



SOUTH TAHOE PUBLIC UTILITY DISTRICT
REGULAR BOARD MEETING AGENDA
Thursday, December 2, 2021 - 2:00 p.m.
District Board Room
1275 Meadow Crest Drive, South Lake Tahoe, California

David Peterson, Vice President
Chris Cefalu, Director

BOARD MEMBERS
Shane Romsos, Director

Kelly Sheehan, President
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

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 AUDIENCE** (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 three 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. District Dental Program
(Liz Kauffman, Human Resources Director)
(1) Approve changing the District's self-insured Dental Program's Third-Party Administrator to Ameritas effective January 1, 2022; (2) Approve plan funding level; and, (3) Approve 2022 COBRA Dental Rates.
 - b. Approve Payment of Claims (Debbie Henderson, Accounting Manager)
Approve Payment of Claims in the amount of \$2,492,329.67.
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. **EL DORADO WATER AGENCY PURVEYOR REPORT**

10. **STAFF/ATTORNEY REPORTS** (Discussions may take place; however, no action will be taken.)
11. **GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)
- a. Staffing
 - b. COVID-19
 - c. Diamond Valley Ranch
 - d. Workforce Housing
12. **NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**
- Past Meetings/Events**
11/18/2021 – 2:00 p.m. Regular Board Meeting at the District
11/25/2021 & 11/26/2021 – Thanksgiving Holiday District Offices Closed
- Future Meetings/Events**
12/08/2021 – 10:00 a.m. El Dorado Water Agency Board Meeting in Placerville
12/13/2021 – 3:30 p.m. Operations Committee Meeting at the District
12/16/2021 – 2:00 p.m. Regular Board Meeting at the District
13. **ITEMS FOR CLOSED SESSION** (The Board will adjourn to Closed Session to discuss items identified below. Closed Session is not open to the public; however, an opportunity will be provided at this time if members of the public would like to comment on any item listed – three minute limit.)
- a. Pursuant to Section 54957 of the California Government Code, Closed Session may be held regarding public employee evaluation for unrepresented employee position - General Manager.

ADJOURNMENT (The next Regular Board Meeting is Thursday, December 16, 2021, 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, December 2, 2021**

ITEMS FOR CONSENT

a. SEPTEMBER 30, 2021, FISCAL YEAR TO DATE FINANCIAL STATEMENTS

(Paul Hughes, Chief Financial Officer)

Receive and file the September 30, 2021, Income Statement and Balance Sheet Reports.

b. DIAMOND VALLEY RANCH FACILITIES EMERGENCY REPAIRS

(Trevor Coolidge, Senior Engineer and Heidi Baugh, Purchasing Agent)

(1) Approve Final Change Order No. 1 for White Rock Construction Inc., as a credit to the District in the amount of \$12,272; (2) Approve Closeout Agreement and Release of Claims; and (3) Authorize staff to file a Notice of Completion with the Alpine County Clerk .

c. RESOLUTION FOR CALIFORNIA DEPARTMENT OF WATER RESOURCES 2021 URBAN AND MULTIBENEFIT DROUGHT RELIEF GRANT PROGRAM

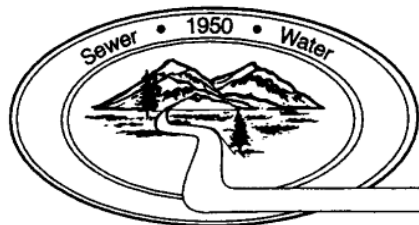
(Lynn Nolan, Grants Coordinator)

Adopt the Department of Water Resources Drought Relief Grant Program Resolution No. 3200-21 approving grant funding for the Water Loss Data System Implementation Project and the Water Use Efficiency Program.

d. REGULAR BOARD MEETING MINUTES: November 18, 2021

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

Approve November 18, 2021, Minutes



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 4a

TO: Board of Directors

FROM: Paul Hughes, Chief Financial Officer

MEETING DATE: December 2, 2021

ITEM – PROJECT NAME: September 30, 2021, Fiscal Year to Date Financial Statements

REQUESTED BOARD ACTION: Receive and file the September 30, 2021, 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 file by the Board of Directors. Attached are the September 30, 2021, fiscal year to date Income Statements and Balance Sheet for the Water and Sewer Funds.

Water and sewer service charge revenues through first quarter ending September 30, 2021, are at 29% and 25% of budget. Sewer charges are right on budget while water service charges are over budget due to the increased consumption for irrigation during the summer. As consumption decreases throughout the winter months, total water service charges are expected to be at or near budget. Other revenues included in the category "Charges for Sales and Services" include capacity fees and permit fees, the majority of which are collected near the beginning or end of the fiscal year, during construction season. This is why the total water and sewer connection and service fees are at 66% and 43% of budget at September 30, 2021. Collection of these fees slow down during quarters ending in December and March and pick back up during the last quarter of the year. Combined water and sewer tax revenue is only at 1.9% of budget because nearly all tax revenue is received in the months of December and April. Total investment earnings and grants through September 30, 2021, are near or below \$0. This is normal for the first quarter and is due to the timing of grant revenue receipts and reversal of year-end fair market value adjustments to investments and grant revenue accruals. Combined other operating and nonoperating revenues are at 37% of budget. These revenues are not received evenly throughout the year like service charges, so we don't expect to be right at 25% of budget at the end of September.

Water and sewer operating expenses less depreciation through September 30, 2021, are at 28% and 23% of budget. Depreciation is generally recorded as part of the fiscal year-end process. Water operating expenses are currently over budget due to the CALDOR fire response, necessary pump repairs and Sierra Tract waterline flushing. The Sewer Fund is currently below budget at the end of the first quarter, but it is too early in the year to project whether this trend will continue through the year. Also, fourth quarter year-end payroll and other accrual entries can erase savings recorded early in the year. Debt service payments are recorded on specific due dates, not evenly distributed throughout the year, so the percent of budget spent is not a relevant statistic until all payments for the year have been made. Water and sewer capital outlay spending through September 30, 2021, is \$1.3 million and \$1.1 million representing 12% and 9% 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.

District staff recommends the Board receive and file the attached September 30, 2021, Income Statements and Balance Sheet as presented.

SCHEDULE: N/A

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: September 30, 2021, Income Statement and Balance Sheet

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES *J* NO _____

CHIEF FINANCIAL OFFICER: YES *PH* NO _____



Income Statement

Through 09/30/21
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	15,265,100.00	2,054.54	3,804,178.93	11,460,921.07	25	14,850,654.88
Connection and service fees	1,014,900.00	166,800.00	433,246.50	581,653.50	43	1,039,095.00
Other operating income	287,500.00	53,916.85	97,246.13	190,253.87	34	115,502.31
<i>Charges for sales and services Totals</i>	\$16,567,500.00	\$222,771.39	\$4,334,671.56	\$12,232,828.44	26%	\$16,005,252.19
<i>Operating Revenue Totals</i>	\$16,567,500.00	\$222,771.39	\$4,334,671.56	\$12,232,828.44	26%	\$16,005,252.19
<i>Non Operating Revenue</i>						
Tax revenue	8,523,800.00	149,366.21	170,874.29	8,352,925.71	2	9,098,100.94
Investment earnings	420,000.00	148,751.18	25,070.60	394,929.40	6	127,482.50
Aid from governmental agencies	581,250.00	.00	51,122.75	530,127.25	9	13,633.40
Other nonoperating income	18,550.00	1,815.93	94,901.15	(76,351.15)	512	297,613.50
<i>Non Operating Revenue Totals</i>	\$9,543,600.00	\$299,933.32	\$341,968.79	\$9,201,631.21	4%	\$9,536,830.34
<i>Operating Expenses</i>						
Wages Full Time	7,713,375.00	1,293,210.98	2,082,580.55	5,630,794.45	27	6,812,518.19
Wages Part-Time	116,850.00	8,903.48	23,886.87	92,963.13	20	59,178.22
Benefits	4,274,975.00	376,825.76	910,904.23	3,364,070.77	21	4,534,112.97
Depreciation and amortization	4,941,000.00	450,838.86	1,352,515.94	3,588,484.06	27	4,809,909.31
Utilities	2,163,700.00	255,729.74	557,862.29	1,605,837.71	26	2,330,186.84
Repairs and maintenance	1,567,200.00	238,737.45	436,294.73	1,130,905.27	28	955,597.93
Other operating expenses	3,228,975.00	256,721.67	450,240.34	2,778,734.66	14	2,576,632.38
<i>Operating Expenses Totals</i>	\$24,006,075.00	\$2,880,967.94	\$5,814,284.95	\$18,191,790.05	24%	\$22,078,135.84
<i>Nonoperating Expenses</i>						
Debt Service - Net	2,778,050.00	.00	.00	2,778,050.00	0	.00
Interest expense	655,000.00	218,236.98	151,631.45	503,368.55	23	863,205.60
Other expense	754,600.00	13,853.56	20,538.71	734,061.29	3	701,937.93
<i>Nonoperating Expenses Totals</i>	\$4,187,650.00	\$232,090.54	\$172,170.16	\$4,015,479.84	4%	\$1,565,143.53
Capital Outlay Expenditures	12,855,308.00	600,925.57	1,116,934.11	11,738,373.89	9	.00
Fund 10 - Sewer Fund Totals						
REVENUE TOTALS	26,111,100.00	522,704.71	4,676,640.35	21,434,459.65	18%	25,542,082.53
EXPENSE TOTALS	41,049,033.00	3,713,984.05	7,103,389.22	33,945,643.78	17%	23,643,279.37
Fund 10 - Sewer Fund Net Gain (Loss)	(\$14,937,933.00)	(\$3,191,279.34)	(\$2,426,748.87)	\$12,511,184.13	16%	\$1,898,803.16



Income Statement

Through 09/30/21
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	13,108,200.00	1,327,678.04	3,755,748.11	9,352,451.89	29	13,261,201.00
Connection and service fees	544,000.00	163,753.96	358,415.61	185,584.39	66	822,526.66
Other operating income	173,000.00	(4,834.25)	46,143.07	126,856.93	27	83,972.94
<i>Charges for sales and services Totals</i>	<i>\$13,825,200.00</i>	<i>\$1,486,597.75</i>	<i>\$4,160,306.79</i>	<i>\$9,664,893.21</i>	<i>30%</i>	<i>\$14,167,700.60</i>
<i>Operating Revenue Totals</i>	<i>\$13,825,200.00</i>	<i>\$1,486,597.75</i>	<i>\$4,160,306.79</i>	<i>\$9,664,893.21</i>	<i>30%</i>	<i>\$14,167,700.60</i>
<i>Non Operating Revenue</i>						
Tax revenue	1,504,000.00	14,169.70	14,169.70	1,489,830.30	1	687,341.01
Investment earnings	72,000.00	48,492.64	5,091.31	66,908.69	7	4,799.59
Aid from governmental agencies	1,104,375.00	.00	(154,924.72)	1,259,299.72	(14)	454,352.74
Other nonoperating income	319,625.00	51,260.78	57,184.25	262,440.75	18	223,976.80
<i>Non Operating Revenue Totals</i>	<i>\$3,000,000.00</i>	<i>\$113,923.12</i>	<i>(\$78,479.46)</i>	<i>\$3,078,479.46</i>	<i>(3%)</i>	<i>\$1,370,470.14</i>
<i>Operating Expenses</i>						
Wages Full Time	4,835,750.00	653,112.30	1,223,740.25	3,612,009.75	25	4,223,728.49
Wages Part-Time	91,700.00	5,962.08	23,091.26	68,608.74	25	68,650.49
Benefits	2,651,200.00	172,956.78	507,752.12	2,143,447.88	19	2,818,777.23
Depreciation and amortization	4,226,000.00	377,583.55	1,132,750.27	3,093,249.73	27	4,332,579.36
Utilities	866,250.00	75,290.98	231,462.22	634,787.78	27	1,016,953.39
Repairs and maintenance	1,532,495.00	158,388.08	896,092.94	636,402.06	58	1,462,872.96
Other operating expenses	1,864,825.00	219,962.29	430,983.23	1,433,841.77	23	1,822,734.48
<i>Operating Expenses Totals</i>	<i>\$16,068,220.00</i>	<i>\$1,663,256.06</i>	<i>\$4,445,872.29</i>	<i>\$11,622,347.71</i>	<i>28%</i>	<i>\$15,746,296.40</i>
<i>Nonoperating Expenses</i>						
Debt Service - Net	785,250.00	.00	.00	785,250.00	0	.00
Interest expense	256,775.00	96,282.02	67,278.59	189,496.41	26	59,932.77
Other expense	40,200.00	17,962.08	20,583.68	19,616.32	51	57,603.40
<i>Nonoperating Expenses Totals</i>	<i>\$1,082,225.00</i>	<i>\$114,244.10</i>	<i>\$87,862.27</i>	<i>\$994,362.73</i>	<i>8%</i>	<i>\$117,536.17</i>
Capital Outlay Expenditures	11,418,524.00	776,986.95	1,328,012.01	10,090,511.99	12	.00
Fund 20 - Water Fund Totals						
REVENUE TOTALS	16,825,200.00	1,600,520.87	4,081,827.33	12,743,372.67	24%	15,538,170.74
EXPENSE TOTALS	28,568,969.00	2,554,487.11	5,861,746.57	22,707,222.43	21%	15,863,832.57
Fund 20 - Water Fund Net Gain (Loss)	(\$11,743,769.00)	(\$953,966.24)	(\$1,779,919.24)	\$9,963,849.76	15%	(\$325,661.83)
Fund Type Enterprise Funds Totals						
REVENUE TOTALS	42,936,300.00	2,123,225.58	8,758,467.68	34,177,832.32	20%	41,080,253.27
EXPENSE TOTALS	69,618,002.00	6,268,471.16	12,965,135.79	56,652,866.21	19%	39,507,111.94



Income Statement

Through 09/30/21
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)	(\$26,681,702.00)	(\$4,145,245.58)	(\$4,206,668.11)	\$22,475,033.89	16%	\$1,573,141.33
Fund Category Proprietary Funds Totals						
REVENUE TOTALS	42,936,300.00	2,123,225.58	8,758,467.68	34,177,832.32	20%	41,080,253.27
EXPENSE TOTALS	69,618,002.00	6,268,471.16	12,965,135.79	56,652,866.21	19%	39,507,111.94
Fund Category Proprietary Funds Net Gain (Loss)	(\$26,681,702.00)	(\$4,145,245.58)	(\$4,206,668.11)	\$22,475,033.89	16%	\$1,573,141.33
Grand Totals						
REVENUE TOTALS	42,936,300.00	2,123,225.58	8,758,467.68	34,177,832.32	20%	41,080,253.27
EXPENSE TOTALS	69,618,002.00	6,268,471.16	12,965,135.79	56,652,866.21	19%	39,507,111.94
Grand Total Net Gain (Loss)	(\$26,681,702.00)	(\$4,145,245.58)	(\$4,206,668.11)	\$22,475,033.89	16%	\$1,573,141.33



Balance Sheet

Through 09/30/21
Consolidated Summary Listing

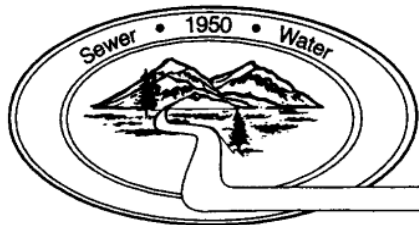
Classification	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category Proprietary Funds				
Fund Type Enterprise Funds				
ASSETS				
<i>Current Assets</i>				
Cash and Cash Equivalents	7,294,666.67	13,382,226.24	(6,087,559.57)	(45.49)
Investments	940,441.62	1,595,380.44	(654,938.82)	(41.05)
Accounts Receivable	2,329,754.46	1,775,920.42	553,834.04	31.19
Due From Governmental Agencies	72,449.98	641,844.29	(569,394.31)	(88.71)
Property Tax Receivable	9,087,909.00	9,264,795.00	(176,886.00)	(1.91)
Interest Receivable	74,971.91	87,409.47	(12,437.56)	(14.23)
Other Current Assets	1,163,158.91	1,168,652.25	(5,493.34)	(.47)
<i>Current Assets Totals</i>	\$20,963,352.55	\$27,916,228.11	(\$6,952,875.56)	(24.91%)
<i>Noncurrent Assets</i>				
<i>Restricted Assets</i>				
Cash and Cash Equivalents	128,174.94	128,169.05	5.89	.00
Certificate of Deposit	165,000.00	165,000.00	.00	.00
<i>Restricted Assets Totals</i>	\$293,174.94	\$293,169.05	\$5.89	0.00%
Long-Term Accounts Receivable	768,205.08	779,408.56	(11,203.48)	(1.44)
Due From Other Governmental Agencies	146,040.00	146,040.00	.00	.00
Investments	34,385,764.55	33,280,418.56	1,105,345.99	3.32
Capital Assets	218,925,693.38	221,410,959.59	(2,485,266.21)	(1.12)
Construction in Progress	10,938,507.98	10,938,507.98	.00	.00
<i>Noncurrent Assets Totals</i>	\$265,457,385.93	\$266,848,503.74	(\$1,391,117.81)	(0.52%)
<i>Deferred Outflows of Resources</i>				
Refunding Loan Costs	124,637.09	131,009.69	(6,372.60)	(4.86)
Changes in the Pension Liability	3,568,091.00	3,568,091.00	.00	.00
<i>Deferred Outflows of Resources Totals</i>	\$3,692,728.09	\$3,699,100.69	(\$6,372.60)	(0.17%)
ASSETS TOTALS	\$290,113,466.57	\$298,463,832.54	(\$8,350,365.97)	(2.80%)
LIABILITIES AND FUND EQUITY				
LIABILITIES				
<i>Current Liabilities</i>				
Accounts Payable and Other Liabilities	2,727,385.01	4,428,073.56	(1,700,688.55)	(38.41)
Unearned Revenue	59,819.00	241,705.00	(181,886.00)	(75.25)
Accrued Expenses	857,264.80	1,400,232.04	(542,967.24)	(38.78)
Accrued Interest Payable	290,775.05	330,679.99	(39,904.94)	(12.07)
Compensated Absences	1,257,931.38	1,154,425.89	103,505.49	8.97
Long Term Liabilities - Current Portion	3,557,346.38	3,557,346.38	.00	.00
<i>Current Liabilities Totals</i>	\$8,750,521.62	\$11,112,462.86	(\$2,361,941.24)	(21.25%)
<i>Noncurrent Liabilities</i>				
Compensated Absences - Long Term Portion	2,297,654.91	2,230,360.29	67,294.62	3.02



Balance Sheet

Through 09/30/21
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>				
Long Term Liabilities - Long Term Portion	43,598,702.81	45,238,751.94	(1,640,049.13)	(3.63)
Net Pension Liability	11,911,973.00	11,922,413.00	(10,440.00)	(.09)
<i>Noncurrent Liabilities Totals</i>	\$57,808,330.72	\$59,391,525.23	(\$1,583,194.51)	(2.67%)
<i>Deferred Inflows of Resources</i>				
Unamortized Refunding Premium	895,946.10	917,622.21	(21,676.11)	(2.36)
Property Tax Receivable	9,087,909.00	9,264,795.00	(176,886.00)	(1.91)
Changes in Net Pension Liability	102,251.00	102,251.00	.00	.00
<i>Deferred Inflows of Resources Totals</i>	\$10,086,106.10	\$10,284,668.21	(\$198,562.11)	(1.93%)
LIABILITIES TOTALS	\$76,644,958.44	\$80,788,656.30	(\$4,143,697.86)	(5.13%)
FUND EQUITY				
Restricted for capital asset purchases	114,413,544.99	114,413,544.99	.00	.00
Unrestricted	101,688,489.92	101,688,489.92	.00	.00
FUND EQUITY TOTALS Prior to Current Year Changes	\$216,102,034.91	\$216,102,034.91	\$0.00	0.00%
Prior Year Fund Equity Adjustment	(1,573,141.33)			
Fund Revenues	(8,758,467.68)			
Fund Expenses	12,965,135.79			
FUND EQUITY TOTALS	\$213,468,508.13	\$216,102,034.91	(\$2,633,526.78)	(1.22%)
LIABILITIES AND FUND EQUITY	\$290,113,466.57	\$296,890,691.21	(\$6,777,224.64)	(2.28%)
Fund Type Enterprise Funds Totals	\$0.00	\$1,573,141.33	(\$1,573,141.33)	(100.00%)
Fund Category Proprietary Funds Totals	\$0.00	\$1,573,141.33	(\$1,573,141.33)	(100.00%)
Grand Totals	\$0.00	\$1,573,141.33	(\$1,573,141.33)	(100.00%)



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 4b

TO: Board of Directors
FROM: Trevor Coolidge, Senior Engineer
Heidi Baugh, Purchasing Agent
MEETING DATE: December 2, 2021
ITEM – PROJECT NAME: Diamond Valley Ranch Facilities Emergency Repairs

REQUESTED BOARD ACTION: (1) Approve Final Change Order No. 1 for White Rock Construction Inc., as a credit to the District in the amount of \$12,272; (2) Approve Closeout Agreement and Release of Claims; and (3) Authorize staff to file a Notice of Completion with the Alpine County Clerk.

DISCUSSION: Change Order No. 1 addresses the final quantities completed by White Rock Construction Inc., (WRC) on the Contract for the Diamond Valley Ranch Facilities Emergency Repairs work. The Change Order reduces the Contract amount due to a reduction in the linear feet of Wire-Backed, Reinforced Filter Fence to reflect what was installed in comparison to the estimated amount included in the contract.

The Contact was initiated due to mud and debris flow following the Tamarack Fire that blocked the Diamond Ditch. The Diamond Ditch is critical for discharging effluent water from Harvey Place Reservoir to downstream ranchers. As a result of the rapid clearing work completed by WRC, the District was able to resume discharging from Harvey Place Reservoir and reach dead-pool by the end of the irrigation season.

WRC has completed the work under this Contract and District has approved all components of the Contract work. Staff recommends approval of the Closeout Agreement and Release of Claims, and the filing of the Notice of Completion with the Alpine County Clerk.

SCHEDULE: Upon Board Approval

COSTS: <\$12,272>

ACCOUNT NO: 10.34.6042/FIRE21.CONT

BUDGETED AMOUNT AVAILABLE: <\$122,595>

ATTACHMENTS: Change Order; Closeout Agreement and Release of Claims; Notice of Completion

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer

GENERAL MANAGER: YES *JT* NO _____

CHIEF FINANCIAL OFFICER: YES *PH* NO _____



CHANGE ORDER NUMBER 1

Project Diamond Valley Ranch Facilities Emergency Repairs

Contractor White Rock Construction, Inc.

Date 12/02/2021 PO #2022-00000245

The Contract Shall Be Changed As Follows:

A. Adjust contract amount to final quantities actually completed for Bid Item No. 5 for a credit to the District in the amount of \$12,272.00.

TOTAL FOR ITEM A IS -\$12,272.00

TOTAL FOR CHANGE ORDER NUMBER 1 IS <\$12,272.00>

	Dollar Amounts	Contract Time
Original Contract	\$135,010.00	NA
Previous Change Orders	\$ 0	NA
Current Contract	\$135,010.00	NA
THIS CHANGE ORDER	<\$12,272.00>	NA
New Contract Total	\$122,738.00	NA

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 Board President

Date: _____

Accepted By Contractor

Date: _____

Reviewed By

Date: _____

CLOSEOUT AGREEMENT AND RELEASE OF CLAIMS

THIS CLOSEOUT AGREEMENT AND RELEASE OF CLAIMS (Agreement) is made in South Lake Tahoe, California, this ____ day of November 2021 by and between the South Tahoe Public Utility DISTRICT, hereinafter referred to as "DISTRICT", and White Rock Construction Inc., hereinafter referred to as "CONTRACTOR".

KNOW ALL PERSONS BY THESE PRESENTS:

1. The DISTRICT and CONTRACTOR entered into that agreement for Purchase Order Nos. 2022-00000245, for DISTRICT project described as DIAMOND VALLEY RANCH FACILITIES EMERGENCY REPAIRS on August 18, 2021 ("Contract"). The Contract was amended through Change Order No. 1 by the parties, pertaining to Purchase Order No. 2021-00000245.
2. CONTRACTOR and DISTRICT agree that the total adjusted Contract price is as follows:

Original Contract Price: \$135,010.00
Adjusted Contract Price: \$122,738.00
3. The DISTRICT and CONTRACTOR, by way of this Agreement fully closeout the Contract.
4. That the undersigned, as the authorized representative of CONTRACTOR, and for each of its successors, assigns and partners, for and in consideration of One Hundred Twenty-Two Thousand Seven Hundred Thirty-eight Dollars and Zero Cents (\$122,738.00), receipt of which is acknowledged, does release and forever discharge the DISTRICT, and each of its successors, assigns, directors, officers, agents, servants, volunteers and employees, from any and all rights, claims, causes of action, demands, debts, obligations, liabilities, actions, damages, costs and expenses (including but not limited to attorneys, paralegal and experts' fees, costs and expenses) and other claims, which may be asserted against DISTRICT by reason of any matter or thing which was the subject matter of or basis for:
 - A. The performance of all terms and conditions of the Contract; and,
 - B. Change Order No. 1, as approved by the parties, pertaining to the Contract.
5. Nothing contained in this Agreement shall waive or alter the rights, privileges, and powers of the DISTRICT or the duties, liabilities and obligations of the CONTRACTOR and its surety(ies) in respect to any portions of the Contract Documents for the Contract.
6. The DISTRICT has received the following claims from the CONTRACTOR: None.
7. Upon execution of this Agreement, the DISTRICT agrees to promptly record a NOTICE OF COMPLETION with the Alpine County Assessor-Recorder.
8. The current retention amount is:

The current retention amount is:	\$ 2,278.50
Original Contract amount:	\$135,010.00
Total Change Order Amount:	<\$ 12,272.00>
Less: Amount Previously Paid:	
(Request Nos. 1)	\$120,459.50
Retainage:	\$ 2,278.50
BALANCE:	\$ - 0 -

The retainage will be released to the CONTRACTOR at the expiration of thirty (30) calendar days after date of recording the NOTICE OF COMPLETION by Alpine County Assessor-Recorder or when all stop notices have been released, whichever last occurs. The release provided pursuant to this Agreement shall not apply to CONTRACTOR'S right to the retention amount until and to the extent such amounts are received by CONTRACTOR.

9. It is understood and agreed by CONTRACTOR that the facts with respect to which the release provided pursuant to this Agreement is given may turn out to be other than or different from the facts as now known or believed to be, and CONTRACTOR expressly assumes the risk of the facts turning out to be different than they now appear, and agrees that the release provided pursuant to this Agreement shall be, in all respects, effective and not subject to termination or rescission by any such difference in facts and CONTRACTOR expressly waives any and all rights it has or may have under California Civil Code Section 1542, which provides as follows:

“A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the Release which if known by him must have materially affected his settlement with the debtor.”

10. The release made by the CONTRACTOR is not to be construed as an admission or admissions of liability and the CONTRACTOR denies any such liability. CONTRACTOR agrees that it will forever refrain and forebear from commencing, instituting, or prosecuting any lawsuit, action or other proceeding against the DISTRICT based on, arising out of, or in any way connected with the subject matter of this release.
11. The CONTRACTOR releases the DISTRICT from all claims, including but not limited to those of its Subcontractors for all delay and impact costs, if any.
12. The CONTRACTOR represents and warrants to the DISTRICT that the CONTRACTOR has not assigned or transferred or purported to assign or transfer to any person, firm, corporation, association or entity any of the rights, claims, warranties, demands, debts, obligations, liabilities, actions, causes of action, damages, costs, expenses and other claims and the CONTRACTOR agrees to indemnify and hold harmless the DISTRICT, its successors, assigns, directors, officers, agents, servants, volunteers and employees, from and against, without limitation, any and all rights, claims, warranties, demands, debts, obligations, liabilities, actions, causes of action, damages, costs, expenses and other claims, including but not limited to attorneys', paralegal and experts' fees, costs and expenses arising out of or connected with any such assignment or transfer or purported assignment or transfer.
13. The parties acknowledge that they have been represented by counsel of their own choice in connection with the preparation and execution of this Agreement. The parties acknowledge and represent that they understand and voluntarily consent and agree to each and every provision contained in this Agreement.
14. The parties further acknowledge and represent that no promise, inducement, or agreement, not expressed in this Agreement, have been made and that this Agreement contains the entire agreement among the parties and that the terms of the Agreement are contractual and not a mere recital.
15. The persons executing this Agreement represent and warrant to the other party that the execution and performance of the terms of this Agreement have been duly authorized by

all corporate, partnership, individual, or other entity requirements and that said persons have the right, power, legal capacity and authority to execute and enter into this Agreement.

SOUTH TAHOE PUBLIC UTILITY DISTRICT

JOHN THIEL, GENERAL MANAGER

DATED

ATTEST: MELONIE GUTTRY, CLERK OF BOARD

DATED

WHITE ROCK CONSTRUCTION INC.

By: 

GEORGE McCROSKY, PRESIDENT

11-17-2021

DATED

Recording Requested By:

Heidi Baugh, Purchasing Agent

After Recording Return Document To:

**South Tahoe Public Utility District
Attn: Heidi Baugh, Purchasing Agent
1275 Meadow Crest Drive
South Lake Tahoe, CA 96150**

NOTICE OF COMPLETION
Diamond Valley Ranch Facilities Emergency Repairs

Exempt from fee per Government Code Sections: 27383 and 27388.1(2)(D).

RECORDING REQUESTED BY:

SOUTH TAHOE PUBLIC UTILITY DISTRICT
ATTN: Heidi Baugh, Purchasing Agent

WHEN RECORDED MAIL TO:

SOUTH TAHOE PUBLIC UTILITY DISTRICT
1275 Meadow Crest Drive
South Lake Tahoe, CA 96150

SPACE ABOVE THIS LINE FOR RECORDER'S USE

APN: 01-200-016

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is South Tahoe Public Utility District
3. The FULL ADDRESS of the OWNER is 1275 Meadow Crest Drive, South Lake Tahoe, CA 96150
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: In fee.
(If other than fee, strike "in fee" and insert here, for example, "purchaser under contract of purchase," or "lessee.")
5. The FULL NAMES and FULL ADDRESSES of ALL PERSONS, if any, WHO HOLD SUCH INTEREST or ESTATE with the undersigned as JOINT TENANTS or as TENANTS IN COMMON are:
Name & Address
Name & Address
6. The FULL NAMES of FULL ADDRESSES OF THE PREDECESSORS in INTEREST of the undersigned if the property was transferred subsequent to the commencement of the work of improvement herein referred to:
Name & Address
Name & Address
7. A work of improvement on the property hereinafter described was COMPLETED on 08/31/2021.
8. The work of improvement completed is described as follows: Diamond Valley Ranch Facilities Emergency Repairs.
9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is White Rock Construction Inc.
10. The street address of said property is: No street address, Markleeville, Alpine County, CA.
11. The property on which said work of improvement was completed is Alpine County, State of California, and is described as follows:
As shown in Exhibit "A" attached hereto and made a part hereof and commonly known as part of the Diamond Valley Ranch, 2595 Diamond Valley Road, Markleeville, 96120.

DATE: DECEMBER 2, 2021

VERIFICATION FOR INDIVIDUAL OWNER:

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the owner of the aforesaid interest or estate in the property described in the above notice; that I have read said notice, that I know and understand the contents thereof, and the facts stated therein are true and correct.

SIGNATURE OF OWNER OR AGENT OF OWNER

KELLY SHEEHAN, Board President for SOUTH TAHOE PUBLIC UTILITY DISTRICT

DATE AND PLACE

SIGNATURE OF OWNER NAMED IN PARAGRAPH 2

VERIFICATION FOR NON-INDIVIDUAL OWNER: SOUTH TAHOE PUBLIC UTILITY DISTRICT

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Board President of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

South Tahoe Public Utility District

12/2/2021 at South Lake Tahoe, El Dorado Co., California

DATE AND PLACE

By:

SIGNATURE OF PERSON SIGNING ON BEHALF OF OWNER
KELLY SHEEHAN, BOARD PRESIDENT

EXHIBIT "A"
Notice of Completion
DIAMOND VALLEY RANCH FACILITIES EMERGENCY REPAIRS

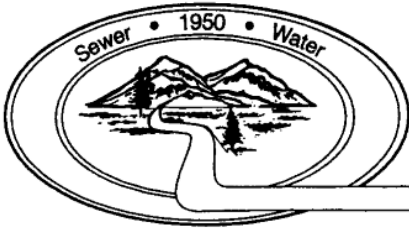
The site of work was at the District's Diamond Valley Ranch water reuse facility in Alpine County, California.

The work consisted of cleanup of rock, sediment, and debris from the Diamond Ditch and adjacent slope, installation of wire-backed reinforced filter fence and filter fabric on existing fence, replacement of 50 SF of concrete ditch liner; and installation of wheel block check dams.

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Notice of Completion
DIAMOND VALLEY RANCH FACILITIES EMERGENCY REPAIRS

EXHIBIT "A"



South Tahoe Public Utility District

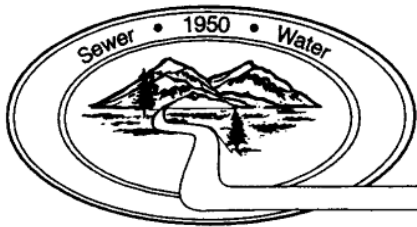
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Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of the Notice of Completion that was approved by the Board of Directors of the South Tahoe Public Utility District, County of El Dorado, State of California, and executed by Board President, Kelly Sheehan.

Date Approved: _____

Certified by: _____
Melonie Guttry, Clerk of the Board



South Tahoe Public Utility District

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

BOARD AGENDA ITEM 4c

TO: Board of Directors
FROM: Lynn Nolan, Grants Coordinator
MEETING DATE: December 2, 2021
ITEM – PROJECT NAME: Resolution for California Department of Water Resources
2021 Urban and Multibenefit Drought Relief Grant Program

REQUESTED BOARD ACTION: Adopt the Department of Water Resources Drought Relief Grant Program Resolution No. 3200-21 approving grant funding for the Water Loss Data System Implementation Project and the Water Use Efficiency Program.

DISCUSSION: District staff is requesting approval to submit a grant application to the Department of Water Resources 2021 Urban and Multibenefit Drought Relief Grant Program for the Water Loss Data System Implementation Project and the Water Use Efficiency Program. The grant request is \$2,000,000 with a \$713,713 match. The attached Resolution is a requirement of the funding application.

SCHEDULE: Upon Board Approval

COSTS: Match costs are associated with this item (comprised of in-kind staff costs so there is no effect on the budget)

BUDGETED AMOUNT AVAILABLE: NA

ATTACHMENTS: Resolution No. 3200-21

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water

GENERAL MANAGER: YES *JT* NO _____

CHIEF FINANCIAL OFFICER: YES *PA* NO _____

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RESOLUTION NO. 3200-21

**A RESOLUTION BY THE BOARD OF DIRECTORS
OF THE SOUTH TAHOE PUBLIC UTILITY DISTRICT
AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND
EXECUTION FOR THE WATER LOSS DATA SYSTEM IMPLEMENTATION
AND THE WATER USE EFFICIENCY PROJECTS**

WHEREAS, South Tahoe Public Utility District proposes to implement a Water Loss Data System Implementation and Water Use Efficiency Project;

WHEREAS, South Tahoe Public Utility District has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, South Tahoe Public Utility District intends to apply for grant funding from the California Department of Water Resources for the Water Loss Data System Implementation and Water Use Efficiency Projects;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the South Tahoe Public Utility District as follows:

1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021 (Stats. 2021, ch. 240, § 80), the South Tahoe Public Utility District General Manager, Chief Financial Officer, or their designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources and take such other actions necessary or appropriate to obtain grant funding.
2. The South Tahoe Public Utility District General Manager, Chief Financial Officer, or their designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.
3. The South Tahoe Public Utility District General Manager, Chief Financial Officer, or their designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

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WE, THE UNDERSIGNED, do hereby certify that the above and foregoing Resolution No. 3200-21 was duly and regularly adopted and passed by the Board of Directors of the South Tahoe Public Utility District at a regular meeting held on the 2nd day of December, 2021, by the following vote:

AYES:
NOES:
ABSENT:

Kelly Sheehan, Board President
South Tahoe Public Utility District

ATTEST:

Melonie Guttry, Clerk of the Board
South Tahoe Public Utility District



SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, Vice President
Chris Cefalu, Director

BOARD MEMBERS
Shane Romsos, Director

Kelly Sheehan, President
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT November 18, 2021 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:03 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL:

Board of Directors: President Sheehan, Directors Romsos, Peterson, Exline

Absent: Director Cefalu

Staff: John Thiel, Paul Hughes, Gary Kvistad, Melonie Guttry, Greg Dupree, Chris Skelly, Bren Borley, Susan Rasmussen, Brian Bartlett, Debbie Henderson, Shelly Thomsen, Jessica Henderson, Cuz Cullen, Julie Ryan, Tim Bledsoe

Guests: Justin Williams, Mann Urrutia, Nelson CPA's & Associates, LLP

CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:

Attorney Kvistad reported that proposed Agenda Item 7c is to appoint an alternate voting delegate on behalf of the District for the Association of California Water Agencies (ACWA). The District's delegate to ACWA, **Director Peterson**, is not available to vote at the upcoming ACWA meeting on December 1. This item came to District staff's attention after the Agenda was posted and cannot wait for the District's next Board of Director's meeting.

Moved Peterson/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes to add Action Item 7c – Designate an Alternate Voting Delegate to the Association of California Water Agencies to the Agenda.

CONSENT CALENDAR:

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

- a. **WATER METERS AND PARTS**
(James Cullen, Inspection Supervisor)

- 1) Authorized exception to bidding procedures as outlined in the Purchasing Policy for a sole source purchase of standardized supplies; and, 2) Authorized the purchase of meters from Western Nevada Supply in the amount of \$101,030.25 including tax and freight.
- b. **2021 ASPHALT PATCHING SERVICES CONTRACT NO. 2**
(Chris Stanley, Field Operations Manager and Heidi Baugh, Purchasing Agent)
Approved Change Order No. 1 to terminate the Asphalt Patching Services Contract No. 2 with Always Paving, Inc., at no cost to the District.
- c. **REGULAR BOARD MEETING MINUTES: November 4, 2021**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved November 4, 2021, Minutes

PRESENTATION

Justin Williams of Mann, Urrutia, Nelson, CPA's & Associates, LLP, provided a PowerPoint presentation regarding the District's 2021 Fiscal Year Financial Audit process. He reported that the Audit is clean and unmodified which is the best result for an audit. **President Sheehan** expressed appreciation to the Finance staff on behalf of the Board.

ITEMS FOR BOARD ACTION

- a. Keller-Heavenly Water System Improvements Project, Phase 3 (Trevor Coolidge, Senior Engineer) – **Julie Ryan** provided details regarding the Keller-Heavenly Water System Improvements Project, Phase 3.
- Moved Peterson/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to 1) Approve Farr West Engineering's Proposal for Design Modifications, Keller Booster Pump Station Improvements Design, Lookout Tank Access Road Design, and Keller-Heavenly Water System Improvements Project Phase 3 Bidding and Construction Management Services; and 2) Authorize the General Manager to execute Task Order No. 10B in an amount not to exceed \$120,508.
- b. Approve Payment of Claims (Debbie Henderson, Accounting Manager)
- Moved Sheehan/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to approve Payment of Claims in the amount of \$1,018,790.86.
- c. Approve an Alternate Voting Delegate to the Association of California Water Agencies (Attorney Kvistad) – **Attorney Kvistad** reported that **Director Peterson** will be unavailable to vote at the ACWA meeting and that an alternate needs to be appointed to ACWA for their upcoming meeting. **Director Peterson's** recommendation is to assign the General Manager to vote in his absence, which must be completed by November 29, 2021.
- Moved Sheehan/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to approve a Resolution to appoint the District's General Manager, John Theil, as the ACWA voting alternate and direct staff to prepare such Resolution.

STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

Director Romsos provided details regarding the Operations Committee Meeting held on Monday, November 15, 2021 and **Julie Ryan** and **Paul Hughes** addressed questions from the Board.

BOARD MEMBER REPORTS:

President Sheehan reported that she represented the Board at the Employee Communications Committee Meeting on Wednesday, November 17, 2021.

EL DORADO WATER AGENCY PURVEYOR REPORT:

Director Peterson provided a report regarding the El Dorado Water Agency meeting on November 9, 2021.

STAFF/ATTORNEY REPORTS:

Shelly Thomsen provided a PowerPoint presentation regarding the District's Water Conservation Program and addressed questions from the Board.

GENERAL MANAGER REPORT:

John Thiel reported on several items:

- Provided a staffing update
- Provided a COVID-19 update, with no employees out due to illness or exposure. The District has been waiting on Cal OSHA to present vaccine mandate information, which may or may not be coming as these mandates are being suspended due to a Federal Court stay.
- Provided an update regarding the Tahoe Water Partnership and Tahoe Fuels Team coalition.
Director Exline expressed interest in future efforts for biofuels.

BREAK AND ADJOURN TO CLOSED SESSION: 3:00 p.m.

RECONVENE TO OPEN SESSION: 3:25 p.m.

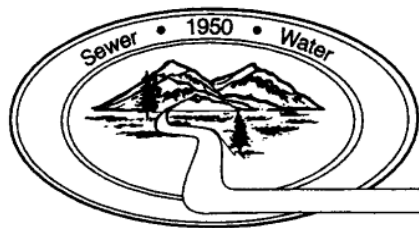
- a. Pursuant to Government Code Section 54957, consultation with South Tahoe Public Utility District Information Technology Manager, Chris Skelly

No reportable Board Action

ADJOURNMENT: 3:26 p.m.

Kelly Sheehan, Board President
South Tahoe Public Utility District

Melonie Guttry, Clerk of the Board
South Tahoe Public Utility District



South Tahoe Public Utility District

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BOARD AGENDA ITEM 6a

TO: Board of Directors

FROM: Liz Kauffman, Human Resources Director

MEETING DATE: December 2, 2021

ITEM – PROJECT NAME: District Dental Program

REQUESTED BOARD ACTION: (1) Approve changing the District's self-insured Dental Program's Third-Party Administrator to Ameritas effective January 1, 2022; (2) Approve plan funding level; and, (3) Approve 2022 COBRA Dental Rates.

DISCUSSION: The District has been self-insured for its dental plan with CDS Group Health since 2010. Effective January 1, 2021, CDS Group Health rebranded to Prominence Administrative Services. One of the goals of our agency is to provide high quality employee benefits programs. Since the rebranding to Prominence Administrative Services, the level of service has decreased significantly. The turnaround time for processing of claims has increased, there has been a dramatic increase in the number of claims processed inaccurately, and the customer service levels have declined. District staff requested that our benefits consultant, Deborah Babineau, of BB&H Benefits Designs Inc., go to market to determine if there were any other dental benefit administrators that could closely match the District's current plan.

A proposal from Ameritas was received and their program was presented to District staff virtually. Ameritas can administer a similar self-insured dental program to the District's current plan, at a lower administrative cost of \$4.75 per employee, per month, with performance guarantees. The administrative cost through Prominence is \$5.50 per employee. District staff also reviewed the fully insured Delta Dental Plan offered through the ACWA-JPIA. A fully insured plan has limited flexibility whereas in a self-insured plan the employer has more control over the plan. The cost of the Delta Dental Plan was similar to the cost of funding the self-insured plan through Ameritas.

SCHEDULE: December 3, 2021, notify Ameritas of new plan implementation; Notify Finance of 2022 rates.

COSTS: \$4.75 per employee, per month

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES JK NO _____

CHIEF FINANCIAL OFFICER: YES PH NO _____

PAYMENT OF CLAIMS

FOR APPROVAL
December 2, 2021

Payroll 11/16/21	537,526.69
Total Payroll	<u>537,526.69</u>
Prominence - health care payments	18,237.08
Total Vendor EFT	<u>18,237.08</u>
Accounts Payable Checks-Sewer Fund	1,274,491.58
Accounts Payable Checks-Water Fund	648,268.75
Total Accounts Payable Checks	<u>1,922,760.33</u>
Utility Management Refunds	13,805.57
Total Utility Management Checks	<u>13,805.57</u>
Grand Total	<u><u>2,492,329.67</u></u>

Payroll EFTs & Checks

	<u>11/16/2021</u>
EFT CA Employment Taxes & W/H	24,088.11
EFT Federal Employment Taxes & W/H	110,621.80
EFT CalPERS Contributions	80,633.05
EFT Empower Retirement-Deferred Comp	24,155.56
EFT Stationary Engineers Union Dues	2,837.26
EFT CDHP Health Savings (HSA)	4,247.75
EFT Retirement Health Savings	0.00
EFT United Way Contributions	21.00
EFT Employee Direct Deposits	290,530.78
CHK Employee Garnishments	391.38
CHK Employee Paychecks	0.00
<i>Total</i>	<u><u>537,526.69</u></u>



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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 42363 - A-1 CHEMICAL INC									
7018466	Janitorial Supplies Inventory	Paid by Check #108050		11/05/2021	12/02/2021	11/30/2021		12/02/2021	265.52
		Vendor 42363 - A-1 CHEMICAL INC Totals					Invoices	1	<u>\$265.52</u>
Vendor 43721 - ACWA/JPIA									
0676827	ACWA Medical/Vision Insurance Payable	Paid by Check #108051		11/02/2021	12/02/2021	12/31/2021		12/02/2021	234,553.25
		Vendor 43721 - ACWA/JPIA Totals					Invoices	1	<u>\$234,553.25</u>
Vendor 49714 - HERBERT AGUIRRE									
D1 2021	Dues - Memberships - Certification	Paid by Check #108052		11/15/2021	12/02/2021	11/30/2021		12/02/2021	50.00
		Vendor 49714 - HERBERT AGUIRRE Totals					Invoices	1	<u>\$50.00</u>
Vendor 43949 - ALPEN SIERRA COFFEE									
220579	Office Supply Issues	Paid by Check #108053		11/09/2021	12/02/2021	11/30/2021		12/02/2021	91.00
220580	Office Supply Issues	Paid by Check #108053		11/09/2021	12/02/2021	11/30/2021		12/02/2021	46.50
220717	Office Supply Issues	Paid by Check #108053		11/16/2021	12/02/2021	11/30/2021		12/02/2021	91.00
220718	Office Supply Issues	Paid by Check #108053		11/16/2021	12/02/2021	11/30/2021		12/02/2021	46.50
		Vendor 43949 - ALPEN SIERRA COFFEE Totals					Invoices	4	<u>\$275.00</u>
Vendor 48601 - ALPINE SMITH INC									
26715	Small Tools	Paid by Check #108054		10/26/2021	12/02/2021	11/30/2021		12/02/2021	158.56
		Vendor 48601 - ALPINE SMITH INC Totals					Invoices	1	<u>\$158.56</u>
Vendor 49337 - AMAZON CAPITAL SERVICES INC.									
1LN6-JCPL-79KG	Shop Supplies	Paid by Check #108055		10/31/2021	12/02/2021	11/30/2021		12/02/2021	20.53
177N-GYHV-CQQV	Small Tools	Paid by Check #108055		11/02/2021	12/02/2021	11/30/2021		12/02/2021	209.97
1Y96-D1FW-3L3P	Office Supplies	Paid by Check #108055		11/08/2021	12/02/2021	11/30/2021		12/02/2021	173.96
		Vendor 49337 - AMAZON CAPITAL SERVICES INC. Totals					Invoices	3	<u>\$404.46</u>
Vendor 44580 - ARAMARK UNIFORM SERVICES									
259000040959	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	76.49
259000040967	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	87.19
259000040980	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	87.78
259000040993	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	108.45
259000041001	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	50.36
259000041009	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	18.05
259000041012	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	4.49
259000041029	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	101.03
259000041037	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	19.23
259000041045	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	8.36
259000041050	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	13.34
259000041057	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	15.14



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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
259000041064	Uniform Payable	Paid by Check #108056		11/09/2021	12/02/2021	11/30/2021		12/02/2021	17.98
259000044692	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	76.49
259000044698	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	87.19
259000044703	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	87.78
259000044711	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	108.45
259000044715	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	50.36
259000044719	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	18.05
259000044723	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	4.49
259000044730	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	101.03
259000044733	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	19.23
259000044737	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	8.36
259000044741	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	13.34
259000044745	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	15.14
259000044750	Uniform Payable	Paid by Check #108057		11/16/2021	12/02/2021	11/30/2021		12/02/2021	17.98
Vendor 44580 - ARAMARK UNIFORM SERVICES Totals						Invoices	26		\$1,215.78
Vendor 45202 - AT&T MOBILITY									
NOVEMBER2021-2	TELEPHONE	Paid by Check #108058		11/02/2021	12/02/2021	11/30/2021		12/02/2021	735.74
Vendor 45202 - AT&T MOBILITY Totals						Invoices	1		\$735.74
Vendor 48000 - AT&T/CALNET 3									
NOVEMBER2021-2	TELEPHONE	Paid by Check #108059		11/15/2021	12/02/2021	11/30/2021		12/02/2021	170.91
Vendor 48000 - AT&T/CALNET 3 Totals						Invoices	1		\$170.91
Vendor 49702 - B&T SALES AND SERVICE INC									
32216	Service Contracts	Paid by Check #108060		10/22/2021	12/02/2021	11/30/2021		12/02/2021	1,264.29
Vendor 49702 - B&T SALES AND SERVICE INC Totals						Invoices	1		\$1,264.29
Vendor 48926 - BRIAN BARTLETT									
110321	Travel - Meetings - Education	Paid by Check #108061		11/03/2021	12/02/2021	11/30/2021		12/02/2021	87.37
Vendor 48926 - BRIAN BARTLETT Totals						Invoices	1		\$87.37
Vendor 49419 - BEND GENETICS LLC									
ST2113	Monitoring	Paid by Check #108062		11/10/2021	12/02/2021	11/30/2021		12/02/2021	225.00
Vendor 49419 - BEND GENETICS LLC Totals						Invoices	1		\$225.00
Vendor 45009 - BENTLY AGROWDYNAMICS									
207252	Biosolid Disposal Costs	Paid by Check #108063		11/11/2021	12/02/2021	11/30/2021		12/02/2021	1,428.15
Vendor 45009 - BENTLY AGROWDYNAMICS Totals						Invoices	1		\$1,428.15
Vendor 48291 - BEST BEST & KRIEGER LLP									
919760	Personnel Legal	Paid by Check #108064		11/09/2021	12/02/2021	11/30/2021		12/02/2021	2,020.20
Vendor 48291 - BEST BEST & KRIEGER LLP Totals						Invoices	1		\$2,020.20



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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 43828 - BLUE RIBBON TEMP PERSONNEL									
11895	Contractual Services	Paid by Check #108065		11/05/2021	12/02/2021	11/30/2021		12/02/2021	687.40
11896	Contractual Services	Paid by Check #108065		11/05/2021	12/02/2021	11/30/2021		12/02/2021	311.64
11955	Contractual Services	Paid by Check #108065		11/12/2021	12/02/2021	11/30/2021		12/02/2021	704.59
11956	Contractual Services	Paid by Check #108065		11/12/2021	12/02/2021	11/30/2021		12/02/2021	311.64
Vendor 43828 - BLUE RIBBON TEMP PERSONNEL Totals							Invoices	4	<u>\$2,015.27</u>
Vendor 42978 - BROWNSTEIN HYATT									
865899	Legal Services October 2021	Paid by EFT #48		11/09/2021	12/02/2021	11/30/2021		12/02/2021	71,224.00
Vendor 42978 - BROWNSTEIN HYATT Totals							Invoices	1	<u>\$71,224.00</u>
Vendor 49574 - CALIFORNIA RETAIL MANAGEMENT									
10-2021	Diesel Expense	Paid by Check #108066		11/10/2021	12/02/2021	11/30/2021		12/02/2021	100.25
Vendor 49574 - CALIFORNIA RETAIL MANAGEMENT Totals							Invoices	1	<u>\$100.25</u>
Vendor 13230 - CAROLLO ENGINEERS									
FB16427	Secondary Clarifier #3 Rehab	Paid by Check #108067		11/08/2021	12/02/2021	11/30/2021		12/02/2021	3,242.25
Vendor 13230 - CAROLLO ENGINEERS Totals							Invoices	1	<u>\$3,242.25</u>
Vendor 40176 - CASHMAN EQUIPMENT									
INPS3445655	Automotive	Paid by Check #108068		10/21/2021	12/02/2021	11/30/2021		12/02/2021	321.64
Vendor 40176 - CASHMAN EQUIPMENT Totals							Invoices	1	<u>\$321.64</u>
Vendor 42328 - CDW-G CORP									
M307583	District Computer Supplies	Paid by Check #108069		10/18/2021	12/02/2021	11/30/2021		12/02/2021	462.71
N148641	Computer Purchases	Paid by Check #108069		11/04/2021	12/02/2021	11/30/2021		12/02/2021	1,791.66
Vendor 42328 - CDW-G CORP Totals							Invoices	2	<u>\$2,254.37</u>
Vendor 48406 - CHARTER COMMUNICATIONS									
NOVEMBER2021	TELEPHONE	Paid by Check #108070		11/13/2021	12/02/2021	11/30/2021		12/02/2021	134.98
Vendor 48406 - CHARTER COMMUNICATIONS Totals							Invoices	1	<u>\$134.98</u>
Vendor 48672 - CINTAS CORP									
5083958724	Safety Equipment - Physicals	Paid by Check #108071		11/12/2021	12/02/2021	11/30/2021		12/02/2021	779.25
Vendor 48672 - CINTAS CORP Totals							Invoices	1	<u>\$779.25</u>
Vendor 48654 - D&H BROADCASTING LLC									
Oct 21 Stmt	Public Relations Expense	Paid by Check #108072		11/10/2021	12/02/2021	11/30/2021		12/02/2021	1,120.00
Vendor 48654 - D&H BROADCASTING LLC Totals							Invoices	1	<u>\$1,120.00</u>
Vendor 48570 - EMPLOYMENT DEVELOPMENT DEPT									
L0674910480	09/30/21 UI Notice	Paid by Check #108073		11/19/2021	12/02/2021	11/30/2021		12/02/2021	797.94
Vendor 48570 - EMPLOYMENT DEVELOPMENT DEPT Totals							Invoices	1	<u>\$797.94</u>
Vendor 18550 - EUROFINS EATON ANALYTICAL LLC									



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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
L0599561	Monitoring	Paid by Check #108074		11/03/2021	12/02/2021	11/30/2021		12/02/2021	105.00
L0600682	Monitoring	Paid by Check #108074		11/09/2021	12/02/2021	11/30/2021		12/02/2021	105.00
L0601704	Monitoring	Paid by Check #108074		11/16/2021	12/02/2021	11/30/2021		12/02/2021	40.00
Vendor 18550 - EUROFINS EATON ANALYTICAL LLC Totals							Invoices	3	<u>\$250.00</u>
Vendor 14890 - FEDEX									
7-563-31655	Postage Expenses	Paid by Check #108075		11/12/2021	12/02/2021	11/30/2021		12/02/2021	76.45
Vendor 14890 - FEDEX Totals							Invoices	1	<u>\$76.45</u>
Vendor 15000 - FISHER SCIENTIFIC									
0055400	Laboratory Supplies	Paid by Check #108076		08/24/2021	12/02/2021	11/30/2021		12/02/2021	57.59
0201377	Laboratory Supplies	Paid by Check #108076		08/25/2021	12/02/2021	11/30/2021		12/02/2021	174.04
7654980	Laboratory Supplies	Paid by Check #108076		10/05/2021	12/02/2021	11/30/2021		12/02/2021	57.59
Vendor 15000 - FISHER SCIENTIFIC Totals							Invoices	3	<u>\$289.22</u>
Vendor 48402 - FLYERS ENERGY LLC									
21-411474	Luther Pass Pump Station	Paid by Check #108077		10/22/2021	12/02/2021	11/30/2021		12/02/2021	7,974.76
21-412062	Luther Pass Pump Station	Paid by Check #108077		10/25/2021	12/02/2021	11/30/2021		12/02/2021	4,032.15
21-412787	Luther Pass Pump Station	Paid by Check #108077		10/26/2021	12/02/2021	11/30/2021		12/02/2021	11,308.12
21-413686	Gasoline & Diesel Fuel Inventory	Paid by Check #108077		10/27/2021	12/02/2021	11/30/2021		12/02/2021	10,567.80
21-422545	Gasoline & Diesel Fuel Inventory	Paid by Check #108077		11/10/2021	12/02/2021	11/30/2021		12/02/2021	8,173.25
21-426287	Gasoline & Diesel Fuel Inventory	Paid by Check #108077		11/18/2021	12/02/2021	11/30/2021		12/02/2021	5,971.27
Vendor 48402 - FLYERS ENERGY LLC Totals							Invoices	6	<u>\$48,027.35</u>
Vendor 49458 - GEOTAB USA INC									
IN288994	Service Contracts	Paid by Check #108078		10/31/2021	12/02/2021	11/30/2021		12/02/2021	691.25
Vendor 49458 - GEOTAB USA INC Totals							Invoices	1	<u>\$691.25</u>
Vendor 15600 - GRAINGER									
9107360647	Buildings	Paid by Check #108079		11/02/2021	12/02/2021	11/30/2021		12/02/2021	860.80
9108036980	Biosolids Equipment - Building	Paid by Check #108079		11/03/2021	12/02/2021	11/30/2021		12/02/2021	350.02
9108036998	Biosolids Equipment - Building	Paid by Check #108079		11/03/2021	12/02/2021	11/30/2021		12/02/2021	175.01
9115743891	Automotive	Paid by Check #108079		11/09/2021	12/02/2021	11/30/2021		12/02/2021	369.05
Vendor 15600 - GRAINGER Totals							Invoices	4	<u>\$1,754.88</u>
Vendor 43403 - GRANITE CONSTRUCTION CO									
2134738	Pipe - Covers & Manholes	Paid by Check #108080		11/10/2021	12/02/2021	11/30/2021		12/02/2021	6,747.42
Vendor 43403 - GRANITE CONSTRUCTION CO Totals							Invoices	1	<u>\$6,747.42</u>
Vendor 48923 - MELONIE GUTTRY									
111121	Travel - Meetings - Education	Paid by Check #108081		11/11/2021	12/02/2021	11/30/2021		12/02/2021	160.22
Vendor 48923 - MELONIE GUTTRY Totals							Invoices	1	<u>\$160.22</u>
Vendor 49122 - HAEN CONSTRUCTORS									



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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
21-06A	Rocky Point 1 Waterline	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	383,587.55
21-06AR	Accrued Construction Retainage	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(19,179.38)
21-06B	Cornelian Waterline Replacement	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	11,295.00
21-06BR	Accrued Construction Retainage	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(564.75)
21-06C	Pipe - Covers & Manholes	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	85,000.00
21-06CR	Accrued Construction Retainage	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(4,250.00)
21-06D	Misc Emergency Incident Expenses	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	40,000.00
21-06DR	Accrued Construction Retainage	Paid by Check #108082		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(2,000.00)
Vendor 49122 - HAEN CONSTRUCTORS Totals							Invoices	8	\$493,888.42
Vendor 48332 - HDR ENGINEERING INC									
1200387970	Contractual Services	Paid by Check #108083		11/05/2021	12/02/2021	11/30/2021		12/02/2021	4,120.00
Vendor 48332 - HDR ENGINEERING INC Totals							Invoices	1	\$4,120.00
Vendor 49083 - HEATCO INC									
63388	Biosolids Equipment - Building	Paid by Check #108084		11/02/2021	12/02/2021	11/30/2021		12/02/2021	3,092.04
Vendor 49083 - HEATCO INC Totals							Invoices	1	\$3,092.04
Vendor 44430 - HIGH SIERRA BUSINESS SYSTEMS									
120583	Service Contracts	Paid by Check #108085		10/31/2021	12/02/2021	11/30/2021		12/02/2021	675.54
Vendor 44430 - HIGH SIERRA BUSINESS SYSTEMS Totals							Invoices	1	\$675.54
Vendor 44414 - HOME DEPOT CREDIT SERVICES									
8021025	Supplies	Paid by Check #108086		11/10/2021	12/02/2021	11/30/2021		12/02/2021	213.13
Vendor 44414 - HOME DEPOT CREDIT SERVICES Totals							Invoices	1	\$213.13
Vendor 48056 - INFOSEND INC									
201349	Printing & Postage Expenses	Paid by Check #108087		10/29/2021	12/02/2021	11/30/2021		12/02/2021	10,367.02
Vendor 48056 - INFOSEND INC Totals							Invoices	1	\$10,367.02
Vendor 48140 - INTEGRITY LOCKSMITH									
i32273	Buildings	Paid by Check #108088		11/03/2021	12/02/2021	11/30/2021		12/02/2021	326.25
i32282	Buildings	Paid by Check #108088		11/04/2021	12/02/2021	11/30/2021		12/02/2021	21.70
Vendor 48140 - INTEGRITY LOCKSMITH Totals							Invoices	2	\$347.95
Vendor 44110 - J&L PRO KLEEN INC									
28980	Janitorial Services	Paid by Check #108089		11/15/2021	12/02/2021	11/30/2021		12/02/2021	4,242.00
Vendor 44110 - J&L PRO KLEEN INC Totals							Invoices	1	\$4,242.00
Vendor 48374 - JACK DOHENY SUPPLIES INC									
145557	Infiltration & Inflow	Paid by Check #108090		11/16/2021	12/02/2021	11/30/2021		12/02/2021	1,256.69
Vendor 48374 - JACK DOHENY SUPPLIES INC Totals							Invoices	1	\$1,256.69
Vendor 45135 - LES SCHWAB TIRE CENTER									



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
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
66100393203	Automotive	Paid by Check #108091		11/05/2021	12/02/2021	11/30/2021		12/02/2021	1,592.06
66100393347	Automotive	Paid by Check #108091		11/06/2021	12/02/2021	11/30/2021		12/02/2021	77.36
Vendor 45135 - LES SCHWAB TIRE CENTER Totals							Invoices	2	<u>\$1,669.42</u>
Vendor 22550 - LIBERTY UTILITIES									
NOVEMBER2021-2	ELECTRICITY	Paid by Check #108092		11/15/2021	12/02/2021	11/30/2021		12/02/2021	106,831.72
Vendor 22550 - LIBERTY UTILITIES Totals							Invoices	1	<u>\$106,831.72</u>
Vendor 47903 - LINDE GAS & EQUIPMENT INC									
67056388	Shop Supplies	Paid by Check #108093		11/04/2021	12/02/2021	11/30/2021		12/02/2021	76.37
Vendor 47903 - LINDE GAS & EQUIPMENT INC Totals							Invoices	1	<u>\$76.37</u>
Vendor 49707 - STEVEN J MARSH									
2609412-2	Clothes Washer Rebate Program	Paid by Check #108094		11/19/2021	12/02/2021	11/30/2021		12/02/2021	200.00
Vendor 49707 - STEVEN J MARSH Totals							Invoices	1	<u>\$200.00</u>
Vendor 49486 - LARRY MCDONOUGH									
42759 T2 2021	Dues - Memberships - Certification	Paid by Check #108095		11/18/2021	12/02/2021	11/30/2021		12/02/2021	110.00
Vendor 49486 - LARRY MCDONOUGH Totals							Invoices	1	<u>\$110.00</u>
Vendor 49715 - MEGAN NICKLES									
3385408	Clothes Washer Rebate Program	Paid by Check #108096		11/06/2021	12/02/2021	11/30/2021		12/02/2021	200.00
Vendor 49715 - MEGAN NICKLES Totals							Invoices	1	<u>\$200.00</u>
Vendor 43796 - NORTHWEST HYD CONSULT INC									
27356	Upper Truckee Marsh Adaptive Management	Paid by Check #108097		11/09/2021	12/02/2021	11/30/2021		12/02/2021	1,917.16
Vendor 43796 - NORTHWEST HYD CONSULT INC Totals							Invoices	1	<u>\$1,917.16</u>
Vendor 48315 - O'REILLY AUTO PARTS									
Oct 21 Stmt	Automotive, Pump Stations & Shop Supplies	Paid by Check #108098		10/28/2021	12/02/2021	11/30/2021		12/02/2021	540.21
Vendor 48315 - O'REILLY AUTO PARTS Totals							Invoices	1	<u>\$540.21</u>
Vendor 48306 - OUTSIDE INTEGRATED MEDIA LLC									
29084	Public Relations Expense	Paid by Check #108099		11/02/2021	12/02/2021	11/30/2021		12/02/2021	2,011.00
Vendor 48306 - OUTSIDE INTEGRATED MEDIA LLC Totals							Invoices	1	<u>\$2,011.00</u>
Vendor 49062 - JASON PAUL									
06261506	Suspense	Paid by Check #108100		11/10/2021	12/02/2021	11/30/2021		12/02/2021	888.84
Vendor 49062 - JASON PAUL Totals							Invoices	1	<u>\$888.84</u>
Vendor 20450 - PDM STEEL									
467810-01	Secondary Equipment	Paid by Check #108101		10/22/2021	12/02/2021	11/30/2021		12/02/2021	1,158.36



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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 20450 - PDM STEEL Totals				Invoices	1	\$1,158.36
Vendor 48951 - JUSTIN PHILLIPS									
37298 T2 2021	Dues - Memberships - Certification	Paid by Check #108102		11/13/2021	12/02/2021	11/30/2021		12/02/2021	209.95
			Vendor 48951 - JUSTIN PHILLIPS Totals				Invoices	1	\$209.95
Vendor 48591 - POTABLE DIVERS INC									
21-922	Repair - Maintenance Water Tanks	Paid by Check #108103		11/11/2021	12/02/2021	11/30/2021		12/02/2021	1,500.00
21-923	Repair - Maintenance Water Tanks	Paid by Check #108103		11/11/2021	12/02/2021	11/30/2021		12/02/2021	1,500.00
21-924	Repair - Maintenance Water Tanks	Paid by Check #108103		11/11/2021	12/02/2021	11/30/2021		12/02/2021	1,500.00
			Vendor 48591 - POTABLE DIVERS INC Totals				Invoices	3	\$4,500.00
Vendor 41699 - PRO LEISURE									
10848	Uniforms, Incentive & Recognition Program	Paid by Check #108104		11/06/2021	12/02/2021	11/30/2021		12/02/2021	1,921.55
			Vendor 41699 - PRO LEISURE Totals				Invoices	1	\$1,921.55
Vendor 48553 - RAUCH COMMUNICATION									
Oct-2111	Contractual Services	Paid by Check #108105		11/10/2021	12/02/2021	11/30/2021		12/02/2021	945.00
			Vendor 48553 - RAUCH COMMUNICATION Totals				Invoices	1	\$945.00
Vendor 47803 - REDWOOD PRINTING									
32195	Supplies	Paid by Check #108106		11/12/2021	12/02/2021	11/30/2021		12/02/2021	190.50
			Vendor 47803 - REDWOOD PRINTING Totals				Invoices	1	\$190.50
Vendor 49497 - REGULATORY INTELLIGENCE LLC									
STPUD1121	Advisory	Paid by Check #108107		11/03/2021	12/02/2021	11/30/2021		12/02/2021	1,253.17
			Vendor 49497 - REGULATORY INTELLIGENCE LLC Totals				Invoices	1	\$1,253.17
Vendor 48727 - RESERVE ACCOUNT									
Nov 2021	Postage prepaid	Paid by Check #108108		11/21/2021	12/02/2021	11/30/2021		12/02/2021	1,500.00
			Vendor 48727 - RESERVE ACCOUNT Totals				Invoices	1	\$1,500.00
Vendor 48930 - EDGAR RODRIGUEZ									
1K4506431P482741	Travel - Meetings - Education	Paid by Check #108109		11/01/2021	12/02/2021	11/30/2021		12/02/2021	375.00
			Vendor 48930 - EDGAR RODRIGUEZ Totals				Invoices	1	\$375.00
Vendor 48873 - CAVIN ROSS									
06261502	Suspense	Paid by Check #108110		11/10/2021	12/02/2021	11/30/2021		12/02/2021	484.37
			Vendor 48873 - CAVIN ROSS Totals				Invoices	1	\$484.37
Vendor 48659 - MARILYN SHEPARD									



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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
20210507STPUD	Dues - Memberships - Certification	Paid by Check #108111		07/02/2021	12/02/2021	11/30/2021		12/02/2021	7,200.00
		Vendor 48659 - MARILYN SHEPARD Totals				Invoices	1		\$7,200.00
Vendor 49140 - SIERRA BUSINESS COUNCIL									
Oct 2021	Contractual Services	Paid by Check #108112		11/09/2021	12/02/2021	11/30/2021		12/02/2021	1,000.00
		Vendor 49140 - SIERRA BUSINESS COUNCIL Totals				Invoices	1		\$1,000.00
Vendor 48735 - SILVER STATE ANALYTICAL LAB									
RN276756	Monitoring	Paid by Check #108113		11/11/2021	12/02/2021	11/30/2021		12/02/2021	258.00
		Vendor 48735 - SILVER STATE ANALYTICAL LAB Totals				Invoices	1		\$258.00
Vendor 45168 - SOUTHWEST GAS									
NOVEMBER2021-2	NATURAL GAS	Paid by Check #108114		11/15/2021	12/02/2021	11/30/2021		12/02/2021	160.50
		Vendor 45168 - SOUTHWEST GAS Totals				Invoices	1		\$160.50
Vendor 42489 - TAHOE MOUNTAIN NEWS									
Nov 2021	Public Relations Expense	Paid by Check #108115		11/01/2021	12/02/2021	11/30/2021		12/02/2021	170.00
		Vendor 42489 - TAHOE MOUNTAIN NEWS Totals				Invoices	1		\$170.00
Vendor 48560 - TAHOE POOL SERVICE									
91398	Repair - Maintenance Water Tanks	Paid by Check #108116		11/15/2021	12/02/2021	11/30/2021		12/02/2021	45.68
		Vendor 48560 - TAHOE POOL SERVICE Totals				Invoices	1		\$45.68
Vendor 48927 - TAHOE VALLEY LODGE									
1036	Standby Accommodations	Paid by Check #108117		10/31/2021	12/02/2021	11/30/2021		12/02/2021	2,250.00
		Vendor 48927 - TAHOE VALLEY LODGE Totals				Invoices	1		\$2,250.00
Vendor 49420 - THATCHER COMPANY OF NEVADA INC									
2021400100653	Hypochlorite	Paid by Check #108118		11/02/2021	12/02/2021	11/30/2021		12/02/2021	3,224.30
		Vendor 49420 - THATCHER COMPANY OF NEVADA INC Totals				Invoices	1		\$3,224.30
Vendor 49343 - THE UNION									
IN3512	Public Relations Expense	Paid by Check #108119		10/31/2021	12/02/2021	11/30/2021		12/02/2021	578.00
		Vendor 49343 - THE UNION Totals				Invoices	1		\$578.00
Vendor 49378 - TNT INDUSTRIAL CONTRACTORS INC									
20-14A	LPPS Valve and Pipe Improvements	Paid by Check #108120		11/01/2021	12/02/2021	11/30/2021		12/02/2021	5,775.10
20-14AR	Accrued Construction Retainage	Paid by Check #108120		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(577.50)
20-14B	Luther Pass PS Tanks Rehab	Paid by Check #108120		11/01/2021	12/02/2021	11/30/2021		12/02/2021	44,165.81
20-14BR	Accrued Construction Retainage	Paid by Check #108120		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(4,416.59)
21-09A	Secondary Clarifier #3 Rehab	Paid by Check #108120		11/01/2021	12/02/2021	11/30/2021		12/02/2021	225,149.00
21-09AR	Accrued Construction Retainage	Paid by Check #108120		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(22,514.90)



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 Report By Vendor - Invoice
 Summary Listing

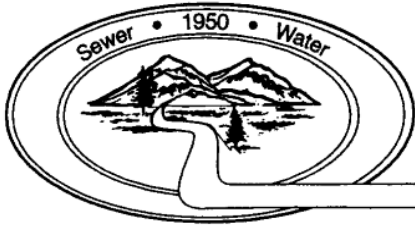
Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 49378 - TNT INDUSTRIAL CONTRACTORS INC Totals							Invoices	6	\$247,580.92
Vendor 47973 - US BANK CORPORATE									
ARCE1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	479.39
ASCHENBACH1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	2,262.35
BARTLETTB1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	364.52
BARTLETTCC1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	1,463.99
BAUGH1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	232.24
BLEDSE1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	1,100.40
CASWELL1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	587.00
COOLIDGE1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	241.00
GLAZE1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	967.51
GUTTRY1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	30.42
HENDERSON1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	972.36
HILTON1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	36.39
HUGHES1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	473.58
JONES1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	173.85
KAUFFMAN1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	2,859.58
KOSCIOLEK1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	148.60
RUTHERDALE1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	157.95
RYAN1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	217.41
SCHRAUBEN1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	161.60
SIANO1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	106.01
SKELLY1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	1,851.05
STANLEY1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	162.53
THIEL1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	121.52
THOMSEN1021	Oct 2021 Stmt	Paid by Check #108121		10/22/2021	12/02/2021	11/30/2021		12/02/2021	(555.49)
Vendor 47973 - US BANK CORPORATE Totals							Invoices	24	\$14,615.76
Vendor 43718 - USA BLUE BOOK									
781829	Shop Supplies	Paid by Check #108122		11/04/2021	12/02/2021	11/30/2021		12/02/2021	435.87
Vendor 43718 - USA BLUE BOOK Totals							Invoices	1	\$435.87
Vendor 15155 - USDA FOREST SERVICE									
BF041701AC034	Regulatory Operating Permits	Paid by Check #108123		10/29/2021	12/02/2021	11/30/2021		12/02/2021	1,183.16
Vendor 15155 - USDA FOREST SERVICE Totals							Invoices	1	\$1,183.16
Vendor 49296 - VERIZON WIRELESS									
NOVEMBER2021	TELEPHONE	Paid by Check #108124		11/09/2021	12/02/2021	11/30/2021		12/02/2021	285.54
Vendor 49296 - VERIZON WIRELESS Totals							Invoices	1	\$285.54
Vendor 48586 - VINCIGUERRA CONSTRUCTION INC									
21-05A	Secondary Clarifier #1 Rehab	Paid by Check #108125		11/01/2021	12/02/2021	11/30/2021		12/02/2021	13,627.00
21-05AR	Accrued Construction Retainage	Paid by Check #108125		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(1,362.70)



Payment of Claims

Payment Date Range 12/02/21 - 12/02/21
 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	
21-05B	Secondary Clarifier #2 Rehab	Paid by Check #108125		11/01/2021	12/02/2021	11/30/2021		12/02/2021	13,627.00	
21-05BR	Accrued Construction Retainage	Paid by Check #108125		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(1,362.70)	
21-05C	Generator, Emergency Blower	Paid by Check #108125		11/01/2021	12/02/2021	11/30/2021		12/02/2021	455,655.00	
21-05CR	Accrued Construction Retainage	Paid by Check #108125		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(45,566.50)	
Vendor 48586 - VINCIGUERRA CONSTRUCTION INC Totals						Invoices	6		\$434,617.10	
Vendor 25700 - WEDCO INC										
725265	Buildings	Paid by Check #108126		11/08/2021	12/02/2021	11/30/2021		12/02/2021	33.38	
725510	Buildings	Paid by Check #108126		11/09/2021	12/02/2021	11/30/2021		12/02/2021	135.14	
725515	Buildings	Paid by Check #108126		11/09/2021	12/02/2021	11/30/2021		12/02/2021	37.34	
726345	Shop Supplies	Paid by Check #108126		11/11/2021	12/02/2021	11/30/2021		12/02/2021	300.74	
726346	Buildings	Paid by Check #108126		11/11/2021	12/02/2021	11/30/2021		12/02/2021	236.73	
726347	Buildings	Paid by Check #108126		11/11/2021	12/02/2021	11/30/2021		12/02/2021	40.27	
Vendor 25700 - WEDCO INC Totals						Invoices	6		\$783.60	
Vendor 25850 - WESTERN NEVADA SUPPLY										
19043398	Saddles & Fittings Inventory	Paid by Check #108127		11/08/2021	12/02/2021	11/30/2021		12/02/2021	2,273.41	
19043560	Valves Elbows Ts Flanges Inventory	Paid by Check #108127		11/08/2021	12/02/2021	11/30/2021		12/02/2021	4,702.36	
19043562	Saddles & Fittings Inventory	Paid by Check #108127		11/08/2021	12/02/2021	11/30/2021		12/02/2021	1,931.56	
39046883	Buildings	Paid by Check #108127		11/09/2021	12/02/2021	11/30/2021		12/02/2021	36.84	
19043560-1	Valves Elbows Ts Flanges Inventory	Paid by Check #108127		11/15/2021	12/02/2021	11/30/2021		12/02/2021	3,310.79	
19025830-2	Repair Clamps Inventory	Paid by Check #108127		11/16/2021	12/02/2021	11/30/2021		12/02/2021	530.97	
Vendor 25850 - WESTERN NEVADA SUPPLY Totals						Invoices	6		\$12,785.93	
Vendor 42323 - WHITE ROCK CONSTRUCTION										
21-06A	Keller Heavenly Water System Improvement	Paid by Check #108128		11/01/2021	12/02/2021	11/30/2021		12/02/2021	78,790.00	
21-06AR	Accrued Construction Retainage	Paid by Check #108128		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(3,939.50)	
21-06B	Misc Emergency Incident Expenses	Paid by Check #108128		11/01/2021	12/02/2021	11/30/2021		12/02/2021	97,588.52	
21-06BR	Accrued Construction Retainage	Paid by Check #108128		11/01/2021	12/02/2021	11/30/2021		12/02/2021	(4,879.43)	
Vendor 42323 - WHITE ROCK CONSTRUCTION Totals						Invoices	4		\$167,559.59	
Grand Totals						Invoices	182		\$1,922,760.33	
									Gregg Excavating VOID chk #107996	\$(7,500.00)
									Gregg Excavating REISSUE chk #108129	\$7,500.00
12/02/2021 POC Total									\$1,922,760.33	



South Tahoe Public Utility District

General Manager
John A. Thiel

Directors
Chris Cefalu
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

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BOARD AGENDA ITEM 13a

TO: Board of Directors
FROM: Liz Kauffman, Human Resources Director
MEETING DATE: December 2, 2021
ITEM – PROJECT NAME: Public Employee Evaluation – General Manager
REQUESTED BOARD ACTION: Begin Evaluation Process

DISCUSSION: Pursuant to Section 54957 of the California Government Code, Closed Session may be held regarding public employee evaluation for unrepresented employee position - General Manager.

SCHEDULE: N/A

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: General

GENERAL MANAGER: YES *J* NO

CHIEF FINANCIAL OFFICER: YES *PH* NO