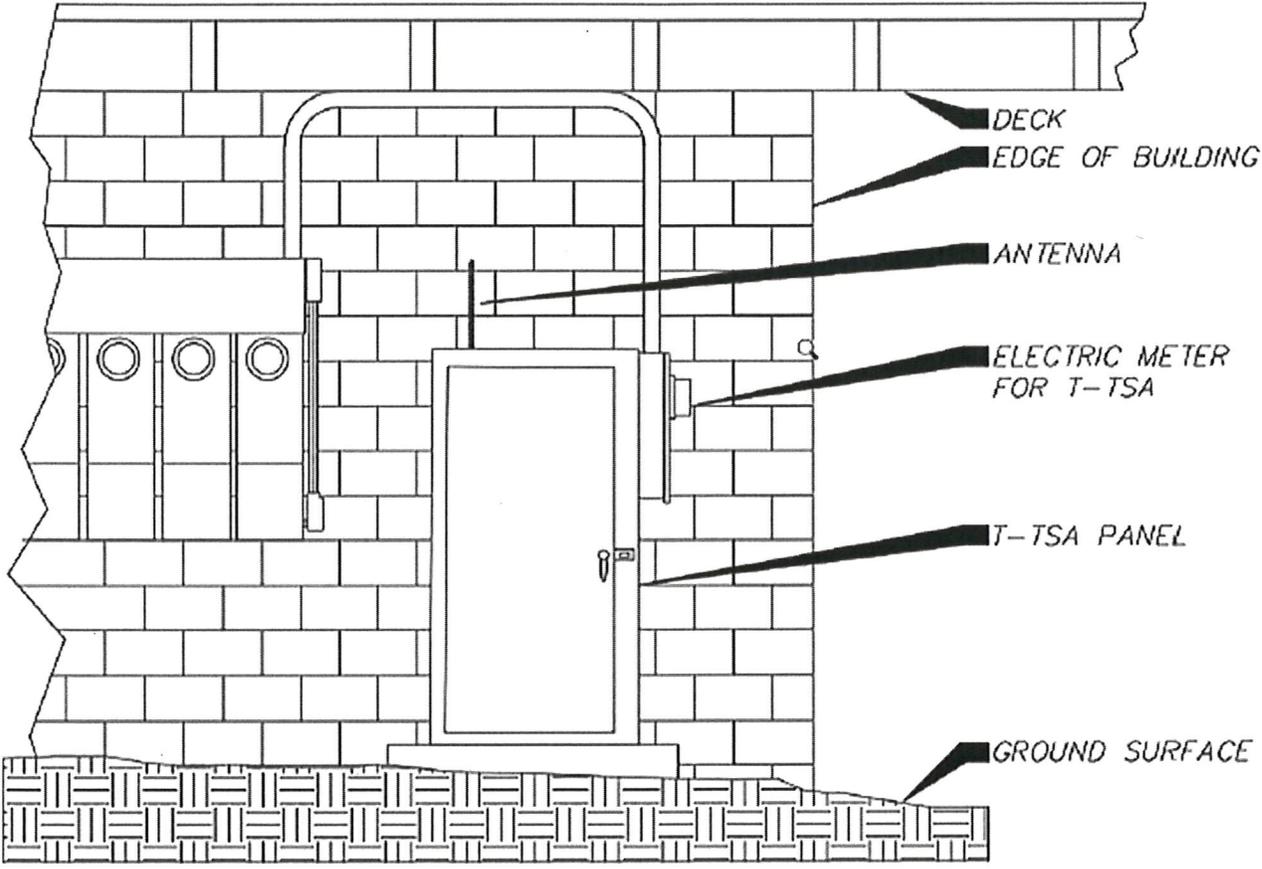
By:

\_\_\_\_\_  
 LaRue Griffin  
 General Manager

**EXHIBIT A**  
**The Property**



**EXHIBIT B**  
**The Premises**



SECTION A  
NOT TO SCALE

NOTE: PANEL AND APPURTENANCES MAY VARY AS SHOWN.

See EXHIBIT A  
For Overall Site Plan

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 9

-----  
**Subject:** Approval to solicit bids for the purchase of ammonia analyzers.

**Background:** The Agency currently has four (4) Hach Amtax Ammonia Analyzers which were installed in 2006. Hach no longer provides technical support on the analyzers and critical spare parts are no longer available. Since installation, ammonia analyzers have switched to a membrane cap technology.

Due to newer technology and lack of technical support, the Agency included the purchase of analyzers in the 2017-2018 Upgrade and Rehabilitation Fund budget. Staff shall perform the installation. The existing analyzers would be utilized for emergencies and pilot studies.

**Fiscal Impact:** Estimated at \$80,000 (4 analyzers @ \$20,000 each)

**Previous Board Action:** None.

**Recommendation:** Approve to solicit bids for ammonia analyzers.

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 10

-----  
**Subject:** Approval of Construction Change Order No.1 for the 2017 Asphalt Sealing project.

**Background:** The project consists of providing seal coats to asphalt pavement; providing crack filler to and routing of new cracks and crack filler to cracks with existing crack filler; and providing striping to match existing. This is a reoccurring project to maintain the existing facility asphalt.

The construction change order includes unit quantities of asphalt crack routing and filling in excess of the amounts specified in the contract documents.

**Fiscal Impact:** \$1,377.07

**Previous Board Action:** The Board awarded the bid to Blacktop Sealing and Striping, Inc. for \$84,946 at the September 13, 2017 meeting.

**Recommendation:** Approve Construction Change Order No.1 for the 2017 Asphalt Sealing project.

**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*

**CONTRACT MODIFICATION NO. 1**  
**(Change Order)**

The following additions, deletions or revisions to the Contract Documents for the 2017 Asphalt Sealing Project by and between the Tahoe-Truckee Sanitation Agency and Blacktop Sealing & Striping, Inc dated August 8, 2017 have been ordered and authorized:

ITEM	DESCRIPTION	COMPENSATION BASIS	COST
1.	Additional 61 lineal feet of crack routing at the unit price of \$1.30 per lineal foot, and in accordance with the <u>Bid Item No. 6</u> of the Contract Documents.	Unit Price in the Bid	\$79.30
2.	Additional 1,434 lineal feet of crack filling at the unit price of \$0.905 per lineal foot and in accordance with the <u>Bid Item No. 7</u> of the Contract Documents.	Unit Price in the Bid	\$1,297.77
<b>Total Cost for Contract Modification No. 1</b>			<b>\$1,377.07</b>

ORIGINAL CONTRACT AMOUNT: **\$84,946.00**

CONTRACT MODIFICATION NO. 1 AMOUNT: **\$1,377.07**

NEW CONTRACT AMOUNT: **\$86,323.07**

ADJUSTED CONTRACT TIME: **None**

All terms and conditions stipulated in the Contract Documents for 2017 Asphalt Sealing Project by and between the Tahoe-Truckee Sanitation Agency and Blacktop Sealing & Striping, Inc dated August 8, 2017 are incorporated herein, except as provided in Contract Modification No. 1.

ACCEPTED BY: *LaRue Griffin*  
Blacktop Sealing & Striping, Inc

10/3/17  
Date

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

\_\_\_\_\_  
Date

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 11

-----  
**Subject:** Approval of Progress Pay Estimate No.1 for the 2017 Asphalt Sealing project.

**Background:** The project consists of providing seal coats to asphalt pavement; providing crack filler to and routing of new cracks and crack filler to cracks with existing crack filler; and providing striping to match existing. This is a reoccurring project to maintain the existing facility asphalt.

The progress pay estimate includes construction change order no. 1.

**Fiscal Impact:** \$82,006.92

**Previous Board Action:** The Board awarded the bid to Blacktop Sealing and Striping, Inc. for \$84,946 at the September 13, 2017 meeting.

**Recommendation:** Approve Progress Pay Estimate No.1 for the 2017 Asphalt Sealing project.

2017 Asphalt Sealing Progress Pay Estimate No. 1  
9/25/2017-10/2/2017



**OWNER:**

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

**CONTRACTOR:**

Blacktop Sealing & Striping, Inc  
1710 River Rd  
Tahoe City, CA 96145

ITEM NO.	BID ITEM DESCRIPTION	UNIT PRICE	CONTRACT QUANTITY	UNIT	CONTRACT TOTAL	QUANTITY OR PERCENTAGE	UNIT	TOTAL EARNED
1.	Mobilization	\$1,820.00	1	LS	\$1,820.00	100%	LS	\$1,820.00
2.	Demobilization	\$1,820.00	1	LS	\$1,820.00	100%	LS	\$1,820.00
3.	Labor and materials for collecting, removing and disposing of all collected debris	\$17,900.00	1	LS	\$17,900.00	100%	LS	\$17,900.00
4.	Labor and materials for two seal coats over existing asphalt	\$36,340.00	1	LS	\$36,340.00	100%	LS	\$36,340.00
5.	Labor and materials for striping	\$3,850.00	1	LS	\$3,850.00	100%	LS	\$3,850.00
6.	Labor and materials for routing cracks	\$1.30	3,100	LF	\$4,030.00	100%	LF	\$4,030.00
7.	Labor and materials for crack sealing	\$0.905	21,200	LF	\$19,186.00	100%	LF	\$19,186.00
<b>SUBTOTAL</b>					<b>\$84,946.00</b>			<b>\$84,946.00</b>

CONTRACT MODIFICATION No.1								
1.	Addition to Bid Item 6: 61 L.F. of extra crack routing	\$79.30	1	LS	\$79.30	100%	LS	\$79.30
2.	Addition to Bid Item 7: 1,434 L.F. of extra crack	\$1,297.77	1	LS	\$1,297.77	100%	LS	\$1,297.77

<b>TOTAL</b>					<b>\$86,323.07</b>	<b>100.00%</b>	<b>\$86,323.07</b>
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TOTAL EARNED TO DATE: \$86,323.07  
 5% TOTAL RETENTION TO DATE: \$4,316.15  
 TOTAL AMOUNT PREVIOUSLY PAID: \$0.00  
**TOTAL AMOUNT DUE CONTRACTOR: \$82,006.92**

**ACCEPTED BY:**

Blacktop Sealing & Striping, Inc.

BY: *[Signature]*  
 DATE: 10/2/17

**APPROVED BY:**

Tahoe-Truckee Sanitation Agency

BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT (EXHIBIT A)

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

**Identifying Information**

Name of Claimant: Blacktop Sealing & Striping, Inc  
Name of Customer: Tahoe Truckee Sanitation Agency  
Job Location: Truckee, CA  
Owner: Tahoe Truckee Sanitation Agency

**Unconditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

**Exceptions**

This document does not affect any of the following:

Disputed claims for extras in the amount of: \$ \_\_\_\_\_

**Signature**

Claimant's Signature: [Signature] Hank DeVre  
Claimant's Title: PRESIDENT  
Date of Signature: 10/3/17

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 12

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**Subject:** Discussion of State Route 89/Fanny Bridge Community Revitalization Project-Related TRI Relocation Agreement.

**Background:** An agreement between the Agency, North Tahoe Public Utility District (NTPUD), Tahoe City Public Utility District (TCPUD), and Central Federal Lands Highway Division has been executed to define the rights and duties of each party during the TRI relocation associated with the State Route 89/Fanny Bridge Community Revitalization Project.

An update to the construction phase of the project will be provided at the Board meeting.

**Fiscal Impact:** None.

**Previous Board Action:** The Board approved the agreement in substantially the form as presented and authorized the General Manager to approve minor changes and edits with assistance of legal counsel as the agreement and its exhibits are finalized.

**Recommendation:** No action required.

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 13

-----  
**Subject:** Operations, Maintenance, Engineering and IT Reports.

**Background:** Staff reports for the previous and current months.

**Fiscal Impact:** None.

**Previous Board Action:** None.

**Recommendation:** No action required.

# **Operations Board Report**

## **September 2017**

**Plant waste discharge requirements were met for the month of September.**

### **Operations Report:**

- Daily average plant influent flow for August 3.72 MG. Maximum instantaneous flow rate 7.52 MG
- Half of the activated sludge systems were in-service during the month to accommodate flows and loadings.
- Started bypassing flow around BNR 9/20/17 to maintain
- Cleaned and inspected AWT backwash equalization tank.
- Overall, Plant operations ran sound.

Michael Peak  
Operations Manager

**BOARD OF DIRECTORS MONTHLY OPERATIONS REPORT - September of 2017**

FLOW DATA		30	Days
Maximum 7-Day Average Flow	4.44	MGD	
Monthly Flow Average	3.72	MGD	
Average Flow This Month Last Year	3.36	MGD	
5-Year Average for This Month	3.41	MGD	
	Sep-16		

MONTHLY AVERAGE EFFLUENT QUALITY				
	5-Yr Avg - Sep	Aug-17	Sep-17	Limits
Turbidity "daily maximum"	2.60	2.80	2.70	10
Suspended Solids	2.70	1.90	2.40	10
COD	38.0	34.0	37.0	45
Total Nitrogen	4.52	2.19	3.21	mg/l
Total Phosphorus	0.40	0.55	0.58	mg/l

COSTS		Aug-17	Sep-17
Chemicals		\$116,907	\$59,755
Power		\$78,170	\$72,782
Monthly Sludge Disposal Charge		\$24,895	\$18,690
Chemical, Power & Sludge Costs/M.G.		\$1,624	\$1,356

- ◆ **Projects:** In the month of September, Engineering staff continued working on the following projects:
  - 2017 Asphalt Sealing Project
  - 2017 TRI Digital Scanning Project
  - TRI MH 81 to 83 Improvements Project
  
- ◆ **Project Planning Meetings:** Engineering staff assisted in review of construction documents and/or attended coordination meetings for the following projects:
  - SR 89/Fanny Bridge Community Revitalization Project

**Jay Parker**  
**Engineering Manager**

## Projects:

- Meetings with maintenance supervisors for implementation of P.I.S. flowchart, in regards to individual departments.
- Starting of complete warehouse inventory, to confirm parts & quantities, and also renaming for P.I.S. program.
- Maintenance dept. supervisors attended a 1 day Excel Program training class.
- Arc Flash study completion & meeting with Lewellyn representative for project debriefing.
- Meetings for budgeting scheduling.

## Preventive Maintenance:

- Ongoing weekly, monthly scheduled maintenance.
- Preventive maintenance RR list items.
- Bldg. 80, pump no. 3 strainer cleaning.
- Starting of TRI scanning for schedules 5 & 6.
- Cart & vehicle PM.

## Corrective Maintenance:

- Rebuild Filter Press Feed Pump M04514 (installation of new stator).
- Assist with chemical clarifier no. 1 reassembly, after paint warranty work.
- Vent plumbing repair/replacement on side 2 oxygenation basin.
- Bldg. 32 floor drain system rebuild / replacement.
- Corrective maintenance RR list items.

## Instrumentation & Electrical:

- Working with IT dept. to redesign & upgrade & build Alpine telemetry cabinet.
- Researching & developing specifications for plant analyzer upgrades.
- New Motor Logic control board installation for mixer M052130 due to lightning strike power surge damage.
- Updating drawings & generating step by step procedure for installing new drives for BNR blowers.
- I&E RR list.

**Jim Redmond**  
**Maintenance Manager**

## IT Monthly Report for Sep. 2017

### T-TSA Plant Information System (PIS)

Daily material and energy usage being programmed in PLCs for transfer to PIS.  
Asset Management Software Development.  
Start on database table definitions for Asset Management System (AMS)  
Work started on notification/ready status system of PIS.  
Programming 90% finished of work flow integration. Maintenance management training

### T-TSA SCADA Information System (SIS)

Runtimes being configured for all available equipment.  
Configuration of software for Web App to communication with Siemens Controllers  
Power Monitoring being programmed for daily totalization upload to PIS and SIS.  
Building 27  
Building 81  
Protocol established and modules are programmed  
Programming of all clock modules complete and commence testing  
Programming server side Alpine Meadows Panel PLC for communications with HMI

### Automation of Wasting (WAS)

Side 1 start implementation.

### 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.

### Telemetry Site Upgrade

Programming Raspberry PI Server application.  
Testing S71200 PLCs for direct web based communications with data logger and cloud database.  
Testing integrated data logger for Alpine Springs telemetry site  
Panel environment monitoring and control programmed and testing  
UPS communication  
Temperature data logging

### Pilot Project PLC Upgrade

PLC for replacement of S7400 to S71500 ordered.  
Power has been supplied by I and E.  
Start on software migration from Step7 to TIA Portal V. 14.

### RAS Pump Upgrade (Stop Gap)

Final re-wiring and documentation

### BNR Blower 8 VFD Replacement

Procurement being performed by I and E and Maintenance.  
Drive installed and ready for configuration and integration in with SCADA  
Drive programmed along with PLC and HMI Integration  
Drive is in service

### Siemens/Robicon GT454 Drive Replacement

RFI received and working on compiling quotation.

**Bob Gray**  
**IT Manager**

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 14

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**Subject:** General Manager Report.

**Background:** General Manager report for the previous and current months.

**Fiscal Impact:** None.

**Previous Board Action:** None.

**Recommendation:** No action required.



**To:** T-TSA Board of Directors  
**From:** LaRue Griffin, General Manager  
**RE:** General Manager Report – Regular Board Meeting October 11, 2017

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1. Management and staff continue to monitor operations and potential impacts effecting the SAT.
2. Management and staff worked on the implementation of the PIS flowchart.
3. Management and staff worked on project/budget management.
4. Management worked on the monitoring station lease with 150 GPP, LLC.
5. Management worked with legal counsel on labor negotiations.

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 15

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**Subject:** Comments from the Board of Directors - Reports, Announcements and Questions for clarification only.

**Background:** Opportunity for the Board of Directors to provide a report, provide an announcement or ask questions for clarification purposes only.

**Fiscal Impact:** None.

**Previous Board Action:** None.

**Recommendation:** No action required.

**From:** LaRue Griffin, General Manager

**Meeting Date:** October 11, 2017

**Agenda Item:** 16

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**Subject:** Closed Session.

- i. 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.
- ii. Closed session conference with legal counsel regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case No. SA-RR-1172-M) under Government Code section 54956.9(d)(1).