



SOUTH TAHOE PUBLIC UTILITY DISTRICT
REGULAR BOARD MEETING AGENDA
Thursday, September 7, 2023 - 2:00 p.m.
District Board Room
1275 Meadow Crest Drive, South Lake Tahoe, California

David Peterson, President
Nick Haven, Director

BOARD MEMBERS
Shane Romsos, Vice President

Kelly Sheehan, Director
Nick Exline, Director

Paul Hughes, General Manager

1. **CALL TO ORDER REGULAR MEETING – PLEDGE OF ALLEGIANCE** (At this time, please silence phones and other electronic devices so as not to disrupt the business of the meeting.)
2. **COMMENTS FROM THE PUBLIC** (This is an opportunity for members of the public to address the Board on any short non-agenda items that are within the subject matter jurisdiction of the District. No discussion or action can be taken on matters not listed on the agenda, per the Brown Act. Each member of the public who wishes to comment shall be allotted five minutes, and no more than four individuals shall address the same subject.)
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR** (For purposes of the Brown Act, all Action and Consent items listed give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.)
4. **ADOPTION OF CONSENT CALENDAR** (Any item can be removed to be discussed and considered separately upon request. Comments and questions from members of the public, staff or Board can be taken when the comment does not necessitate separate action.)
5. **CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION**
6. **ITEMS FOR BOARD ACTION**
 - a. Secondary Clarifier No. 1 Rehabilitation Project
(Stephen Caswell, Principal Engineer)
(1) Hold a Public Hearing at 2:01 p.m. to receive comments regarding the designation of the Project as “substantially complex” under Public Contract Code Section 7201; (2) Pursuant to the facts, find the Project substantially complex and require a 10% retention limit; and, (3) Authorize staff to advertise for construction bids for this Project.
 - b. Wastewater Treatment Plant 1.339MW Solar Array
(Julie Ryan, Engineering Department Manager)
(1) Hold a Public Hearing at 2:02 p.m. to receive public comments regarding the Mitigated Negative Declaration of Environmental Impact; (2) Certify the Mitigated Negative Declaration of Environmental Impact; and, (3) Authorize the filing of a Notice of Determination with the El Dorado County Clerk.

- c. City of South Lake Tahoe - Barton Avenue and 2nd Street Drainage Project
(Adrian Combes, Senior Engineer)
Authorize staff to reimburse the City of South Lake Tahoe up to \$165,000 for relocation of District facilities.

- 7. **STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS** (Discussions may take place; however, no action will be taken.)

- 8. **BOARD MEMBER REPORTS** (Discussions may take place; however, no action will be taken.)

- 9. **STAFF/ATTORNEY REPORTS** (Discussions may take place; however, no action will be taken.)
 - a. Legislative Update (Shelly Thomsen)

- 10. **GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)
 - a. Staffing Update
 - b. Indian Creek Reservoir Cyanobacteria Update

- 11. **NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**
 - Past Meetings/Events**
 - 08/17/2023 – 2:00 p.m. Regular Board Meeting at the District
 - 09/04/2023 – Labor Day Holiday District Offices Closed

 - Future Meetings/Events**
 - 09/13/2023 – 10:00 a.m. El Dorado Water Agency Meeting in Placerville
 - 09/18/2023 – 3:30 p.m. Operations Committee Meeting at the District
 - 09/19/2023 – 8:00 a.m. Employee Communications Committee Meeting (Exline Representing)
 - 09/21/2023 – 2:00 p.m. Cancelled - Regular Board Meeting at the District
 - 10/05/2023 - 2:00 p.m. Regular Board Meeting at the District

ADJOURNMENT (The next Regular Board Meeting is Thursday, October 5, 2023, at 2:00 p.m.)

The South Tahoe Public Utility District Board of Directors regularly meets the first and third Thursday of each month. A complete Agenda packet is available for review at the meeting and at the District office during the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. A recording of the meeting is retained for 30 days after Minutes of the meeting have been approved. Items on the Agenda are numbered for identification purposes only and will not necessarily be considered in the order in which they appear. Designated times are for particular items only. Public Hearings will not be called to order prior to the time specified, but may occur slightly later than the specified time.

Public participation is encouraged. Public comments on items appearing on the Agenda will be taken at the same time the Agenda items are heard; comments should be brief and directed to the specifics of the item being considered. Please provide the Clerk of the Board with a copy of all written materials presented at the meeting. Comments on items not on the Agenda can be heard during "Comments from the Audience;" however, action cannot be taken on items not on the Agenda.

Backup materials relating to an open session item on this Agenda, which are not included with the Board packet, will be made available for public inspection at the same time they are distributed or made available to the Board, and can be viewed at the District office, at the Board meeting and upon request to the Clerk of the Board.

The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations are needed, please contact the Clerk of the Board at (530) 544-6474, extension 6203. All inquiries must be made at least 48 hours in advance of the meeting.



SOUTH TAHOE PUBLIC UTILITY DISTRICT
CONSENT CALENDAR
Thursday, September 7, 2023

ITEMS FOR CONSENT

a. WINTER STORMS EMERGENCY RESPONSE

(Paul Hughes, General Manager)

Pursuant to Public Contract Code Section 22050(c), continue the emergency action to respond to the Winter Storms Emergency pursuant to Resolution No. 3242-23.

b. WATER AND SEWER RATE STUDIES

(Paul Hughes, General Manager)

Approve the proposal from HDR Engineering to conduct comprehensive water and sewer rate studies at the estimated cost of \$59,825.

c. JUNE 30, 2023 PRELIMINARY FISCAL YEAR END FINANCIAL STATEMENTS

(Paul Hughes, General Manager)

Receive and file the June 30, 2023 Preliminary Income Statement and Balance Sheet Reports

d. 2023 FLAGPOLE 2 – IROQUOIS 2 TANKS RECOATING PROJECT

(Megan Colvey, Senior Engineer and Heidi Baugh, Purchasing Agent)

Authorize the General Manager to execute Change Order No. 1 to Farr Construction Corporation, dba Resource Development Group, in the amount \$33,843.

e. RAS PUMP STATION BUILDING REHABILITATION PROJECT

(Megan Colvey, Senior Engineer)

1) Approve the proposed Scope of Work from Carollo Engineers, Inc., for engineering design services for the RAS Pump Station Building Rehabilitation Project; and 2) Authorize the General Manger to execute Task Order No. 30 to the Master Services Agreement with Carollo Engineers, Inc. in the amount of \$62,789.

f. 2023 FILTERS NO. 3 AND NO. 4 REHABILITATION PROJECT

(Megan Colvey, Senior Engineer)

Authorize staff to advertise for Bids for the 2023 Filters No. 3 and No. 4 Rehabilitation Project.

g. REBID 2023-2024 TANK COATINGS TOUCHUP PROJECT

(Megan Colvey, Senior Engineer and Heidi Baugh, Purchasing Agent)

Authorize the General Manger to sign Notice of Completion to be filed with the El Dorado County Clerk for the REBID 2023-2024 Tank Coatings Touchup Project.

h. CALPERS REQUIRED PAY LISTING BY POSITION

(Greg Dupree, Accounting Manager)

Adopt Resolution No. 3256-23 which incorporates the Pay Listing by Position for the pay listing effective August 31, 2023.

i. KELLER-HEAVENLY WATER SYSTEM IMPROVEMENTS PROJECT, PHASE 3

(Trevor Coolidge, Senior Engineer)

1) Approve DOWL's Proposal for continued permitting support on the Lookout Tank Access Road Project, in addition to construction and as-built services for the Keller-Heavenly Water System Improvements Project; and 2) Authorize the General Manager to execute Task Order No. 2 in an amount not to exceed \$20,935.

j. PURCHASE OF TWO 2023 PLUG-IN HYBRID SUV'S

(Cliff Bartlett, Fleet/Equipment Supervisor)

Approve the purchase of two new plug-in hybrid SUV's for the Engineering and Information Technology Departments through the State of California Department of General Services Contract in the total amount of approximately \$82,570 including tax.

k. PURCHASING POLICY UPDATE

(Heidi Baugh, Purchasing Agent)

Adopt Purchasing Policy Update

l. RECEIVE AND FILE PAYMENT OF CLAIMS (Greg Dupree, Accounting Manager)

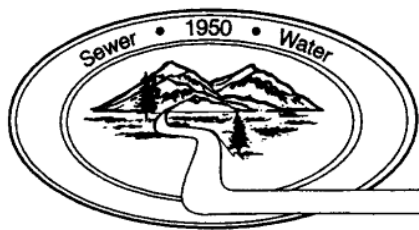
Receive and file Payment of Claims in the amount of \$3,603,104.76

m. REGULAR BOARD MEETING MINUTES: August 17, 2023

(Melonie Guttry, Executive Services Manager/Clerk of the Board)

Approve August 17, 2023, Minutes

General Manager
Paul Hughes



South Tahoe Public Utility District

Directors
Nick Haven
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

BOARD AGENDA ITEM 4a

TO: Board of Directors
FROM: Paul Hughes, General Manager
MEETING DATE: September 7, 2023
ITEM – PROJECT NAME: Winter Storms Emergency Response

REQUESTED BOARD ACTION: Pursuant to Public Contract Code Section 22050(c), continue the emergency action to respond to the Winter Storms Emergency pursuant to Resolution No. 3242-23.

DISCUSSION: The Board declared the Winter Storms Emergency Response as an emergency on March 16, 2023. District staff will provide an update to the Board regarding the status of the emergency.

Public Contract Code Section 22050(c) requires the Board to review the emergency action at every Board meeting thereafter until the emergency action is terminated. The Board must determine by a 4/5 vote that there is a need to continue the emergency action. District staff is requesting that the Board continue the emergency action for the response to the Winter Storms Emergency.

As you may recall, on March 9th, 2023, Governor Gavin Newsom proclaimed a state of emergency throughout California to support the recent winter storm events that hit the state. These storms caused widespread damage and disruption with heavy snow, freezing temperatures, and strong winds causing avalanches, debris flow, and flooding across the state. The emergency proclamation provides critical support for emergency relief efforts, including assistance for local response efforts to address the impacts of the winter storms.

The District has proactively tracked its storm-related expenses, including labor, parts, fuel, materials, and contractor assistance. Given the significant costs associated with responding to, and recovering from, these events, the District will be seeking reimbursement for eligible expenses through the Cal-OES Hazard Mitigation Assistance

Program. Under this program, eligible costs may be reimbursed at a 75 percent state, and 25 percent local, cost share.

SCHEDULE: N/A

COSTS: \$1,400,000

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

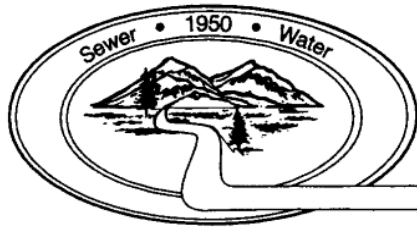
ATTACHMENTS: Resolution No. 3242-23

CONCURRENCE WITH REQUESTED ACTION: _____ **CATEGORY:** Sewer/Water

GENERAL MANAGER: YES _____ **NO** _____

CHIEF FINANCIAL OFFICER: YES _____ **NO** _____

General Manager
Paul Hughes



South Tahoe Public Utility District

Directors
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BOARD AGENDA ITEM 4b

TO: Board of Directors
FROM: Paul Hughes, General Manager
MEETING DATE: September 7, 2023
ITEM – PROJECT NAME: Water and Sewer Rate Studies

REQUESTED BOARD ACTION: Approve the proposal from HDR Engineering to conduct comprehensive water and sewer rate studies at the estimated cost of \$59,825.

DISCUSSION: Fiscal year 2023/24 is the fifth and final year of the current Proposition 218 authorized five-year rate schedule. To continue funding the District's long-term Capital Improvement Plan (CIP), a new five-year rate schedule needs to be developed by a rate consultant and implemented by the Board.

Shawn Koorn with HDR Engineering, has been the District's rate consultant since 2011 and has developed several comprehensive rate studies for the District. Attached is a proposal from HDR to develop new water and sewer rate studies for the District. The purpose of these studies is to determine the service charge rates for a five-year period (2024/25 – 2028/29) necessary to fund District operations and complete various levels of the water and sewer CIP. The attached proposal includes rate design development with alternative structures, virtual project meetings and two public presentations. The estimated cost for the Proposed Scope of Work is \$59,825, which is the same cost for the studies performed five years ago. If the District desires to expand upon the Scope of Work, or would like the consultant to attend additional meetings, the associated costs will be billed on a time-and-materials basis.

Shawn Koorn, Associate Vice President with HDR, has extensive experience with the District and other agencies in and around the Basin and is assigned as the Project Manager for the proposed work.

SCHEDULE: N/A

COSTS: \$59,825

ACCOUNT NO: 10/2050-4440

BUDGETED AMOUNT AVAILABLE: \$60,000

ATTACHMENTS: HDR Proposal

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES PA NO _____

CHIEF FINANCIAL OFFICER: YES PA NO _____

South Tahoe Public Utility District Water and Sewer Rate Study Update

Task 1 – Project Management

This task includes the general project management activities that are required to complete the project on-time and within budget. This includes allocating the appropriate labor resources to the project and working with the District’s Project Manager to schedule project meetings and provide regular progress reports. As a part of the study, HDR’s project manager will provide a progress report with each invoice detailing the status of the study, status of the project schedule, and budget.

Deliverables from Task 1

- ✓ Coordination with the District’s Project Manager
- ✓ Monthly progress report of project status, schedule, and budget

Task 2 –Data Collection

A written data request will be provided to the District which will provide a list of the data required to complete the water and sewer rate study. If the District determines some data or information may be time consuming or unavailable, HDR will work with the District to resolve any data issues and look for alternatives. Given the prior rate studies completed for the District it is anticipated that the data should be, for the most part, readily accessible and available.

Deliverables from Task 2

- ✓ Initial written data request
- ✓ Review and organization of the data by District
- ✓ Identification of outstanding data needs

Task 3 – Project Kick-Off Meeting

Given the past studies completed for the District the initial project “kick-off” meeting will be held virtually. It is proposed that this meeting be approximately one hour in length and attended by HDR’s Project Manager and Task Lead. Given HDR’s past experience with the District, the main objective of this meeting is to discuss key goals for the study, review the approach/scope of services, schedule, and review the data provided by the District and identification of outstanding data needs. This meeting will also allow the District to provide input into the development of the technical analyses that will be developed to support the proposed water and sewer rates.

Deliverables from Task 3

- ✓ A virtual meeting approximately one hour in length and attended by the HDR PM and Task Lead

Task 4 – Revenue Requirement Analysis

The development of the revenue requirement analyses is the first major analytical portion of the comprehensive water rate study process. HDR will develop a revenue requirement analysis for both the water and sewer utilities using generally accepted rate-setting methodologies. The

revenue requirement analyses will be developed using the District’s specific operational and capital costs for the water and sewer utilities. This portion of the study entails reviewing the various sources of funds (revenues) and comparing them to the applications of funds (expenses) of the water and sewer utilities, while considering the prudent and proper funding for annual operation and maintenance (O&M) and capital expenditures. It determines—if necessary—the need for any future revenue (rate) adjustments. A more detailed discussion of the various steps involved in developing the revenue requirement analysis is provided below.

Step 1 – Selection of a Test Period

A “test period” refers to a time frame of reference for the accumulation of revenues, expenses, and consumption data. Consistent with past studies, it is proposed to develop a ten-year projected review period. A projected time period of FY 2025 – FY 2034 is proposed and will be based on the adopted FY 2023, and if available the FY 2024, budget.

Step 2 – Method of Accumulating Costs

The next decision is to determine the basis or method of accumulating costs. A “cash basis” methodology is proposed for the revenue requirement analysis. This generally accepted methodology sums operation and maintenance expenses, taxes/transfer payments, debt service and capital improvement projects funded annually from rates. This is also the approach used in the prior water and sewer rate studies completed for the District.

Step 3 – Accumulation of Revenues and Expenses

Once the test period and method of accumulating costs has been determined, HDR, in collaboration with District management and staff, will develop the test period revenue requirement.

Water and sewer O&M expenses will be based on the District’s current adopted, or projected, budget(s). The budgeted expenses will be projected for the ten-year period based on historical increases in costs (i.e., inflation) that the District has experienced and known changes to operating costs in future years.

The starting point for projecting capital costs (expenditures) will be the water and sewer capital improvement plan (CIP). This document should provide the anticipated capital projects for the projected ten-year period. A major component of this capital improvement funding analysis is the attempt to maximize capital projects while minimizing rate impacts to customers as feasibly possible. Through an iterative process, a final capital funding plan will be developed that reflects the District management approach and funding needs, while providing rate transition plans for both water and sewer from a financial and rate setting perspective.

In developing the final water and sewer revenue requirement, a number of financial planning aspects are also considered. These include, but are not limited to, debt service coverage ratios, minimum operating and capital reserves, and minimum annual funding for renewal and replacement of infrastructure.

At the completion of the draft revenue requirement, a virtual project meeting will be held with District staff to review and discuss the study data, assumptions, and preliminary results. Based on the review, HDR and the District will develop a final revenue requirement analysis for the water and sewer utilities.

Deliverables as a Result of Task 4

- ✓ A revenue requirement analysis for the projected ten-year period
- ✓ Projection of water consumption, customers, and revenues
- ✓ Projection of sewer flows, customers and, revenues
- ✓ Capital funding plans for water and sewer within each revenue requirement analysis
- ✓ Recommendations regarding key financial indicators (e.g., debt service coverage, capital replacement, annual target for reserve fund balance)
- ✓ A two-hour virtual project meeting to review draft revenue requirement analysis. The meeting will be attended by the HDR's Project Manager and Task Manager for the rate study.

Task 5 – Cost of Service Analysis

In simplified terms, a cost of service analysis proportionally distributes the previously developed revenue requirement between the customer classes of service (e.g., residential, commercial) for the water and sewer utilities. The basis for establishing water and sewer rates that are proportional and defensible has traditionally been cost of service principles and methodologies.¹

The State of California has certain well-established legal constraints regarding utility ratemaking, of which Proposition 218 (California Constitution Article XIII D) is at the forefront. In short, Proposition 218 requires the utility to establish cost-based and proportional rates for the services provided. This includes both the amount of revenue collected from the rates, and also the level of the fixed and/or consumption/volume charges. This task is designed to specifically address the requirements of Proposition 218 to provide a cost-basis for both the fixed and consumption based water charges and the proportionality for each customer class of service (i.e., rate schedule). Sewer rates are based on a fixed month Equivalent Residential Unit (ERU) so the analysis reflects the rate based on the characteristics of an ERU.

A brief discussion of the major steps associated with the proposed water and sewer cost of service analysis is provided below.

Step 1 – Selection of Test Period

For water and sewer, a cost of service analysis typically reviews a one-year period to establish cost-based rates. For cost of service purposes, allocating the FY 2025 revenue requirement for each utility is appropriate.

Step 2 – Selection of the Method to Accumulate Costs

The cash basis is the method used in the prior cost of service analysis and the approach proposed for this study.

Step 3 – Functionalization and Allocation of Expenses – The next step in the cost of service

¹ Generally accepted cost of service principles and methodologies are best defined and discussed within the American Water Works Association M1 Manual, [Principles of Water Rates, Fees and Charges, and Water Environment Federation Manual of Practice #27.](#)

analysis is to functionalize the data. Functionalization refers to the arrangement of cost data into its basic cost categories. For a water utility, this typically takes the form of source of supply/production, treatment, transmission, distribution, etc. For a sewer utility, this reflects, collection, pumping, and treatment. Given functionalized costs, the costs are then allocated to the appropriate cost component(s). Allocation of water involves determining whether each specific cost or account item was incurred to meet a consumer's commodity (flow), capacity (peak flow), customer, or fire protection-related needs. For sewer this involves determining which costs are related to volume of wastewater, and the strength of the wastewater (Biochemical Oxygen demand and Suspended Solids). Allocation will be based on generally accepted cost of service techniques (i.e., AWWA M1 Manual, WEF MOP #27) and the District's specific system and customer characteristics

Step 4 – Determination of Classes of Service

As a part of this study, HDR will review with the District the current customer classes of service and discuss whether modifications or changes are suggested or required. HDR will re-confirm with the District the appropriate classes of service for this study.

Step 5 – Review of Customer Consumption Use

An important objective of the cost of service is to provide the basis for consumption based water rates. This step will review the water billing data (metered water consumption) of the District's customers and confirm or adjust the requirements to reflect the current usage patterns.

Step 6 – Distribution of Expenses

The cost of service proportionally distributes the allocated costs to customer classes of service (e.g., residential, commercial) using distribution factors. HDR will develop factors that are proportional to the customer classes of service, and which rely on District-specific data. In particular, the development of the commodity and capacity distribution factors for water and flow and strength for sewer will require a significant level of care and effort. Based upon the prior step, HDR will have reviewed the individual customer billing data in order to sort and analyze consumptive use.

Step 7 – Summary of the Cost of Service

From the above process, a summary page of the cost of service for water and sewer utilities developed. The summary page compares the difference between the current level of rate revenues received from each class of service, and the distributed cost of service for each class. This provides an understanding of the relationship between the costs each customer class of service places on the system and the revenues received from the customers. From this summary, a determination can be made as to the rate adjustments, by class of service, which are reflective of cost responsibility.

Step 8 – Development of Average Unit Costs

The cost of service provides the distribution of costs to each class of service, but it also provides average unit costs, or cost-based water and sewer rates. These cost-based water rates are used for the development of the final proposed water rates. Average unit costs also provide the District with an understanding of the cost/rate relationship between fixed and variable costs, as well as provide the cost-basis for the fixed and consumption (usage) charges for the proposed water rates. Unlike water, sewer rates are based on an ERU basis where each customer class is

assigned a multiplier that represents the appropriate volume and strength compared to a single family residence (i.e., 1 ERU).

At the conclusion of the draft cost of service analysis, a two-hour virtual project meeting will be held with District staff to review and discuss the assumptions, analysis, and policy level discussions as a result of the cost of service analysis. The HDR Project Manager and Task Lead will participate in the virtual project meeting.

Deliverables as a Result of Task 5

- ✓ Review of the customer classes of service and determine revisions for cost distribution or rate design alternative purposes
- ✓ A review of the consumption characteristics of the District's customers to confirm the approach to the billing of water consumption
- ✓ A proportional distribution of the water revenue requirement to the customer classes
- ✓ A proportional distribution of the sewer revenue requirement on a per ERU basis
- ✓ A summary of the average unit costs (cost-based rates)
- ✓ A two-hour virtual project meeting

Task 6 – Rate Design Analysis

The starting point for the rate design process is understanding the District's rate design goals and objectives. Among the key rate design objectives is to have cost-based, sustainable, and defensible rates. The development of the revenue requirement analysis and cost of service analysis is designed to specifically address the issues of adequate funding, provided through proportional rates. This task will focus on developing a simple and acceptable rate structure using the findings, conclusions, and recommendations for the revenue requirement (Task 4) and cost of service analysis (Task 5).

As a part of this task the current water and sewer rate designs will be reviewed to confirm how well they align with the District's current rate-setting goals and objectives. In Task 5, Step 5 (Review of Customer Consumption Use) HDR will have reviewed the basis for charging the consumption rates for water and per ERU for sewer. As a part of this task, HDR will utilize the information from the prior task to inform the discussion about the proposed water and sewer rate structure. The cost of service analysis will have calculated average unit costs, or the cost-basis for the proposed water rate designs and Costs per ERU for sewer.

As a part of this study, HDR will work with the District to review the current water rate designs and develop up to two (2) alternative water rate structures for the District to review and consider. HDR will develop rates for a five-year period, assuming annual adjustments. For each rate design developed, HDR will discuss the advantages and disadvantages of the particular structure. In addition, bill impacts (i.e., bill comparisons) will be developed for each rate design which clearly illustrates and highlights the impacts to customers across various levels of usage. These will be presented in both table and graphical format. Finally, comparable utility bill comparisons will be provided to help demonstrate the competitiveness of the District's water rates to other water and sewer agencies of similar size and/or geographic location.

Deliverables as a Result of Task 6

- ✓ Review of the District's rate design goals and objectives
- ✓ Review of the District's current water rates and development of up to two rate design alternatives for each customer class of service
- ✓ A one-hour virtual project meeting call to review and discuss the draft rate designs
- ✓ Bill comparisons and graphs for the rate design alternatives developed
- ✓ Proposed rates for a five-year period
- ✓ Neighboring bill comparisons for comparable water and sewer utilities

Task 7 – Written Report

At the completion of the rate analysis, HDR will develop a draft written reports for the water and sewer rate studies. The written reports are intended to be comprehensive in nature and document the activities undertaken as a part of the water and sewer analyses, along with our findings, conclusions, and recommendations. Within our reports, HDR provides an appendices of the technical analyses undertaken for each utility. HDR will provide an electronic copy (Adobe Acrobat PDF) of the draft water and sewer reports to the District for its review and comment. Comments, suggestions, or corrections from the District or District legal counsel concerning the draft reports will be incorporated into the draft final reports. HDR will provide an electronic version of the draft final reports to the District. At the conclusion of the study, HDR will incorporate final legal comments from the District's legal counsel, and final policy direction from the District Council (i.e., adopted rates, Proposition 218 notice, rate ordinance). HDR will provide to the District an electronic copy of the final reports.

Deliverables as a Result of Task 7

- ✓ Electronic copies of each the draft and draft final water and sewer reports.
- ✓ Electronic copies (Microsoft Word and Adobe Acrobat PDF) of the final reports

Task 8 – Public Meetings and Presentations

HDR has included within the labor and fee estimates two public presentations. HDR will develop the presentation materials² for these meetings and HDR's Project Manager will make the presentations. Any public meetings beyond the two meetings anticipated by the District and HDR shall be billed on a time-and-materials basis.

Deliverables as a Result of Task 8

- ✓ Two public presentations to present the study approach, conclusions, and recommendations
- ✓ Development of presentation materials based on the technical analyses completed as part of this study

This concludes the proposed project approach (scope of services) for this District's study.

² The District will be responsible for the development and mailing of the Proposition 218 Notice.



Schedule

A comprehensive rate study generally takes four to six months to complete. In discussion with District staff, the proposed water rates will be presented in the spring 2024 and implemented at the start of FY 2025 (July 1st, 2024).

Hourly Billing Rates

Our proposed hourly rate schedule, by classification, is provided below. These hourly rate schedules will be in effect during the course of the study.

HDR Hourly Rate Schedule July 2023 through June 2024

Project Manager and QA/QC	\$320.00/hour
Task Lead/Assistant PM	\$245.00/hour
Financial Analyst	\$125.00/hour
Project Accounting/Admin	\$130.00/hour

The billing rates shown above cover payroll cost, employee benefits, and HDR overhead and profit.

Expenses

Vehicle Mileage (per mile)	Current Federal Travel Regulation (FTR)
Black/White Photocopies (per copy)	\$0.05 to \$0.09
Color Copy (per copy)	\$0.15 to \$0.30

No markup on expenses. Other direct expenses (e.g., parking, mileage, airfare, etc.) are billed at cost.

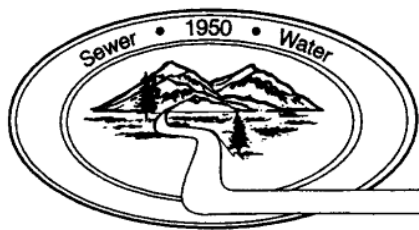
Agreed to out of scope work shall be billed using the hourly billing rates in effect at the time of the service provided.

Project Fee Estimate

Given the above hourly billing rates and the proposed scope of services, HDR has developed a detailed fee proposal for the District's water and sewer rate study update.



South Tahoe Public Utility District – 2023 Water and Sewer Rate Study Update		
Estimated Fees for the Financial Analysis		
Task	Task Description	Total
Task 1	Project Management	\$3,360
Task 2	Data Collection	1,800
Task 3	Project Kick-off Meeting	2,510
Task 4	Revenue Requirement Analysis	11,470
Task 5	Cost of Service Analysis	14,080
Task 6	Rate Design Analysis	9,460
Task 7	Written Report	6,890
Task 8	Public Meetings and Presentations	6,600
<i>Total Labor</i>		<i>\$56,170</i>
<i>Total Expenses</i>		<i>\$3,655</i>
Grand Total Fees		\$59,825



South Tahoe Public Utility District

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BOARD AGENDA ITEM 4c

_TO: Board of Directors

FROM: Paul Hughes, General Manager

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: June 30, 2023 Preliminary Fiscal Year End Financial Statements

REQUESTED BOARD ACTION: Receive and file the June 30, 2023 Preliminary Income Statement and Balance Sheet Reports

DISCUSSION: The District auditors, Mann, Urrutia, Nelson CPA's and Associates, recommend that the District's quarterly Financial Statements be placed on the Board meeting Agenda for receipt and filing by the Board of Directors. Attached are the June 30, 2023, preliminary fiscal year-end Income Statements and Balance Sheet for the Water and Sewer Funds. The auditors will conduct their field work in September 2023 and the final year-end financial statements are expected to be complete by mid-November, so the financial statements attached to this report are still considered preliminary. The auditors will provide a report to the Finance Committee and entire Board of Directors at a Board meeting in November or December.

Water and sewer service charge revenues through the fourth quarter ending June 30, 2023, are at 96% and 100% of budget. Sewer service charges are slightly over budget by \$72,286 due to additional sewer capacity sold, while water service charges are below budget by \$626,325 due to record low consumption throughout the year. When we prepared the budget for fiscal year 2023/24, we anticipated that 2022/23 year-end water revenues would be below budget by approximately \$420,000 and assumed that the low water consumption would be similar in 2023/24. As you can see, the actual year-end water service charge revenue loss was approximately \$206,000 greater than we anticipated back in December 2022. Other revenues included in the category "Charges for Sales and Services" include capacity fees, permit fees, and physical connection fees, the majority of which are usually collected near the beginning or end of the fiscal year, during construction season. During the year there were quite a few more water service connection requests than normal, as well as a large commercial connection for the Sugar Pine development which was originally expected to occur in

fiscal year 2022. This is why the total water connection and service fees are at 217% of budget. For the first time in several years, sewer connection and service fees ended the year below budget at \$723,000, just 79% of the annual budget. The fiscal year 2023/24 budget and succeeding forecasted years assume an annual decrease of 10% in sewer capacity fees to account for a declining inventory of buildable lots in the District's service area. Combined water and sewer property tax revenue is at 109% of budget through June 30, 2023 due to actual property transfers being greater than El Dorado County estimated. For the year, total investment earnings are at 102% of budget or \$460,000. Grant revenue came in well below budget, but this is just a timing issue. We anticipated most of this when we were forecasting the year-end numbers, but more FEMA funding is delayed than we originally expected. We originally expected to receive more of the FEMA funds for fuel reduction grants and backup power supply solutions by year end. I expect the remaining amount of these funds will now be received during fiscal year 2023/24. Total water and sewer combined "other income" came in above budget (137%) due to additional hay sales at DVR, and the reinstatement of penalty fees throughout the year. As a reminder, penalty fees were waived for nearly two years to help offset the negative local economic impacts of COVID-19.

Water and sewer operating expenses less depreciation at June 30, 2023, are at 89% and 99%. Depreciation is a non-cash entry and is generally excluded when comparing actual to budget figures. All known year-end expense accruals have been recorded at this time, so there should not be any additional entries for the year. Water and sewer capital outlay spending through June 30, 2023, was \$8.1 million and \$7.1 million representing 50% and 45% of budget. The majority of these expenditures are incurred at the beginning and end of the fiscal year, during construction season. At the end of the fiscal year, an analysis is performed to determine the status of projects and the potential need to roll budgeted funds into the next year for incomplete projects, or to increase capital reserves for future use. The capital outlay rollover amounts have been determined and were approved by the Board at the August 17, 2023 regular meeting. The amounts approved to be rolled into fiscal year 2023/24 are \$8.7 million in the Sewer Fund and \$7.1 million in the Water Fund.

District staff recommends the Board receive and file the attached June 30, 2023, Income Statements and Balance Sheet as presented.

SCHEDULE: N/A

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: June 30, 2023 Income Statement and Balance Sheet

CONCURRENCE WITH REQUESTED ACTION:		CATEGORY: Sewer/Water
GENERAL MANAGER:	YES <u>AA</u> NO _____	
CHIEF FINANCIAL OFFICER:	YES <u>AA</u> NO _____	



Income Statement

Through 06/30/23
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category Proprietary Funds						
Fund Type Enterprise Funds						
Fund 10 - Sewer Fund						
<i>Operating Revenue</i>						
<i>Charges for sales and services</i>						
Service charges	16,583,112.00	2,887,442.75	16,655,398.80	(72,286.80)	100	15,252,704.00
Connection and service fees	913,585.00	73,847.61	722,871.74	190,713.26	79	1,090,181.73
Other operating income	332,750.00	117,990.90	466,952.18	(134,202.18)	140	521,436.69
<i>Charges for sales and services Totals</i>	<i>\$17,829,447.00</i>	<i>\$3,079,281.26</i>	<i>\$17,845,222.72</i>	<i>(\$15,775.72)</i>	<i>100%</i>	<i>\$16,864,322.42</i>
<i>Operating Revenue Totals</i>	<i>\$17,829,447.00</i>	<i>\$3,079,281.26</i>	<i>\$17,845,222.72</i>	<i>(\$15,775.72)</i>	<i>100%</i>	<i>\$16,864,322.42</i>
<i>Non Operating Revenue</i>						
Tax revenue	7,795,806.00	380,127.52	8,808,823.33	(1,013,017.33)	113	8,878,419.11
Investment earnings	370,032.00	(555,443.56)	358,422.79	11,609.21	97	(857,713.74)
Aid from governmental agencies	1,916,655.00	965,128.51	795,803.13	1,120,851.87	42	356,602.01
Other nonoperating income	32,000.00	23,952.53	61,778.43	(29,778.43)	193	51,622.12
<i>Non Operating Revenue Totals</i>	<i>\$10,114,493.00</i>	<i>\$813,765.00</i>	<i>\$10,024,827.68</i>	<i>\$89,665.32</i>	<i>99%</i>	<i>\$8,428,929.50</i>
<i>Operating Expenses</i>						
Wages Full Time	7,960,573.00	562,304.53	7,141,549.56	819,023.44	90	7,425,404.19
Wages Part-Time	93,160.00	9,542.80	61,937.39	31,222.61	66	54,819.46
Benefits	4,261,187.00	1,105,736.57	4,374,498.28	(113,311.28)	103	3,612,996.84
Depreciation and amortization	5,004,000.00	471,994.79	5,731,009.50	(727,009.50)	115	5,423,951.34
Utilities	2,731,530.00	474,934.68	3,035,856.95	(304,326.95)	111	2,661,856.75
Repairs and maintenance	2,219,724.00	262,261.77	1,733,302.49	486,421.51	78	1,384,208.65
Other operating expenses	3,663,283.00	832,409.52	4,477,540.02	(814,257.02)	122	3,549,597.59
<i>Operating Expenses Totals</i>	<i>\$25,933,457.00</i>	<i>\$3,719,184.66</i>	<i>\$26,555,694.19</i>	<i>(\$622,237.19)</i>	<i>102%</i>	<i>\$24,112,834.82</i>
<i>Nonoperating Expenses</i>						
Debt Service - Net	2,736,300.00	.00	.00	2,736,300.00	0	.00
Interest expense	493,515.00	267,671.92	510,224.03	(16,709.03)	103	514,815.02
Other expense	762,656.00	8,013.29	787,507.68	(24,851.68)	103	687,963.82
<i>Nonoperating Expenses Totals</i>	<i>\$3,992,471.00</i>	<i>\$275,685.21</i>	<i>\$1,297,731.71</i>	<i>\$2,694,739.29</i>	<i>33%</i>	<i>\$1,202,778.84</i>
Capital Outlay Expenditures	15,879,789.00	(5,262,705.72)	.00	15,879,789.00	0	.00
Fund 10 - Sewer Fund Totals						
REVENUE TOTALS	27,943,940.00	3,893,046.26	27,870,050.40	73,889.60	100%	25,293,251.92
EXPENSE TOTALS	45,805,717.00	(1,267,835.85)	27,853,425.90	17,952,291.10	61%	25,315,613.66
Fund 10 - Sewer Fund Net Gain (Loss)	(\$17,861,777.00)	\$5,160,882.11	\$16,624.50	\$17,878,401.50	0%	(\$22,361.74)



Income Statement

Through 06/30/23
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category Proprietary Funds						
Fund Type Enterprise Funds						
Fund 20 - Water Fund						
<i>Operating Revenue</i>						
<i>Charges for sales and services</i>						
Service charges	14,385,000.00	2,283,236.42	13,758,694.67	626,305.33	96	12,713,082.54
Connection and service fees	635,000.00	168,693.83	1,380,222.65	(745,222.65)	217	915,461.21
Other operating income	193,000.00	29,479.37	268,517.71	(75,517.71)	139	220,655.15
<i>Charges for sales and services Totals</i>	<i>\$15,213,000.00</i>	<i>\$2,481,409.62</i>	<i>\$15,407,435.03</i>	<i>(\$194,435.03)</i>	<i>101%</i>	<i>\$13,849,198.90</i>
<i>Operating Revenue Totals</i>	<i>\$15,213,000.00</i>	<i>\$2,481,409.62</i>	<i>\$15,407,435.03</i>	<i>(\$194,435.03)</i>	<i>101%</i>	<i>\$13,849,198.90</i>
<i>Non Operating Revenue</i>						
Tax revenue	2,598,000.00	15,766.28	2,601,965.98	(3,965.98)	100	1,470,552.84
Investment earnings	83,000.00	(261,931.23)	101,941.61	(18,941.61)	123	(340,478.43)
Aid from governmental agencies	3,789,000.00	535,645.43	331,287.32	3,457,712.68	9	552,007.04
Other nonoperating income	239,000.00	52,132.87	293,357.84	(54,357.84)	123	305,956.28
<i>Non Operating Revenue Totals</i>	<i>\$6,709,000.00</i>	<i>\$341,613.35</i>	<i>\$3,328,552.75</i>	<i>\$3,380,447.25</i>	<i>50%</i>	<i>\$1,988,037.73</i>
<i>Operating Expenses</i>						
Wages Full Time	5,197,098.00	303,186.05	4,222,721.34	974,376.66	81	4,173,931.13
Wages Part-Time	155,460.00	29,260.92	116,748.08	38,711.92	75	63,758.55
Benefits	2,702,134.00	637,644.47	2,557,694.80	144,439.20	95	2,091,925.10
Depreciation and amortization	4,510,000.00	392,864.12	4,658,324.81	(148,324.81)	103	4,527,888.87
Utilities	1,230,080.00	130,135.50	1,037,708.78	192,371.22	84	1,073,413.73
Repairs and maintenance	2,122,133.00	365,741.92	2,128,957.68	(6,824.68)	100	2,072,571.42
Other operating expenses	1,889,962.00	306,933.09	1,793,929.59	96,032.41	95	2,006,564.93
<i>Operating Expenses Totals</i>	<i>\$17,806,867.00</i>	<i>\$2,165,766.07</i>	<i>\$16,516,085.08</i>	<i>\$1,290,781.92</i>	<i>93%</i>	<i>\$16,010,053.73</i>
<i>Nonoperating Expenses</i>						
Debt Service - Net	860,775.00	.00	.00	860,775.00	0	.00
Interest expense	280,300.00	103,183.69	322,967.47	(42,667.47)	115	255,325.75
Other expense	53,930.00	3,086.19	51,930.96	1,999.04	96	45,778.40
<i>Nonoperating Expenses Totals</i>	<i>\$1,195,005.00</i>	<i>\$106,269.88</i>	<i>\$374,898.43</i>	<i>\$820,106.57</i>	<i>31%</i>	<i>\$301,104.15</i>
Capital Outlay Expenditures	16,268,778.00	(2,965,333.80)	.00	16,268,778.00	0	.00
Fund 20 - Water Fund Totals						
REVENUE TOTALS	21,922,000.00	2,823,022.97	18,735,987.78	3,186,012.22	85%	15,837,236.63
EXPENSE TOTALS	35,270,650.00	(693,297.85)	16,890,983.51	18,379,666.49	48%	16,311,157.88
Fund 20 - Water Fund Net Gain (Loss)	(\$13,348,650.00)	\$3,516,320.82	\$1,845,004.27	\$15,193,654.27	(14%)	(\$473,921.25)
Fund Type Enterprise Funds Totals						
REVENUE TOTALS	49,865,940.00	6,716,069.23	46,606,038.18	3,259,901.82	93%	41,130,488.55
EXPENSE TOTALS	81,076,367.00	(1,961,133.70)	44,744,409.41	36,331,957.59	55%	41,626,771.54



Income Statement

Through 06/30/23
Summary Listing

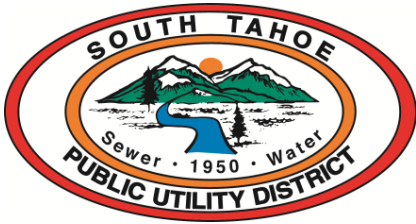
Classification		Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category	Proprietary Funds						
Fund Type	Enterprise Funds Net Gain (Loss)	(\$31,210,427.00)	\$8,677,202.93	\$1,861,628.77	\$33,072,055.77	(6%)	(\$496,282.99)
Fund Category	Proprietary Funds Totals						
	REVENUE TOTALS	49,865,940.00	6,716,069.23	46,606,038.18	3,259,901.82	93%	41,130,488.55
	EXPENSE TOTALS	81,076,367.00	(1,961,133.70)	44,744,409.41	36,331,957.59	55%	41,626,771.54
Fund Category	Proprietary Funds Net Gain (Loss)	(\$31,210,427.00)	\$8,677,202.93	\$1,861,628.77	\$33,072,055.77	(6%)	(\$496,282.99)
	Grand Totals						
	REVENUE TOTALS	49,865,940.00	6,716,069.23	46,606,038.18	3,259,901.82	93%	41,130,488.55
	EXPENSE TOTALS	81,076,367.00	(1,961,133.70)	44,744,409.41	36,331,957.59	55%	41,626,771.54
	Grand Total Net Gain (Loss)	(\$31,210,427.00)	\$8,677,202.93	\$1,861,628.77	\$33,072,055.77	(6%)	(\$496,282.99)



Balance Sheet

Through 06/30/23
Consolidated Summary Listing

Classification	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category Proprietary Funds				
Fund Type Enterprise Funds				
ASSETS				
<i>Current Assets</i>				
Cash and Cash Equivalents	11,424,786.58	11,514,478.20	(89,691.62)	(.78)
Investments	1,801,341.55	2,449,816.12	(648,474.57)	(26.47)
Accounts Receivable	3,434,633.12	1,908,810.95	1,525,822.17	79.94
Current Lease Receivable	77,682.00	77,682.00	.00	.00
Due From Governmental Agencies	2,485,726.37	1,313,405.43	1,172,320.94	89.26
Property Tax Receivable	10,532,000.00	10,006,301.00	525,699.00	5.25
Interest Receivable	205,572.47	108,761.69	96,810.78	89.01
Other Current Assets	1,380,044.28	1,452,863.33	(72,819.05)	(5.01)
<i>Current Assets Totals</i>	\$31,341,786.37	\$28,832,118.72	\$2,509,667.65	8.70%
<i>Noncurrent Assets</i>				
<i>Restricted Assets</i>				
Cash and Cash Equivalents	117,092.83	118,843.55	(1,750.72)	(1.47)
Certificate of Deposit	165,000.00	165,000.00	.00	.00
<i>Restricted Assets Totals</i>	\$282,092.83	\$283,843.55	(\$1,750.72)	(0.62%)
Long-Term Accounts Receivable	739,191.40	561,245.00	177,946.40	31.71
Long Term Lease Receivable	1,750,802.00	1,750,802.00	.00	.00
Due From Other Governmental Agencies	146,040.00	146,040.00	.00	.00
Investments	25,449,021.02	31,372,537.17	(5,923,516.15)	(18.88)
Capital Assets	220,930,399.53	222,643,222.30	(1,712,822.77)	(.77)
Construction in Progress	20,620,819.69	13,354,270.18	7,266,549.51	54.41
<i>Noncurrent Assets Totals</i>	\$269,918,366.47	\$270,111,960.20	(\$193,593.73)	(0.07%)
<i>Deferred Outflows of Resources</i>				
Refunding Loan Costs	80,028.89	105,519.29	(25,490.40)	(24.16)
Changes in the Pension Liability	7,267,704.00	3,440,594.00	3,827,110.00	111.23
<i>Deferred Outflows of Resources Totals</i>	\$7,347,732.89	\$3,546,113.29	\$3,801,619.60	107.21%
ASSETS TOTALS	\$308,607,885.73	\$302,490,192.21	\$6,117,693.52	2.02%
LIABILITIES AND FUND EQUITY				
LIABILITIES				
<i>Current Liabilities</i>				
Accounts Payable and Other Liabilities	3,686,947.06	6,560,030.85	(2,873,083.79)	(43.80)
Unearned Revenue	11,005.00	210,913.00	(199,908.00)	(94.78)
Accrued Expenses	1,427,240.45	2,234,911.30	(807,670.85)	(36.14)
Accrued Interest Payable	313,185.76	370,664.79	(57,479.03)	(15.51)
Compensated Absences	1,924,305.89	1,520,857.09	403,448.80	26.53
Long Term Liabilities - Current Portion	3,473,237.63	3,648,180.39	(174,942.76)	(4.80)
<i>Current Liabilities Totals</i>	\$10,835,921.79	\$14,545,557.42	(\$3,709,635.63)	(25.50%)

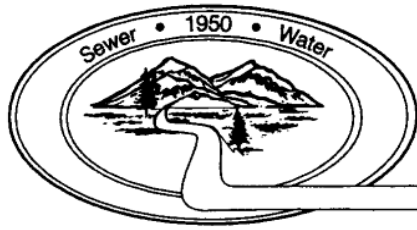


Balance Sheet

Through 06/30/23
Consolidated Summary Listing

Classification	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category Proprietary Funds				
Fund Type Enterprise Funds				
LIABILITIES AND FUND EQUITY				
LIABILITIES				
<i>Noncurrent Liabilities</i>				
Compensated Absences - Long Term Portion	873,854.37	1,841,547.31	(967,692.94)	(52.55)
Long Term Liabilities - Long Term Portion	47,711,061.62	45,350,505.96	2,360,555.66	5.21
Net Pension Liability	14,442,141.00	5,830,237.00	8,611,904.00	147.71
<i>Noncurrent Liabilities Totals</i>	<u>\$63,027,056.99</u>	<u>\$53,022,290.27</u>	<u>\$10,004,766.72</u>	<u>18.87%</u>
<i>Deferred Inflows of Resources</i>				
Property Tax Receivable	10,532,000.00	10,006,301.00	525,699.00	5.25
Lease Receivable	1,780,184.00	1,780,184.00	.00	.00
Changes in Net Pension Liability	470,114.00	5,100,556.00	(4,630,442.00)	(90.78)
<i>Deferred Inflows of Resources Totals</i>	<u>\$12,782,298.00</u>	<u>\$16,887,041.00</u>	<u>(\$4,104,743.00)</u>	<u>(24.31%)</u>
LIABILITIES TOTALS	<u>\$86,645,276.78</u>	<u>\$84,454,888.69</u>	<u>\$2,190,388.09</u>	<u>2.59%</u>
FUND EQUITY				
Restricted for capital asset purchases	115,518,173.33	115,518,173.33	.00	.00
Unrestricted	104,582,806.85	102,517,130.19	2,065,676.66	2.01
FUND EQUITY TOTALS Prior to Current Year Changes	<u>\$220,100,980.18</u>	<u>\$218,035,303.52</u>	<u>\$2,065,676.66</u>	<u>0.95%</u>
Prior Year Fund Equity Adjustment	.00			
Fund Revenues	(46,606,038.18)			
Fund Expenses	44,744,409.41			
FUND EQUITY TOTALS	<u>\$221,962,608.95</u>	<u>\$218,035,303.52</u>	<u>\$3,927,305.43</u>	<u>1.80%</u>
LIABILITIES AND FUND EQUITY	<u>\$308,607,885.73</u>	<u>\$302,490,192.21</u>	<u>\$6,117,693.52</u>	<u>2.02%</u>
Fund Type Enterprise Funds Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>
Fund Category Proprietary Funds Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>
Grand Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>

General Manager
Paul Hughes



South Tahoe Public Utility District

Directors
Nick Haven
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

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Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

BOARD AGENDA ITEM 4d

TO: Board of Directors

FROM: Megan Colvey, Senior Engineer
Heidi Baugh, Purchasing Agent

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: 2023 Flagpole 2 – Iroquois 2 Tanks Recoating Project

REQUESTED BOARD ACTION: Authorize the General Manager to execute Change Order No. 1 to Farr Construction Corporation, dba Resource Development Group, in the amount \$33,843.

DISCUSSION: This project includes recoating work on two water storage tanks – Flagpole 2 and Iroquois 2, over the 2023 summer season. The coating work is nearing completion. During the work, staff requested two changes in scope resulting in an increased cost.

Items 1A.1 and 1B.1: The Contractor, Farr Construction Corporation dba Resource Development Company (RDC), provided their coating submittal in early June and during review, District staff and the District's Coating Inspector, Bay Area Coating Consultants (BACC), realized that there was an error in the contract specification. The final coating thickness for the 100% solids thick-film epoxy was specified at a lesser dry film thickness (DFT) than needed for long-term durability. The District directed RDC to increase the final DFT by approximately 14 mils, which calculated out to an additional 120 gallons of paint needed for the two tanks. The additional cost for coating materials required to achieve the optimum DFT is \$11,280.

Items 1A.2 and 1B.2: Due to premature coating failures the District has recently experienced in areas above the normal operating water level, the District consulted with BACC who recommended a change to the coating system for the roof plates and rafters. The District directed RDC to apply the recommended coating system to the interior roof plates and rafters at both Flagpole 2 Tank and Iroquois 2 Tank. This resulted in additional labor, materials, and equipment costs in the amount of \$22,563.00.

The total amount for Change Order No. 1 is \$33,843. Staff recommends that the Board authorize the General Manager to execute Change Order No. 1 to RDC.

SCHEDULE: ASAP

COSTS: \$16,336 (Flagpole 2); \$17,507 (Iroquois 2)

ACCOUNT NO: 2030-7077 (FP2CTG); 2030-8483 (IR2CTG)

BUDGETED AMOUNT AVAILABLE: \$58,302

ATTACHMENTS: Change Order No. 1

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____



Change Order #: **1**

Project: **2023 Flagpole 2/Iroquois 2 Tanks Recoating Project**

Date: **8/17/2023**

Purchase Order No. : **1**

Contractor: **Farr Construction Corporation dba Resource Development Company**

	Dollar Amounts	Contract Times
Original Contract	\$446,900.00	154 Calendar Days
Previous Change Orders	\$0.00	0 Calendar Days
Current Contract	\$446,900.00	154 Calendar Days
THIS CHANGE ORDER	\$33,843.00	0 Calendar Days
Total Change Orders to Date	\$33,843.00	0 Calendar Days
New Contract Total	\$480,743.00	154 Calendar Days

Contractor agrees to make the herein-described changes in accordance with the terms hereof. The change in contract price and/or contract time noted is full settlement for costs incurred as a result of the change(s) described, unless specifically noted in individual description(s).

Authorized by STPUD
General Manager: _____

Date: _____

Accepted by
Contractor: _____

Jeff Farr

Date: **8/24/23**

Reviewed by STPUD
Project Manager _____

Megan Conroy

Date: **08/18/2023**



Change Order #: **1A**

Project: 2023 Flagpole 2/Iroquois 2 Tanks Recoating Project

Bid Schedule: **A: Flagpole 2 Potable Water Tank**

Date: **8/17/2023**

Contractor: **Farr Construction Corporation dba Resource Development Company**

Dollar Amounts	
Original Bid Schedule Subtotal	\$242,200.00
Previous Change Orders	\$0.00
Current Bid Schedule Subtotal	\$242,200.00
THIS CHANGE ORDER	\$16,336.00
Total Change Orders to Date	\$16,336.00
New Bid Schedule Subtotal	\$258,536.00

The Contract Shall Be Changed As Follows:

1A.1 Increase Bid Item 2D by \$5,120 for additional cost to increase the 100% solids epoxy dry film thickness to between 25 and 35 mils for the floor and shell. Increased cost is associated with the calculated coating material needed to supplement the coating thickness by approximately 14 mils, which calculates to an additional 55 gallons of paint. There is no change to the Contract Time related to this change in work.

TOTAL FOR ITEM 1A.1 IS: \$5,120.00

1A.2 Increase Bid Item 2D by \$11,216 for additional cost of labor, materials, and equipment to project site for application of 100% solids thick-film epoxy on interior roof plates, rafters, and knuckle. The District directed RDC to use a different coating system than what was originally specified for the interior roof. There is no change to the Contract Time related to this change in work.

TOTAL FOR ITEM 1A.1 IS: \$11,216.00



Change Order #: **1B**

Project: 2023 Flagpole 2/Iroquois 2 Tanks Recoating Project

Bid Schedule: **B: Iroquois 2 Potable Water Tank**

Date: **8/17/2023**

Contractor: **Farr Construction Corporation dba Resource Development Company**

Dollar Amounts	
Original Bid Schedule Subtotal	\$204,700.00
Previous Change Orders	\$0.00
Current Bid Schedule Subtotal	\$204,700.00
THIS CHANGE ORDER	\$17,507.00
Total Change Orders to Date	\$17,507.00
New Bid Schedule Subtotal	\$222,207.00

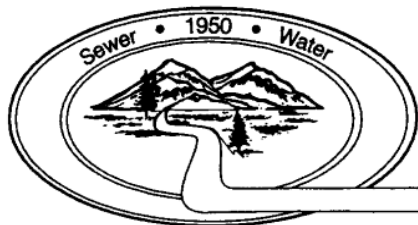
The Contract Shall Be Changed As Follows:

1B.1 Increase Bid Item 5D by \$6,160 for additional cost to increase the 100% solids epoxy dry film thickness to between 25 and 35 mils for the floor and shell. Increased cost is associated with the calculated coating material needed to supplement the coating thickness by approximately 14 mils, which calculates to an additional 55 gallons of paint. There is no change to the Contract Time related to this change in work.

TOTAL FOR ITEM 1B.1 IS: \$6,160.00

1B.2 Increase Bid Item 5D by \$11,347 for additional cost of labor, materials, and equipment to project site for application of 100% solids thick-film epoxy on interior roof plates, rafters, and knuckle. The District directed RDC to use a different coating system than what was originally specified for the interior roof. There is no change to the Contract Time related to this change in work.

TOTAL FOR ITEM 1B.2 IS: \$11,347.00



South Tahoe Public Utility District

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BOARD AGENDA ITEM 4e

TO: Board of Directors

FROM: Megan Colvey, Senior Engineer

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: RAS Pump Station Building Rehabilitation Project

REQUESTED BOARD ACTION: 1) Approve the proposed Scope of Work from Carollo Engineers, Inc., for engineering design services for the RAS Pump Station Building Rehabilitation Project; and 2) Authorize the General Manager to execute Task Order No. 30 to the Master Services Agreement with Carollo Engineers, Inc. in the amount of \$62,789.

DISCUSSION: On June 7, 2023, the District issued a Request for Proposals (RFP) seeking proposals from engineering firms specializing in wastewater treatment processes to provide design services for the RAS Pump Station Building Rehabilitation Project (the RAS Project). The rehabilitation project includes the existing RAS/WAS pump station building and associated RAS/WAS piping, and potential improvements to the existing primary effluent junction box, mixed liquor splitter box, secondary influent pipelines, secondary influent junction box, and secondary effluent pipelines.

On July 19, 2023, the District received two Proposals in response to the RFP. After review, staff selected Carollo as the most qualified consultant based on their Proposal.

Background

Since its original construction in the 1960s, there have been no major modifications to the RAS Pump Station and associated piping.

In 2022, the District performed structural condition assessments and electrical asset inspection and testing of plant facilities, including the RAS Pump Station. Findings from these assessments found the electrical assets located at the RAS Pump Station have reached the end of Remaining Useful Life (RUL) and should be prioritized for replacement. The ASCE Tier 1 Seismic Evaluation found the building structure to contain inadequate wall reinforcement to resist seismic loads as well as the need for a detailed structural investigation of the roof system to confirm its design adequacy. The recommendations for electrical and structural rehabilitation of the RAS Building, on the heels of the Secondary Clarifier Rehabilitation, afford the District an opportunity to assess system efficiency and consider RAS alternatives beyond "in-kind" replacement.

In 2013, HDR Engineering, Inc. performed a corrosion evaluation of concrete structures and metal mechanical components, including process junction or flow split boxes. Findings from the corrosion evaluation indicated that the process boxes required rehabilitation, such as concrete repair and recoating, within ten years of the evaluation. By including the process boxes with the RAS Project, the District will, by the end of the project, have completed modernization of all components of the primary and secondary treatment systems (which began in 2016), except for underground piping (inspection and project planning is ongoing).

Scope of Work

Carollo has prepared a Scope of Work for design and bidding support services for the RAS Project in response to the RFP (attached). The proposed Scope of Work will be performed over a period of two (2) years in multiple phases. Tasks 1 and 5.1, being authorized under this request, includes data collection and review and alternatives analysis. Carollo will collaborate with District staff to evaluate alternatives for rehabilitation or replacement of the RAS/WAS pumping system. Under Task 5.1, Carollo will evaluate the feasibility and options for eliminating process junction/flow split boxes and develop a preliminary design memorandum for process box rehabilitation. It is anticipated that the alternatives analysis will include evaluation of the following alternatives with the goal of identifying the most effective solution for future RAS/WAS pumping:

1. Rehabilitate existing RAS Building, replace pumps, motors, and electrical equipment
2. Dedicated RAS pumping at each Secondary Clarifier
3. New centralized RAS/WAS pumping facility
4. Evaluation of various pump technologies

Tasks 1 and 5.1 are expected to be complete by the end of November 2023. At this time, staff is only requesting funding for Tasks 1 and 5.1 in the amount of \$62,789 as shown on the attached cost proposal. Staff expects to return to the Board following the completion of the alternatives analysis with recommended design for the RAS Project and to request authorization to amend the Task Order to include the design and construction document development (Tasks 2, 3, and 5.2). Authorization for bidding and construction support services will be requested from the Board along with the Authorization to Bid in 2025. The current Sewer Ten-Year Plan has budgeted a total of \$3,558,000 for this Capital Improvement Project; this budget will be revisited once a design alternative is selected.

Details for all tasks (alternatives analysis through bidding support) are provided in the attached Scope of Work, including the Cost Proposal and Project Schedule. With Board approval, staff will develop Task Order No. 30 for Task 1 of the proposed Scope of Work under Carollo's existing Master Services Agreement, which will be executed by the General Manager.

SCHEDULE: Design: September 2023 – June 2025, Bidding Services: Summer 2025

COSTS: \$62,789 (Tasks 1 and 5.1)

ACCOUNT NO: 10.30.8479 (RASRHB)

BUDGETED AMOUNT AVAILABLE: \$164,000 (FY 23/24)

ATTACHMENTS: Scope of Work, Schedule, and Cost Proposal

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____

EXHIBIT A

Scope of Work

for

Engineering Services for Design of the

Return Activated Sludge (RAS) Pump Station Building Rehabilitation Project

Purpose

This scope of work includes professional engineering services for design of the RAS Pump Station Building Rehabilitation Project at the wastewater treatment plant (WWTP) owned and operated by the South Tahoe Public Utility District (District). These services will encompass design from basis of design thru bidding services. The bid documents will be prepared for the District for the purpose of soliciting competitive bids for construction and executing a contract with the successful bidder.

Project design elements will include:

- An alternatives analysis will consider options for centralized RAS pumping versus de-centralized RAS pumping. The analysis will be documented in a basis of design report (BODR) and the preferred alternative will be implemented into the project final design. The analysis shall consider:
 - Operational flexibility as a key objective
 - Optimizing operation and maintenance for District staff. The current piping configuration makes it difficult for staff to perform maintenance on existing pumps, valves, and piping.
 - Overall process efficiency and construction sequencing constraints.
 - Approach to replacement of the RAS piping
- Seismic retrofit of the existing RAS Building. The District has set a goal to achieve a 100-year life for its facilities, with intermediate replacement of equipment. Findings from the structural condition assessment and Tier 1 Seismic Screening by others will be utilized to evaluate the feasibility of rehabilitating/retrofitting the existing RAS Building.
- Rehabilitate existing miscellaneous structures including the Mixed Liquor (ML) Splitter Box, Primary Clarifier Junction Box, and Aeration Basin Splitter Box structures. This shall include as needed concrete repair and replacement of equipment such as existing gates and supports. Additionally, the feasibility and options for eliminating these structures shall be evaluated during preliminary design.
- Upgrade existing electrical equipment in the RAS Building including Motor Control Centers (MCC's) and variable frequency drives (VFDs).

The project schedule is dictated by the following:

- The District expects to apply for a FEMA Hazard Mitigation Grant and/or a California State Revolving Fund Clean Water loan for the construction of the RAS Building Rehabilitation project. Therefore, a 60-percent design package must be ready for inclusion in the grant application no later than June 30, 2024, and a 90 percent design package must be ready for inclusion with the loan application no later than December 1, 2024.
- Currently, the District's CIP plan has scheduled bidding to occur in June 2025, with a Notice to Proceed being issued in late August 2025.

Scope of Services

Task 1 – Data Collection and Review

1.1 Kickoff Meeting/Workshop

CONSULTANT shall conduct a Project Kickoff Meeting - This meeting will address the overall approach to managing the project tasks for scope, schedule, and budget, as well as communication and project team roles/responsibilities. This meeting will also include a discussion of the District's goals and objectives for the project and preliminary vetting of potential RAS Pump Station alternatives scoped herein. CONSULTANT will come to this meeting prepared to present the various alternatives for discussion and District consideration.

This meeting will include key project participants including the Principal-in-Charge, Project Manager, Project Engineer, Process Engineer, Structural Engineer, Electrical Engineer and District staff.

1.2 Review Available Data and Reports

This task involves establishing baseline conditions based on existing data. This data includes prior condition assessments including the Teir 1 Seismic Evaluation of the RAS Building. It also involves onsite assessment of existing facilities including the assessment of existing structures, electrical and controls equipment, mechanical equipment, and piping. This information will feed into the alternatives analysis that will be conducted as described in Task 1.3.

1.3 – RAS Pumping Alternatives Evaluation

CONSULTANT will collaborate with the District to evaluate project alternatives for the rehabilitation or replacement of the RAS/WAS Pumping system. CONSULTANT anticipates that the analysis will include evaluation of the following alternatives with the goal of identifying the most effective solution for future RAS/WAS pumping:

1. Replace pumps within existing RAS Building.
2. Dedicated RAS pumping at each Secondary Clarifier.
3. New centralized RAS/WAS pumping facility.
4. Evaluation of various pump technology alternatives including:
 - Vertical turbine solids handling (VTSH) pumps
 - Centrifugal chopper pumps
 - Non-clog centrifugal pumps

The alternatives to be assessed will be finalized based on input from the District, and CONSULTANT's review of the process model and operational information. CONSULTANT will summarize the findings of

the analysis in a Technical Memorandum (TM). When finalized, the Alternative Analysis TM shall be appended to the BODR.

Task 1 Assumptions:

- Progress calls on a monthly basis, on average, over the course of task completion with participation of the project manager and other design team members as deemed necessary. Project management budget is built into the various project tasks and not billed separately.
- The total duration for the overall project scope from initiation through bidding services is anticipated to be through September 2025.
- Workshop participation as described herein.

Task 1 Deliverables:

- Alternatives Analysis TM Draft (electronic (PDF) file) (final version to be appended to BODR)
- Kickoff Meeting and Alternatives Analysis Workshop agendas, information material, and meeting minutes.

Task 2 – DESIGN

2.1 – Basis of Design Report (BODR)

CONSULTANT will prepare a BODR that will summarize the results of the RAS Pumping Alternatives Analysis and the basis of design for recommended facility improvements. The BODR will include preliminary plans developed to approximately the 20 percent design stage, updated OPPCs, and updated construction schedules. The BODR will also include preliminary specifications for major equipment. The BODR will be submitted in a draft version prior to the Basis of Design Workshop and in final form after incorporation of comments received from the District during the Basis of Design Workshop.

2.1.1– Basis of Design Workshop

CONSULTANT shall conduct a workshop with the District to review the Draft BODR and confirm the scope for final design of recommended facility improvements.

This meeting will include key project participants including the Project Manager, Project Engineer, Process Engineer and District staff. Electrical, Instrumentation and Structural engineers will call into the meeting as deemed necessary.

2.2 – Site Investigations

Under this task, CONSULTANT shall conduct geotechnical investigations, prepare a project geotechnical report, and conduct site survey. SUBCONSULTANT, Construction Materials Engineers, Inc. (CME) will conduct geotechnical investigations and prepare a geotechnical report to define geotechnical conditions as required for construction of the proposed improvements. This scope assumes the following: literature review of readily available published geological maps and historic reports; field exploration including drilling two borings using a hollow-stem auger to a depth of 15 feet within the proposed new RAS pumping structure location; one geophysical array will be completed near the proposed facilities location to determine subsurface shear wave velocities to depths of 100 feet below existing grade; laboratory testing to provide soil index properties and assess corrosion potential of existing soils; preparation of a geotechnical report; attendance in up to two meetings upon request.

Additionally, SUBCONSULTANTS CTA and Vara3D shall provide site survey and LiDAR survey, respectively, of the existing site and facilities as needed to inform the design.

2.3 – Prepare 60 Percent Design Documents

CONSULTANT shall develop and submit 60 percent design documents to the District for review. The 60 percent design shall include drawings, key technical specifications, an OPCC, and updated preliminary construction schedule.

2.3.1 – 60 Percent Design Review Workshop

A workshop will be held to review the 60 percent design submittal and receive comments to be incorporated into the 90 percent design submittal.

2.4 – Prepare 90 Percent Design Documents

CONSULTANT shall prepare and submit 90 percent design documents to the District for review. The 90 percent design shall include drawings, key technical specifications, an OPCC, and updated preliminary construction schedule.

2.4.1 – 90 Percent Design Review Workshop

A workshop will be held to review the 90 percent design submittal and receive comments to be incorporated into the final bid set.

Task 2 Assumptions:

- The design scope and associated fee estimate are based on the project elements identified in this scope of services. If the District modifies the project elements, an amendment of the scope of services and fee estimate will be prepared and submitted to the District for approval prior to proceeding.
- It is assumed the workshops will be held in person with the Project Manager and Project Engineer in attendance and discipline engineers if deemed necessary.
- Geotechnical assumptions include:
 - CME will obtain a soil boring permit from the El Dorado County Environmental Management Division and a Hydrogeologic Permit from Tahoe Regional Planning Agency (TRPA).
 - It is assumed with this proposal that there is access within the site for a two-wheel drive drill rig.
 - Prior to exploration, CME will contact USA dig to determine the location of existing utilities. Additionally, CME will hand auger the upper 5 feet of the soil profile, as required by STPUD, to locate shallow utilities. CME will take every precaution to lower the risk of damaging underground structures; however, underground exploration is inherently risky as it is not possible to precisely locate all underground structures. Our fee is not substantial to compensate for damage or disruption of service and repair costs. If insufficient or incorrect data results in damage to underground structures, the cost for repair will be the responsibility of the District.

Task 2 Deliverables:

- Draft BODR (one electronic (PDF) file).
- Final BODR (one electronic (PDF) file).
- Draft and Final Geotechnical Report (one electronic (PDF) file).
- Sixty (60) percent drawings and specifications, in electronic PDF format only (no hard copies).
- Ninety (90) percent drawings and specifications, in electronic PDF format only (no hard copies).
- OPCC for 60 and 90 percent deliverables.
- Construction schedule.
- Agenda and meeting minutes for BODR, 60 and 90 Percent Design Review Workshops.

Task 3 – Bid Documents

3.1 – Prepare Bid Documents

Final documents suitable for bidding will be prepared as well as a final OPCC and construction schedule.

Task 3 Assumptions:

- The design scope and associated fee estimate are based on the project elements identified above.
- It is assumed that there will be an approximately 8 month gap in the schedule between the 90% submittal and Bid Set submittal. Documents shall conform to the current codes at the time of bidding.
- District will print bid sets from electronic files provided by CONSULTANT.
- District will assume responsibility for all project permitting as necessary.
- District will assume responsibility for coordination with funding agencies.
- One trip will be required to perform condition assessments of existing equipment and facilities.

Task 3 Deliverables:

- Final design submittal, including electronic files suitable for the District to print final bid sets and editable AutoCAD, Word, and Excel files for record purposes (no hard copies).
- Final OPCC.
- Final construction schedule.

Task 4 – Bidding Services

4.1 – Attend Pre-bid Conference

CONSULTANT Project Manager will attend the pre-bid conference and assist with describing the project and answering general questions that do not require technical interpretation. CONSULTANT Project Manager will also attend a site walk with the bidders and District. Questions from bidders during the site walk will not be answered during the site walk, and bidders will be advised that only written questions from bidders will be answered, per Task 4.2.

4.2 – Answer Bid Questions and Prepare Addenda

CONSULTANT will answer bid questions directed to the CONSULTANT by the District and prepare addenda as required.

Task 4 Assumptions:

- District will advertise for bids and distribute bid documents and addenda.

- Up to 3 addenda will be issued.
- Analysis and resolution of bid protests, if required, is not included in this scope of services.
- Only one solicitation of bids is included in this scope of services.

Task 4 Deliverables:

- Addenda as required.

Task 5 – RAS, ML, PE Splitter Box Improvements

5.1 thru 5.4 – Preliminary Design, Final Design, Bidding Documents, and Bidding Services

CONSULTANT shall prepare a preliminary design memorandum, 60 percent, 90 percent, and Bidding Documents for the improvements associated with miscellaneous structures including the RAS Splitter Box, ML Splitter Box, and PE Junction Structure and incorporate them into the overall set of contract documents. Additionally, CONSULTANT shall address bid period questions associated with these documents.

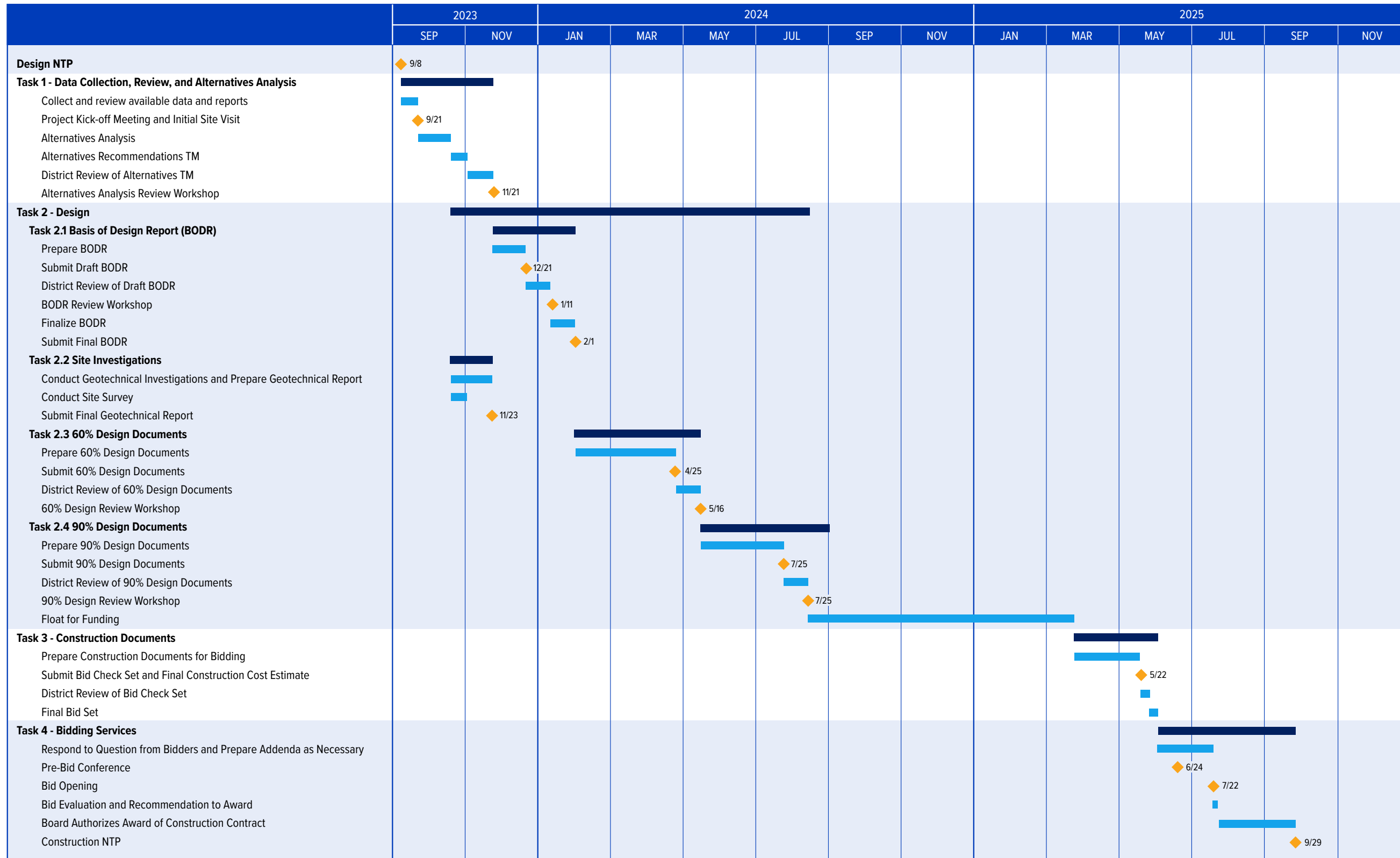
Task 5 Deliverables:

- 60 percent drawings and OPCC to be incorporated into set
- 90 percent drawings and OPCC to be incorporated into set
- Bid Set drawings and OPCC to be incorporated into set

Task 5 Assumptions:

- Drawings produced under this task shall be bid with other improvements included in this design as one construction contract.

We have developed a preliminary schedule based on our understanding of the scope of work. We will work with you to confirm our assumptions and understanding align with your expectations.

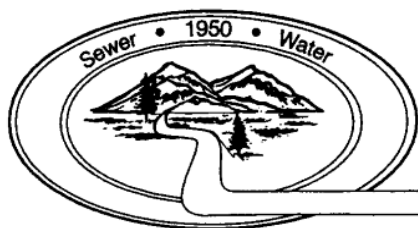


ESTIMATED ENGINEERING HOURS AND COSTS

South Tahoe Public Utility District
Engineering Services for RAS Pump Station Building Rehabilitation



TASK												OTHER DIRECT COSTS			COST SUMMARY						
	S. Parker M. Zappone		R. Gutierrez	T. Stroud	T. Rauch- Williams		E. Quiroz		E. Bahneman	D. Robinson											
	Principal- in-Charge QA/QC	Project Manager	Project Engineer	Process Engineer	Staff Prof	Struct Engr	Electrical Engr	Instrument Engr	Senior CAD Tech	Graphics/ CAD Tech	Clerical Support	Subtotals		PECE			Sub- consultant Markup	Misc. Costs and Printing	Travel \$/mi	Total ODCs	Total Cost
	2023 Fee Schedule 2024 Fee Schedule Column	\$349 \$362	\$330 \$342	\$263 \$274	\$311 \$323	\$214 \$223	\$311 \$323	\$311 \$323	\$224 \$233	\$161 \$167	\$143 \$149	Hours	Budget	\$14.00	Subconsultants	5.0%	\$0.655	Total ODCs	Total Cost		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
TASK 1 - DATA COLLECTION AND REVIEW																					
1.1 Kickoff Meeting	2	4	6	0	4	0	0	0	0	0	16	\$4,452	\$224	\$0	\$0	\$0	\$393	\$617	\$5,069		
1.2 Review Available Data and Reports	0	4	8	4	8	4	0	0	0	0	28	\$7,624	\$392	\$0	\$0	\$0	\$0	\$392	\$8,016		
1.3 Alternatives Analysis	4	10	32	8	40	16	12	8	0	8	144	\$37,502	\$2,016	\$0	\$0	\$0	\$0	\$2,016	\$39,518		
Task 1 Hours	6	18	46	12	52	20	12	8	0	8	188										
Task 1 Budget	\$2,172	\$6,156	\$12,604	\$3,876	\$11,596	\$6,460	\$3,876	\$2,584	\$0	\$1,336	\$894	\$49,578	\$2,632	\$0	\$0	\$0	\$393	\$3,025	\$52,603		
TASK 2 - DESIGN																					
2.1 Basis of Design Report	6	10	34	8	40	12	12	8	0	24	162	\$40,344	\$2,268	\$0	\$0	\$0	\$157	\$2,425	\$42,769		
2.2 Site Investigations	0	0	6	0	8	0	0	0	0	0	14	\$3,290	\$196	\$43,293	\$2,165	\$0	\$66	\$45,720	\$49,010		
2.3 60% Design Documents	21	27	76	0	189	41	53	28	65	175	691	\$165,967	\$9,674	\$0	\$0	\$0	\$157	\$9,831	\$175,798		
2.4 90% Design Documents	32	24	60	0	149	30	66	35	83	269	770	\$179,312	\$10,780	\$0	\$0	\$0	\$157	\$10,937	\$190,249		
Task 2 Hours	59	61	176	8	386	83	131	71	148	468	1637										
Task 2 Budget	\$21,358	\$20,862	\$48,224	\$2,584	\$86,078	\$26,809	\$42,313	\$22,933	\$34,484	\$78,156	\$6,854	\$388,913	\$22,918	\$43,293	\$2,165	\$0	\$537	\$68,913	\$457,826		
TASK 3 - CONSTRUCTION DOCUMENTS																					
3.1 Prepare Bidding Documents and Cost Estimate	4	8	17	0	40	7	13	7	18	54	176	\$40,887	\$2,464	\$0	\$0	\$150	\$0	\$2,614	\$43,501		
Task 3 Hours	4	8	17	0	40	7	13	7	18	54	176										
Task 3 Budget	\$1,448	\$2,736	\$4,658	\$0	\$8,920	\$2,261	\$4,199	\$2,261	\$4,194	\$9,018	\$1,192	\$40,887	\$2,464	\$0	\$0	\$150	\$0	\$2,614	\$43,501		
TASK 4 - BIDDING SERVICES																					
4.1 Attend pre-bid conference	0	4	0	0	0	0	0	0	0	0	4	\$1,368	\$56	\$0	\$0	\$0	\$66	\$122	\$1,490		
4.2 Answer Bid Questions and Prepare Addenda	0	4	13	0	16	4	6	2	4	0	53	\$13,902	\$742	\$0	\$0	\$0	\$0	\$742	\$14,644		
Task 4 Hours	0	8	13	0	16	4	6	2	4	0	57										
Task 4 Budget	\$0	\$2,736	\$3,562	\$0	\$3,568	\$1,292	\$1,938	\$646	\$932	\$0	\$596	\$15,270	\$798	\$0	\$0	\$0	\$66	\$864	\$16,134		
TASK 5 - ML, RAS, PE SPLITTER BOX IMPROVEMENTS																					
5.1 Preliminary Design Memorandum	1	1	6	0	20	4	0	0	4	0	40	\$9,628	\$560	\$0	\$0	\$0	\$0	\$560	\$10,188		
5.2 Final Design	1	1	6	0	10	12	0	0	10	30	74	\$16,390	\$1,036	\$0	\$0	\$0	\$0	\$1,036	\$17,426		
5.3 Bidding Documents	1	1	4	0	8	10	0	0	3	9	38	\$9,314	\$532	\$0	\$0	\$0	\$0	\$532	\$9,846		
5.4 Bidding Services	1	1	2	0	2	2	0	0	0	0	8	\$2,344	\$112	\$0	\$0	\$0	\$0	\$112	\$2,456		
Task 5 Hours	4	4	18	0	40	28	0	0	17	39	160										
Task 5 Budget	\$1,448	\$1,368	\$4,932	\$0	\$8,920	\$9,044	\$0	\$0	\$3,961	\$6,513	\$1,490	\$37,676	\$2,240	\$0	\$0	\$0	\$0	\$2,240	\$39,916		
Tasks 1-5 Total Hours	73	99	270	20	534	142	162	88	187	569	74	2218									
Tasks 1-5 Total Budget	\$26,426	\$33,858	\$73,980	\$6,460	\$119,082	\$45,866	\$52,326	\$28,424	\$43,571	\$95,023	\$11,026	\$532,324	\$31,052	\$43,293	\$2,165	\$150	\$996	\$77,656	\$609,980		



South Tahoe Public Utility District

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BOARD AGENDA ITEM 4f

TO: Board of Directors

FROM: Megan Colvey, Senior Engineer

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: 2023 Filters No. 3 and No. 4 Rehabilitation Project

REQUESTED BOARD ACTION: Authorize staff to advertise for Bids for the 2023 Filters No. 3 and No. 4 Rehabilitation Project.

DISCUSSION: The District's Wastewater Treatment Plant (WWTP) has six (6) pressure vessel filters that were constructed in the 1960s. In 2010, Filters No. 5 and No. 6 were rehabilitated which also included work to replace valves and controls for all six filters, modifications to the filter backwash system and other piping modifications. As part of the District's 10-year Capital Improvement Program, staff has identified the need to rehabilitate the oldest filters (Filters No. 1 and No. 2) in Fiscal Year (FY) 23-24, followed by the last two filters (Filters No. 3 and No. 4) in FY 29-30.

In May 2023, ERS Industrial Services, Inc. (ERS) performed filter surveillance on all six (6) pressure filters. The filter surveillance consisted of field measurements, tests, and observations which, when conducted in accordance with American Water Works Association (AWWA) standards, provide insight into conditions that exist within the filters. ERS collected samples of filter media both prior to and after filter backwash cycles for laboratory analysis and to measure floc retention profiles. Visual observations documented the condition of the existing protective coatings, the filter media surface, surface wash system, and piping.

Based on the findings from the surveillance, ERS recommended that rehabilitation work should be prioritized for Filters No. 3 and No. 4.

Rehabilitation work includes the following:

- Removal, testing, and disposal of existing filter media offsite at an approved landfill
- Removal and disposal of filter internal parts (existing surface wash system and piping)
- Full recoating of the filter interior, including surface preparation

- New PVC Surface Wash Grid
- New PVC Underdrain Laterals
- New media material (gravel, sand, and anthracite)
- New operating valves and actuators for Filters No. 3 and No. 4
- New 16-inch butterfly valves to replace the "old Lahontan valve"
- New 4-inch gate valve on surface wash supply main

District staff is currently preparing the design plans and specifications and intends to advertise beginning in late October 2023. Rehabilitation of the filters is scheduled to take place over the winter, after completion of the Secondary Clarifier No. 2 project that is currently underway, and so that the work is completed prior to the 2024 grading season when field construction work begins on the Secondary Clarifier No. 1 Rehabilitation Project.

With Board Approval, staff expects the project to proceed as follows:

- Advertise for Bids: October 31, 2023
- Bid Opening: December 7, 2023
- Bid Award: December 21, 2023
- Notice to Proceed: January 12, 2024
- Work Complete: April 30, 2024

The Engineer's Estimate for completion of this contract is \$1,017,320.

SCHEDULE: See above

COSTS: \$508,660 (Filter No. 3); \$508,660 (Filter No. 4)

ACCOUNT NO: TBD

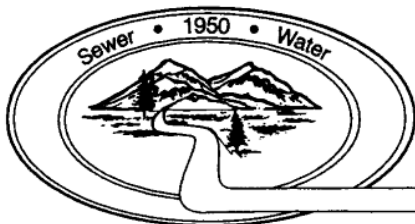
BUDGETED AMOUNT AVAILABLE: \$883,000

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION: _____ **CATEGORY:** Sewer

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____



South Tahoe Public Utility District

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BOARD AGENDA ITEM 4g

TO: Board of Directors
FROM: Megan Colvey, Senior Engineer
Heidi Baugh, Purchasing Agent
MEETING DATE: September 7, 2023
ITEM – PROJECT NAME: REBID 2023-2024 Tank Coatings Touchup Project

REQUESTED BOARD ACTION: Authorize the General Manger to sign a Notice of Completion to be filed with the El Dorado County Clerk for the REBID 2023-2024 Tank Coatings Touchup Project.

DISCUSSION: This project includes coating repairs on two water storage tanks – Forest Mountain and Echo View – over the 2023 summer season. The Contractor, Unified Field Services Corporation (UFSC) completed the coating touchup work at both tanks on August 28, 2023. Since the completion of coating touchups, both tanks have been disinfected, refilled, tested for water quality, and placed back into service.

With Board approval, the General Manager will work with staff to prepare, sign, and file a Notice of Completion with the El Dorado County Clerk for the REBID 2023-2024 Tank Coatings Touchup Project, which will initiate the Stop Notice filing period for the work under this contract.

Following the Stop Notice filing period, staff will bring a Closeout Agreement for the Board's consideration.

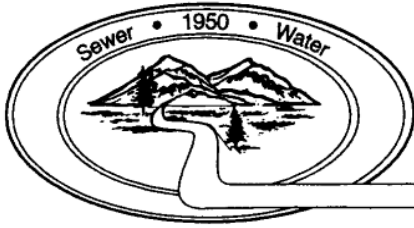
SCHEDULE: Upon Board Approval
COSTS: \$0
ACCOUNT NO: 2030-7015; 2030-8482
BUDGETED AMOUNT AVAILABLE: N/A
ATTACHMENTS: None

CONCURRENCE WITH REQUESTED ACTION: _____ **CATEGORY:** Water

GENERAL MANAGER: YES NO

CHIEF FINANCIAL OFFICER: YES NO

Interim General Manager
Paul Hughes



South Tahoe Public Utility District

Directors
Nick Haven
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

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BOARD AGENDA ITEM 4h

TO: Board of Directors
FROM: Greg Dupree, Accounting Manager
MEETING DATE: September 7, 2023
ITEM – PROJECT NAME: CalPERS Required Pay Listing by Position

REQUESTED BOARD ACTION: Adopt Resolution No. 3256-23 which incorporates the Pay Listing by Position for the pay listing effective August 31, 2023.

DISCUSSION: California Public Employee's Retirement System (CalPERS) requires each revision of a combined salary schedule listing all positions at the District be formally adopted by the Board of Directors. The listing must be retained by the District and must be available for public inspection for not less than five years. This revision includes the following changes:

- Removal of the Asset Maintenance Specialist, Water Service Representative, and Customer Service Specialist Positions
- The addition of Information Technology Business Analyst I & II Positions

SCHEDULE: Post Pay Listing effective August 31, 2023, on website upon approval

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: CalPERS Pay Listing by Position 083123, Resolution No. 3256-23

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES PA NO _____

CHIEF FINANCIAL OFFICER: YES PA NO _____

SOUTH TAHOE PUBLIC UTILITY DISTRICT ANNUAL SALARY SCHEDULE

EFFECTIVE August 31, 2023

	MINIMUM ANNUAL	MAXIMUM ANNUAL
ACCOUNT CLERK I	\$ 53,458	\$ 68,227
ACCOUNT CLERK II	\$ 59,629	\$ 76,104
ACCOUNTING MANAGER	\$ 125,908	\$ 160,694
ACCOUNTING SUPERVISOR	\$ 86,917	\$ 110,930
ACCOUNTING TECH I	\$ 60,447	\$ 77,147
ACCT TECH II/GRANT ASST	\$ 66,494	\$ 84,866
ADMINISTRATIVE ASST/ASST CLERK OF THE BOARD	\$ 64,562	\$ 82,399
ASSET MANAGEMENT ANALYST I	\$ 65,560	\$ 83,673
ASSET MANAGEMENT ANALYST II	\$ 87,857	\$ 112,130
ASSET MANAGEMENT ANALYST I-Y RATE	\$ 103,557	\$ 103,557
ASSOCIATE ENGINEER	\$ 109,157	\$ 139,315
ASST GENERAL MANAGER	\$ 178,938	\$ 228,375
CHIEF FINANCIAL OFFICER	\$ 167,128	\$ 213,302
CHIEF PLANT OPERATOR	\$ 109,937	\$ 140,310
COMPUTER AIDED DESIGN ANALYST I	\$ 65,560	\$ 83,673
COMPUTER AIDED DESIGN ANALYST II	\$ 87,857	\$ 112,130
CONTRACT ADMINISTRATOR	\$ 70,459	\$ 89,926
CUSTOMER ACCOUNTS SPECIALIST	\$ 66,788	\$ 85,240
CUSTOMER SERVICE MANAGER	\$ 121,868	\$ 155,538
CUSTOMER SERVICE REP I	\$ 51,236	\$ 65,392
CUSTOMER SERVICE REP II	\$ 57,155	\$ 72,945
CUSTOMER SERVICE SUPERVISOR	\$ 86,917	\$ 110,930
DIRECTOR OF PUBLIC AND LEGISLATIVE AFFAIRS	\$ 121,363	\$ 154,894
ELECTRICAL/INSTR SUPERVISOR	\$ 115,341	\$ 147,207
ELECTRICAL/INSTR TECH I	\$ 71,774	\$ 91,604
ELECTRICAL/INSTR TECH II	\$ 83,714	\$ 106,842
ENG/CAD/GIS SPECIALIST I	\$ 65,560	\$ 83,673
ENG/CAD/GIS SPECIALIST II	\$ 87,857	\$ 112,130
ENGINEERING DEPT MANAGER	\$ 170,986	\$ 218,226
ENGINEERING INSPECTOR I	\$ 60,187	\$ 76,816
ENGINEERING INSPECTOR I - Y Rate	\$ 95,294	\$ 95,294
ENGINEERING INSPECTOR II	\$ 80,656	\$ 102,940
ENGINEERING INSPECTOR III	\$ 92,782	\$ 118,416
EXECUTIVE SERVICES MANAGER	\$ 110,538	\$ 141,077
FINANCE ASST	\$ 64,562	\$ 82,399
GENERAL MANAGER	\$ 230,814	\$ 294,584
GRANT ASSISTANT	\$ 66,494	\$ 84,866
GRANT COORDINATOR	\$ 106,412	\$ 135,811

SOUTH TAHOE PUBLIC UTILITY DISTRICT ANNUAL SALARY SCHEDULE

EFFECTIVE August 31, 2023

	MINIMUM ANNUAL	MAXIMUM ANNUAL
GRANTS SPECIALIST	\$ 79,809	\$ 101,859
HR ANALYST	\$ 74,692	\$ 95,329
HR COORDINATOR	\$ 64,562	\$ 82,399
HUMAN RESOURCES DIRECTOR	\$ 138,504	\$ 176,769
INFO TECHNOLOGY MANAGER	\$ 136,802	\$ 174,598
INSPECTIONS SUPERVISOR	\$ 92,328	\$ 117,836
INSPECTOR I	\$ 65,565	\$ 83,679
INSPECTOR II	\$ 77,276	\$ 98,626
INTERIM GENERAL MANAGER	\$ 230,814	\$ 230,814
IT BUSINESS ANALYST I	\$ 95,476	\$ 121,854
IT BUSINESS ANALYST II	\$ 102,427	\$ 130,726
IT SYSTEMS SPECIALIST I	\$ 70,826	\$ 90,394
IT SYSTEMS SPECIALIST II	\$ 83,036	\$ 105,977
LAB ASST	\$ 53,643	\$ 68,463
LAB DIRECTOR	\$ 112,741	\$ 143,890
LAB TECH I	\$ 66,851	\$ 85,321
LAB TECH II	\$ 78,574	\$ 100,282
LT LAB QUALITY CONTROL OFFICER	\$ 37,738	\$ 48,165
MAINT MECHANIC TECH I	\$ 61,109	\$ 77,993
MAINT MECHANIC TECH II	\$ 71,938	\$ 91,813
MAINTENANCE SUPERVISOR	\$ 106,697	\$ 136,175
MANAGER OF FIELD OPERATIONS	\$ 139,982	\$ 178,656
MANAGER OF PLANT OPERATIONS	\$ 137,339	\$ 175,283
METER SERVICE TECH	\$ 65,565	\$ 83,679
NETWORK/TEL SYS ADMIN I	\$ 95,476	\$ 121,854
NETWORK/TEL SYS ADMIN II	\$ 102,427	\$ 130,726
OPERATIONS SUPERVISOR	\$ 91,120	\$ 116,295
OPERATOR IN TRAINING	\$ 29,183	\$ 29,183
PART TIME PERMANENT I	\$ 15,485	\$ 19,763
PART TIME PERMANENT II	\$ 19,830	\$ 25,309
PLANT OPERATOR I	\$ 62,281	\$ 79,488
PLANT OPERATOR I - Y RATE	\$ 85,245	\$ 85,245
PLANT OPERATOR III	\$ 78,719	\$ 100,468
PRINCIPAL ENGINEER	\$ 148,234	\$ 189,188
PUMP STATION LEAD	\$ 83,080	\$ 106,033
PUMP STATION OPERATOR I	\$ 58,103	\$ 74,156
PUMP STATION OPERATOR II	\$ 71,110	\$ 90,756
PUMP STATION SUPERVISOR	\$ 98,754	\$ 126,037

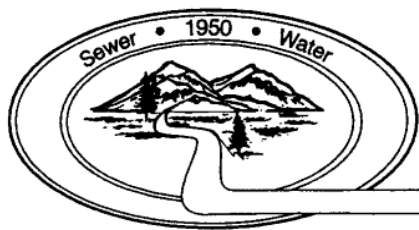
SOUTH TAHOE PUBLIC UTILITY DISTRICT ANNUAL SALARY SCHEDULE

EFFECTIVE August 31, 2023

	MINIMUM ANNUAL	MAXIMUM ANNUAL
PURCHASING AGENT	\$ 110,538	\$ 141,077
SEASONAL	\$ 19,830	\$ 25,309
SENIOR CUSTOMER SERVICE REP	\$ 66,788	\$ 85,240
SENIOR ENGINEER	\$ 125,482	\$ 160,151
SHIPPING AND RECEIVING CLERK	\$ 63,634	\$ 81,215
STAFF ENGINEER I	\$ 80,647	\$ 102,929
STAFF ENGINEER II	\$ 92,782	\$ 118,416
STUDENT HELPER	\$ 15,485	\$ 19,763
UNDERGROUND REPAIR SEWER I	\$ 51,487	\$ 65,712
UNDERGROUND REPAIR SEWER II	\$ 63,611	\$ 81,186
UNDERGROUND REPAIR SEWER LEAD	\$ 76,215	\$ 97,272
UNDERGROUND REPAIR SEWER SUPERVISOR	\$ 97,646	\$ 124,624
UNDERGROUND REPAIR WATER I	\$ 51,487	\$ 65,712
UNDERGROUND REPAIR WATER II	\$ 63,611	\$ 81,186
UNDERGROUND REPAIR WATER LEAD	\$ 76,215	\$ 97,272
UNDERGROUND REPAIR WATER SUPERVISOR	\$ 97,646	\$ 124,624
UTILITY PERSON I	\$ 45,152	\$ 57,627
UTILITY PERSON II	\$ 53,711	\$ 68,550
VEHICLE/HVY EQUIP MECH I	\$ 61,109	\$ 77,993
VEHICLE/HVY EQUIP MECH II	\$ 71,938	\$ 91,813
VEHICLE/HVY EQUIP MECH SUPERVISOR	\$ 97,646	\$ 124,624
WATER CONSERVATION SPECIALIST	\$ 69,792	\$ 89,074
WATER RESOURCES MANAGER	\$ 125,482	\$ 160,151
WATER REUSE LEAD	\$ 76,215	\$ 97,272
WATER REUSE LEAD - Y RATE	\$ 107,655	\$ 107,655
WATER REUSE MANAGER	\$ 125,482	\$ 160,151
WATER REUSE WORKER I	\$ 51,487	\$ 65,712
WATER REUSE WORKER II	\$ 63,611	\$ 81,186

General Manager
Paul Hughes

Directors
Nick Haven
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline



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BOARD AGENDA ITEM 4i

TO: Board of Directors

FROM: Trevor Coolidge, Senior Engineer

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: Keller-Heavenly Water System Improvements Project, Phase 3

REQUESTED BOARD ACTION: 1) Approve DOWL's Proposal for continued permitting support on the Lookout Tank Access Road Project, in addition to construction and as-built services for the Keller-Heavenly Water System Improvements Project; and 2) Authorize the General Manager to execute Task Order No. 2 in an amount not to exceed \$20,935.

DISCUSSION: Following a request for proposals at the beginning of the Keller-Heavenly Water System Improvements Project (Project) in 2015, the District selected Farr West Engineering to provide design services for each of three separate phases of the Project. Farr West Engineering was recently acquired by DOWL, an engineering firm with offices throughout the west coast, and continues to provide support to the Project, utilizing the same staff, under the new company name. The Project is currently under construction and the proposed Task Order Amendment provides for ongoing support and project closeout services for the remainder of 2023 and 2024.

The Keller-Heavenly Water System provides water to the area adjacent to and above the California Lodge at the Heavenly Ski Resort. The area is supplied by a high pressure main from the Keller Booster Pump Station that feeds two high elevation water tanks, before gravity feeding back into several subzones through a series of pressure reducing valves (PRVs), with one subzone intertied to the adjacent Heavenly pressure zone. The service area includes both resort and residential properties within a wildland-urban interface (WUI) area.

The first phase of the Project, consisting of waterline upsizing for fire-flow and tank site preparation, was completed in 2022. Phases 2 and 3 are currently under construction, with Phase 2 (new water tank construction) expected to be completed in September, followed by the completion of Phase 3 (pump station rehab, piping, and PRV replacements) in winter 2024.

Design and bid period services of all three phases has been performed by DOWL, under Farr West's Master Services Agreement (MSA), Task Order Nos. 10, 10A, and 10B. The proposed Task Order scope includes support services during the final construction season

to assist the District with various needs during construction, including submittal reviews, responding to design clarifications (RFIs) from the construction contractor, and the handling of closeout documentation required (including as-builts) for the State Water Resources Control Board funding. DOWL will complete this work on a time-and-materials basis under Task Order No. 2 of their existing MSA.

A subtask included within the proposed Task Order is permitting support for an access road to Lookout Tank. During the Caldor Fire, dozer lines eliminated a primitive access road used by the District to cross private property to access the Lookout Tank in the Angora Fire area. Due to ongoing erosion issues and complaints from property owners, the District is seeking to construct an access road on the District's Lookout Tank Parcel to mitigate ongoing issues and improve access for operations and maintenance. A project permit has been submitted to Tahoe Regional Planning Agency (TRPA) and District staff anticipates minor modifications will be required to the access road design following TRPA review.

District staff requests that the Board approve DOWL's Proposal for Construction Services for the Keller-Heavenly Water System Improvements Project, and authorize the General Manager to execute Task Order No. 2 in an amount not to exceed \$20,935.

SCHEDULE: Upon Board Approval

COSTS: Keller-Heavenly - \$15,535; Lookout Tank Access Road - \$5,400

ACCOUNT NO: Keller-Heavenly (2030-7022/15W007), Lookout Tank Access Road (2030-7084)

BUDGETED AMOUNT AVAILABLE: \$2,747,200

ATTACHMENTS: Scope of Work, Fee Estimate

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____



SCOPE OF WORK

South Tahoe Public Utility District Keller-Heavenly Phase 3 Construction Services

GENERAL SERVICES

The purpose of this Scope of Work (SOW) is for DOWL to provide engineering support during construction to the District for the Keller-Heavenly Water System Improvements Phase 3 Project. The breakdown of this task is as follows:

Approach

This task will include the following activities:

- DOWL will provide engineering support during construction upon request by the District. This includes respond to Contractor Request for Information (RFI), design plans and specifications clarification, and site visits at the direction of the District.
- Provide permitting support by responding to TRPA comments on the plans and BMP calculations.
- Provide as-builts utilizing the redline plans from the District and Contractor.

Deliverables

- RFI responses as needed.
- Revisions to TRPA permit drawings and calculations.
- As-built drawings for Phase 1, 2 and 3.

Assumptions

- Up to four (4) RFIs will be responded to.
- One set of revisions to the TRPA permit drawings and calculations will be required.
- Up to three (3) site visits will be required for final inspection or interim inspections. (2 persons per visit)

SCHEDULE

The period of performance for this task order will be 30 days after receipt of the final redline as-built plans.

BUDGET

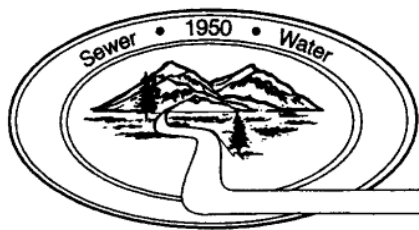
The T&M Not to Exceed \$20,935.⁰⁰

**South Tahoe PUD
Keller-Heavenly Phase 3 Construction Services
Scope Fee Estimate**

		Senior Manager III	Engineer IX	Engineer VI	Engineer IV	Engineer III	Engineer I	Accounting Technician	Total Labor	Vehicle (miles)	Expenses Total	LINE TOTALS	
Employee Initials													
Phase	Rate (\$/hr)	\$265	\$245	\$200	\$170	\$150	\$125	\$115	Hours	(\$)	\$1	(\$)	(\$)
1.0 Construction Phase													
Task	Project Coordination and Management		4					6	10	\$1,670		\$0	\$1,670
	Construction RFI's		4	2	4	16	4		30	\$4,960		\$0	\$4,960
	Field Visits/Meetings		8	4		12			24	\$4,560	345	\$345	\$4,905
	Subtotal	0	16	6	4	28	4	6	64	\$11,190	345	\$345	\$11,535
2.0 Permitting Phase													
Task	TRPA Permitting Support		4	8	16				28	\$5,300		\$0	\$5,300
	Subtotal	0	4	8	16	0	0	0	28	\$5,300	100	\$100	\$5,400
3.0 Closeout Phase													
Task	Record Drawings and Deliverables		12	1	6	60	60		139	\$4,000		\$0	\$4,000
	Subtotal	0	12	1	6	60	60	0	139	\$4,000	0	\$0	\$4,000
	COLUMN TOTAL	0	32	15	26	88	64	6	231	\$20,490	445	\$445	\$20,935

General Manager
Paul Hughes

Directors
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BOARD AGENDA ITEM 4j

TO: Board of Directors

FROM: Cliff Bartlett, Fleet/Equipment Supervisor

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: Purchase of Two 2023 Plug-in Hybrid SUV's

REQUESTED BOARD ACTION: Approve the purchase of two new plug-in hybrid SUV's for the Engineering and Information Technology Departments through the State of California Department of General Services Contract in the total amount of approximately \$82,570 including tax.

DISCUSSION: Staff requests approval to purchase two Toyota Rav-4 Premium, plug-in hybrid vehicles using the California Department of General Services competitively bid Contract No. 1-22-23-23. As stated in the District's Purchasing Policy, participating in a "purchasing coalition contract, which has recently been competitively awarded, qualifies as having met the formal public competitive requirement." The price of each vehicle is approximately \$37,875 not including tax. The actual price may change at the time of purchase due to potential quarterly price increases.

These vehicles do not replace any of the District's existing fleet but have been budgeted and will increase the fleet size by two in order to accommodate the expanding Engineering and Information Technology Departments. The purchase of these hybrid vehicles will help the District meet the State's Electric Vehicle mandate. This has been reviewed and approved by District's Purchasing Agent.

SCHEDULE: ASAP

COSTS: Approximately 75,750 + Tax and Delivery

ACCOUNT NO: Engineering 10.28.8386 information Technology 20.28.8386

BUDGETED AMOUNT AVAILABLE: Engineering \$45,000 Information Technology \$30,000

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION:

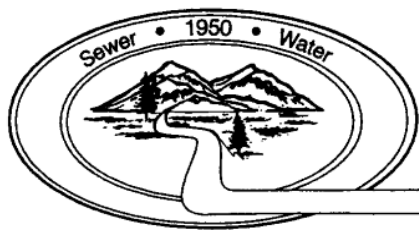
CATEGORY: Sewer/Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____

General Manager
Paul Hughes

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BOARD AGENDA ITEM 4k

TO: Board of Directors
FROM: Heidi Baugh, Purchasing Agent
MEETING DATE: September 7, 2023
ITEM – PROJECT NAME: Purchasing Policy Update

REQUESTED BOARD ACTION: Adopt Purchasing Policy Update

DISCUSSION: Staff requests the Board of Directors adopt the attached proposed updates to the District's existing Purchasing Policy. Considering difficulties staff has experienced in the past few years such as lack of bidders and extremely tight timelines, staff sought input from counsel on alternative procurement methods to best mitigate some of these challenges. Under the District's current Purchasing Policy, service contracts for maintenance of District facilities or replacement of "wear parts" may be allowed as an exception to the formal competitive solicitation process. The proposed additional language to "Exceptions to Formal Competitive Solicitation" Item 4. "Special Circumstances," was added to provide clarification.

In addition, there are other immaterial edits addressing "inventory" purchases that are required as a result of the implementation of the District's new financial software program (attached).

Staff is requesting the Board of Directors adopt the attached proposed updates to the existing District Purchasing Policy.

SCHEDULE: Effective upon Board adoption

COSTS: None

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: Purchasing Policy Redline-Draft

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES NO

CHIEF FINANCIAL OFFICER: YES NO

South Tahoe Public Utility District Purchasing Policy

All employees are required to follow this policy for all purchases of the South Tahoe Public Utility District. All costs should be considered including sales tax, freight and installation in defining "purchase" price for comparison with the dollar thresholds indicated in this policy.

It is the intent of this policy to ensure that District purchases are cost effective, encourage competition, and follow all applicable laws. Nothing in this policy shall preclude the District from using its own labor resources and supplies to complete any project for ordinary upkeep, maintenance, or repairs.

GENERAL REQUIREMENTS

Orders for unbudgeted capital outlay items must be authorized by the Chief Financial Officer (CFO) prior to the order being placed.

Orders for public works projects over \$1000 shall require the payment of prevailing wages as mandated by California Law. Public works projects include construction, alteration, demolition or repair work, and maintenance work. Payments for public works projects exceeding \$5000, may require a 5% retention unless the project is deemed to be "substantially complex".

REQUIREMENTS FOR PROFESSIONAL SERVICES

For architectural, landscape architectural, engineering, environmental, land surveying, construction management and other professional services which are similar and require professional or expert judgment; selection will be based upon demonstrated competence and on qualifications for the types of services to be performed, provided at fair and reasonable prices. Contracting procedures for professional services shall also assure maximum participation of small business firms. Construction project management firms must provide evidence of their expertise and experience. Firms supplying architectural design services exceeding \$10,000, must indemnify and hold harmless the District against any and all liability.

ALL INVENTORY PURCHASES

All purchases of "inventory" items require use of District's Inventory ReOrder Batch System, an Inventory Request to be input in lieu of a purchase order.

LOCAL PURCHASES \$0.00 - \$1000.00

A purchase order could be input, or an invoice or receipt which has been approved by the appropriate supervisor and indicates budgetary account number/s shall be given to Accounts Payable.

Local purchases are defined as those purchases made within the District service boundaries or the Stateline and Kingsbury areas. Any purchases outside these defined areas are not considered local purchases.

OTHER PURCHASES \$0.00 - \$5000.00

A purchase order is required for all non-local purchases and for all local purchases over \$1000. A purchase order which has the applicable budgeted funds available to it, shall be input and approved by the authorized Supervisor or Manager prior to the order being placed.

Exceptions: The Purchasing Agent at his/her discretion may waive the use of a purchase order based on the following criteria:

1. Price will not exceed \$1000.00
2. PO not required by vendor
3. Completed purchase

PURCHASES OF \$5,000.01 - \$10,000.00

A purchase order is required. An order shall be approved by either the General Manager, Assistant General Manager or the Chief Financial Officer prior to the order being placed. In the absence of the General Manager, Assistant General Manager or Chief Financial Officer; a member of the Board of Directors' Finance Committee should be contacted for approval of any purchases that are considered an emergency or when the health and welfare of the community is involved.

PURCHASES OF \$10,000.01 - \$15,000.00

District Staff will obtain 3 competitive quotes (if available) and approval by the General Manager (and by the CFO for any unbudgeted purchase), before the order is placed with the company providing the quote in the best interest of the District.

PURCHASES OF \$15,000.01 - \$75,000.00

District staff will advertise for competitive bids or solicit proposals and follow procedures as outlined in the California Law Codes; and all purchases shall be approved by the General Manager. Participating in or matching other government or purchasing coalition contracts, which have recently been competitively awarded, qualifies as having met the formal public competitive requirement.

Formal Competitive Solicitation Procedures: For budgeted capital outlay or unbudgeted purchases, a Supervisor or Manager will request authorization to advertise for bids or to solicit proposals from the General Manager on the prescribed form.

The Supervisor or Manager will submit to the Purchasing Agent completed specifications for item/s to be bid. Upon request, the Purchasing Agent will assist the Supervisor or Manager in developing specifications.

The Purchasing Agent will review all Requests for Proposal (RFP) or other solicitation documents before publication, and conduct all bidding procedures except for those documents and procedures completed by the Engineering Division or outside consulting firms.

Those bids opened by the Purchasing Agent will be evaluated with the assistance of the Supervisor and/or Manager, prior to submitting the bid results to the General Manager for consideration of award.

Notes: For every complete public works project (for new construction or public project for any alteration, maintenance, or repair), consider the costs of materials, supplies and labor together when computing whether the project exceeds \$15,000. California Code requires those projects to be let to the lowest responsible bidder (unless completed by District resources as mentioned in the beginning of this policy).

And: Any changes which increase the cost of a formally-bid public works project must also be approved by the Board of Directors; and contract changes for those projects must be approved by a four-fifth vote (two-thirds per code) of the Board of Directors.

PURCHASES EXCEEDING \$75,000.00

Procedures are the same as those in the previous section but required approvals and awards must be made by the Board of Directors.

EXEMPTED FROM FORMAL COMPETITIVE SOLICITATION

1. Purchase of services (excluding new construction, alteration, maintenance, or repair services), including special services or advice in financial, economic, accounting, engineering, legal or administrative matters (if the person hired is specially trained and experienced and competent to perform those services), and including representatives to aid or prevent the passage of legislation beneficial or detrimental to the District. Also, if service is a substantial or critical portion of an article purchase, other methods of solicitation may be considered including but not limited to bid award based upon best value or solicitations which consider other cost, quality or service factors.
2. Purchase of commodities or services of (utilities) light, water, power, heat, transportation, telephone service or other means of communication, or means for the disposition of garbage, sewage, or refuse matter.

3. When contracting with suppliers competitively awarded State of California price schedules, commodity contracts, master agreements, cooperative agreements, and other types of agreements that leverage the state's buying power (for goods, information technology, and services).

EXCEPTIONS TO FORMAL COMPETITIVE SOLICITATION

In any of the following instances, the requirements of formal competitive solicitation may be dispensed with if decided by the General Manager or the Board of Directors as per their applicable approval level:

1. When the item (merchandise or service) can be obtained from only one source.
2. When the item is required or is economically preferable to match or be compatible with other furnishings, materials or equipment presently on hand and the purchase is made from the manufacturer or supplier who supplied other such furnishings, materials or equipment.
3. When the item has been standardized by the District and can be purchased from only one source or is purchased from the original manufacturer or supplier.
4. When the Board of Directors or General Manager determines that due to special circumstances, it is in the District's best interest to purchase an item or enter into a contract without compliance with the bidding procedures i.e. competitive proposals would not be useful, would not produce an advantage or would be undesirable, impractical, or impossible. Special circumstances include, but are not limited to, maintenance and inspection services and other situations where obtaining qualified bids is difficult, when there is a limited number of qualified bidders, and/or where the type of services to be performed precludes the District from obtaining multiple bids.
5. When all bids are considered unsatisfactory or excessive and are rejected by the Board of Directors by a four-fifths vote (two-thirds per code), vote, the District may do any necessary work and make necessary expenditures in lieu of contracting for the proposed work.
6. When the Board of Directors declares an emergency by a four-fifths vote, after finding that conditions will not permit a delay resulting from a competitive solicitation for bids. All actions thereafter taken will be reported to the Board until the emergency action is terminated (at the earliest possible date that conditions warrant).

Nothing in this policy shall prevent the General Manager of the District from ordering any action necessary and appropriate to respond to sudden, unexpected occurrences that pose a clear and imminent danger requiring immediate action to prevent, or mitigate the loss or impairment of life, health, property and essential public services.

If any portion of this policy is in conflict with rules, regulations or legislation having authority over the South Tahoe Public Utility District, said rules, regulations or legislation shall prevail.

EXCEPTIONS TO PURCHASE ORDERS To maintain efficiency, a requisition or purchase order is not required for:

- Radio/Newspaper/Media Publication or Advertising commitments \$1000 or less
- Fees from the District's General Counsel
- Customer Refunds (Requires a completed Refund Request form)
- Debt Service Payments
- Freight Charges
- Bulk Fuels
- Insurance Premiums, Insurance Claims, and Other Non-Public-Work Claim Payments
- ~~Inventory Orders~~
- Laboratory Testing
- Continuing Rent or Lease/Purchase Payments
- Tax, Mitigation, Permit, Operating or other Government Fees
- Payroll Tax, Deduction or Benefit Payments
- Board Authorized Real Property Purchases
- Purchasing Card Purchases
- On-Site Repair or Service Jobs \$1000 or less
- Standard Deliveries of Road Base or Asphalt Materials
- Administered Safety Supplies (ie. safety shoes, first aid supplies)
- Purchases from On-Site Sell & Deliver vendors \$1000 or less
- Software User Licenses and Service Contracts \$1000 or less annually, and renewals of user licenses and service contracts
- Subscriptions (Employee name or title should appear on all mailing labels)
- Travel Expenses (Requires a Request for Travel Check/s or Business Expense Claim form)
- Minor Changes in Uniform/Linen Service (Requires a completed, supervisor-signed service order form)
- Utility bills (unless a new service or cancellation of service is requested)
- Or Other Authorized Renewals or Continuing Payments

ADDITIONAL CONSIDERATIONS

All purchases of computer hardware and software will be coordinated with the Information Technology Department per the Personal Computer Policy.

The Information Technology Manager is the only employee authorized to receive District checks.

PAYMENT OF CLAIMS

FOR APPROVAL
September 7, 2023

Payroll	8/22/23	584,094.31
Total Payroll		584,094.31

AFLAC/WageWorks claims and fees	121.50
Total Vendor EFT	193,549.65

<u>Weekly Approved Check Batches</u>	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Wednesday, August 16, 2023	93,653.64	124,059.57	217,713.21
Wednesday, August 23, 2023	1,109,366.52	92,312.66	1,201,679.18
Wednesday, August 29, 2023	799,472.33	606,596.08	1,406,068.41
Total Accounts Payable Checks			2,825,460.80

Grand Total	\$3,603,104.76
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<u>Payroll EFTs & Checks</u>	<u>8/22/2023</u>
EFT CA Employment Taxes & W/H	23,882.03
EFT Federal Employment Taxes & W/H	125,338.64
EFT CalPERS Contributions	87,088.98
EFT Empower Retirement-Deferred Comp	24,879.06
EFT Stationary Engineers Union Dues	2,757.77
EFT CDHP Health Savings (HSA)	4,295.98
EFT United Way Contributions	10.00
EFT Employee Direct Deposits	313,716.59
CHK Employee Garnishments	159.23
CHK Employee Paychecks	1,966.03
<i>Total</i>	584,094.31



Payment of Claims

Payment Date Range 08/16/23 - 08/29/23
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 50016 - 22 LIGHTHOUSE SHORES CA LLC										
2243109	Toilet Rebate Program	Paid by Check #113198		08/07/2023	08/16/2023	08/31/2023		08/16/2023	300.00	
							Vendor 50016 - 22 LIGHTHOUSE SHORES CA LLC Totals	Invoices	1	<u>\$300.00</u>
Vendor 42363 - A-1 CHEMICAL INC										
1340085	Janitorial Supplies Inventory	Paid by Check #113319		08/17/2023	08/29/2023	08/31/2023		08/29/2023	195.75	
							Vendor 42363 - A-1 CHEMICAL INC Totals	Invoices	1	<u>\$195.75</u>
Vendor 48573 - AESSEAL INC										
0090352091	Secondary Equipment	Paid by Check #113199		08/01/2023	08/16/2023	08/31/2023		08/16/2023	2,608.88	
0090352092	Secondary Equipment	Paid by Check #113199		08/01/2023	08/16/2023	08/31/2023		08/16/2023	3,649.16	
0090352093	Secondary Equipment	Paid by Check #113199		08/01/2023	08/16/2023	08/31/2023		08/16/2023	1,711.68	
							Vendor 48573 - AESSEAL INC Totals	Invoices	3	<u>\$7,969.72</u>
Vendor 44039 - AFLAC										
972413	Insurance Supplement Payable	Paid by Check #113320		08/01/2023	08/30/2023	08/31/2023		08/29/2023	928.48	
							Vendor 44039 - AFLAC Totals	Invoices	1	<u>\$928.48</u>
Vendor 48605 - AIRGAS USA LLC										
9140751656	Field, Shop & Safety Supplies Inventory	Paid by Check #113200		08/04/2023	08/16/2023	08/31/2023		08/16/2023	64.84	
9140841711	Field, Shop & Safety Supplies Inventory	Paid by Check #113264		08/08/2023	08/23/2023	08/31/2023		08/23/2023	160.85	
9140889639	Field, Shop & Safety Supplies Inventory	Paid by Check #113264		08/09/2023	08/23/2023	08/31/2023		08/23/2023	1,150.79	
							Vendor 48605 - AIRGAS USA LLC Totals	Invoices	3	<u>\$1,376.48</u>
Vendor 43949 - ALPEN SIERRA COFFEE ROASTING CO										
233235	Office Supply Issues	Paid by Check #113201		08/08/2023	08/16/2023	08/31/2023		08/16/2023	111.25	
233236	Office Supply Issues	Paid by Check #113201		08/08/2023	08/16/2023	08/31/2023		08/16/2023	61.00	
233507	Office Supply Issues	Paid by Check #113321		08/22/2023	08/30/2023	08/31/2023		08/29/2023	111.25	
233508	Office Supply Issues	Paid by Check #113321		08/22/2023	08/30/2023	08/31/2023		08/29/2023	64.25	
							Vendor 43949 - ALPEN SIERRA COFFEE ROASTING CO Totals	Invoices	4	<u>\$347.75</u>
Vendor 49337 - AMAZON CAPITAL SERVICES INC.										
19WV-T3YX-1DTQ	Buildings	Paid by Check #113202		05/22/2023	08/09/2023	07/31/2023		08/16/2023	197.99	
13QH-TLRR-VMTQ	Pump Stations	Paid by Check #113265		07/28/2023	08/23/2023	08/31/2023		08/23/2023	534.76	
1RP6-R99N-6J9V	Buildings	Paid by Check #113202		07/30/2023	08/16/2023	07/31/2023		08/16/2023	395.98	
1K7P-1NKT-4V6T	Office Supplies	Paid by Check #113322		08/02/2023	08/29/2023	08/31/2023		08/29/2023	75.06	
1VNJ-9QLQ-RR34	Buildings	Paid by Check #113202		08/07/2023	08/09/2023	07/31/2023		08/16/2023	(197.99)	
							Vendor 49337 - AMAZON CAPITAL SERVICES INC. Totals	Invoices	5	<u>\$1,005.80</u>
Vendor 49625 - AMERICAN AVK COMPANY										
CR-67764	Pipe - Covers & Manholes	Paid by Check #113266		07/31/2023	08/23/2023	08/31/2023		08/23/2023	(183.89)	
SI-161414	Pipe - Covers & Manholes	Paid by Check #113266		07/31/2023	08/23/2023	08/31/2023		08/23/2023	183.89	
SI-161635	Pipe - Covers & Manholes	Paid by Check #113266		07/31/2023	08/23/2023	08/31/2023		08/23/2023	199.98	



Payment of Claims

Payment Date Range 08/16/23 - 08/29/23
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
		Vendor	49625 - AMERICAN AVK COMPANY Totals			Invoices		3		\$199.98
Vendor 44580 - ARAMARK UNIFORM SERVICES										
5980122260	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	64.84	
5980122261	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	103.68	
5980122262	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	124.40	
5980122263	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	65.82	
5980122264	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	89.64	
5980122265	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	101.22	
5980122266	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	22.45	
5980122267	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	34.13	
5980122268	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	4.64	
5980122269	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	8.33	
5980122270	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	15.14	
5980122272	Uniform Payable	Paid by Check #113267		08/09/2023	08/23/2023	08/31/2023		08/23/2023	24.33	
5980124208	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	63.68	
5980124209	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	84.40	
5980124212	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	101.22	
5980124213	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	22.45	
5980124214	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	34.13	
5980124215	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	4.64	
5980124216	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	8.33	
5980124217	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	15.14	
5980124218	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	17.84	
5980124219	Uniform Payable	Paid by Check #113267		08/16/2023	08/23/2023	08/31/2023		08/23/2023	24.33	
5980126183	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	63.68	
5980126184	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	84.40	
5980126185	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	50.21	
5980126186	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	106.23	
5980126187	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	101.22	
5980126189	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	36.58	
5980126190	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	4.64	
5980126191	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	13.03	
5980126192	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	15.14	
5980126193	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	17.84	
5980126194	Uniform Payable	Paid by Check #113323		08/23/2023	08/29/2023	08/31/2023		08/29/2023	24.33	
		Vendor	44580 - ARAMARK UNIFORM SERVICES Totals			Invoices		33		\$1,552.08
Vendor 45202 - AT&T MOBILITY										
287306407514 723	Telephone	Paid by Check #113203		08/02/2023	08/16/2023	08/31/2023		08/16/2023	3,747.50	
287257798939 823	Telephone	Paid by Check #113324		08/19/2023	08/30/2023	08/31/2023		08/29/2023	227.41	
		Vendor	45202 - AT&T MOBILITY Totals			Invoices		2		\$3,974.91
Vendor 48000 - AT&T/CALNET 3										
000020344632	Telephone	Paid by Check #113204		08/07/2023	08/16/2023	08/31/2023		08/16/2023	24.53	



Payment of Claims

Payment Date Range 08/16/23 - 08/29/23
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
000020344633	Telephone	Paid by Check #113204		08/07/2023	08/16/2023	08/31/2023		08/16/2023	24.53
000020344634	Telephone	Paid by Check #113204		08/07/2023	08/16/2023	08/31/2023		08/16/2023	30.33
000020344635	Telephone	Paid by Check #113204		08/07/2023	08/16/2023	08/31/2023		08/16/2023	31.88
000020396263	Telephone	Paid by Check #113268		08/15/2023	08/23/2023	08/31/2023		08/23/2023	26.15
000020396264	Telephone	Paid by Check #113268		08/15/2023	08/23/2023	08/31/2023		08/23/2023	26.18
000020413587	Telephone	Paid by Check #113325		08/20/2023	08/30/2023	08/31/2023		08/29/2023	26.22
000020413589	Telephone	Paid by Check #113325		08/20/2023	08/30/2023	08/31/2023		08/29/2023	555.06
000020413590	Telephone	Paid by Check #113325		08/20/2023	08/30/2023	08/31/2023		08/29/2023	102.61
000020413796	Telephone	Paid by Check #113325		08/20/2023	08/30/2023	08/31/2023		08/29/2023	158.49
000020413843	Signal Charges	Paid by Check #113325		08/20/2023	08/30/2023	08/31/2023		08/29/2023	31.43
Vendor 48000 - AT&T/CALNET 3 Totals									
						Invoices	11		\$1,037.41
Vendor 44109 - BB&H BENEFIT DESIGNS									
95169	Contractual Services	Paid by Check #113205		07/27/2023	08/16/2023	08/31/2023		08/16/2023	242.00
95757	Contractual Services	Paid by Check #113326		08/02/2023	08/29/2023	09/30/2023		08/29/2023	242.00
Vendor 44109 - BB&H BENEFIT DESIGNS Totals									
						Invoices	2		\$484.00
Vendor 45009 - BENTLY AGROWDYNAMICS									
210352	Biosolid Disposal Costs	Paid by Check #113327		08/17/2023	08/30/2023	08/31/2023		08/29/2023	1,234.95
Vendor 45009 - BENTLY AGROWDYNAMICS Totals									
						Invoices	1		\$1,234.95
Vendor 48291 - BEST BEST & KRIEGER LLP									
971922	Personnel Legal	Paid by Check #113328		08/08/2023	08/29/2023	08/31/2023		08/29/2023	814.00
Vendor 48291 - BEST BEST & KRIEGER LLP Totals									
						Invoices	1		\$814.00
Vendor 42978 - BROWNSTEIN HYATT									
949777	Legal Services July 2023 HR	Paid by EFT #78		08/09/2023	08/30/2023	08/31/2023		08/29/2023	262.50
949782	Legal Services July 2023	Paid by EFT #78		08/09/2023	08/30/2023	08/31/2023		08/29/2023	21,219.07
Vendor 42978 - BROWNSTEIN HYATT Totals									
						Invoices	2		\$21,481.57
Vendor 49463 - CAL-SIERRA TECHNOLOGIES INC.									
76355	Service Contracts	Paid by Check #113269		08/18/2023	08/23/2023	08/31/2023		08/23/2023	1,383.48
Vendor 49463 - CAL-SIERRA TECHNOLOGIES INC. Totals									
						Invoices	1		\$1,383.48
Vendor 45242 - CALIFORNIA MUNICIPAL									
23080703	Advisory	Paid by Check #113329		08/07/2023	08/29/2023	08/31/2023		08/29/2023	450.00
Vendor 45242 - CALIFORNIA MUNICIPAL Totals									
						Invoices	1		\$450.00
Vendor 40176 - CASHMAN EQUIPMENT									
INPS3844167	Automotive	Paid by Check #113270		08/02/2023	08/23/2023	08/31/2023		08/23/2023	222.35
INPS3844906	Automotive	Paid by Check #113270		08/03/2023	08/23/2023	08/31/2023		08/23/2023	1,083.28
Vendor 40176 - CASHMAN EQUIPMENT Totals									
						Invoices	2		\$1,305.63
Vendor 42328 - CDW-G CORP									
LB77555	District Computer Supplies	Paid by Check #113206		08/01/2023	08/16/2023	08/31/2023		08/16/2023	90.25
LD60683	District Computer Supplies	Paid by Check #113206		08/07/2023	08/16/2023	08/31/2023		08/16/2023	1,440.31
LH16128	District Computer Supplies	Paid by Check #113271		08/14/2023	08/23/2023	08/31/2023		08/23/2023	1,385.03
LJ60480	District Computer Supplies	Paid by Check #113330		08/16/2023	08/29/2023	08/31/2023		08/29/2023	306.63
LK97995	Computer Purchases	Paid by Check #113330		08/20/2023	08/29/2023	08/31/2023		08/29/2023	10,897.86
Vendor 42328 - CDW-G CORP Totals									
						Invoices	5		\$14,120.08



Payment of Claims

Payment Date Range 08/16/23 - 08/29/23
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 49756 - CINDERLITE TRUCKING CORP									
414468	Pipe - Covers & Manholes	Paid by Check #113207		08/02/2023	08/16/2023	08/31/2023		08/16/2023	1,622.53
414886	Pipe - Covers & Manholes	Paid by Check #113272		08/07/2023	08/23/2023	08/31/2023		08/23/2023	229.52
415919	Pipe - Covers & Manholes	Paid by Check #113331		08/17/2023	08/30/2023	08/31/2023		08/29/2023	228.03
Vendor 49756 - CINDERLITE TRUCKING CORP Totals							Invoices	3	\$2,080.08
Vendor 48672 - CINTAS CORP									
5171276269	Safety Equipment	Paid by Check #113208		08/15/2023	08/16/2023	08/31/2023		08/16/2023	443.10
Vendor 48672 - CINTAS CORP Totals							Invoices	1	\$443.10
Vendor 40512 - CODALE ELECTRIC SUPPLY									
S008046436.001	Buildings	Paid by Check #113332		08/11/2023	08/29/2023	08/31/2023		08/29/2023	1,329.18
S008138676.001	Misc Motor Rebuilds, Water	Paid by Check #113332		08/11/2023	08/29/2023	08/31/2023		08/29/2023	3,141.31
Vendor 40512 - CODALE ELECTRIC SUPPLY Totals							Invoices	2	\$4,470.49
Vendor 49070 - JOSEPH CONTI									
PER DIEM 081823	Travel - Meetings - Education	Paid by Check #113209		07/25/2023	08/16/2023	08/31/2023		08/16/2023	113.00
PER DIEM 082523	Travel - Meetings - Education	Paid by Check #113273		07/25/2023	08/23/2023	08/31/2023		08/23/2023	113.00
1084340 REIMB	Travel - Meetings - Education	Paid by Check #113333		08/24/2023	08/29/2023	08/31/2023		08/29/2023	121.05
Vendor 49070 - JOSEPH CONTI Totals							Invoices	3	\$347.05
Vendor 49703 - COREY A CORBIN									
PER DIEM 071723	Travel - Meetings - Education	Paid by Check #113274		08/02/2023	08/23/2023	08/31/2023		08/23/2023	284.00
Vendor 49703 - COREY A CORBIN Totals							Invoices	1	\$284.00
Vendor 44779 - CPI INTERNATIONAL									
20061534	Laboratory Supplies	Paid by Check #113210		08/07/2023	08/16/2023	08/31/2023		08/16/2023	643.37
Vendor 44779 - CPI INTERNATIONAL Totals							Invoices	1	\$643.37
Vendor 47868 - CPS HR CONSULTING									
0010543	Contractual Services	Paid by Check #113334		08/10/2023	08/29/2023	08/31/2023		08/29/2023	25,725.00
Vendor 47868 - CPS HR CONSULTING Totals							Invoices	1	\$25,725.00
Vendor 42897 - CWEA									
ALLGOR CSM3 2023	Dues - Memberships - Certification	Paid by Check #113211		08/04/2023	08/16/2023	08/31/2023		08/16/2023	108.00
Vendor 42897 - CWEA Totals							Invoices	1	\$108.00
Vendor 44739 - CYBER SECURITY SOURCE									
11698	District Computer Supplies	Paid by Check #113212		08/03/2023	08/16/2023	08/31/2023		08/16/2023	652.65
Vendor 44739 - CYBER SECURITY SOURCE Totals							Invoices	1	\$652.65
Vendor 49694 - DIGITAL TECHNOLOGY SOLUTIONS INC									
2575	Telephone	Paid by Check #113213		08/01/2023	08/16/2023	08/31/2023		08/16/2023	295.00
Vendor 49694 - DIGITAL TECHNOLOGY SOLUTIONS INC Totals							Invoices	1	\$295.00
Vendor 48289 - DIY HOME CENTER									
Jul 23 Stmt	Buildings & Shop Supplies	Paid by Check #113214		07/31/2023	08/16/2023	07/31/2023		08/16/2023	610.74
Vendor 48289 - DIY HOME CENTER Totals							Invoices	1	\$610.74
Vendor 50017 - HUGH & ANNE DOHERTY									
2723107	Clothes Washer Rebate Program	Paid by Check #113215		08/07/2023	08/16/2023	08/31/2023		08/16/2023	200.00
Vendor 50017 - HUGH & ANNE DOHERTY Totals							Invoices	1	\$200.00



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Vendor 49933 - JOSHUA DOHERTY									
PER DIEM 072023	Travel - Meetings - Education	Paid by Check #113275		08/02/2023	08/23/2023	08/31/2023		08/23/2023	461.00
									<u>461.00</u>
							1		\$461.00
Vendor 48305 - DOMENICHELLI & ASSOCIATES									
19-186 11	Contractual Services	Paid by Check #113276		06/14/2022	08/23/2023	08/31/2023	06/30/2023	08/23/2023	2,100.00
20-481 12	Contractual Services	Paid by Check #113216		08/29/2022	08/16/2023	07/31/2023	06/30/2023	08/16/2023	2,990.00
									<u>2,990.00</u>
							2		\$5,090.00
Vendor 48852 - ANDREW DORMAN									
OIT 1 REIMB 2023	Education & Certification	Paid by Check #113217		07/26/2023	08/16/2023	07/31/2023		08/16/2023	202.26
									<u>202.26</u>
							1		\$202.26
Vendor 49909 - JAMES DROWN									
D2 CERT 23 REIMB	Dues - Memberships - Certification	Paid by Check #113218		07/29/2023	08/16/2023	07/31/2023		08/16/2023	80.00
D2 EXAM 23 REIMB	Travel - Meetings - Education	Paid by Check #113218		07/29/2023	08/16/2023	07/31/2023		08/16/2023	65.00
									<u>65.00</u>
							2		\$145.00
Vendor 49959 - DUDEK									
202306369	Grounds & Maintenance	Paid by Check #113277		08/16/2023	08/23/2023	08/31/2023		08/23/2023	5,657.50
									<u>5,657.50</u>
							1		\$5,657.50
Vendor 48656 - E-CONOLIGHT LLC									
1429709	Buildings	Paid by Check #113219		08/04/2023	08/16/2023	08/31/2023		08/16/2023	632.54
									<u>632.54</u>
							1		\$632.54
Vendor 14680 - EL DORADO COUNTY AIR QUAL MGMT DIST									
2023-2024	Regulatory Operating Permits	Paid by Check #113278		08/01/2023	08/23/2023	08/31/2023		08/23/2023	39,427.28
									<u>39,427.28</u>
							1		\$39,427.28
Vendor 14683 - EL DORADO COUNTY TRANSPORTATION DEPT									
18680	Construction & Excavation Permit	Paid by Check #113279		08/09/2023	08/23/2023	08/31/2023	06/30/2023	08/23/2023	1,439.16
									<u>1,439.16</u>
							1		\$1,439.16
Vendor 44745 - ELECTRICAL EQUIPMENT CO INC									
246991	Pump Stations	Paid by Check #113280		08/16/2023	08/23/2023	08/31/2023	06/30/2023	08/23/2023	2,273.51
									<u>2,273.51</u>
							1		\$2,273.51
Vendor 44263 - ENS RESOURCES INC									
3381	Contractual Services	Paid by Check #113281		08/07/2023	08/23/2023	08/31/2023		08/23/2023	5,597.93
									<u>5,597.93</u>
							1		\$5,597.93
Vendor 42100 - ENVIRONMENTAL RESOURCES ASSO									
051099	Laboratory Supplies	Paid by Check #113282		08/10/2023	08/23/2023	08/31/2023		08/23/2023	158.43
									<u>158.43</u>
							1		\$158.43
Vendor 44708 - ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC									
94540756	Service Contracts	Paid by Check #113335		08/08/2023	08/29/2023	09/30/2023		08/29/2023	28,400.00
									<u>28,400.00</u>
							1		\$28,400.00
Vendor 47836 - EVOQUA WATER TECHNOLOGIES LLC									
906000594	Service Contracts	Paid by Check #113220		07/28/2023	08/16/2023	07/31/2023		08/16/2023	434.85
906009575	Service Contracts	Paid by Check #113220		08/01/2023	08/16/2023	08/31/2023		08/16/2023	136.86



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		Vendor 47836 - EVOQUA WATER TECHNOLOGIES LLC Totals				Invoices		2	\$571.71
Vendor 41696 - FARR CONSTRUCTION									
23-02A	Luther Pass PS Tanks Rehab	Paid by Check #113336		07/31/2023	08/29/2023	08/31/2023		08/29/2023	89,137.20
23-02AR	Luther Pass PS Tanks Rehab Retainage	Paid by Check #113336		07/31/2023	08/29/2023	08/31/2023		08/29/2023	(4,456.86)
23/01A	Flagpole Tank 2 Coating	Paid by Check #113283		07/31/2023	08/23/2023	08/31/2023		08/23/2023	46,513.00
23/01AR	Flagpole Tank 2 Coating Retainage	Paid by Check #113283		07/31/2023	08/23/2023	08/31/2023		08/23/2023	(2,325.66)
23/01B	Iroquois No. 2 Tank Coatings	Paid by Check #113283		07/31/2023	08/23/2023	08/31/2023		08/23/2023	8,640.00
23/01BR	Iroquois No. 2 Tank Coatings Retainage	Paid by Check #113283		07/31/2023	08/23/2023	08/31/2023		08/23/2023	(432.00)
		Vendor 41696 - FARR CONSTRUCTION Totals				Invoices		6	\$137,075.68
Vendor 47960 - FARR WEST ENGINEERING INC									
18632	Keller Heavenly Water System Improvement	Paid by Check #113284		09/28/2022	08/23/2023	08/31/2023	06/30/2023	08/23/2023	114.75
		Vendor 47960 - FARR WEST ENGINEERING INC Totals				Invoices		1	\$114.75
Vendor 14890 - FEDEX									
8-221-13740	Postage Expenses	Paid by Check #113221		08/11/2023	08/16/2023	08/31/2023		08/16/2023	18.32
8-228-36921	Postage Expenses	Paid by Check #113285		08/18/2023	08/23/2023	08/31/2023		08/23/2023	9.16
		Vendor 14890 - FEDEX Totals				Invoices		2	\$27.48
Vendor 41263 - FERGUSON ENTERPRISES LLC									
0751206	Small Tools	Paid by Check #113222		08/11/2023	08/16/2023	08/31/2023		08/16/2023	22.38
0753510	Pump Stations	Paid by Check #113286		08/14/2023	08/23/2023	08/31/2023		08/23/2023	25.83
		Vendor 41263 - FERGUSON ENTERPRISES LLC Totals				Invoices		2	\$48.21
Vendor 48402 - FLYERS ENERGY LLC									
23-890240	Oil & Lubricants	Paid by Check #113223		08/09/2023	08/16/2023	08/31/2023		08/16/2023	150.45
23-892142	Gasoline & Diesel Expense	Paid by Check #113223		08/11/2023	08/16/2023	08/31/2023		08/16/2023	3,044.98
23-894285	Gasoline & Diesel Fuel Inventory	Paid by Check #113223		08/12/2023	08/16/2023	08/31/2023		08/16/2023	5,764.84
23-899532	Gasoline & Diesel Fuel Inventory	Paid by Check #113337		08/19/2023	08/30/2023	08/31/2023		08/29/2023	5,179.27
		Vendor 48402 - FLYERS ENERGY LLC Totals				Invoices		4	\$14,139.54
Vendor 48288 - FRONTIER COMMUNICATIONS									
5306942753 823	Telephone	Paid by Check #113224		08/01/2023	08/16/2023	08/31/2023		08/16/2023	327.12
		Vendor 48288 - FRONTIER COMMUNICATIONS Totals				Invoices		1	\$327.12
Vendor 41531 - GB GENERAL ENG CONTRACTOR INC									
23-05	Pipe - Covers & Manholes	Paid by Check #113287		08/04/2023	08/23/2023	08/31/2023		08/23/2023	40,545.38
23-05R	Pipe - Covers & Manholes Retainage	Paid by Check #113287		08/04/2023	08/23/2023	08/31/2023		08/23/2023	(2,027.27)
23-06	Pipe - Covers & Manholes	Paid by Check #113287		08/14/2023	08/23/2023	08/31/2023		08/23/2023	94,223.00
23-06R	Pipe - Covers & Manholes Retainage	Paid by Check #113287		08/14/2023	08/23/2023	08/31/2023		08/23/2023	(4,711.15)
		Vendor 41531 - GB GENERAL ENG CONTRACTOR INC Totals				Invoices		4	\$128,029.96
Vendor 50021 - ATILANO GOMEZ									
2588306	Clothes Washer Rebate Program	Paid by Check #113225		08/15/2023	08/16/2023	08/31/2023		08/16/2023	200.00



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			Vendor 50021 - ATILANO GOMEZ Totals				Invoices	1	\$200.00
Vendor 44860 - GoTo TECHNOLOGIES USA INC 1209057006	Service Contracts	Paid by Check #113226		08/09/2023	08/16/2023	08/31/2023		08/16/2023	2,061.29
			Vendor 44860 - GoTo TECHNOLOGIES USA INC Totals				Invoices	1	\$2,061.29
			Vendor 15600 - GRAINGER						
9773754032	Blower Building Air Compressor	Paid by Check #113227		07/18/2023	08/16/2023	07/31/2023		08/16/2023	7,548.50
9791392351	Secondary Equipment	Paid by Check #113288		08/02/2023	08/23/2023	08/31/2023		08/23/2023	1,561.12
9791392369	Buildings	Paid by Check #113227		08/02/2023	08/16/2023	08/31/2023		08/16/2023	243.97
9793534356	Buildings	Paid by Check #113227		08/03/2023	08/16/2023	08/31/2023		08/16/2023	166.98
9800188048	Pump Stations	Paid by Check #113288		08/10/2023	08/23/2023	08/31/2023		08/23/2023	82.80
9800188055	Pump Stations	Paid by Check #113288		08/10/2023	08/23/2023	08/31/2023		08/23/2023	201.82
9803979708	Buildings	Paid by Check #113288		08/14/2023	08/23/2023	08/31/2023		08/23/2023	320.23
9804114693	Buildings	Paid by Check #113288		08/14/2023	08/23/2023	08/31/2023		08/23/2023	55.69
9804402254	Buildings	Paid by Check #113288		08/15/2023	08/23/2023	08/31/2023		08/23/2023	118.93
9805104255	Mobile Equipment	Paid by Check #113288		08/15/2023	08/23/2023	08/31/2023		08/23/2023	67.43
9806649712	Pump Stations	Paid by Check #113288		08/16/2023	08/23/2023	08/31/2023		08/23/2023	751.39
9818178361	Small Tools	Paid by Check #113338		08/25/2023	08/29/2023	08/31/2023		08/29/2023	388.75
			Vendor 15600 - GRAINGER Totals				Invoices	12	\$11,507.61
Vendor 43403 - GRANITE CONSTRUCTION CO 2533729	Pipe - Covers & Manholes	Paid by Check #113228		08/02/2023	08/16/2023	08/31/2023		08/16/2023	4,338.90
			Vendor 43403 - GRANITE CONSTRUCTION CO Totals				Invoices	1	\$4,338.90
Vendor 49939 - HERC RENTALS INC 33860803-001	Equipment Rental- Lease	Paid by Check #113229		07/25/2023	08/16/2023	07/31/2023		08/16/2023	3,279.24
			Vendor 49939 - HERC RENTALS INC Totals				Invoices	1	\$3,279.24
Vendor 44430 - HIGH SIERRA BUSINESS SYSTEMS 133523	Service Contracts	Paid by Check #113230		08/09/2023	08/16/2023	08/31/2023		08/16/2023	132.61
			Vendor 44430 - HIGH SIERRA BUSINESS SYSTEMS Totals				Invoices	1	\$132.61
Vendor 48915 - INCLINE VILLAGE GID 22DGIVGID#4	2022 TWFS REIMB INV#4	Paid by Check #113339		08/24/2023	08/30/2023	08/31/2023		08/29/2023	80,517.25
			Vendor 48915 - INCLINE VILLAGE GID Totals				Invoices	1	\$80,517.25
Vendor 48056 - INFOSEND INC 243404	Printing & Postage Expenses	Paid by Check #113289		07/07/2023	08/23/2023	08/31/2023		08/23/2023	10,665.74
			Vendor 48056 - INFOSEND INC Totals				Invoices	1	\$10,665.74
Vendor 48140 - INTEGRITY LOCKSMITH i38507	Pump Stations	Paid by Check #113231		08/03/2023	08/16/2023	08/31/2023		08/16/2023	35.02
i38585	Buildings	Paid by Check #113231		08/10/2023	08/16/2023	08/31/2023		08/16/2023	520.70
			Vendor 48140 - INTEGRITY LOCKSMITH Totals				Invoices	2	\$555.72
Vendor 50020 - TIMOTHY IRISH 3329116	Clothes Washer Rebate Program	Paid by Check #113232		08/15/2023	08/16/2023	08/31/2023		08/16/2023	200.00
			Vendor 50020 - TIMOTHY IRISH Totals				Invoices	1	\$200.00
Vendor 44861 - IS INC 72787	Travel - Meetings - Education	Paid by Check #113290		08/16/2023	08/23/2023	08/31/2023		08/23/2023	695.00



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			Vendor 44861 - IS INC Totals				Invoices	1	\$695.00
Vendor 44110 - J&L PRO KLEEN INC 29628	Janitorial Services	Paid by Check #113233		08/15/2023	08/16/2023	08/31/2023		08/16/2023	4,666.20
			Vendor 44110 - J&L PRO KLEEN INC Totals				Invoices	1	\$4,666.20
Vendor 48298 - JDH CORROSION CONSULTANTS 8722	Keller Heavenly Water System Improvement	Paid by Check #113234		01/31/2022	08/16/2023	08/31/2023	06/30/2023	08/16/2023	3,840.00
			Vendor 48298 - JDH CORROSION CONSULTANTS Totals				Invoices	1	\$3,840.00
Vendor 50024 - JONES MAYER 117587	Legal Services JULY 2023	Paid by Check #113340		07/31/2023	08/30/2023	07/31/2023		08/29/2023	138.00
			Vendor 50024 - JONES MAYER Totals				Invoices	1	\$138.00
Vendor 45141 - KAESER COMPRESSORS INC 916182550	Pump Stations	Paid by Check #113291		08/04/2023	08/23/2023	08/31/2023		08/23/2023	1,938.07
			Vendor 45141 - KAESER COMPRESSORS INC Totals				Invoices	1	\$1,938.07
Vendor 43694 - KIMBALL MIDWEST 101305955	Shop Supplies	Paid by Check #113235		08/02/2023	08/16/2023	08/31/2023		08/16/2023	831.07
101361961	Shop Supplies	Paid by Check #113341		08/21/2023	08/30/2023	08/31/2023		08/29/2023	73.54
			Vendor 43694 - KIMBALL MIDWEST Totals				Invoices	2	\$904.61
Vendor 50023 - JAMES KUTHY 2212311	Water Use Reduction Rebates	Paid by Check #113292		08/21/2023	08/23/2023	08/31/2023		08/23/2023	100.00
			Vendor 50023 - JAMES KUTHY Totals				Invoices	1	\$100.00
Vendor 22200 - LANGENFELD ACE HARDWARE Jul 23 Stmt	Shop Supplies & Small Tools	Paid by Check #113236		07/31/2023	08/16/2023	07/31/2023		08/16/2023	164.88
			Vendor 22200 - LANGENFELD ACE HARDWARE Totals				Invoices	1	\$164.88
Vendor 45135 - LES SCHWAB TIRE CENTER 66100475638	Automotive	Paid by Check #113293		08/11/2023	08/23/2023	08/31/2023		08/23/2023	992.69
66100476412	Automotive	Paid by Check #113342		08/17/2023	08/29/2023	08/31/2023		08/29/2023	62.65
			Vendor 45135 - LES SCHWAB TIRE CENTER Totals				Invoices	2	\$1,055.34
Vendor 22550 - LIBERTY UTILITIES 6958036	Electricity	Paid by Check #113237		08/03/2023	08/16/2023	08/31/2023		08/16/2023	4,137.93
6958543	Electricity	Paid by Check #113237		08/04/2023	08/16/2023	08/31/2023		08/16/2023	917.98
6959024	Electricity	Paid by Check #113237		08/04/2023	08/16/2023	08/31/2023		08/16/2023	90.91
6959086	Electricity	Paid by Check #113237		08/04/2023	08/16/2023	08/31/2023		08/16/2023	3,704.56
6959472	Electricity	Paid by Check #113237		08/04/2023	08/16/2023	08/31/2023		08/16/2023	861.37
6961069	Electricity	Paid by Check #113237		08/04/2023	08/16/2023	08/31/2023		08/16/2023	740.58
6961095	Street Lighting Expense	Paid by Check #113237		08/07/2023	08/16/2023	08/31/2023		08/16/2023	25.63
6961251	Electricity	Paid by Check #113237		08/07/2023	08/16/2023	08/31/2023		08/16/2023	137.79
6961454	Electricity	Paid by Check #113237		08/07/2023	08/16/2023	08/31/2023		08/16/2023	1,452.23
6962145	Electricity	Paid by Check #113237		08/07/2023	08/16/2023	08/31/2023		08/16/2023	139.58
6962149	Electricity	Paid by Check #113237		08/07/2023	08/16/2023	08/31/2023		08/16/2023	226.41
6964466	Electricity	Paid by Check #113237		08/08/2023	08/16/2023	08/31/2023		08/16/2023	3,541.24
6967629	Electricity	Paid by Check #113237		08/09/2023	08/16/2023	08/31/2023		08/16/2023	3,299.10



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6968434	Electricity	Paid by Check #113237		08/09/2023	08/16/2023	08/31/2023		08/16/2023	264.83
6969901	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	68.65
6969906	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	120.84
6970035	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	179.72
6970110	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	178.48
6970115	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	170.57
6970117	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	223.33
6970127	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	218.47
6970170	Electricity	Paid by Check #113237		08/10/2023	08/16/2023	08/31/2023		08/16/2023	8,489.12
6974179	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	69.58
6974180	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	43.96
6974181	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	313.65
6974182	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	147.05
6974185	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	33.24
6974187	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	46.99
6974217	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	1,075.48
6974353	Electricity	Paid by Check #113237		08/14/2023	08/16/2023	08/31/2023		08/16/2023	36.00
6974354	Electricity	Paid by Check #113237		08/14/2023	08/16/2023	08/31/2023		08/16/2023	33.88
6974357	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	36.32
6974576	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	71.10
6974884	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	111.36
6975190	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	347.84
6975191	Electricity	Paid by Check #113294		08/14/2023	08/23/2023	08/31/2023		08/23/2023	4,526.49
6975206	Electricity	Paid by Check #113237		08/14/2023	08/16/2023	08/31/2023		08/16/2023	78.42
6977342	Electricity	Paid by Check #113294		08/15/2023	08/23/2023	08/31/2023		08/23/2023	7,447.74
6977395	Electricity	Paid by Check #113294		08/15/2023	08/23/2023	08/31/2023		08/23/2023	12,295.38
6977405	Electricity	Paid by Check #113294		08/15/2023	08/23/2023	08/31/2023		08/23/2023	388.40
6977636	Electricity	Paid by Check #113294		08/15/2023	08/23/2023	08/31/2023		08/23/2023	613.26
6979188	Electricity	Paid by Check #113343		08/16/2023	08/30/2023	08/31/2023		08/29/2023	24.42
6979916	Electricity	Paid by Check #113343		08/16/2023	08/30/2023	08/31/2023		08/29/2023	3,544.72
6980095	Electricity	Paid by Check #113343		08/16/2023	08/30/2023	08/31/2023		08/29/2023	394.51
6980153	Electricity	Paid by Check #113343		08/16/2023	08/30/2023	08/31/2023		08/29/2023	151.65
6980511	Electricity	Paid by Check #113343		08/16/2023	08/30/2023	08/31/2023		08/29/2023	345.38
6982174	Electricity	Paid by Check #113294		08/17/2023	08/23/2023	08/31/2023		08/23/2023	279.47
6982863	Electricity	Paid by Check #113294		08/17/2023	08/23/2023	08/31/2023		08/23/2023	11,469.16
6984869	Electricity	Paid by Check #113343		08/18/2023	08/30/2023	08/31/2023		08/29/2023	1,524.31
6985191	Electricity	Paid by Check #113343		08/18/2023	08/30/2023	08/31/2023		08/29/2023	26.54
6985531	Electricity	Paid by Check #113343		08/18/2023	08/30/2023	08/31/2023		08/29/2023	2,161.33
6987204	Electricity	Paid by Check #113343		08/21/2023	08/30/2023	08/31/2023		08/29/2023	25.34
6990409	Electricity	Paid by Check #113343		08/22/2023	08/30/2023	08/31/2023		08/29/2023	331.37
6990498	Electricity	Paid by Check #113343		08/22/2023	08/30/2023	08/31/2023		08/29/2023	50.04
6990691	Electricity	Paid by Check #113343		08/22/2023	08/30/2023	08/31/2023		08/29/2023	28.08



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6993706	Electricity	Paid by Check #113343		08/23/2023	08/30/2023	08/31/2023		08/29/2023	1,470.62
6994938	Electricity	Paid by Check #113343		08/24/2023	08/30/2023	08/31/2023		08/29/2023	159.88
6995275	Electricity	Paid by Check #113343		08/24/2023	08/30/2023	08/31/2023		08/29/2023	37.85
6995328	Electricity	Paid by Check #113343		08/24/2023	08/30/2023	08/31/2023		08/29/2023	36.32
6995351	Electricity	Paid by Check #113343		08/24/2023	08/30/2023	08/31/2023		08/29/2023	4,221.39
Vendor 22550 - LIBERTY UTILITIES Totals							Invoices	60	\$83,187.84
Vendor 47903 - LINDE GAS & EQUIPMENT INC									
37764137	Shop Supplies	Paid by Check #113344		08/21/2023	08/30/2023	08/31/2023		08/29/2023	527.69
37840908	Small Tools	Paid by Check #113344		08/22/2023	08/30/2023	08/31/2023		08/29/2023	130.72
Vendor 47903 - LINDE GAS & EQUIPMENT INC Totals							Invoices	2	\$658.41
Vendor 50026 - STEVE LUCCHETTI									
2347125	Water Use Reduction Rebates	Paid by Check #113345		08/24/2023	08/29/2023	08/31/2023		08/29/2023	100.00
Vendor 50026 - STEVE LUCCHETTI Totals							Invoices	1	\$100.00
Vendor 19248 - MALLORY SAFETY & SUPPLY LLC									
5537947	Inventory Adjstmnt/Shop Supply Issues	Paid by Check #113238		01/25/2023	08/16/2023	08/31/2023		08/16/2023	(198.71)
5686611	Field, Shop & Safety Supplies Inventory	Paid by Check #113238		08/07/2023	08/16/2023	08/31/2023		08/16/2023	674.04
5696280	Field, Shop & Safety Supplies Inventory	Paid by Check #113346		08/18/2023	08/29/2023	08/31/2023		08/29/2023	456.58
5697471	Field, Shop & Safety Supplies Inventory	Paid by Check #113346		08/22/2023	08/29/2023	08/31/2023		08/29/2023	456.58
5700346	Field, Shop & Safety Supplies Inventory	Paid by Check #113346		08/24/2023	08/29/2023	08/31/2023		08/29/2023	397.41
Vendor 19248 - MALLORY SAFETY & SUPPLY LLC Totals							Invoices	5	\$1,785.90
Vendor 17900 - MC MASTER CARR SUPPLY CO									
12079452	Pump Stations	Paid by Check #113239		08/03/2023	08/16/2023	08/31/2023		08/16/2023	573.32
Vendor 17900 - MC MASTER CARR SUPPLY CO Totals							Invoices	1	\$573.32
Vendor 49076 - BUCK McLELLAND									
PER DIEM 081823	Travel - Meetings - Education	Paid by Check #113240		07/25/2023	08/16/2023	08/31/2023		08/16/2023	113.00
PER DIEM 082523	Travel - Meetings - Education	Paid by Check #113295		07/25/2023	08/23/2023	08/31/2023		08/23/2023	113.00
1084337 REIMB	Travel - Meetings - Education	Paid by Check #113347		08/24/2023	08/29/2023	08/31/2023		08/29/2023	131.05
Vendor 49076 - BUCK McLELLAND Totals							Invoices	3	\$357.05
Vendor 43889 - MME MUNICIPAL MAINTENANCE									
011863	Automotive	Paid by Check #113241		07/26/2023	08/16/2023	08/31/2023		08/16/2023	67.85
012930	Pipe - Covers & Manholes	Paid by Check #113348		08/24/2023	08/29/2023	08/31/2023		08/29/2023	640.70
Vendor 43889 - MME MUNICIPAL MAINTENANCE Totals							Invoices	2	\$708.55
Vendor 49765 - NAPA AUTO PARTS									
2540-692837	Buildings	Paid by Check #113242		07/25/2023	08/16/2023	08/31/2023		08/16/2023	1,076.63
Jul 23 Stmt	Automotive & Shop Supplies	Paid by Check #113349		07/31/2023	08/29/2023	08/31/2023		08/29/2023	2,798.35
Vendor 49765 - NAPA AUTO PARTS Totals							Invoices	2	\$3,874.98
Vendor 49972 - NEARMAP US INC									
INV00940109	Contractual Services	Paid by Check #113350		06/28/2023	08/29/2023	08/31/2023	06/30/2023	08/29/2023	4,275.00



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			Vendor 49972 - NEARMAP US INC Totals			Invoices	1		\$4,275.00
Vendor 49993 - LARISSA & REID NOLAN									
3524214-2	Water Use Reduction Rebates	Paid by Check #113351		08/23/2023	08/29/2023	08/31/2023		08/29/2023	100.00
			Vendor 49993 - LARISSA & REID NOLAN Totals			Invoices	1		\$100.00
Vendor 48315 - O'REILLY AUTO PARTS									
Jul 23 Stmt	Mobile Equipment	Paid by Check #113243		07/28/2023	08/16/2023	08/31/2023		08/16/2023	18.79
			Vendor 48315 - O'REILLY AUTO PARTS Totals			Invoices	1		\$18.79
Vendor 44607 - OLIN PIONEER AMERICAS LLC									
900306676	Hypochlorite	Paid by Check #113244		08/03/2023	08/16/2023	08/31/2023		08/16/2023	12,962.46
900312486	Hypochlorite	Paid by Check #113352		08/16/2023	08/29/2023	08/31/2023		08/29/2023	14,119.06
			Vendor 44607 - OLIN PIONEER AMERICAS LLC Totals			Invoices	2		\$27,081.52
Vendor 41272 - PAC MACHINE CO									
91448	Misc Emergency Incident Expenses	Paid by Check #113245		08/04/2023	08/16/2023	08/31/2023		08/16/2023	5,872.50
91449	Misc Emergency Incident Expenses	Paid by Check #113245		08/04/2023	08/16/2023	08/31/2023		08/16/2023	17,702.33
91581	Misc Emergency Incident Expenses	Paid by Check #113296		08/15/2023	08/23/2023	08/31/2023		08/23/2023	6,565.73
			Vendor 41272 - PAC MACHINE CO Totals			Invoices	3		\$30,140.56
Vendor 49820 - PACIFIC OFFICE AUTOMATION									
304498	Tanks Backup Power	Paid by Check #113297		08/21/2023	08/23/2023	08/31/2023		08/23/2023	29,875.68
			Vendor 49820 - PACIFIC OFFICE AUTOMATION Totals			Invoices	1		\$29,875.68
Vendor 49945 - PAPE MACHINERY INC									
14690827	Automotive	Paid by Check #113298		08/11/2023	08/23/2023	08/31/2023		08/23/2023	2,528.81
			Vendor 49945 - PAPE MACHINERY INC Totals			Invoices	1		\$2,528.81
Vendor 49961 - PLATINUM ADVISORS LLC									
35424	Contractual Services	Paid by Check #113353		09/01/2023	08/29/2023	09/30/2023		08/29/2023	1,000.00
			Vendor 49961 - PLATINUM ADVISORS LLC Totals			Invoices	1		\$1,000.00
Vendor 49579 - POLLARDWATER									
0224761-2	Backflow & Meter Combo's	Paid by Check #113299		08/07/2023	08/23/2023	08/31/2023		08/23/2023	1,136.44
			Vendor 49579 - POLLARDWATER Totals			Invoices	1		\$1,136.44
Vendor 49923 - QUADIANT FINANCE USA INC									
08/03/23	Postage prepaid	Paid by Check #113246		08/03/2023	08/16/2023	08/31/2023		08/16/2023	1,800.00
			Vendor 49923 - QUADIANT FINANCE USA INC Totals			Invoices	1		\$1,800.00
Vendor 45140 - R&S OVERHEAD DOORS & GATES									
51144785	Grounds & Maintenance	Paid by Check #113300		06/27/2023	08/23/2023	08/31/2023	06/30/2023	08/23/2023	3,127.44
51145254	Grounds & Maintenance	Paid by Check #113300		08/03/2023	08/23/2023	08/31/2023		08/23/2023	2,596.00
			Vendor 45140 - R&S OVERHEAD DOORS & GATES Totals			Invoices	2		\$5,723.44
Vendor 43332 - RED WING SHOE STORE									
812-1-120055	Safety Equipment - Physicals	Paid by Check #113354		08/10/2023	08/30/2023	08/31/2023		08/29/2023	344.25
			Vendor 43332 - RED WING SHOE STORE Totals			Invoices	1		\$344.25
Vendor 47803 - REDWOOD PRINTING									



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34014	Printing	Paid by Check #113355		07/26/2023	08/29/2023	08/31/2023		08/29/2023	1,576.88
34181	Office Supplies	Paid by Check #113301		08/08/2023	08/23/2023	08/31/2023		08/23/2023	85.20
34182	Office Supply Issues	Paid by Check #113301		08/08/2023	08/23/2023	08/31/2023		08/23/2023	650.31
Vendor 47803 - REDWOOD PRINTING Totals							Invoices	3	\$2,312.39
Vendor 49497 - REGULATORY INTELLIGENCE LLC									
STPUD823	Advisory	Paid by Check #113247		08/10/2023	08/16/2023	07/31/2023		08/16/2023	1,089.27
Vendor 49497 - REGULATORY INTELLIGENCE LLC Totals							Invoices	1	\$1,089.27
Vendor 48144 - RELIANCE STANDARD									
AUG23	Voluntary Life Payable	Paid by Check #113356		08/31/2023	08/30/2023	08/31/2023		08/29/2023	325.74
Vendor 48144 - RELIANCE STANDARD Totals							Invoices	1	\$325.74
Vendor 50027 - MEGAN ROOP									
3422137	Turf Buy-Back Program	Paid by Check #113357		08/28/2023	08/29/2023	08/31/2023		08/29/2023	2,290.50
Vendor 50027 - MEGAN ROOP Totals							Invoices	1	\$2,290.50
Vendor 48684 - RS									
9018241465	Buildings	Paid by Check #113302		08/08/2023	08/23/2023	08/31/2023		08/23/2023	226.85
9018252905	Buildings	Paid by Check #113302		08/10/2023	08/23/2023	08/31/2023		08/23/2023	622.02
Vendor 48684 - RS Totals							Invoices	2	\$848.87
Vendor 44581 - SCP SCIENCE									
IN0000366546	Laboratory Supplies	Paid by Check #113358		08/14/2023	08/29/2023	08/31/2023		08/29/2023	120.18
Vendor 44581 - SCP SCIENCE Totals							Invoices	1	\$120.18
Vendor 49911 - SEARCHPROS STAFFING LLC									
23080838	Contractual Services	Paid by Check #113248		08/08/2023	08/16/2023	08/31/2023		08/16/2023	1,492.67
23081536	Contractual Services	Paid by Check #113303		08/15/2023	08/23/2023	08/31/2023		08/23/2023	1,473.80
Vendor 49911 - SEARCHPROS STAFFING LLC Totals							Invoices	2	\$2,966.47
Vendor 49965 - SEMITORR GRP LLC dba EWS									
5563048	Secondary Equipment	Paid by Check #113249		08/01/2023	08/16/2023	08/31/2023		08/16/2023	2,034.56
5563948	Secondary Equipment	Paid by Check #113249		08/07/2023	08/16/2023	08/31/2023		08/16/2023	2,727.11
Vendor 49965 - SEMITORR GRP LLC dba EWS Totals							Invoices	2	\$4,761.67
Vendor 48911 - JOHN SHERIDAN									
Tuition #4	Tuition & Reimbursement Program	Paid by Check #113250		08/14/2023	08/16/2023	08/31/2023		08/16/2023	1,600.00
Vendor 48911 - JOHN SHERIDAN Totals							Invoices	1	\$1,600.00
Vendor 43552 - SHERWIN-WILLIAMS									
9723-7	Buildings	Paid by Check #113304		08/08/2023	08/23/2023	08/31/2023		08/23/2023	27.36
9728-6	Buildings	Paid by Check #113304		08/08/2023	08/23/2023	08/31/2023		08/23/2023	13.68
Vendor 43552 - SHERWIN-WILLIAMS Totals							Invoices	2	\$41.04
Vendor 47832 - SHRED-IT									
8004359325	Office Supply Issues	Paid by Check #113359		07/25/2023	08/29/2023	08/31/2023		08/29/2023	67.00
Vendor 47832 - SHRED-IT Totals							Invoices	1	\$67.00
Vendor 40633 - SIGMA ALDRICH INC									
560343049	Laboratory Supplies	Paid by Check #113360		06/09/2023	08/29/2023	08/31/2023	06/30/2023	08/29/2023	175.32
Vendor 40633 - SIGMA ALDRICH INC Totals							Invoices	1	\$175.32



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Vendor 48172 - SNAP ON TOOLS									
08022360341	Small Tools	Paid by Check #113305		08/02/2023	08/23/2023	08/31/2023		08/23/2023	52.47
		Vendor 48172 - SNAP ON TOOLS Totals				Invoices	1		\$52.47
Vendor 43888 - SONSTRAY MACHINERY LLC									
PSO087359-1	Automotive	Paid by Check #113251		07/12/2023	08/16/2023	07/31/2023		08/16/2023	22.66
PSO091612-1	Fork Attachment Truck #55	Paid by Check #113251		08/07/2023	08/16/2023	08/31/2023		08/16/2023	9,598.08
		Vendor 43888 - SONSTRAY MACHINERY LLC Totals				Invoices	2		\$9,620.74
Vendor 44577 - SOUNDPROS INC									
230722-47	Public Relations Expense	Paid by Check #113306		07/22/2023	08/23/2023	08/31/2023		08/23/2023	49.00
		Vendor 44577 - SOUNDPROS INC Totals				Invoices	1		\$49.00
Vendor 48628 - SOUTH LAKE TAHOE ACE HARDWARE									
071467	Wells	Paid by Check #113307		08/15/2023	08/23/2023	08/31/2023		08/23/2023	81.55
		Vendor 48628 - SOUTH LAKE TAHOE ACE HARDWARE Totals				Invoices	1		\$81.55
Vendor 23400 - SOUTH TAHOE PUBLIC UTILITY DISTRICT									
2506132-001 0723	Other Utilities & Water	Paid by Check #113308		07/25/2023	08/23/2023	08/31/2023		08/23/2023	1,413.57
2612107-001 0723	Water	Paid by Check #113308		07/25/2023	08/23/2023	08/31/2023		08/23/2023	100.92
2718021-001 0723	Water	Paid by Check #113308		07/25/2023	08/23/2023	08/31/2023		08/23/2023	152.24
3102034-001 0723	Water	Paid by Check #113308		07/25/2023	08/23/2023	08/31/2023		08/23/2023	239.26
3103021-001 0723	Water	Paid by Check #113308		07/25/2023	08/23/2023	08/31/2023		08/23/2023	152.24
3122506-001 0723	Other Utilities & Water	Paid by Check #113308		07/25/2023	08/23/2023	08/31/2023		08/23/2023	93.08
3221118-001 0723	Other Utilities	Paid by Check #113308		07/25/2023	08/23/2023	08/31/2023		08/23/2023	35.06
		Vendor 23400 - SOUTH TAHOE PUBLIC UTILITY DISTRICT Totals				Invoices	7		\$2,186.37
Vendor 45168 - SOUTHWEST GAS									
910000040369 723	Natural Gas	Paid by Check #113252		08/04/2023	08/16/2023	08/31/2023		08/16/2023	62.39
910000041349 723	Natural Gas	Paid by Check #113252		08/04/2023	08/16/2023	08/31/2023		08/16/2023	15.68
910000041350 723	Natural Gas	Paid by Check #113309		08/09/2023	08/23/2023	08/31/2023		08/23/2023	11.00
910000665034 723	Natural Gas	Paid by Check #113309		08/10/2023	08/23/2023	08/31/2023		08/23/2023	14.14
910000183539 823	Natural Gas	Paid by Check #113309		08/16/2023	08/23/2023	08/31/2023		08/23/2023	11.00
910000426082 823	Natural Gas	Paid by Check #113361		08/17/2023	08/30/2023	08/31/2023		08/29/2023	11.00
910000175915 823	Natural Gas	Paid by Check #113361		08/21/2023	08/30/2023	08/31/2023		08/29/2023	11.00
910000639911 823	Natural Gas	Paid by Check #113361		08/21/2023	08/30/2023	08/31/2023		08/29/2023	12.57
910000416139 823	Natural Gas	Paid by Check #113361		08/22/2023	08/30/2023	08/31/2023		08/29/2023	11.00
		Vendor 45168 - SOUTHWEST GAS Totals				Invoices	9		\$159.78
Vendor 49064 - STAPLES BUSINESS ADVANTAGE									
3546076175	Office Supplies	Paid by Check #113362		08/26/2023	08/29/2023	08/31/2023		08/29/2023	694.67
3546076178	Office Supply Issues	Paid by Check #113362		08/26/2023	08/29/2023	08/31/2023		08/29/2023	799.24
		Vendor 49064 - STAPLES BUSINESS ADVANTAGE Totals				Invoices	2		\$1,493.91
Vendor 48617 - STEEL-TOE-SHOES.COM									
STP062123	Safety Equipment - Physicals	Paid by Check #113253		06/21/2023	08/16/2023	08/31/2023	06/30/2023	08/16/2023	114.18
		Vendor 48617 - STEEL-TOE-SHOES.COM Totals				Invoices	1		\$114.18
Vendor 48511 - SWRCB/DWOCB									



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GORALSKI R D3 23	Dues - Memberships - Certification	Paid by Check #113254		08/15/2023	08/16/2023	08/31/2023		08/16/2023	90.00		
								Vendor 48511 - SWRCB/DWOC Totals	Invoices	1	<u>90.00</u>
Vendor 47798 - T&S CONSTRUCTION CO INC											
22-14A	Tahoe Keys Sewer PS Rehab	Paid by Check #113363		07/31/2023	08/29/2023	08/31/2023		08/29/2023	220,500.00		
22-14AR	Tahoe Keys Sewer PS Rehab Retainage	Paid by Check #113363		07/31/2023	08/29/2023	08/31/2023		08/29/2023	(22,050.00)		
23/03A	Secondary Clarifier #2 Rehab	Paid by Check #113363		07/31/2023	08/29/2023	08/31/2023		08/29/2023	218,500.00		
23/03AR	Secondary Clarifier #2 Rehab Retainage	Paid by Check #113363		07/31/2023	08/29/2023	08/31/2023		08/29/2023	(21,850.00)		
								Vendor 47798 - T&S CONSTRUCTION CO INC Totals	Invoices	4	<u>\$395,100.00</u>
Vendor 24325 - TAHOE SAND & GRAVEL											
Jul 23 Stmt	Pipe - Covers & Manholes	Paid by Check #113255		07/31/2023	08/16/2023	08/31/2023		08/16/2023	10,631.43		
								Vendor 24325 - TAHOE SAND & GRAVEL Totals	Invoices	1	<u>\$10,631.43</u>
Vendor 48927 - TAHOE VALLEY LODGE											
1056	Standby Accommodations	Paid by Check #113256		07/31/2023	08/16/2023	08/31/2023		08/16/2023	1,755.00		
								Vendor 48927 - TAHOE VALLEY LODGE Totals	Invoices	1	<u>\$1,755.00</u>
Vendor 48477 - THOMAS SCIENTIFIC											
3038861	Laboratory Supplies	Paid by Check #113257		08/04/2023	08/16/2023	08/31/2023		08/16/2023	228.46		
3046164	Laboratory Supplies	Paid by Check #113364		08/11/2023	08/29/2023	08/31/2023		08/29/2023	164.44		
3048808	Laboratory Supplies	Paid by Check #113310		08/15/2023	08/23/2023	08/31/2023		08/23/2023	231.16		
3052886	Laboratory Supplies	Paid by Check #113364		08/18/2023	08/29/2023	08/31/2023		08/29/2023	225.22		
								Vendor 48477 - THOMAS SCIENTIFIC Totals	Invoices	4	<u>\$849.28</u>
Vendor 48748 - THUNDERBIRD COMMUNICATIONS											
3354	Sewer & Water Field Communication Upgrades	Paid by Check #113365		07/21/2023	08/29/2023	08/31/2023		08/29/2023	37,497.64		
								Vendor 48748 - THUNDERBIRD COMMUNICATIONS Totals	Invoices	1	<u>\$37,497.64</u>
Vendor 47955 - TK ELEVATOR											
3007406099	Buildings	Paid by Check #113311		08/01/2023	08/23/2023	08/31/2023		08/23/2023	4,461.57		
								Vendor 47955 - TK ELEVATOR Totals	Invoices	1	<u>\$4,461.57</u>
Vendor 47973 - US BANK CORPORATE											
ARCE0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	903.06		
ASCHENBACH0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	146.22		
BARTLETTB0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	1,993.24		
BARTLETT0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	664.21		
CASWELL0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	259.37		
COMBES0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	2,195.57		
CULLEN0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	775.99		
DUPREE0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	7,614.77		
GLAZE0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	1,464.49		
GOLIGOSKI0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	54.80		
GUTTRY0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	715.81		



Payment of Claims

Payment Date Range 08/16/23 - 08/29/23
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
HUGHES0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	1,431.62
JONES0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	1,400.66
KAUFFMAN0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	2,072.01
LEE0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	1,030.13
NELSON0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	206.58
RUTHERDALE0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	1,055.50
RYAN0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	254.25
SCHRAUBEN0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	1,497.91
SIANO0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	698.50
SKELLY0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	2,309.29
STANLEY0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	24.90
THOMSEN0723	Jul 23 Stmt	Paid by Check #113258		07/24/2023	08/16/2023	08/31/2023		08/16/2023	988.11
Vendor 47973 - US BANK CORPORATE Totals							Invoices	23	\$29,756.99
Vendor 49947 - USABUEBOOK									
INV00094919	Secondary Equipment	Paid by Check #113259		08/04/2023	08/16/2023	08/31/2023		08/16/2023	789.47
INV00096109	Secondary Equipment	Paid by Check #113366		08/07/2023	08/29/2023	08/31/2023		08/29/2023	593.74
INV00096158	Primary Equipment	Paid by Check #113259		08/07/2023	08/16/2023	08/31/2023		08/16/2023	542.99
INV00097566	Buildings	Paid by Check #113259		08/08/2023	08/16/2023	08/31/2023		08/16/2023	3,271.86
INV00105567	Secondary Equipment	Paid by Check #113312		08/15/2023	08/23/2023	08/31/2023		08/23/2023	828.14
INV00110753	Biosolids Equipment - Building	Paid by Check #113366		08/21/2023	08/29/2023	08/31/2023		08/29/2023	1,138.46
Vendor 49947 - USABUEBOOK Totals							Invoices	6	\$7,164.66
Vendor 48468 - USB SEWER EQUIPMENT CORP									
0000212219	Automotive	Paid by Check #113313		08/15/2023	08/23/2023	08/31/2023		08/23/2023	101.58
Vendor 48468 - USB SEWER EQUIPMENT CORP Totals							Invoices	1	\$101.58
Vendor 49590 - UTILIS INC dba ASTERRA									
500606	Pipe - Covers & Manholes	Paid by Check #113367		08/01/2023	08/29/2023	08/31/2023		08/29/2023	9,500.00
Vendor 49590 - UTILIS INC dba ASTERRA Totals							Invoices	1	\$9,500.00
Vendor 49296 - VERIZON WIRELESS									
9941626592	Telephone	Paid by Check #113314		08/09/2023	08/23/2023	08/31/2023		08/23/2023	548.32
Vendor 49296 - VERIZON WIRELESS Totals							Invoices	1	\$548.32
Vendor 48586 - VINCIGUERRA CONSTRUCTION INC									
23/07A	Waterline, Black Bart	Paid by Check #113315		07/31/2023	08/23/2023	08/31/2023		08/23/2023	874,694.36
23/07AR	Waterline, Black Bart Retainage	Paid by Check #113315		07/31/2023	08/23/2023	08/31/2023		08/23/2023	(43,734.72)
Vendor 48586 - VINCIGUERRA CONSTRUCTION INC Totals							Invoices	2	\$830,959.64
Vendor 48148 - WATSON-MARLOW INC									
SI240612	Secondary Equipment	Paid by Check #113260		07/28/2023	08/16/2023	08/31/2023		08/16/2023	4,731.91
SCN008388	Secondary Equipment	Paid by Check #113260		08/08/2023	08/16/2023	08/31/2023		08/16/2023	(4,731.91)
SI241417	Secondary Equipment	Paid by Check #113260		08/08/2023	08/16/2023	08/31/2023		08/16/2023	5,128.36
Vendor 48148 - WATSON-MARLOW INC Totals							Invoices	3	\$5,128.36
Vendor 48405 - WAXIE SANITARY SUPPLY									
81873917	Janitorial Supplies Inventory	Paid by Check #113261		07/31/2023	08/16/2023	08/31/2023		08/16/2023	194.14
81883943	Office Supply Issues	Paid by Check #113261		08/03/2023	08/16/2023	08/31/2023		08/16/2023	752.55



Payment of Claims

Payment Date Range 08/16/23 - 08/29/23
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
81910746	Janitorial Supplies Inventory	Paid by Check #113316		08/16/2023	08/23/2023	08/31/2023		08/23/2023	897.68
				Vendor 48405 - WAXIE SANITARY SUPPLY Totals		Invoices	3		\$1,844.37
Vendor 25850 - WESTERN NEVADA SUPPLY									
cm19730729r1	Manhole Frames - Lids - Other Parts Inventory	Paid by Check #113262		05/08/2023	08/16/2023	08/31/2023		08/16/2023	(806.27)
19846526	Service Contracts	Paid by Check #113262		07/17/2023	08/16/2023	07/31/2023		08/16/2023	3,523.50
39850239	Pipe - Covers & Manholes	Paid by Check #113262		07/18/2023	08/16/2023	08/31/2023		08/16/2023	237.55
CM19846526	Service Contracts	Paid by Check #113262		08/01/2023	08/16/2023	07/31/2023		08/16/2023	(3,523.50)
19878514	Saddles & Fittings Inventory	Paid by Check #113262		08/07/2023	08/16/2023	08/31/2023		08/16/2023	7,510.60
19878519	Valves Elbows Ts Flanges Inventory	Paid by Check #113262		08/07/2023	08/16/2023	08/31/2023		08/16/2023	1,280.68
19878522	Pipe - Covers & Manholes	Paid by Check #113262		08/07/2023	08/16/2023	08/31/2023		08/16/2023	3,568.95
19878770	Repair Clamps Inventory	Paid by Check #113262		08/07/2023	08/16/2023	08/31/2023		08/16/2023	1,696.28
19891758	Manhole Frames - Lids - Other Parts Inventory	Paid by Check #113262		08/13/2023	08/16/2023	08/31/2023		08/16/2023	806.27
39879626	Primary Equipment	Paid by Check #113317		08/15/2023	08/23/2023	08/31/2023		08/23/2023	1,328.76
39889483	Shop Supplies	Paid by Check #113317		08/15/2023	08/23/2023	08/31/2023		08/23/2023	66.49
39898596	Pipe - Covers & Manholes	Paid by Check #113317		08/16/2023	08/23/2023	08/31/2023		08/23/2023	712.31
19898300	Valves Elbows Ts Flanges Inventory	Paid by Check #113317		08/17/2023	08/23/2023	08/31/2023		08/23/2023	604.25
19898303	Boxes-Lids-Extensions Inventory	Paid by Check #113317		08/17/2023	08/23/2023	08/31/2023		08/23/2023	2,927.01
19900520	Small Tools	Paid by Check #113317		08/18/2023	08/23/2023	08/31/2023		08/23/2023	537.18
39900802	Shop Supplies	Paid by Check #113317		08/18/2023	08/23/2023	08/31/2023		08/23/2023	478.39
19889626	Pipe - Covers & Manholes	Paid by Check #113317		08/21/2023	08/23/2023	08/31/2023		08/23/2023	2,379.30
19902931	Saddles & Fittings Inventory	Paid by Check #113317		08/21/2023	08/23/2023	08/31/2023		08/23/2023	778.17
				Vendor 25850 - WESTERN NEVADA SUPPLY Totals		Invoices	18		\$24,105.92
Vendor 42323 - WHITE ROCK CONSTRUCTION									
23-08A	Keller Heavenly Water System Improvement	Paid by Check #113368		07/31/2023	08/29/2023	08/31/2023		08/29/2023	678,250.50
23-08AR	Keller Heavenly Water System Improvement Retainage	Paid by Check #113368		07/31/2023	08/29/2023	08/31/2023		08/29/2023	(33,912.52)
				Vendor 42323 - WHITE ROCK CONSTRUCTION Totals		Invoices	2		\$644,337.98
Vendor 50028 - CINDY WISE									
3384135	Turf Buy-Back Program	Paid by Check #113369		08/28/2023	08/29/2023	08/31/2023		08/29/2023	3,000.00
				Vendor 50028 - CINDY WISE Totals		Invoices	1		\$3,000.00
Vendor 50022 - TRICIA YORK									
2359304	Clothes Washer Rebate Program	Paid by Check #113263		08/15/2023	08/16/2023	08/31/2023		08/16/2023	200.00
				Vendor 50022 - TRICIA YORK Totals		Invoices	1		\$200.00
				Grand Totals		Invoices	377		\$2,825,460.80



SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, President
Nick Haven, Director

BOARD MEMBERS
Shane Romsos, Vice President

Kelly Sheehan, Director
Nick Exline, Director

Paul Hughes, General Manager

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT August 17, 2023 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:00 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL: Board of Directors: President Peterson, Directors Haven, Romsos, Sheehan

Absent: Director Exline

Staff: Paul Hughes, Keith Collins, Melonie Guttry, Julie Ryan, Chris Stanley, Trevor Coolidge, Chelsea Block, Lauren Benifield, Ryan Lee, Megan Colvey, Bren Borley, Shelly Thomsen, Greg Dupree, Shannon Chandler

1. **PLEDGE OF ALLEGIANCE:**
2. **COMMENTS FROM THE PUBLIC:** None
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:**
4. **ADOPTION OF CONSENT CALENDAR:**

Moved Haven/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent
to approve the Consent Calendar as presented.

a. WINTER STORMS EMERGENCY RESPONSE

(Paul Hughes, General Manager)

Pursuant to Public Contract Code Section 22050(c), continued the emergency action to respond to the Winter Storms Emergency pursuant to Resolution No. 3242-23.

b. CALPERS REQUIRED PAY LISTING BY POSITION

(Greg Dupree, Accounting Manager)

Adopted Resolution 3255-23 which incorporates the Pay Listing by Position for the pay listing effective July 20, 2023.

c. CAPITAL OUTLAY ROLLOVER ACCOUNTS

(Greg Dupree, Accounting Manager)

Authorized staff to direct rollover funds budgeted in 2022/2023 fiscal year to the 2023/2024 fiscal year.

d. REBID 2023-2024 TANK COATINGS TOUCHUP PROJECT

(Megan Colvey, Senior Engineer and Heidi Baugh, Purchasing Agent)

Authorized the General Manager to execute Change Order No. 1 to Unified Field Services Corporation in the amount of \$36,299.42.

e. RECEIVE AND FILE PAYMENT OF CLAIMS (Greg Dupree, Accounting Manager)

Received and filed Payment of Claims in the amount of \$1,526,454.43.

f. REGULAR BOARD MEETING MINUTES: July 31, and August 7, 2023

(Melonie Guttry, Executive Services Manager/Clerk of the Board)

Approved July 31 and August 7, 2023, Minutes.

5. CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION: None**6. ITEMS FOR BOARD ACTION:**

- a. General Manager Agreement for Professional Services (Liz Kauffman, Human Resources Director) – **Melonie Guttry** provided details regarding the General Manager Agreement for Professional Services and reported that the Executive Committee negotiated the proposed Agreement with **Paul Hughes**. There were minor edits recommended by the Executive Committee to Sections 4(Term), 5d(Conference Attendance), 6a (District Vehicle), and 8a (Termination). The proposed Agreement has also been reviewed by **Attorney Collins**. **President Peterson** added that the appointment was unanimous and the Agreement was reasonable and easy to negotiate. **Director Haven** voiced his appreciation for the Executive Committee managing this process and appreciates the number of internal candidates that applied for the position.

Moved Romsos/Second Peterson/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent to approve the General Manager Agreement for Professional Services between the South Tahoe Public Utility District and **Paul Hughes** for the position of General Manager, commencing August 17, 2023.

The Board congratulated **Paul Hughes** on his appointment as South Tahoe Public Utility District's General Manager.

7. STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

Director Romsos reported the Executive Committee met prior to the Board Meeting to discuss the legal counsel transition process. **President Peterson** added that he asked **Attorney Collins** to review his conflict of interest with the Tahoe Keys Property Owners' Association (TKPOA) which **Attorney Collins** confirmed. Therefore, **President Peterson** will continue to recuse himself from all items of business relating to the TKPOA. **Director Haven** reported that he participated in a tour of Diamond Valley Ranch and was impressed with the breadth of operations in Alpine County. **Director Romsos** added that the District has had a record number of water leaks in July, as reported at the August 14th Operations Committee meeting.

8. BOARD MEMBER REPORTS: None**9. STAFF/ATTORNEY REPORTS:**

Shelly Thomsen provided a legislative update including activities revolving around the Tahoe Summit which was held on August 9th at Kings Beach. **Director Haven** reported that he also attended the Tahoe Summit and feels the the District provided great messaging at their event booth. **Shelly Thomsen** provided further details regarding several delegation connections as well as the California Tahoe Alliance climate bond discussions resulting in District language being utilized to expand grant eligibility for funding for fire suppression. Lastly, **Congressman Kevin Kiley** is scheduled to tour Diamond Valley Ranch (DVR) on August 31, 2023. **President Peterson** requested highlighting the Tamarack Fire during the DVR tour. **Paul Hughes** added that the District will remind **Kevin Kiley** that the District has a FEMA application in process for soil stabilization.

Attorney Collins reported that he has been in contact with Brownstein Hyatt Farber Schreck and files have been prioritized to be transferred to Jones Mayer.

10. INTERIM GENERAL MANAGER REPORT:

Paul Hughes reported on several items:

- Provided a staffing update
- Lahontan has issued a cleanup and abatement order for the PCE Plume and **Attorney Kvistad** has been contacted by an attorney representing Lake Tahoe Laundry Works, responsible party, regarding a possible settlement.
- Major Projects for the Fiscal Year include:
 - Recruitment for a new Chief Financial Officer
 - Address vacant operational management positions; hire for vacant positions; there will not be a reorganization
 - Negotiate labor contracts
 - Complete the District Compensation Study – Request for Proposals have been issued
 - Develop a Board desired level Capital Improvement Plan
 - Complete new five-year water and sewer rate studies
 - Issue a new multi-year Proposition 218 Notice and hold public meetings
 - Continue the TKPOA consolidation discussions

11. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**12. BREAK AND ADJOURN TO CLOSED SESSION:** 2:30 p.m.**RECONVENE TO OPEN SESSION:** 2:38 p.m.

- a. Pursuant to Government Code Section 54957(b)(1) consider the appointment of a public employee – General Manager.

No reportable Board Action

- b. Pursuant to Section 54956.9(d)(1) of the California Government code, Closed Session may be held for conference with legal counsel regarding existing litigation: Yolo County Superior Court Case CV 2021-1686, Alpine County vs. South Tahoe Public Utility District; et al.

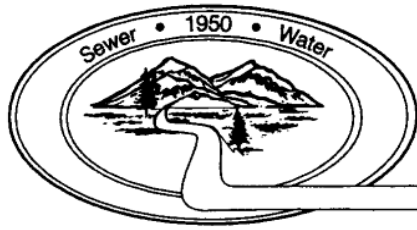
No reportable Board Action

ADJOURNMENT: 2:39 p.m.

David Peterson, Board President
South Tahoe Public Utility District

Melonie Guttry, Executive Services Manager/
Clerk of the Board
South Tahoe Public Utility District

General Manager
Paul Hughes



South Tahoe Public Utility District

Directors
Nick Haven
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

BOARD AGENDA ITEM 6a

TO: Board of Directors

FROM: Stephen Caswell, Principal Engineer

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: Secondary Clarifier No. 1 Rehabilitation Project

REQUESTED BOARD ACTION: (1) Hold a Public Hearing at 2:01 p.m. to receive comments regarding the designation of the Project as "substantially complex" under Public Contract Code Section 7201; (2) Pursuant to the facts, find the Project substantially complex and require a 10% retention limit; and, (3) Authorize staff to advertise for construction bids for this Project.

DISCUSSION: At 2:01 p.m. open the Public Hearing to receive public comments regarding the designation of the Secondary Clarifier No. 1 Rehabilitation Project (Project).

The District's Wastewater Treatment Plant (WWTP) has three Secondary Clarifiers. As part of the Capital Improvement Program (CIP), the District has identified rehabilitation of these structures due to failing mechanical equipment and seismic vulnerability.

The District has completed rehabilitation of Secondary Clarifier No. 3 and is currently slightly more than halfway through the rehabilitation of Secondary Clarifier No. 2. The current CIP has rehabilitation of Secondary Clarifier No. 1 slated for summer 2024. The District has already secured a State Revolving Fund (SRF) loan for construction of this project.

Rehabilitation of the Secondary Clarifier No. 1 at the WWTP includes mechanical, structural, electrical, and instrumentation improvements. The work includes the following:

- Demolition of the existing sludge collector mechanism and replacement with new sludge collector mechanism and appurtenances
- Seismic retrofit and rehabilitation of the existing concrete tank
- Replacement of existing secondary clarifier handrail and V-notch weirs
- Installation of new density current baffles

- Demolition and replacement of existing RAS piping
- New clarifier drives in existing motor control center
- Integration of new sludge collector mechanism controls to the programmable logic controller
- Site civil improvements including excavation, grading, and paving as required to accommodate new improvements

Staff plans to advertise in late September and select a contractor in early November, issue a Notice to Proceed in early January, with the contractor mobilizing for the 2024 construction season.

Legislative amendments to the Public Contract Code, effective January 1, 2012, limit the amount of retention the District can withhold from a contractor for a capital project to 5% of the total contract amount. However, the retention amount may exceed 5% if the Board, at a properly noticed and normally scheduled Public Hearing, finds that the project is "substantially complex," and that the nature of the project merits a higher retention amount. On February 2, 2012, the Board adopted Resolution No. 2904-12, whereby the Board resolved that when bidding capital projects, the criteria identified therein will be used to determine whether a project is substantially complex such that it justifies a retention amount higher than 5%.

Staff recommends that the Board designate the project as substantially complex and merits a retention amount of 10%. Staff considers this project as substantially complex in accordance with the criteria established in Resolution No. 2904-12 due to:

- a. Two or more different trades or subcontractors are anticipated to be involved in the construction of this project.
- b. The Project involves instrumentation, controls, and/or mechanical equipment.
- c. The construction schedule is a significant concern because of the compressed construction season within the Lake Tahoe Basin.

SCHEDULE: Award December 7, 2023; Notice to Proceed January 2, 2024; Construction: May 1, 2024 – November 30, 2024

COSTS: \$1,907,000

ACCOUNT NO: 1030-8088/SC1RHB

BUDGETED AMOUNT AVAILABLE: \$1,977,000.

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION:

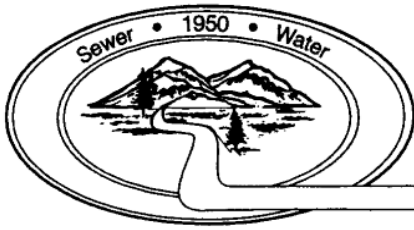
CATEGORY: Sewer

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____

General Manager
Paul Hughes

Directors
Nick Haven
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline



South Tahoe Public Utility District

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

BOARD AGENDA ITEM 6b

TO: Board of Directors

FROM: Julie Ryan, Engineering Department Manager

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: Wastewater Treatment Plant 1.339MW Solar Array

REQUESTED BOARD ACTION: (1) Hold a Public Hearing at 2:02 p.m. to receive public comments regarding the Mitigated Negative Declaration of Environmental Impact; (2) Certify the Mitigated Negative Declaration of Environmental Impact; and, (3) Authorize the filing of a Notice of Determination with the El Dorado County Clerk.

DISCUSSION: The proposed 1.339 MW Solar Power Project (Project) and associated CalFire Timber Harvest Plan is located east of the existing District Wastewater Treatment Plant (WWTP) facility and within previously undeveloped APNs 25-061-35 and 25-071-22. The Project will offset approximately one-third of the energy demands at the WWTP beginning in 2024. The Project consists of a secured fenced area containing the solar arrays made up of individual solar panels aligned in rows, an access roadway to the solar arrays from the District WWTP perimeter road, and underground wiring to connect the solar array switchgear to the existing WWTP electrical service connection point. Environmental documentation for the Project is required in accordance with the California Environmental Quality Act (CEQA).

An Initial Study of environmental impacts has been prepared by the solar developer, Staten, pursuant to Title 14 of the California Code of Regulations § 15063 ("CEQA Guidelines"). A Mitigated Negative Declaration of Environmental Impacts is proposed for this Project pursuant to § 15070. Pursuant to CEQA, the proposed Project, when implemented, will not have a significant effect on the environment, as the Initial Study/Mitigated Negative Declaration does not identify any significant environmental effects.

A Notice of Intent (NOI) to adopt a Negative Declaration was filed with the State of California Clearinghouse on August 2, 2023. As the lead agency, the District posted the

Initial Study and Mitigated Negative Declaration on its website (<https://stpud.us/news/notices/>). The availability of the document was advertised in the Tahoe Daily Tribune for a 30-day review period, which began on August 2, 2023, and expired on September 1, 2023. Additional outreach for comments on the Project was sent to the Washoe Tribe, United Auburn Indian Community, Tsi Akim Maidu, Lone Band of Miwok Indians, and Colfax-Todds Valley Consolidated Tribe. As of August 30, no comments have been received from the public or from the Native American organizations. All comments received will be provided to the Board prior to and at the Board meeting.

At 2:02 p.m., open the Public Hearing to receive comments regarding the proposed adoption. After receiving public comments and response to comments by staff, the Board may close the hearing, certify the Mitigated Negative Declaration of Environmental Impact, and authorize staff to file of the Notice of Determination (NOD) with the El Dorado County Clerk.

SCHEDULE: File Notice of Determination on September 8, 2023

COSTS: N/A

ACCOUNT NO: 10.30.4405/SOLRTP

BUDGETED AMOUNT AVAILABLE: \$25,000

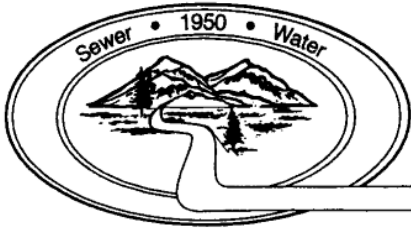
ATTACHMENTS: Mitigated Negative Declaration Letter

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____



South Tahoe Public Utility District

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

NOTICE OF INTENT
TO ADOPT A
MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACT
FOR THE
SOUTH TAHOE PUBLIC UTILITY DISTRICT
1339 KW GROUND MOUNTED SOLAR PROJECT

Project Title: South Tahoe Public Utility District Solar Project (Solar Project)
Project Location: West of Al Tahoe Blvd between Pioneer Trail and One College Drive, El Dorado County, CA
Lead Agency: South Tahoe Public Utility District (District)
County: El Dorado County

PROJECT DESCRIPTION:

The proposed Solar Project and associated Timber Harvest Plan is located east of the existing District wastewater treatment plant (WWTP) facility and within previously undeveloped APNs 25-061-35 and 25-071-22. The Solar Project will offset approximately one-third of the energy demands at the WWTP beginning in 2024, and consists of a secured fenced area containing the solar arrays made up of individual solar panels aligned in rows, an access roadway to the solar arrays from the District WWTP perimeter road, and underground wiring to connect the solar array switchgear to the existing WWTP electrical service connection point.

REVIEW PERIOD:

The review period for the Initial Study/Mitigated Negative Declaration starts on August 2, 2023 and ends on September 1, 2023. Comments will be accepted on the Initial Study/Mitigated Negative Declaration until 5:00 PM on September 1, 2023 and should be mailed to the District at the address listed above, attention Julie Ryan or by email: jryan@stpud.us.

PUBLIC MEETING:

In accordance with CEQA and the CEQA Guidelines, the District will consider the adoption of an Initial Study/Mitigated Negative Declaration of Environmental Impact for the Solar Project at their regularly scheduled Board meeting at the date, time and location provided below.

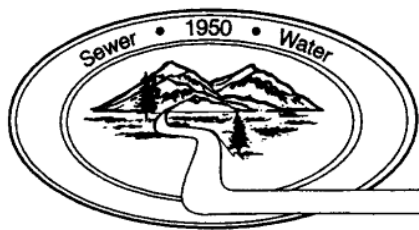
Location: South Tahoe Public Utility District
Address: 1275 Meadow Crest Drive
South Lake Tahoe, CA 96150
Date: Thursday September 7, 2023
Time: 2:00 pm

DOCUMENTS AVAILABLE FOR REVIEW:

The Solar Project Initial Study is available online at <https://stpud.us/news/notices/> and for review during normal working hours at District offices (see address above).

Notice Date: August 2, 2023

General Manager
Paul Hughes



South Tahoe Public Utility District

Directors
Nick Haven
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

BOARD AGENDA ITEM 6c

TO: Board of Directors

FROM: Adrian Combes, Senior Engineer

MEETING DATE: September 7, 2023

ITEM – PROJECT NAME: City of South Lake Tahoe - Barton Avenue and 2nd Street Drainage Project

REQUESTED BOARD ACTION: Authorize staff to reimburse the City of South Lake Tahoe up to \$165,000 for relocation of District facilities.

DISCUSSION: The City of South Lake Tahoe (City) has hired a general contractor to install improvements for the Barton Avenue and 2nd Street Drainage Project which will include a retention basin, storm drain lines and storm drain manholes. The City engaged the District through design of this project, and did not anticipate significant conflicts with the District's systems. As such, no formal reimbursement agreement was developed prior to the start of construction. Under California law, unless the District can demonstrate its facilities were in place before County roads, the District is responsible for relocation necessitated by "road improvements," including drainage improvements.

After potholing to determine actual conflicts, the work performed on the District's system by the City's contractor includes the following:

- The City's contractor lowered four water services, abandoned a 2-inch main, and installed a horizontal and vertical offset of an existing 4-inch water main, all based on original bid pricing.
- The intersection of Winnemucca and Silver Tip had major conflicts both vertically and horizontally with three different water mains. The District worked with the City and the contractor to relocate the water mains in response. The District and the City worked together to establish a lump sum price for this work.
- The City's contractor will lower and raise valve boxes and manhole lids to facilitate paving, based on original bid pricing.

Staff recommends that the Board reimburse the City for the installation of these modifications to District facilities, in an amount not to exceed \$165,000.

SCHEDULE: Work already complete – payment upon approval

COSTS: up to \$165,000

ACCOUNT NO: 20.30.7090 (BTNSDW)

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: City of South Lake Tahoe Invoice

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water

GENERAL MANAGER: YES AA NO _____

CHIEF FINANCIAL OFFICER: YES AA NO _____



August 15, 2023

Adrian Combes
1275 Meadow Crest Drive
South Lake Tahoe, CA 96150

Subject: Barton Ave & 2nd Street Drainage Project – Reimbursement Request

Dear Adrian:

During construction of the Barton Ave & 2nd Street Drainage Project, the City's contractor, Lafleur Excavating (Contractor) encountered several subsurface conflicts with STPUD subsurface water delivery system. With STPUD oversight and approvals, the Contractor constructed horizontal and vertical offsets to the STPUD water system in the Project area.

The attached payment request worksheet delivered to the City by the Contractor includes the work on the STPUD water system completed as of the end of July 2023. The City has processed the Contractor's payment request and paid them for the work they have completed. Water system work included a \$110,000 Contract Change order to pay the Contractor for horizontal and vertical relocation of water mains in the vicinity of Winnemucca and Silver Tip Avenues.

As discussed before the onset of construction, STPUD has agreed to reimburse the City for work the Contractor performed on STPUD's water system. Water system work performed by the Contractor to date totals \$129,000.00.

The attached invoice for reimbursement requests payment of \$129,000.00 to the City of South Lake Tahoe. Prompt payment of the amount due will be greatly appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Stan Hill".

Stan Hill, PE
Engineering Manager/City Engineer



CITY OF SOUTH LAKE TAHOE
 1901 Lisa Maloff Way, Suite 210
 South Lake Tahoe, CA 96150

ACCOUNT INVOICE / STATEMENT		
DATE: 08/16/23	ACCOUNT NO: C00689	PAGE NO:

CUSTOMER NAME & ADDRESS
SOUTH TAHOE PUBLIC UTILITY 1275 MEADOWCREST DR SOUTH LAKE TAHOE, CA 96150

PAYMENT IS DUE UPON RECEIPT

BALANCE DUE: 174,927.00

AMOUNT PAID: \$

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

STATEMENT DATE: 08/16/23
 STATEMENT COVERS ACTIVITY FROM 08/01/23 THROUGH 08/16/23

DATE	TRANSACTION DESCRIPTION	INVOICE OR REF. NO.	CHARGES	CREDITS / PAYMENTS
	Balance forward		0.00	
08/11/23	STREET CUTS APRIL-JUNE 202	AR196023	45,927.00	
08/16/23	BARTON AVE DRAINAGE REIMB	AR196025	74,240.00	
08/16/23	BARTON AVE DRAINAGE REIMBU	AR196026	54,760.00	

CURRENT	31 - 60 DAYS	61 - 91 DAYS	OVER 91 DAYS	BALANCE DUE
174927.00	0.00	0.00	0.00	174,927.00

BALANCES UNPAID OVER 30 DAYS MAY BE CHARGED A FINANCE CHARGE OF 1 1/2% PER MONTH.

REMIT PAYMENT TO: CITY OF SOUTH LAKE TAHOE
 ACCOUNTS RECEIVABLE
 1901 LISA MALOFF WAY, SUITE 210
 SOUTH LAKE TAHOE, CA 96150
 TAX ID#: 94-1610868
 BILLING INQUIRIES: (530) 542-6079



**CITY OF
SOUTH LAKE TAHOE**

REQUEST TO INVOICE

Date: August 15, 2023
To: Lori Marino, Associate Management Analyst
From: Stan Hill, Engineering Manager
Subject: **STPUD – Barton Ave. & 2nd Street Drainage Project**

Please invoice STPUD for the following:

Barton Ave. & 2nd Street Drainage Project: Relocating STPUD 1-inch water services, 2" water main, 4-inch water main, and performing horizontal and vertical relocations of 8-inch water mains to allow construction of a City of South Lake Tahoe storm drain system as a part of the Barton Ave & 2nd Street Drainage Project.

Billing Name: STPUD
1275 Meadow Crest Drive
South Lake Tahoe, CA 96150-7401
Attn: Adrian Combes

Credit Account Number: **301-50005-48030 (+)\$74,240.00**
301-40054-48030 (+)\$54,760.00

TOTAL DUE FROM STPUD = \$129,000.00

- Supporting Documents Attached -

Director of Public Works Approval:

A/R # _____

Entered _____

Attachments



LAFLEUR EXCAVATING INC.

1588 Bedell Ct. Unit B
Roseville, CA 95747
916-496-2206

Invoice

Invoice #: 3652
Invoice Date: 7/31/23
P.O. Number: 2305

Bill To:
City of Lake Tahoe

Item	Description	Hours/Qty	Rate	Amount
1	Mobilization & Demobilization, LS	0.5	41,565.00	20,782.50T
2	Traffic Control & Plan, LS	0.28	5,000.00	1,400.00T
3	Construction Surveying & Staking, LS	0.28	16,170.00	4,527.60T
4	Temporary Staging and Construction Access, LS	0.28	15,000.00	4,200.00T
5	Temporary Barriers, Fencing and Vegetation Protection, LS	0.28	5,000.00	1,400.00T
6	Erosion Pervention, Sediment Controls, Dust Controls & BMP's, LS	0.28	10,000.00	2,800.00T
7	Pothole Subsurface Utilty, EA	20	1,070.00	21,400.00T
8	Clearing and Grubbing, LS	0	15,000.00	0.00T
9	Infiltration Basin w/outlet Control Structure, LS	0	57,150.00	0.00T
10	Rock-lined Channel Outlet (Silver Tip Ave) LS	0	17,355.00	0.00T
11	Remove Replace Concrete HC Ramp and Rolled Curb & Gutter, EA	0	5,500.00	0.00T
12	AC Pavement Sawcutting/Grinding, LF	0	2.00	0.00T
13	AC Pavement Removal, SF	0	2.00	0.00T
14	Gas Service Adjustment, EA	10	5,000.00	50,000.00T
15	2" Watermain Adjustment, EA	1	3,000.00	3,000.00T
16	4" Watermain Adjustment, EA	2	4,000.00	8,000.00T
17	8" Watermain Adjustment, EA	0	6,000.00	0.00T
18	1' Water Service Lateral Adjustment, EA	4	2,000.00	8,000.00T
19	Sewer Lateral Depth Adjustment, EA	0	2,500.00	0.00T
20	Reset Existing Water Valve Cans to Grade, EA	0	1,300.00	0.00T
21	Reset Existing SSMH Rims to Grade, EA	0	1,300.00	0.00T
22	18" Dia. HDPE Storm Drain Pipe, LF	635	158.00	100,330.00T
23	18" Dia. CI. V RCP, LF	376	195.00	73,320.00T

REMIT PAYMENT TO- P.O.Box 2391 Orangevale, CA 95662

Total

Payments/Credits

Balance Due



LAFLEUR EXCAVATING INC.

1588 Bedell Ct. Unit B
Roseville, CA 95747
916-496-2206

Invoice

Invoice #: 3652
Invoice Date: 7/31/23
P.O. Number: 2305

Bill To:
City of Lake Tahoe

Item	Description	Hours/Qty	Rate	Amount
24	2-Sack Slurry Cement (Structural Backfill/Shallow Pipe Installations) CY	81	700.00	56,700.00T
25	Concrete Flared End Section w/outlet, EA	0	4,150.00	0.00T
26	48" Diameter Eccentric Flat-Top Storm Drain Manhole w/24" Frame & Cover, EA	5	8,355.00	41,775.00T
27	48" Diameter Eccentric Storm Drain Manhole w/24" Frame & Cover, EA	0	8,600.00	0.00T
28	84"x60" Junction Structure, EA	0	18,700.00	0.00T
29	Type 1 Drainage Inlet w/Sediment trap, EA	0	9,085.00	0.00T
30	Type 2 Drainage Inlet w/ Closed Bottom, EA	0	9,075.00	0.00T
31	Type 3 Drainage Inlet w/Closed Bottom, EA	0	8,535.00	0.00T
32	Type 3 Drainage Inlet w/Sediment Trap, EA	0	9,085.00	0.00T
33	Rolled Concrete Curb and Gutter, LF	0	50.00	0.00T
34	Concrete Curb Transition (@Curb End) LF	0	132.00	0.00T
35	Concrete Valley/V Gutter, LF	0	40.00	0.00T
36	Roadside Shoulder Permeable Parking Area, SF	0	45.00	0.00T
37	Concrete Paver Band, LF	0	32.00	0.00T
38	2" AC/6" AB Tie-In Pavement, SF	0	16.00	0.00T
39	2" Min. AC/6 AB Tie-IN Pavement, SF	0	8.00	0.00T
40	1" AC Pavement Milling & 2" HMA Overlaying, SY	0	42.00	0.00T
41	Revegetation Treatments, SF	0	1.50	0.00T
42	Remove & Replace Buck Pole Fencing & Install Two 10-Foot-Wide Steel Access Gates, LF	0	166.00	0.00T
43	Rock Fracture & Removal (Contingency Item as Directed or Authorized) CY	0	2,000.00	0.00T
44	Tree Removal-(14" to 18" Base Diameter) EA	8	3,000.00	24,000.00T
45	Tree Removal-(19" to 24" Base Diameter) EA	1	4,000.00	4,000.00T

REMIT PAYMENT TO- P.O.Box 2391 Orangevale, CA 95662

Total

Payments/Credits

Balance Due



LAFLEUR EXCAVATING INC.

1588 Bedell Ct. Unit B
Roseville, CA 95747
916-496-2206

Invoice

Invoice #: 3652
Invoice Date: 7/31/23
P.O. Number: 2305

Bill To:
City of Lake Tahoe

Item	Description	Hours/Qty	Rate	Amount
46	Tree Removal-(25"-35" Base Dia) EA	3	5,000.00	15,000.00T
47	2-Year Maintenance of Revegetation, LS	0	40,000.00	0.00T
48	Temporary Full Coverage Rotary Sprinkler Irrigation at 2nd Street Basin, LS	0	8,000.00	0.00T
49	Remove 12" Storm Drain Pipe, LF	0	100.00	0.00T
50	Project Sign, LS	0	1,500.00	0.00T
CC01	8" Watermain Adjustment At Winnemucca & Silver Tip ***Per STPUD's Revised Drawing Provided 7/10/23***	1	110,000.00	110,000.00T
Retention	-5%		-27,531.76 0.00	-27,531.76T 0.00

REMIT PAYMENT TO- P.O.Box 2391 Orangevale, CA 95662

Total	\$523,103.34
Payments/Credits	\$0.00
Balance Due	\$523,103.34