NOTICE OF SPECIAL MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, JULY 29, 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 Special Meeting of the Board will be conducted telephonically on July 29, 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
SPECIAL MEETING AGENDA
WEDNESDAY, JULY 29, 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 (June 17, 2020) – **for possible action.**

7. Discussion and Possible Execution of a Construction Management at Risk Guaranteed Maximum Price Contract with K.G. Walters Construction Co. Inc. for Phase 2-A of the Treatment Plant Upgrades Project in the Amount of $471,795 (Four Hundred Seventy-one Thousand, Seven Hundred and Ninety-five Dollars) **– 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 and/or Jim Cavilia)

    A. General Status Report

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 Public Hearing and 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 24th day of July, 2020.

P East-Janicki

Print Name: Paula East-Janicki
Title: DCLTSA Controller

4836-9237-4975, v. 1

MINUTES OF REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
JUNE 17, 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, June 17, 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:

In attendance in person were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki and Authority Accountant, Ying Johnson. Participating via telephone connection by which everyone at the meeting could hear one another were Authority Engineer, Rob Anderson, the Authority's legal counsel, Jim Cavilia and Ryan Russell, and Bob Cook.

Also, in attendance was Andrew Hickman of Round Hill General Improvement District (RHGID).

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 April 29, 2020 and May 20, 2020, be approved.

Discussion and Possible Execution of a Construction Management at Risk Guaranteed Maximum Price Contract with K.G. Walters Construction Co. Inc. for Phase 2 of the Treatment Plant Upgrades Project in the Amount of $1,885,404.

Authority Manager Rob Hopkins explained that the proposed contract was the result of more than two years of planning and that the project is part of the Authority's Development Plan. Mr. Hopkins indicated that the maximum price of $1,885,404 includes much of the new equipment that is part of the project. Mr. Hopkins recommended approval of the contract as presented. In response to a question from Trustee Rice, Mr. Hopkins indicated that the funds for the project are included in the Authority's approved budget. In response to an inquiry from Trustee Vogt, Mr. Hopkins indicated that this Phase 2 includes, among other things, grit removal, blowers, aerators, piping and railing.

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

Following the inquiry of the Trustees, **it was moved by Chairman Bradford, seconded by Trustee Vogt and carried unanimously that staff be directed to execute the Construction Management at Risk Guaranteed Maximum Price Contract with K.G. Walters Construction Co. Inc. for Phase 2 of the Treatment Plant Upgrades Project in the Amount of $1,885,404 as presented.**

Discussion and Possible Action to Allow Staff to Contract for Replacement of a Portion of Sewer Line Located on U.S. Highway 50 in Stateline, Nevada Between the Roadway and Harrah's Casino in compliance with NRS Chapter 338.011 in Order to Meet an Emergency which Threatens the Health, Safety and Welfare of the Public.

Mr. Hopkins explained that in the routine video inspection of sewer lines, it has been discovered that the bottom of a six-inch clay sewer main has eroded and needs to be replaced. Mr. Hopkins presented that Board with three options for repair that range from replacing 146 feet of sewer pipe to replacing 496 feet of pipe. Mr. Hopkins recommended the proposed replacement of 233 feet of the six-inch clay pipe with ten-inch PVC pipe. Because of the condition of the pipe and the location, Mr. Hopkins indicated that he would like to find a contractor to do this work as soon as possible. Mr. Hopkins indicated that if the normal bidding process was undertaken, it would be very unlikely that the work could be completed this year and the Authority would be risking the possibility of a serious sewer spill.

Trustee Vogt stressed that in her opinion the work needs to be completed before the winter weather arrives. Trustee Rice agreed and stated that the Authority has no option but to proceed as quickly as possible.

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

Following the discussion of the Board, **it was moved by Trustee Vogt, seconded by Trustee Rice and carried unanimously that staff be directed to contract, in compliance with NRS 338.010, for replacement of a portion of the sewer line as outlined and presented by Mr. Hopkins.**

Discussion and Possible Action to Allow Staff to Contract for Replacement of a Portion of Effluent Line Located on Forest Service Land in Stateline, Nevada near Burke Creek and the residential area of Terrace View in compliance with NRS Chapter 338.011 in Order to Meet an Emergency which Threatens the Health, Safety and Welfare of the Public.

Mr. Hopkins described for the Board how a portion of the Authority's effluent export line has failed in a particular area on five occasions in the last three years. Mr. Hopkins stated that because of the Authority's detection systems in place none of the failures resulted in significant spills of effluent. Mr. Hopkins emphasized that this section of line has suffered three leaks or failures since March of this year in a residential area and that it was important to complete replacement of the line as soon as possible. Mr. Hopkins requested that the Board acknowledge the recent failures and the importance of a speedy replacement in order to avoid a spill of effluent into Burke Creek which drains into Lake Tahoe. Finally, Mr. Hopkins reported that the effluent line is scheduled to be replaced beginning in 2021/22 as part of the Authority's Development Plan.

Trustee Vogt indicated that she lives in the area of this effluent line and appreciates the importance of getting the work done promptly. In response to an inquiry from Trustee Rice, Mr. Hopkins indicated that he was looking for the authority to obtain cost estimates to have the line replacement work in the neighborhood completed this year. Authority Controller Paula East-Janicki indicated that by October 2020 the Authority will have approximately $2.6 million in its construction fund and an additional $1.95 million in emergency repair funds that is available without cashing certificates of deposit. In response to an inquiry from Chairman Bradford, Mr. Hopkins indicated that if this work is not treated as an emergency, the work would likely not be started until next year, risking the possibility of effluent spills in the winter months when cleanup would be hampered by weather.

Following the discussion of the Board, **it was moved by Trustee Rice and seconded by Trustee Vogt that staff be directed to contract, in compliance with NRS 338.010, for replacement of a portion of the effluent line as outlined and presented by Mr. Hopkins within the range of available funding.** Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment. **The motion passed 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 the Treatment Plant Upgrade Project is ahead of schedule.

Mr. Hopkins indicated that he participated in meeting with representatives of Kingsbury General Improvement District (KGID), the Nevada Tahoe Conservation District and Douglas County regarding a proposed decant facility on Douglas County property on Logging Road off Kingsbury Grade. Mr. Hopkins explained that the decant water would drain to the sewer, but that he sees no problems so long as the planned sand/oil separator is installed.

Mr. Hopkins reported that bids for the second phase of Treatment Plant Upgrades were opened on June 2nd.

With regard to the Tahoe Beach Club (TBC) Clubhouse, Mr. Hopkins stated that Authority staff completed a fixture count resulting in additional hook-up fees of approximately $47,000. Mr. Hopkins also indicated inspections of Units 204 and 205 of the TBC were also completed.

Mr. Hopkins reported that video inspection of the Authority's sewer lines was continuing.

Mr. Hopkins indicated that the coating of Aeration Basins 5 through 8 was continuing and was ahead of schedule.

Trustee Vogt commented that the Kingsbury decant facility was reviewed and approved by the KGID Board of 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 June 16, 2020 briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The June 16, 2020 correspondence is incorporated in these minutes by this reference.

Mr. Anderson indicated that plans have been submitted by Edgewood for relocation of the sewer interceptor and that the plans appear to be consistent with the Authority's requirements.

Mr. Anderson also reported that he and his staff were engaged in review of plans for the Tahoe South Events Center. Mr. Anderson stated that at this point a final fixture count has not been established, but that a conditional plan approval letter was being prepared. In response to an inquiry by Chairman Bradford, Mr. Anderson acknowledged that the project was "being designed by review." Chairman Bradford indicated that he may raise this issue with the project developer. Ms. East-Janicki emphasized that the developer will be paying for the engineer's review fees.

Finally, with regard to the Tahoe South Events Center, Mr. Anderson explained that the Authority's sewer lines that will serve the facility will be very near or above capacity when the

facility is operational. Mr. Anderson provided the Board with a detailed analysis of the impact and the possibility of overflow at times of maximum flow. A discussion followed about whether the Authority would accept this situation or require the sewer lines to be upsized in order to eliminate the possibility of surcharge or overflow. Following a discussion among the Trustees, a consensus was reached that the project developer should be required to upsize the sewer lines as a condition of approval.

Finally, Mr. Anderson reported that the ongoing metering reconciliation work has now established very consistent and reliable meter readings.

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

ATTORNEY'S REPORT:

A. General Status Report

Jim Cavilia expressed his appreciation to Ryan Russell for ably representing the authority in Mr. Cavilia's absence the past few months.

AUTHORITY CONTROLLER'S REPORT:

A. General Status Report

Ms. East-Janicki reported that operating expenses were approximately 10% under budget, but due to required emergency repairs and increased retirement benefit obligations as determined by an actuarial study, it was possible the expenses would go over budget by the end of the fiscal year.

As to the status of billing, Ms. East-Janicki reported that the Authority currently has $121,000 in outstanding invoices with the bulk of that being two commercial accounts, with whom forbearance agreements have been signed.

With regard to the Aeration Basin and Plant Upgrades, Ms. East-Janicki indicated that $1,102,226 has been received from the State Revolving Loan Fund.

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

B. Discussion and Possible Action to Augment the Budget for Fiscal Year 2019-2020

Ms. East-Janicki explained that if any single line item in the Authority's budget is anticipated to be over by 10% or more, it is necessary to formally augment the budget in order to comply with state law. Ms. East-Janicki provided the Trustee with a modified budget adding a total of approximately $110,000 to various line items and reducing some other line items. The increased

expenses involve retirement benefits, unemployment costs and emergency repairs. Ms. East-Janicki recommended that the Board approve the budget augmentation as presented.

Following the discussion of the Board, **it was moved by Trustee Vogt and seconded by Chairman Bradford that the Authority budget be augmented as recommended and presented.** Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment. **The motion passed unanimously.**

C. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, showing a total of approximately $10.3 million. Ms. East-Janicki indicated that the necessary emergency repairs discussed earlier would have an impact on this total.

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. **It was moved by Chairman Bradford and seconded by Trustee Vogt that the claims as presented be approved.** Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment. **The motion passed unanimously.**

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

Trustee Fagen indicated that RHGID did not have a meeting this month.

Trustee Thompson expressed his appreciation to Trustee Rice for his efforts in protecting the Tahoe South Events Center project. Trustee Thompson also stated that he and Diane Imbach of TDD had a very good meeting with Ms. East-Janicki to discuss the Authority's metering and billing. Chairman Bradford added that it was very important for the general improvement districts served by the Authority to understand the Authority's finances.

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 11:20 a.m.

APPROVED

4838-2571-7185, v. 1

$9,000,000 SRF FUNDING

AERATION BASIN AND PLANT UPGRADES PROJECT

KG WALTERS CMAR - PRECONSTRUCTION DESIGN			$ 60,000	
HDR ENGINEERING - DESIGN			$ 1,433,230	
HDR NV - CMAR PROCESS			$ 138,334	
HDR NV - CONSTRUCTION MANAGEMENT			$ 195,178	
KG WALTERS CONSTRUCTION				
Preliminary	$ 6,550,110			
GMP -1		$ 1,436,210.00		
GMP-2		$ 1,885,404.00		
GMP-2A		$ 471,795.00		Remaining KGW $ 2,756,701.00
			$ 8,376,852	

Meeting Date: July 15th, 2020

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – July 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. Several meetings have been held in the month of July related to the Emergency Replacement Project on the DCLTSA Export Force Main between Summit Drive and the intersection of Terrace View and the U.S. Forest Service easement. Discussions have involved survey needs, selection of appropriate pipe-type, inspection technology and condition assessment of the existing force main we hope to leave in place. We met with the Nevada Division of Environmental Protection to request permission to divert treated effluent to our Emergency Reservoir above the treatment plant. Doing this would greatly simplify the construction of the new force main, saving both considerable time and funds while reducing disruption to traffic flow in the neighborhood.

2. The Board-authorized emergency replacement of the gravity sewer line in the Highway 50 Casino Core was completed successfully on June 24th, 2020. The existing sewer line was very degraded, crumbling in many areas upon removal. The new section of sewer line has been increased from 6 inches in diameter to 8 to accommodate future flows better. The new line has also been covered with a cement slurry cap to reduce traffic loads placed on the line. (Photos attached)

3. Concrete rehabilitation and coating work on Aeration Basins 5 through 8 has been completed 3 to 4 months ahead of schedule. The schedule was expedited due to the lower sewer flows experienced during the COVID-19 business shut-downs in the Casino Core. On another positive note, sewer flows are returning to a more normal pattern since the restrictions have been relaxed, indicating an increase in business activity.

4. The Number 4 secondary clarifier and the Number 5 Aeration Basin were placed into service to meet the expected increase in sewer flows over the 4th of July and the coming peak-tourism weeks between now and Labor Day.

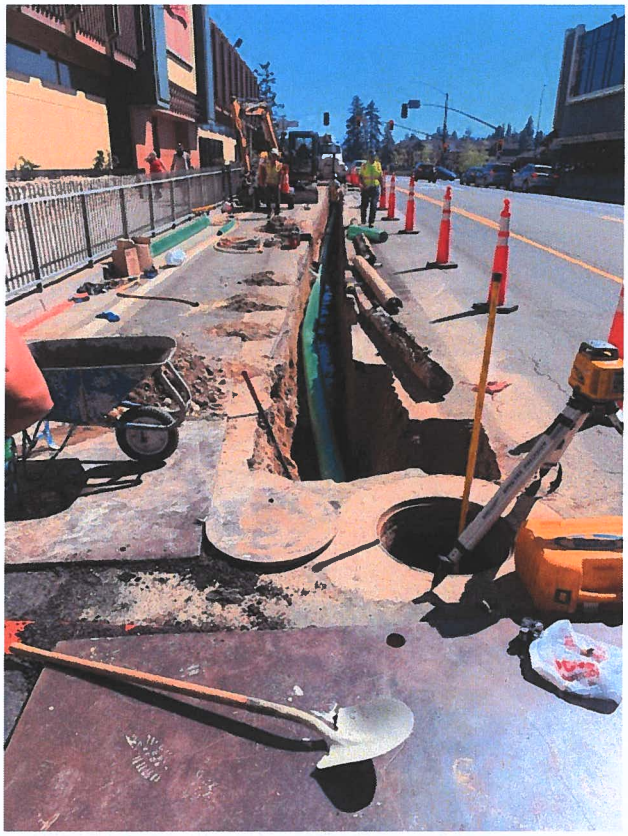
5. Inspections of the export pipeline easement on the Carson Valley side of the Sierras is underway. The easement will be inspected for access and brush cleared to maintain access to the force main. DCLTSA Air-Vacuum Relief Valves along this section of force main will also be inspected and serviced during this work. DCLTSA staff has noticed some erosion related to water discharged from a culvert under State Route 207. We will be looking to contact the appropriate personnel at NDOT to see if this erosion can be addressed before it impacts the bedding of our force main.

6. Treated wastewater effluent flows were diverted to the Park Cattle outfall for irrigation at the request of Park Ranch staff on July 6th, 2020.

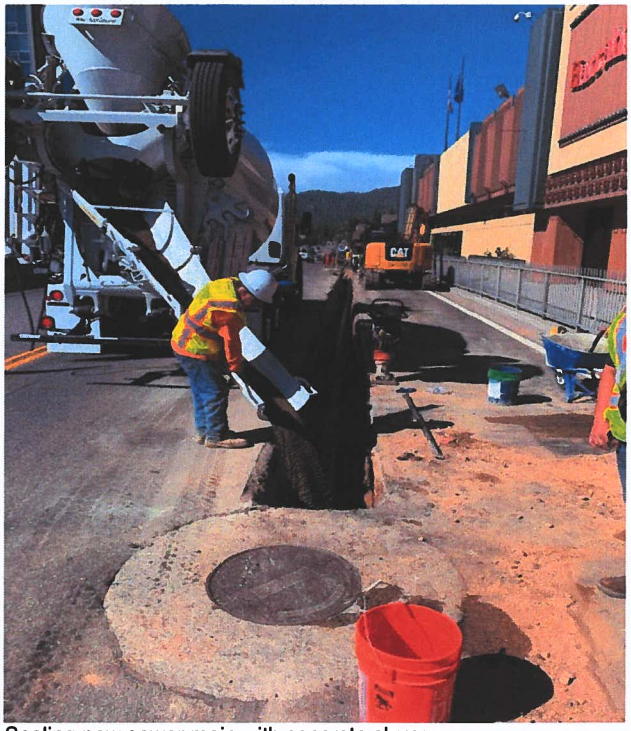
7. Preliminary fixture counts for the Tahoe South Events Center have been completed by DCLTSA staff. The fixture counts will be used to calculate potential sewer flows and the related DCLTSA connection fees. The Tahoe South Events Center developers have requested that the connection fees not be assessed to the project by DCLTSA until the project breaks ground, anticipated in May of 2021. The request appears reasonable, and DCLTSA offered no objection to the request.



Old gravity sewer main in Highway 50 Casino Core. Note condition of pipe on left side of photograph.



New 8-inch sewer main being installed on Highway 50.



Sealing new sewer main with concrete slurry.

AUTHORITY CONTROLLER'S

BOARD REPORT – July 29, 2020

General Status Report

At the end of May, our operating expenses were still more than 10% under budget. While we don't have all the bills in for June, it appears that even with the emergency expenses we will come in on target with the original budgeted expenses.

Status of Billing

As the bills we sent out on July 1 are not due until August 1, it's too early to tell what the first quarter In-District sewer revenue cash flows will be like. As of Friday, July 25, Harrah's, Harvey's and Mont Bleu have not yet paid their bills for this quarter, but they typically wait until close to the due date. The good news is the Hard Rock paid their sewer fees current, even though they signed a Forbearance Agreement with us after the Governor's Emergency Declaration.

Aeration Basin and Plant Upgrades Project

The COVID shutdown has significantly slowed down how quickly the State Revolving Fund processes our draw requests. It used to be that from the time I submitted a request to the time they released funds was about two weeks. It's currently running at 4 weeks each for the last two requests, so the amount drawn down now, $1,102,261, is the same as I reported to you last month. There is an approximate $650,000 draw request due to be released any day. That amount represents bills already paid on the Aeration Basin and Plant Upgrades project that have not yet been reimbursed. We received a notification

from NDEP that of the $1.1 mil received in the last fiscal year, only $223,000 was from Federal funds. That's good news in that, since it is under the $750,000 threshold, we will not need to have what's called a "single audit" costing $8,000 more than the normal annual audit.

Investment Report

We have a little more than $9.9 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. In the last month, I moved $600,000 from the money market holding account where it was earning .0015% interest to the checking account to pay ongoing construction and emergency expenses. Monies placed in our checking accounts offset the bank service charges, which run as high as $1,600 per month. As soon as the rest of the emergency expense bills regarding the Highway 50 and Effluent Line Breaks are received, the rest of the $600,000 will be moved to LGIP accounts.

Claims and Check Register

I put copies of the wires and check register from June 15 through July 17, 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 - MAY 2019-2020 BUDGET VS. ACTUAL

	JULY -MAY	Budgeted	Variance	Comments
Salaries	$ 1,057,120.27	$ 1,042,673.54	$ (14,446.73)	Leave benefits w/smooth
OT/Callback	$ 10,937.15	$ 31,063.08	$ 20,125.93	
Holiday	$ 11,605.00	$ 15,512.00	$ 3,907.00	11 of 11 holidays
NTD	$ 14.77	$ -	$ (14.77)	
Longevity	$ 4,095.00	$ 4,095.00	$ -	Paid Yearly - December
Stand-By Pay	$ 11,187.52	$ 11,487.67	$ 300.15	
Health Insurance	$ 244,122.74	$ 297,689.33	$ 53,566.59	
State Retirement (PERS)	$ 289,551.63	$ 307,322.58	$ 17,770.95	
SIIS (Workers Comp)	$ 32,392.25	$ 40,459.83	$ 8,067.58	
Medicare Tax	$ 16,660.40	$ 15,891.33	$ (769.07)	
Unemployment Insurance	$ 10,759.50	$ 2,750.00	$ (8,009.50)	
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 69,666.67	$ 27,500.00	$ (42,166.67)	Based on New GASB 75 report
Salaries/Benefits	**$ 1,758,112.90**	**$ 1,796,444.37**	**$ 38,331.48**	

JULY - MAY 2019-2020 BUDGET VS. ACTUAL

	JULY -MAY	Budgeted	Variance	Comments
Electric Power	$ 204,893.33	$ 245,368.75	$ 40,475.42	
Electric Power - BPS	$ 12,688.85	$ 16,500.00	$ 3,811.15	
Electric Power - MPS	$ 50,838.68	$ 62,447.92	$ 11,609.24	
Natural Gas	$ 9,849.36	$ 9,941.25	$ 91.89	
Natural Gas - BPS	$ 1,199.45	$ 5,041.67	$ 3,842.22	
Natural Gas - MPS	$ 333.07	$ 320.83	$ (12.24)	
Water	$ 10,331.66	$ 9,533.33	$ (798.33)	Under budgeted
Water - BPS	$ 2,792.63	$ 5,041.67	$ 2,249.04	
Water - MPS	$ 10,464.77	$ 1,292.50	$ (9,172.27)	Under budgeted
Solid Waste Removal	$ 3,428.04	$ 3,717.08	$ 289.04	
Utilities	**$ 306,819.84**	**$ 359,205.00**	**$ 52,385.16**	
Chemicals	$ 55,299.45	$ 77,916.67	$ 22,617.22	
Lab Supplies	$ 3,711.26	$ 1,145.83	$ (2,565.43)	Performing extra tests
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 59,010.71**	**$ 79,062.50**	**$ 20,051.79**	

JULY - MAY 2019-2020 BUDGET VS. ACTUAL

	JULY -MAY	Budgeted	Variance	Comments
Legal Services	$ 39,558.98	$ 50,416.67	$ 10,857.69	
Accounting	$ 41,223.14	$ 37,445.83	$ (3,777.31)	Audit bill ($38,000)
Legal/Accounting	**$ 80,782.12**	**$ 87,862.50**	**$ 7,080.38**	
Engineering	$ 94,018.45	$ 73,333.33	$ (20,685.12)	
Engineering - BPS	$ -	$ -	$ -	
Engineering - MPS	$ -	$ -	$ -	
Engineering - In-District	$ -	$ -	$ -	
Consulting	$ 23,950.00	$ 33,916.67	$ 9,966.67	
Engineering/Consulting	**$ 117,968.45**	**$ 107,250.00**	**$ (10,718.45)**	
Maintenance Export Line	$ -	$ 27,041.67	$ 27,041.67	
Maintenance Collection System	$ 55,713.55	$ 64,625.00	$ 8,911.45	
Repairs Collection System	$ 4,202.37	$ 10,541.67	$ 6,339.30	
Computer Maintenance/Supplies	$ 4,932.59	$ 9,382.08	$ 4,449.49	
Annual Software Licenses	$ 19,716.87	$ 22,458.33	$ 2,741.46	SCADA Annual
SCADA Support	$ 26,968.03	$ 11,916.67	$ (15,051.36)	Tesco Meter Integration

JULY - MAY 2019-2020 BUDGET VS. ACTUAL

	JULY -MAY	Budgeted	Variance	Comments
Repairs - Vehicles	$ 6,846.35	$ 18,379.17	$ 11,532.82	
Repairs - Mechanical	$ 35,061.00	$ 73,333.33	$ 38,272.33	
Repairs - Mechanical BPS	$ 4,914.21	$ 25,666.67	$ 20,752.46	
Repairs - Mechanical MPS	$ 7,380.88	$ 7,997.92	$ 617.04	Repairs to ABBA Pumps
Emergency Repairs	$ 16,249.89	$ -	$ (16,249.89)	
Repairs Bldg & Grounds	$ 9,872.44	$ 9,900.00	$ 27.56	County Weed Abatement
Repairs Bldg & Grounds - BPS	$ 189.38	$ 1,833.33	$ 1,643.95	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ 121.24	$ 756.25	$ 635.01	
Repairs Heating	$ 110.75	$ 3,666.67	$ 3,555.92	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 1,465.51	$ 3,185.42	$ 1,719.91	
Repairs Electrical	$ 131.70	$ 4,583.33	$ 4,451.63	
Repairs Electrical	$ -	$ 458.33	$ 458.33	
Repairs Instruments	$ 8,541.92	$ 16,958.33	$ 8,416.41	
Equipment Rental	$ 643.60	$ 5,500.00	$ 4,856.40	
Maintenance Supplies	$ 5,951.87	$ 6,508.33	$ 556.46	

JULY - MAY 2019-2020 BUDGET VS. ACTUAL

	JULY -MAY	Budgeted	Variance	Comments
Safety Equipment	$ 7,495.60	$ 10,083.33	$ 2,587.73	
Odor Control System Maintenance	$ 2,838.75	$ 22,000.00	$ 19,161.25	
Repairs/Maintenance	**$ 219,348.50**	**$ 356,775.83**	**$ 137,427.33**	
Casualty Insurance	$ 71,022.49	$ 80,668.50	$ 9,646.01	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 71,022.49**	**$ 80,668.50**	**$ 9,646.01**	
Telephone	$ 18,104.35	$ 23,375.00	$ 5,270.65	
Telephone	$ 922.66	$ 2,612.50	$ 1,689.84	
Telephone	$ -	$ 550.00	$ 550.00	
Small Tools & Equipment	$ 6,080.99	$ 8,272.92	$ 2,191.93	
Laundry and Linen	$ 1,523.86	$ 5,041.67	$ 3,517.81	
Forest Svc. Fee	$ -	$ 458.33	$ 458.33	
Training, Dues & Subscriptions	$ 2,231.53	$ 7,333.33	$ 5,101.80	
Office Expenses	$ 9,283.83	$ 20,166.67	$ 10,882.84	
Travel	$ -	$ -	$ -	
Sample Testing	$ 35,464.72	$ 36,414.58	$ 949.86	

JULY - MAY 2019-2020 BUDGET VS. ACTUAL

	JULY -MAY	Budgeted	Variance	Comments
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 48,804.74	$ 61,416.67	$ 12,611.93	
Underground Service Alert	$ 469.49	$ 334.58	$ (134.91)	Annual Fee Doubled
Permit Fees	$ 10,458.19	$ 14,895.83	$ 4,437.64	
Misc Exp and Bank Fees	$ 5,578.48	$ 5,225.00	$ (353.48)	
Other Operating Expenses	**$ 138,922.84**	**$ 186,097.08**	**$ 47,174.24**	
Fuels and Lubricants	$ 13,825.14	$ 20,955.00	$ 7,129.86	
Fuels & Lubricants	**$ 13,825.14**	**$ 20,955.00**	**$ 7,129.86**	
Total Operating Expenses Thru MAY	**$ 2,765,812.99**	**$ 3,074,320.79**	**$ 308,507.80**	
			10.03%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 6/15/2020 to 7/17/2020

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
9575	07/09/20	P	NE222	NDEP-BWPC	$700.00
9576	07/15/20	P	AL17	ALHAMBRA	$143.49
9577	07/15/20	P	AL01	ALLISON, MACKENZIE, Pavlakis	$4,190.00
9578	07/15/20	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,390.62
9579	07/15/20	P	CH15	CHARTER COMMUNICATIONS	$89.98
9580	07/15/20	P	GI20	DOUGLAS GIBSON	$70.81
9581	07/15/20	P	FASTEN	FASTENAL COMPANY	$387.61
9582	07/15/20	P	FREDH	FRED HOWARD	$496.76
9583	07/15/20	P	FR01	FRONTIER	$70.98
9584	07/15/20	P	GR13	GRAINGER	$155.70
9585	07/15/20	P	GRIFFI	GRIFFIN SYSTEMS, INC.	$125.00
9586	07/15/20	P	HDR01	HDR, ENGINEERING, INC.	$101,746.31
9587	07/15/20	P	WO11	INDUSTRIAL SOFTWARE SOLUTIONS	$1,034.95
9588	07/15/20	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$79.27
9589	07/15/20	P	BOU11	BOULDER EXTERMINATORS, INC	$100.00
9590	07/15/20	P	RETTA	JOHN RETTA	$1,200.00
9591	07/15/20	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$279,973.19
9592	07/15/20	P	IKE01	KELVIN IKEHARA	$360.03
9593	07/15/20	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,199.66
9594	07/15/20	P	KI12	KINGSBURY HARDWARE	$19.33
9595	07/15/20	P	LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$7,807.00
9596	07/15/20	P	AGUILA	MANNY AGUILAR	$135.50
9597	07/15/20	P	NVEMRB	EMPLOYEE MANAGEMENT RELATIONS	$45.00
9598	07/15/20	P	NE49	NEVADA NEWS GROUP	$180.60
9599	07/15/20	P	NE2334	NV DIV OF ENVIR PROTECTION	$110.00
9600	07/15/20	P	NV01	NV ENERGY	$17,965.03
9601	07/15/20	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$129.90
9602	07/15/20	P	EA13	PAULA EAST-JANICKI	$644.95
9603	07/15/20	P	PR02	PRAXAIR DISTRIBUTION, INC.	$773.09
9604	07/15/20	P	RAIN	RAIN FOR RENT	$1,272.39
9605	07/15/20	P	RGCON	RG CONSTRUCTION CO. INC	$8,900.00
9606	07/15/20	P	VAN1	RICK VAN HORN	$264.21
9607	07/15/20	P	COOK	ROBERT COOK	$2,100.00
9608	07/15/20	P	SO10	SOUTH TAHOE REFUSE, INC.	$147.30
9609	07/15/20	P	SO13	SOUTHWEST GAS CORP.	$309.26
9610	07/15/20	P	NE42	STATE OF NV. P.E.B.P.	$1,501.84
9611	07/15/20	P	SU13	SUMMIT PLUMBING CO., LLC	$10,525.10
9612	07/15/20	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,777.50
9613	07/15/20	P	R&SOPT	R & S OPTIMUM OFFSET	$299.00
9614	07/15/20	P	VER	VERIZON	$316.40
9615	07/15/20	P	WE10	WEDCO INC.	$842.24
9616	07/15/20	P	WF01	WELLS FARGO	$4,880.70
9617	07/15/20	P	WE12	Western Envir. Testing Lab	$950.82
				BANK WFCHK REGISTER TOTAL:	**$456,411.52**
				GRAND TOTAL :	**$456,411.52**

*** 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: 6/15/2020 - 7/15/2020

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 6815	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2020 - 12**	**CREATED: 06/09/20 by YHJ**			
129486	06/15/20			414.1100	MAY PERS CONTRIBS	$12,774.30	$0.00	$12,774.30
129487	06/15/20			415.1100	MAY PERS CONTRIBS	$12,774.31	$0.00	$25,548.61
129488	06/15/20			101.1000	MAY PERS CONTRIBS	$0.00	$25,548.61	$0.00
					BATCH 6,815 TOTALS:	**$25,548.61**	**$25,548.61**	**$0.00**
BATCH: 6827	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 1**	**CREATED: 06/22/20 by YHJ**			
129630	07/01/20			265.4000	SRF DEBT. SVC. PAYMENT	$57,502.42	$0.00	$57,502.42
129631	07/01/20			705.4000	SRF DEBT. SVC. PAYMENT	$12,746.15	$0.00	$70,248.57
129632	07/01/20			706.4000	SRF DEBT. SVC. PAYMENT	$5,476.56	$0.00	$75,725.13
129633	07/01/20			101.4000	SRF DEBT. SVC. PAYMENT	$0.00	$75,725.13	$0.00
					BATCH 6,827 TOTALS:	**$75,725.13**	**$75,725.13**	**$0.00**
BATCH: 6839	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 1**	**CREATED: 07/08/20 by YHJ**			
129741	07/15/20			414.1100	JUNE PERS CONTRIBS	$12,926.31	$0.00	$12,926.31
129742	07/15/20			415.1100	JUNE PERS CONTRIBS	$12,926.32	$0.00	$25,852.63
129743	07/15/20			101.1000	JUNE PERS CONTRIBS	$0.00	$25,852.63	$0.00
					BATCH 6,839 TOTALS:	**$25,852.63**	**$25,852.63**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$127,126.37**	**$127,126.37**	