NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, APRIL 15, 2020

Pursuant to Chapter 241 of the Nevada Revised Statutes, the Board of Trustees of Douglas County Lake Tahoe Sewer Authority hereby notifies all interested parties that a Regular Meeting of the Board will be conducted telephonically on April 15, 2020, beginning at 9:30 a.m.

Due to Governor Sisolak's mandated steps to protect against the spread of the coronavirus, the Board of Trustees of Douglas County Lake Tahoe Sewer Authority will participate in this meeting by telephone. There will be no physical meeting place. Members of the Public wishing to take part in the meeting may do so by using the phone number and conference code below:

Via Cell Phone: 1 702-359-0270
Via Landline Phone: 1 800-201-7439
Conference Code: 356286.

Copies of this Notice are posted in the following locations:

Wastewater Reclamation Plant
Highway 50 and Sewer Plant Road
Zephyr Cove, Nevada

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

The meeting shall be conducted in accordance with the following Agenda. Unless otherwise stated, items may be considered out of order at the discretion of the chairperson. Unless otherwise noted, all items shall include discussion and possible action.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
REGULAR MEETING AGENDA
WEDNESDAY, APRIL 15, 2020

Action may be taken on any agenda item unless noted "for discussion only."

Items on the agenda may be taken out of order.

Two or more agenda items may be combined for consideration.

An item may be removed from the agenda or discussion relating to an item may be delayed at any time.

Public comment will be taken on any item on this agenda on which action may be taken, before action is taken on the item.

Every meeting of the Board of Trustees will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the Board's goal to also provide for item-specific public comment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Chair also retains discretion to limit comment to three minutes per person and only provide for the Open Meeting Law's minimum public comment.

Copies of supporting material, if any, may be requested from Paula East-Janicki by mail at P.O. Box 578, Zephyr Cove, NV 89448 or by telephone at (775) 586-8575. Copies of supporting material, if any, are also available on the Douglas County Lake Tahoe Sewer Authority website: https://www.dcltsa.org.

1. Call Meeting to Order – 9:30 a.m.
2. Roll Call
3. Recognition of Others in Attendance
4. Public Comment - for discussion only
5. Approval of Agenda - **for possible action.**
6. Minutes of Prior Meeting of the Board of Trustees (March 18, 2020) – **for possible action.**
7. Discussion and possible execution of a three-year contract with Summit Plumbing Co., LLC for Wastewater Collection System Cleaning and Emergency Service in the amount of $189,000, plus Bid Alternate 1 for CCTV inspection of lines in the amount of $33,696 for a total amount of $222,696 over a three year period **– for possible action.**
8. Manager's Report (Rob Hopkins)

    A. General Status Report

9. Engineer's Report

   A. General Projects Status Report.

10. Attorney's Report (Ryan Russell)

   A. General Status Report

   B. Discussion and possible action regarding leak/warranty issue with the Underground Emergency Storage Tanks – **for possible action.**

11. Controller's Report

   A. General Status Report

   B. Investment Report

12. Approval of Claims – **for possible action**

13. Reports/updates from Board Trustees concerning the areas or districts they represent – for discussion only.

14. Final Public Comment

15. Adjournment

CERTIFICATE OF POSTING

I hereby certify that, prior to 9:00 A.M. on this date, I personally posted a copy of the foregoing Notice of Regular Meeting and Agenda of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority at the following locations:

Douglas County Lake Tahoe Sewer Authority
Wastewater Treatment Plant
Sewer Plant Road/Highway 50
Zephyr Cove, NV 89448

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

DATED this 10th day of April, 2020.

Paula East-Janicki

Print Name: Paula East-Janicki
Title: DCLTSA Controller

MINUTES OF REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
MARCH 18, 2020

CALL TO ORDER:

Due to the Governor's mandated steps to protect against the spread of the Coronavirus (Covid - 19), a Meeting of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority (DCLTSA) was duly convened via telephone conference call at 9:30 a.m. on Wednesday, March 18, 2020 originating at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present and taking part via telephone connection were Trustees Mike Bradford, Darya Vogt, Grant Thompson, Chuck Fagen and Wes Rice. Each of them could hear all others taking part in the meeting.

RECOGNITION OF OTHERS IN ATTENDANCE:

Also in attendance were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki, Authority Accountant Ying Johnson, and telephonically Rob Anderson, Authority Engineer, the Authority's attorney, Ryan Russell, Dave Backman from K.G. Walters Construction Co., Jim Morris from HDR Engineering and Bob Cook.

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF AGENDA:

It was moved by Trustee Vogt, seconded by Trustee Thompson and carried unanimously that the agenda be approved and adopted as presented.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Vogt, seconded by Trustee Rice and carried unanimously that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated February 19, 2020, be approved.

DISCUSSION AND POSSIBLE ACTION:

Discussion and possible execution of a Construction Management at Risk Guaranteed Maximum Price Contract with K.G. Walters Construction Co., Inc. for Phase I of the Treatment Plant Upgrades Project in the amount of $1,436.210 – for possible action.

It was moved by Chairman Bradford, seconded by Trustee Vogt to approve the construction Management at Risk Guaranteed Maximum Price Contract with K.G. Walters Construction Co., Inc. for Phase I of the Treatment Plant Upgrades Project in the amount of $1,436.210. Motion carried unanimously.

Discussion and possible approval to extend the biosolids trucking contract with Tahoe Basin Container Service, Inc., a sole source provider, for a one-year period, from April 1, 2020 to March 31, 2021, with a 2.14% rate increase, from $374 per trip to $382 – for possible action.

It was moved by Trustee Vogt, seconded by Trustee Rice to approve extending the biosolids trucking contract with Tahoe Basin Container Service, Inc., a sole source provider, for a one-year period, from April 1, 2020 to March 31, 2021, with a 2.14% rate increase, from $374 per trip to $382. Motion carried unanimously.

MANAGER'S REPORT:

A. General Status Report

Authority Manager Rob Hopkins presented the Board with a written summary of various general matters related to the Authority and briefly summarized each item in the written report. The written report is incorporated in these minutes by this reference.

Mr. Hopkins reported that Phase 1 of the DCLTSA Treatment Plant improvements project is underway. DCLTSA, K.G. Walters and HDR Engineering staff participated in a round table evaluation of blower technology as part of the project. He further reported that operator training with the updated technology for the Treatment Plant is ongoing.

Mr. Hopkins reported that two more residential units within the Sierra Colina Project were inspected by DCLTSA staff in the last period. Additionally, DCLTSA and R.O. Anderson have coordinated review and comment on the sewer infrastructure plans for the South Tahoe Events Center. Mr. Hopkins reported that the 2020 Hazardous Materials Permit has been submitted to the Nevada State Fire Marshal with the associated fees.

Mr. Hopkins reported that, staff has been working with the contractors at Tahoe Beach Club to seal leaks on Manhole 310 and that the relocated sewer line would not be accepted by the Authority until that work is completed.

Finally, DCLTSA will be taking on minor dewatering flows from the Tahoe Beach Club in order to free up storage volume within their own-site storage ponds.

Following thoughtful discussion and questions from the Trustees, Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

ENGINEER'S REPORT:

A. General Projects Status Report

In addition to his participation in the Manager's Report, Rob Anderson presented correspondence dated March 17, 2020 briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The March 17, 2020 correspondence is incorporated in these minutes by this reference.

Mr. Anderson indicated that cleaning contract documents to secure a contractor to continue the cleaning of the collection system following the expiration of the current contract at the end of April, 2020 will be published for competitive bidding.

Mr. Anderson indicated that the ARV Maintenance NDOT Permit application has been completed and submitted. He further indicated the he and his staff have confirmed that the Basis Strategies request to Karen Kuentz with the US Forest Service for relocating the existing DCLTSA sewer main onto the adjacent USFS property is current.

Mr. Anderson indicated that the Tahoe South Events Center initial plan review has been completed and the comment letter was issued to Welsh-Hagen, the civil engineering firm representing the project.

Mr. Anderson and his staff have dug back in the archives on the Bently Reservoir levels and found 2003 LiDAR data from the Pine Nut Mountain hydrology FEMA re-study, and it appears that the survey captured the reservoir after construction but before it was filled. Mr. Anderson reported that the digital files used to analyze the annual flow data have been updated.

With regard to the ongoing meter reconciliation work, Mr. Anderson reported that he and his staff have collected/downloaded data from two meters for comparative purposes in the hopes of demonstrating a strong correlation of total measured flow between the two independent meters.

Following thoughtful discussion and questions, Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

ATTORNEY'S REPORT:

A. General Status Report

Mr. Russell had nothing additional to report. Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

B. Discussion and possible action regarding leak/warranty issue with the Underground Emergency Storage Tanks

Mr. Russell had nothing new to report. There was no public comment.

AUTHORITY CONTROLLER'S REPORT:

A. General Status Report

Ms. East-Janicki indicated that her report was provided and that she was happy to answer any questions. There were none.

B. Discussion and possible acceptance of the Tentative Budget for Fiscal Year 2020-2021 for submission to the Nevada Department of Taxation – for possible action.

Ms. East-Janicki presented the tentative budget. Following thoughtful discussion and questions, Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

It was moved by Trustee Rice, seconded by Trustee Fagen to approve the tentative budget as presented. Motion carried unanimously.

C. Discussion and possible designation of Beth Farley, from Eide Bailey as Auditor for the upcoming annual audit of Fiscal Year 2019-202 – for possible action.

Ms. East-Janicki presented the item.

Following thoughtful discussion and questions, Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

It was moved by Trustee Vogt, seconded by Trustee Rice to designate Beth Farley, from Eide Bailey as Auditor for the upcoming annual audit of Fiscal Year 2019-202. Motion carried unanimously.

D. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, showing a total of approximately $10 million. Ms. East-Janicki reported that this amount does not include loan proceeds from the SRFL or the reserve account for the loan.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

APPROVAL OF CLAIMS:

The claims along with the Authority's check register were provided to the Board Treasurer.

Following thoughtful discussion and questions, Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

It was moved by Trustee Vogt, seconded by Trustee Fagan to approve the claims as presented. Motion carried unanimously.

Reports/updates from Board of Trustees concerning the areas or districts they represent:

Chairman Bradford indicated that the Lakeside Inn is shutdown for the time being in an effort to meet the issues surrounding the coronavirus.

Trustee Rice indicated that the Douglas County Board of County Commissioners has cancelled several meetings.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:45 a.m.

_____

APPROVED

_____

4834-4135-9543, v. 1

R O Anderson

MEMORANDUM

DATE: April 8, 2020

TO: Rob Hopkins
General Manager
DCLTSA

FROM: Sue McReavy
R.O. ANDERSON ENGINEERING, INC.

SUBJECT: Wastewater Collection System Cleaning and Emergency Service: Recommendation to Award

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We have completed our review of the bid submitted by Summit Plumbing Co., LLC (Summit Plumbing) for the Wastewater Collection System Cleaning and Emergency Service project. In our opinion Summit Plumbing is responsive and responsible. We recommend the Board award the contract to Summit Plumbing at the April 15, 2020 Board meeting.

The submitted bid amount is:

Base Bid, cleaning and emergency services for 3 years ($63,000 annually)	$189,000
Bid Alternate 1, CCTV inspection of whole system spread over 3 years (this amount may vary based on actual linear footage, modification must be made through a Change Order)	$33,696
TOTAL	$222,696

Contractor's bid schedule attached

\\vs-fp-01\clients\Client Files\0643\0643-002\Documents\District Operations\Contracts\maintenance and emergency services\2020\Bid Docs\MEM T Hopkins RE recommendation to award.doc

Physical
1603 Esmeralda Avenue
Minden, Nevada 89423
775.782.2322

Mailing
P.O. Box 2229
Minden, Nevada 89423
775.782.2322

Offices
Minden, Nevada
Reno, Nevada

$63,000 confirmed verbally with Paul Kearney 4/8/2020

Unit Price Bid Schedule

No.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL ESTIMATED PRICE
1.	Wastewater Collection System Cleaning and Emergency Service	Year	3	$189,000.00	$189,000.00
			Total of Base Bid		$189,000.00

Total of Base Bid in words: One Hundred Eighty Nine Thousand Dollars and 00/100

Contractor: Jeremy Weston Member/Manager

Authorizing Signature: _____

Bid Alternate 1 Bid Schedule

No.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL ESTIMATED PRICE
BA1.1	CCTV inspection	LF	46,800	.72 per ft	$33,696.00
			Total of Bid Alternate 1		$33,696.00

Total of Bid Alternate 1 in words: Thirty Three Thousand Six Hundred Ninety Six Dollars and 00/100

Contractor: Jeremy Weston Member/Manager

Authorizing Signature: _____

Meeting Date: April 15th, 2020

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – April 2020
A. General Status Report

Staff Recommendation:

None. This is an informational item only.

Discussion/Report:

This item serves to afford the Authority General Manager the opportunity to update the DCLTSA Board of Trustees on select activities over the previous month(s).

1. Hydro-blasting of Aeration Basins #1-4 is well underway. This work is necessary to prepare the concrete surface of the aeration basins for coating application. The recent wet weather has caused a few minor delays, but overall, the work is on schedule (Photos attached).

2. A monitor and microphone system have been purchased and installed in the DCLTSA Board Room. This equipment has been installed in order to facilitate remote-hosted meetings in response to the Covid-19 outbreak and social distancing guidelines. We are acting under the assumption that some sort of social distancing will remain in place for the next several months. To date, we have conducted one remote meeting, using Web-Ex, with staff from HDR and K.G. Walters. We will be continuing to expand our capability, exploring possibilities such as using Microsoft Zoom or other software to conduct Board and other meetings moving forward.

3. Work related to the selection and placement of diffused air blowers and headworks packages were held in the past thirty days. Blower location was relocated within the Treatment Plant to minimize the possibility of hydrogen sulfide corrosion of the blower units. We are on hoping to present the Guaranteed Maximum Price package #2 to the Board at the May 2020 Board meeting.

4. Edgewood Companies has reached out to the Authority to consider a modified, two-stage construction plan for its "Casita" project. The project may present an opportunity for the Authority to participate with Edgewood in the replacement of a sub-standard section of the Authority's 24-inch gravity interceptor. Further details may be provided under the Authority Engineer's report.

5. Plan review for the Tahoe South Events Center continues. Plan review comments have been generated by the Authority Engineer and submitted to TSEC Engineer Welsh-Hagen. Further detail may be provided by Authority Engineer R.O. Anderson.

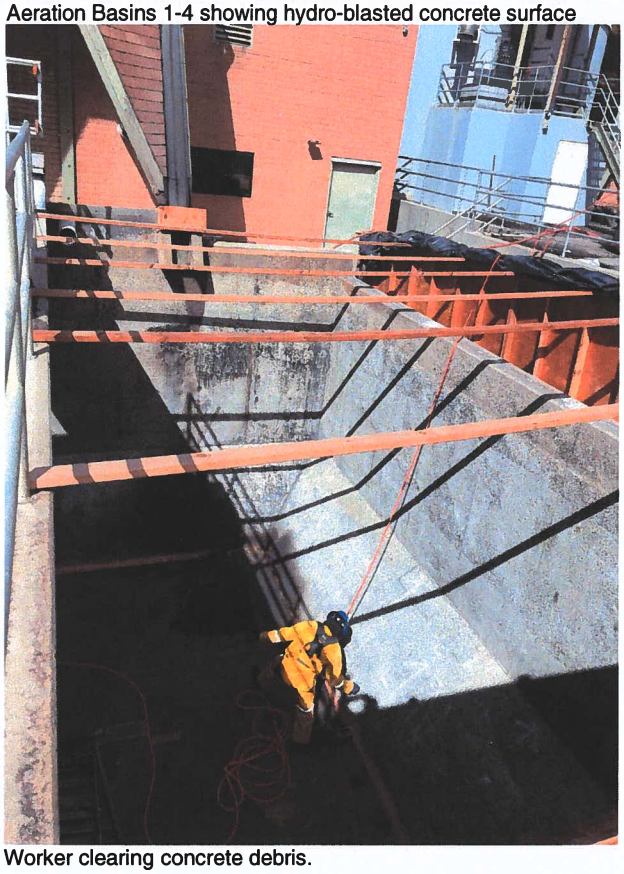
6. The impact of the Corona virus related closure of the Casino Core on "In-Authority" Beach Pump Station (BPS) sewer flow contributions has been significant. For comparison, Average Daily Flow in March 2019 was 595,000 gallons per day. Flow average for the second half of March 2020 (post-shutdown) shows an Average Daily Flow at the BPS of 277,000 gallons per day.

7. The Sewer Authority has been recognized as Critical Infrastructure during this crisis. This has allowed vendors of PPE (N-95 masks, etc.) to prioritize sales to the Authority. The Authority has placed a significant order for additional masks for staff.

8. The Sewer Authority has taken several steps to maintain social distancing to protect staff.
    a. We have mandated no passengers in Authority vehicles (one crew member per vehicle).
    b. All "discretionary" projects that require 2 or more staff work in proximity (under 6 feet) have been put on hold.
    c. When work must be done in close proximity (under 6 feet for 15 or more minutes as general guidance) masks should be worn.
    d. Office work that can be done remotely is encouraged. Otherwise, office staff is encouraged to work "one person per office" with door closed when on site.
    e. Office fixtures like doorknobs, light switches, keyboards, mice are regularly sanitized. Disinfecting wipes have been provided to staff.
    f. All package deliveries are dropped off outside the office building.
    g. Areas where sewage flow may be aerosolized are to be avoided if possible. It is unknown currently whether Covid-19 is transmissible in sewage. Until more information is available, we will continue to err on the side of caution, wearing appropriate PPE when circumstances warrant.



Aeration Basins 1-4 showing hydro-blasted concrete surface



Worker clearing concrete debris.

AUTHORITY CONTROLLER'S

BOARD REPORT – April 15, 2020

General Status Report

At the end of February, our operating expenses were more than 9% under budget. We have paid the Eide Bailly bill of $38,000, so even with that to be under budget, we're doing really well.

Status of Billing

Prior to sending out the April 1 invoices, we only had $8,500 in past due invoices. Offsetting that, we have $28,780 in customer credits for people who have paid their bills ahead of time.

We have been contacted by several customers impacted by the economic shutdown, and Rob and I have been working with Ryan Russell to design template agreements to be used at our discretion with the individual users.

Underground Storage Costs To Date

During the month of March, 190,800 gallons of groundwater were pumped out of the Underground Storage Tank at a treatment cost of $1,891. The ground water has picked up a little, since the weather has gotten warmer.

Since the last Board meeting the only additional hard costs for the failed project were $5,761 for Lewis Roca Rothgerber Christie, the litigation attorneys.

Aeration Basin and Plant Upgrades Project

To date this fiscal year, we have drawn $458,324 down from the State Revolving Fund $9 million loan. Of that, more than $46,000 has been placed in the LGIP Reserve account which will eventually be used to make the last debt service payment on the loan account. As of the end of March, we've spent approximately $380,000 in this fiscal year toward that project. As Rob indicated to you, we anticipate the 2nd Phase Gross Maximum Price Contract for the headworks and grit screening equipment to be ready for Board approval at the May meeting.

Investment Report

We have a little more than $10.25 million dollars invested in liquid Wells Fargo and Local Government Investment Pool (LGIP) accounts and longer- term laddered CD's. Those amounts do not include the loan proceed or reserve accounts. There has been no investment activity since the last Board meeting with the exception of interest earned. As I was writing this report, I got an email that LGIP paid 1.65% interest last month. That's a very good thing, better than any CD's available.

Claims and Check Register

I put copies of the wires and check register from March 15 through April 15, 2020 in the Board packet. If there are no questions, when we can get together again, I will ask that the Treasurer sign them and return them to me for our records.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

JULY - FEBRUARY 2019-2020 BUDGET VS. ACTUAL

	JULY -FEB	Budgeted	Variance	Comments
Salaries	$ 759,051.32	$ 753,042.00	$ (6,009.32)	
OT/Callback	$ 9,398.77	$ 22,591.33	$ 13,192.56	
Holiday	$ 9,941.80	$ 10,341.33	$ 399.53	10 of 11 holidays
NTD	$ 14.77	$ -	$ (14.77)	
Longevity	$ 4,095.00	$ 4,095.00	$ -	Paid Yearly - December
Stand-By Pay	$ 8,051.26	$ 8,354.67	$ 303.41	
Health Insurance	$ 194,872.99	$ 216,501.33	$ 21,628.34	
State Retirement (PERS)	$ 208,803.92	$ 223,507.33	$ 14,703.41	
SIIS (Workers Comp)	$ 23,558.00	$ 29,425.33	$ 5,867.33	
Medicare Tax	$ 12,106.67	$ 11,557.33	$ (549.34)	
Unemployment Insurance	$ 6,409.50	$ 2,000.00	$ (4,409.50)	Estimated
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 29,268.67	$ 20,000.00	$ (9,268.67)	Estimated based on last year's study
Salaries/Benefits	**$ 1,265,572.67**	**$ 1,301,415.67**	**$ 35,843.00**	

JULY - FEBRUARY 2019-2020 BUDGET VS. ACTUAL

	JULY -FEB	Budgeted	Variance	Comments
Electric Power	$ 164,420.73	$ 178,450.00	$ 14,029.27	
Electric Power - BPS	$ 10,128.45	$ 12,000.00	$ 1,871.55	
Electric Power - MPS	$ 38,349.88	$ 45,416.67	$ 7,066.79	
Natural Gas	$ 6,952.66	$ 7,230.00	$ 277.34	
Natural Gas - BPS	$ 783.87	$ 3,666.67	$ 2,882.80	
Natural Gas - MPS	$ 240.76	$ 233.33	$ (7.43)	
Water	$ 7,756.77	$ 6,933.33	$ (823.44)	
Water - BPS	$ 2,265.99	$ 3,666.67	$ 1,400.68	
Water - MPS	$ 6,458.08	$ 940.00	$ (5,518.08)	Significantly under-budgeted
Solid Waste Removal	$ 2,649.72	$ 2,703.33	$ 53.61	
Utilities	**$ 240,006.91**	**$ 261,240.00**	**$ 21,233.09**	
Chemicals	$ 52,567.81	$ 56,666.67	$ 4,098.86	
Lab Supplies	$ 2,917.16	$ 833.33	$ (2,083.83)	Performing extra tests
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 55,484.97**	**$ 57,500.00**	**$ 2,015.03**	

JULY - FEBRUARY 2019-2020 BUDGET VS. ACTUAL

	JULY -FEB	Budgeted	Variance	Comments
Legal Services	$ 28,177.66	$ 36,666.67	$ 8,489.01	
Accounting	$ 40,386.40	$ 27,233.33	$ (13,153.07)	Audit bill ($38,000)
Legal/Accounting	**$ 68,564.06**	**$ 63,900.00**	**$ (4,664.06)**	
Engineering	$ 51,199.85	$ 53,333.33	$ 2,133.48	
Engineering - BPS	$ -	$ -	$ -	
Engineering - MPS	$ -	$ -	$ -	
Engineering - In-District	$ -	$ -	$ -	
Consulting	$ 17,650.00	$ 24,666.67	$ 7,016.67	
Engineering/Consulting	**$ 68,849.85**	**$ 78,000.00**	**$ 9,150.15**	
Maintenance Export Line	$ -	$ 19,666.67	$ 19,666.67	
Maintenance Collection System	$ 39,373.30	$ 47,000.00	$ 7,626.70	
Repairs Collection System	$ 743.73	$ 7,666.67	$ 6,922.94	
Computer Maintenance/Supplies	$ 3,312.50	$ 6,823.33	$ 3,510.83	
Annual Software Licenses	$ 18,287.31	$ 16,333.33	$ (1,953.98)	SCADA Annual
SCADA Support	$ 21,315.75	$ 8,666.67	$ (12,649.08)	Tesco Meter Integration

JULY - FEBRUARY 2019-2020 BUDGET VS. ACTUAL

	JULY -FEB	Budgeted	Variance	Comments
Repairs - Vehicles	$ 6,069.20	$ 13,366.67	$ 7,297.47	
Repairs - Mechanical	$ 28,777.32	$ 53,333.33	$ 24,556.01	
Repairs - Mechanical BPS	$ 4,539.83	$ 18,666.67	$ 14,126.84	
Repairs - Mechanical MPS	$ 7,006.50	$ 5,816.67	$ (1,189.83)	Repairs to ABBA Pumps
Emergency Repairs	$ -	$ -	$ -	
Repairs Bldg & Grounds	$ 8,081.25	$ 7,200.00	$ (881.25)	County Weed Abatement
Repairs Bldg & Grounds - BPS	$ 189.38	$ 1,333.33	$ 1,143.95	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 550.00	$ 550.00	
Repairs Heating	$ -	$ 2,666.67	$ 2,666.67	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 1,457.85	$ 2,316.67	$ 858.82	
Repairs Electrical	$ 131.70	$ 3,333.33	$ 3,201.63	
Repairs Electrical	$ -	$ 333.33	$ 333.33	
Repairs Instruments	$ 8,541.92	$ 12,333.33	$ 3,791.41	
Equipment Rental	$ 353.80	$ 4,000.00	$ 3,646.20	
Maintenance Supplies	$ 4,897.51	$ 4,733.33	$ (164.18)	

JULY - FEBRUARY 2019-2020 BUDGET VS. ACTUAL

	JULY -FEB	Budgeted	Variance	Comments
Safety Equipment	$ 3,880.77	$ 7,333.33	$ 3,452.56	
Odor Control System Maintenance	$ 2,838.75	$ 16,000.00	$ 13,161.25	
Repairs/Maintenance	**$ 159,798.37**	**$ 259,473.33**	**$ 99,674.96**	
Casualty Insurance	$ 51,652.72	$ 58,668.00	$ 7,015.28	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 51,652.72**	**$ 58,668.00**	**$ 7,015.28**	
Telephone	$ 13,114.79	$ 17,000.00	$ 3,885.21	
Telephone	$ 663.35	$ 1,900.00	$ 1,236.65	
Telephone	$ -	$ 400.00	$ 400.00	
Small Tools & Equipment	$ 5,196.56	$ 6,016.67	$ 820.11	
Laundry and Linen	$ 346.30	$ 3,666.67	$ 3,320.37	
Forest Svc. Fee	$ -	$ 333.33	$ 333.33	
Training, Dues & Subscriptions	$ 2,012.53	$ 5,333.33	$ 3,320.80	
Office Expenses	$ 6,000.70	$ 14,666.67	$ 8,665.97	
Travel	$ -	$ -	$ -	
Sample Testing	$ 24,786.92	$ 26,483.33	$ 1,696.42	

JULY - FEBRUARY 2019-2020 BUDGET VS. ACTUAL

	JULY -FEB	Budgeted	Variance	Comments
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 40,473.90	$ 44,666.67	$ 4,192.77	
Underground Service Alert	$ 469.49	$ 243.33	$ (226.16)	Annual Fee Doubled
Permit Fees	$ 9,432.56	$ 10,833.33	$ 1,400.77	
Misc Exp and Bank Fees	$ 3,247.24	$ 3,800.00	$ 552.76	
Other Operating Expenses	**$ 105,744.34**	**$ 135,343.33**	**$ 29,599.00**	
Fuels and Lubricants	$ 11,567.33	$ 15,240.00	$ 3,672.67	
Fuels & Lubricants	**$ 11,567.33**	**$ 15,240.00**	**$ 3,672.67**	
Total Operating Expenses Thru FEB	**$ 2,027,241.21**	**$ 2,230,780.33**	**$ 203,539.12**	
			9.12%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 3/15/2020 to 4/15/2020

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
9348	03/19/20	P	AB01	A-1 NATIONAL FIRE CO.	$96.45
9349	03/19/20	P	AL17	ALHAMBRA	$97.05
9350	03/19/20	P	AL01	ALLISON, MACKENZIE, Pavlakis	$3,135.00
9351	03/19/20	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,077.72
9352	03/19/20	P	CAPITA	DICK CAMPAGNI'S CAPITAL FORD	$12,570.00
9353	03/19/20	P	DIY	DIY HOME CENTER	$6.29
9354	03/19/20	P	DOUGLA	DOUGLAS COUNTY ASSESSOR	$25.00
9355	03/19/20	P	FR01	FRONTIER	$70.98
9356	03/19/20	P	GRIFFI	GRIFFIN SYSTEMS, INC.	$125.00
9357	03/19/20	P	HDR01	HDR, ENGINEERING, INC.	$61,800.66
9358	03/19/20	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$121.94
9359	03/19/20	P	KI11	KINGSBURY GENERAL IMP. DIST.	$936.97
9360	03/19/20	P	ME10	MEEKS BUILDING CENTER	$83.29
9361	03/19/20	P	PEZ1	NOVA GEOTECHNICAL & INSPECTION	$3,400.00
9362	03/19/20	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$117.63
9363	03/19/20	P	POL10	POLYDYNE INC.	$5,520.00
9364	03/19/20	P	AN12	R.O. ANDERSON ENGINEERING, INC	$11,171.25
9365	03/19/20	P	SO10	SOUTH TAHOE REFUSE, INC.	$235.68
9366	03/19/20	P	SO13	SOUTHWEST GAS CORP.	$1,593.40
9367	03/19/20	P	NE35	STATE FIRE MARSHAL	$250.00
9368	03/19/20	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,336.50
9369	03/19/20	P	US12	USABLUEBOOK	$317.81
9370	03/19/20	P	WF01	WELLS FARGO	$6,321.52
9371	03/19/20	P	WE12	Western Envir. Testing Lab	$584.58
9372	03/19/20	P	WE18	WESTERN NEVADA SUPPLY CO.	$1,306.33
9373	03/19/20	P	JOHN	YING H. JOHNSON	$140.88
9374	03/31/20	P	WEBB	ALEXANDER WEBB	$192.83
9375	03/31/20	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$578.06
9376	03/31/20	P	CA12	CARSON VALLEY OIL CO., INC.	$2,183.20
9377	03/31/20	P	CA25	CASHMAN EQUIPMENT COMPANY	$3,690.43
9378	03/31/20	P	FR01	FRONTIER	$586.12
9379	03/31/20	P	HDR01	HDR, ENGINEERING, INC.	$17,973.45
9380	03/31/20	P	HOMETO	HOMETOWN HEALTH	$16,485.78
9381	03/31/20	P	BOU11	JAMES G. CECIL/BOULDER EXTER.	$100.00
9382	03/31/20	P	LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$5,761.50
9383	03/31/20	P	LIBERT	LIBERTY UTILITIES	$34.25
9384	03/31/20	P	MET11	METLIFE - GROUP BENEFITS	$2,007.23
9385	03/31/20	P	EA13	PAULA EAST-JANICKI	$64.00
9386	03/31/20	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,242.50
9387	03/31/20	P	ST09	STANDARD INSURANCE COMPANY	$608.62
9388	03/31/20	P	VI12	VISION SERVICE PLAN - (AT)	$235.22
9389	03/31/20	P	WE12	Western Envir. Testing Lab	$1,490.14
				BANK WFCHK REGISTER TOTAL:	**$166,675.26**
				GRAND TOTAL :	**$166,675.26**

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT**
**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 3/15/2020 - 4/15/2020

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 6724	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2020 - 10**	**CREATED: 03/26/20 by YHJ**			
128557	04/15/20			414.1100	MARCH PERS CONTRIBS	$11,720.97	$0.00	$11,720.97
128558	04/15/20			415.1100	MARCH PERS CONTRIBS	$11,720.96	$0.00	$23,441.93
128559	04/15/20			101.1000	MARCH PERS CONTRIBS	$0.00	$23,441.93	$0.00
					BATCH 6,724 TOTALS:	**$23,441.93**	**$23,441.93**	**$0.00**
BATCH: 6725	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2020 - 9**	**CREATED: 03/30/20 by YHJ**			
128560	03/26/20			486.1100	CHECK & ENV.PRINTING CHARGES	$623.42	$0.00	$623.42
128561	03/26/20			101.1000	CHECK & ENV.PRINTING CHARGES	$0.00	$623.42	$0.00
					BATCH 6,725 TOTALS:	**$623.42**	**$623.42**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$24,065.35**	**$24,065.35**	