NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, OCTOBER 21, 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 via Zoom teleconference on October 21, 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 Zoom teleconference. There will be no physical meeting place. Members of the Public wishing to take part in the meeting may do so by using the link, or phone number and passcode below:

Join Zoom Meeting
https://zoom.us/j/95931864083?pwd=SEw4RWFoY0FHd1EzbWZOMmxhK2h5QT09

Phone Number: 1- 408- 638- 0968
Meeting ID: 959 3186 4083
Passcode: 851734

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, OCTOBER 21, 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. Swearing in of Trustees Richard Gardner, representative of Tahoe Douglas District and Wesley Rice, representative of Douglas County Board of Commissioners (Oaths of Office) – **for possible action.**

3. Roll Call

4. Recognition of Others in Attendance

5. Public Comment - for discussion only

6. Approval of Agenda - **for possible action.**

7. Minutes of Prior Meeting of the Board of Trustees (September 16, 2020) – **for possible action.**

8. Manager's Report (Rob Hopkins)

   A. General Status Report

9. Engineer's Report

   A. General Projects Status Report.

   B. Discussion regarding Edgewood sewer line relocation/replacement project and potential cost sharing

10. Attorney's Report (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 16th day of October, 2020.

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
SEPTEMBER 16, 2020

CALL TO ORDER:

A Meeting of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority (DCLTSA) was duly convened at 9:30 a.m. on Wednesday, September 16, 2020 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada. At the outset of the meeting, Chairman Bradford announced that Trustee Grant Thompson had recently and unexpectedly passed away. All in attendance joined Chairman Bradford in expressing their condolences to Trustee Thompson's family.

ROLL CALL:

Present were Trustees Mike Bradford, Darya Vogt, Chuck Fagen and Wes Rice, each of whom participated via telephone connection by which everyone at the meeting could hear one another.

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 Bob Cook, Authority Engineer, Rob Anderson, and the Authority's legal counsel, Jim Cavilia.

Also, in attendance by telephone were Andrew Hickman of Round Hill General Improvement District (RHGID) and Janet Murphy of Tahoe Douglas District (TDD).

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF AGENDA:

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

MINUTES OF PRIOR MEETING:

It was moved by Trustee Rice, seconded by Trustee Vogt and carried unanimously that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated July 26, 2020 be approved.

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 work on the emergency replacement of the export force main in the Kingsbury Grade area was continuing with the potholing being done to verify the location of other utilities. Mr. Hopkins indicated that a Kingsbury General Improvement District (KGID) water main was being relocated to accommodate the sewer force main alignment. Mr. Hopkins expressed his appreciation for KGID's cooperation with this project.

With regard to the treatment plant upgrades, Mr. Hopkins stated that work was progressing with a concreted slab being poured for relocation of the Authority's carbon odor scrubber.

Mr. Hopkins stated that a will-serve letter was recently issued for Phase II of the Tahoe Beach Club project.

Mr. Hopkins also reported that the Authority recently learned that fraudulent unemployment claims have been made on behalf of Authority employees. These incidents have reported to the Authority's insurance carrier, POOL/PACT.

Mr. Hopkins stated that a minor boundary line adjustment within the Tahoe Beach Club was reviewed by R.O. Anderson Engineering on behalf of the Authority to ensure that there were no conflicts with the Authority's easements in the area.

With regard to the Tahoe Beach Club, Mr. Hopkins reported that R.O. Anderson Engineering and Authority staff reviewed a request that the Authority abandon an existing public utility easement. Mr. Hopkins explained that based upon the latest Tahoe Beach Club plans, the easement was no longer needed by the Authority.

Mr. Hopkins also explained that piping improvements were installed at the Treatment Plant Emergency Storage Reservoir to allow for complete drainage of the reservoir without the need for pumping.

Finally, Mr. Hopkins reported that Authority staff has been quite busy on various projects, including the repair and replacement of the roof on the Authority's office.

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

B. Discussion and possible action to direct staff to engage Axion Engineering for engineering and design services for replacement of the Emergency Underground Storage Tank System, tasks 1.0 through 4.0 in an amount not to exceed $82,190.

Mr. Hopkins explained that as part of the ongoing litigation related to the Emergency Underground Storage Tank, he was recommending that the Board approve a contract with Axion Engineering for a design to replace the failed system. Mr. Hopkins indicated that this design will allow the Authority to obtain bids for the replacement that will help to delineate the Authority's damages. Following Mr. Hopkins explanation, i**t was moved by Trustee Vogt and seconded by Chairman Bradford that staff be directed to engage Axion Engineering for engineering and design services for replacement of the Emergency Underground Storage Tank System, tasks 1.0 through 4.0 in an amount not to exceed $82,190.** Chairman Bradford opened the floor to public comment regarding the matter. Janet Murphy asked if the contract amount was in addition to the original cost of the project. Chairman Bradford stated that this cost was in addition to the original project price and that it was necessary in order to determine the appropriate fix for the project. There was no further public comment. **The motion passed unanimously.**

ENGINEER'S REPORT:

A. General Projects Status Report

In addition to his participation in the Manager's Report, Sue McReavy of R.O. Anderson Engineering presented correspondence dated September 14, 2020 briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The September 14, 2020 correspondence is incorporated in these minutes by this reference.

Ms. McReavy reported that relocation of the Authority sewer main at Edgewood was being reviewed and that a draft review letter would be prepared for the Authority staff.

With regard to the Tahoe South Events Center, Ms. McReavy indicated that R.O. Anderson was working with Authority staff on various matters related to the project which is now under construction.

Ms. McReavy reported that R.O. Anderson has been involved in the review of various matters related to Phase II of the Tahoe Beach Club, including the abandonment of a utility easement.

Ms. McReavy indicated that R.O. Anderson was continuing to coordinate with the Nevada Division of Transportation (NDOT) on permitting related to emergency sewer pipe repair in Highway 50. Ms. McReavy added that paving was scheduled for the last week of September.

Ms. McReavy reported that R.O. Anderson had recently begun updating the Authority infrastructure map book to account for the most recent projects served by the Authority.

With regard to the Export Force Main emergency repairs, Ms. McReavy stated that R.O. Anderson has continued to work with Authority staff on permitting and coordination with other agencies.

Finally, Ms. McReavy indicated that work on sewer flow meter reconciliation was ongoing with a very good correlation of overall flows now being reported. Ms. McReavy stated that flows from TDD still appear to be higher than expected and RHGID's flows appear to be lower than would be expected.

On this subject, District Controller Paula East-Janicki indicated that TDD was planning to replace its meter. This was confirmed by Janet Murphy of TDD. Andrew Hickman of RHGID also reported that RHGID was planning to install a meter so that RHGID's flows can be independently measured.

Chairman Bradford mentioned that is was good news that the overall correlation of the metering was within 5%.

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

ATTORNEY'S REPORT:

A. General Status Report

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

AUTHORITY CONTROLLER'S REPORT:

A. General Status Report

Ms. East-Janicki reported that operating expenses were 1.5% over budget through the end of July. Ms. East-Janicki added that this was the result of some one-time expenses and that this will not likely continue.

Ms. East-Janicki indicated that she and Authority Accountant, Ying Johnson, were preparing for the Authority's annual audit that is to begin on September 21st.

With regard to billing, Ms. East-Janicki reported that receivables on In-Authority accounts were only $7,337 with the Authority having liens for $5,900 of that amount.

In reporting on the Construction Fund, Ms. East-Janicki stated that the 7th draw against the State Revolving Fund loan has been made bringing the total amount borrowed to $2,432,127. Ms. East-Janicki also provided the Board with a summary of payments from the Construction Fund for the first two months of the fiscal year, which has a current balance of $2,045,765.

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

B. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, showing a total of approximately $10.4 million in Wells Fargo, the Local Government Investment Pool and longer-term certificates of deposit (CDs). Ms. East-Janicki indicated that less and less of the Authority's investment is in CDs as the rates have continued to be very low.

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. Chairman Bradford indicated that he would sign off on the claims.

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

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

Trustee Rice reported that the Tahoe Transportation District (TTD) recently announced a plan to charge user fees for vehicles driven in the Tahoe Basin. Trustee Rice expressed his opposition to this plan and indicated that it was unlikely to receive support from any of the local jurisdictions at Lake Tahoe.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:15 a.m.

_____

APPROVED

_____

4823-3849-2110, v. 1

Meeting Date: October 21st, 2020

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – October 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. Work on the Emergency Replacement Project on the DCLTSA Export Force Main on Summit Drive and Terrace View in Kingsbury Grade continues to proceed. A Grading Season Exemption (GSE) has been obtained from the TRPA which will allow DCLTSA to continue construction after the official close of "Construction Season" on October 15th in the Basin. It is hoped that the project will be completed between the first and second week of November 2020.

2. The Number 2 Primary Clarifier and Number 2 Secondary Clarifiers have been taken off-line for routine maintenance. This work is typically done in the low flow "shoulder seasons" (spring and fall) at the Treatment Plant.

3. DCLTSA staff is preparing to drain and clean out Effluent Tanks 1 and 2. Staff is looking to take advantage of the opportunity provided by the shut-down of the Export Pipeline and diversion of treated effluent flow to the on-site Emergency Reservoir in order to accomplish this needed cleaning and inspection work more efficiently than would normally be the case in routine circumstances.

4. Several meetings related to finalizing the Guaranteed Maximum Price (GMP) #3 for the Treatment Plant Upgrades Project were conducted this past month. The GMP#3 package covers the majority of the new mechanical equipment to be installed at the Treatment Plant in the spring and summer of 2021. This will include Turbo Blowers, Fine-Bubble Air Diffusers, a Package Headworks and Grit Removal System, and much needed upgrades to the Export Pipeline Surge Suppression systems. We are hoping to have GMP#3 completed and ready for presentation to the DCLTSA Board on or before Wednesday, December 2nd. As we begin November, we will have a better handle on the timeline for GMP#3. We may request that the Board authorize a Special Meeting on Wednesday, December 2nd, 2020 if GMP#3 is not completed in time for the Regular Board Meeting scheduled for Wednesday, November 18th, 2020.

5. Preliminary discussions with Edgewood Companies / NCE Engineering and DCLTSA and our engineer R.O. Anderson were held this month. Of concern to the Authority are plans to re-align Edgewood Creek over portions of the DCLTSA 24-inch gravity sewer main that transports sewer flow from the Casino Core to the Authority's Beach Pump Station. Relocating a portion of the 24-inch main to accommodate Edgewood's proposed construction of "Casitas" nearby has been a topic of discussion and cooperation for several years. The new concern is the relocation of the creek. There may be an opportunity to cooperatively accomplish both goals, relocation and replacement of aging Authority sewer infrastructure and facilitation of the Edgewood Creek re-alignment. Further detail may be provided by the Authority engineer, R. O. Anderson.

6. DCLTSA Maintenance Staff repaired 3 failing screw conveyors that transport sludge solids to refuse bins for disposal at the Bently Agrodynamics facility in the Carson Valley. Repairing these units in-house saved the Authority money as well as gave us time to plan and order replacement units without it turning into a potential emergency situation. (photos attached)



Failed conveyor screw showing major cracking.



Field-repaired screw conveyor

AUTHORITY CONTROLLER'S

BOARD REPORT – October 21, 2020

General Status Report

At the end of August, our operating expenses were more than 11% under budget.

Ying and I underwent a fairly grueling audit which began on September 21, 2020 and was just finished last week. Due to COVID restrictions, rather than being on site for one week as they have in the past, the auditors accomplished it all long-distance. It was especially difficult to demonstrate the extent of our internal controls via email and telephone calls. Hopefully, we'll not need to do it this way next year.

The audited financials will be available for adoption at the November meeting. I cannot be present on November 18, the day of our regularly scheduled meeting, so I would suggest we reschedule it to either Tuesday, November 17 or Thursday, November 18.

Status of Billing

We billed the second quarter of the year on October 1, and payments are due November 1, so as of Friday, October 16, our In-District receivables were $577,000. That amount includes all of the large commercial users, but I would anticipate all of them paying their bills on time.

Construction Fund Update

The Treasurer's office released funds on the 7th draw against our $9,000,000 loan, bringing the total amount borrowed for the Plant Upgrades Project to $2,432, 127.

The Construction Fund balance is approximately $1.8 million. Over the next month, we will collect additional monies in that fund from the special assessment portion of rates and also from the transfer of Loan Acquisition funds for expenses already paid. The Construction Fund balance is restricted for use on Capital Development Plan projects. As the Plant Upgrades project is funded by the State Revolving Fund Loan, the money in the Construction Fund is available to pay for the Emergency portion of the Export Pipeline Replacement.

Investment Report

We have a little more than $10.4 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. Since the last meeting we had one more CD mature, and the highest interest rate I can get from Wells Fargo is .25% for a 3-year investment. LGIP paid .561054% interest last month and those funds are entirely liquid, so I'll be reinvesting the latest CD in the Local Government Pool.

Claims and Check Register

I put copies of the wires and check register from September 15 through October 16, 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 - AUGUST 2020 - 2021 BUDGET VS. ACTUAL

		AUGUST	Budgeted	Variance	Comments
Salaries	401.11	$ 210,903.12	$ 210,640.67	$ (262.45)	
OT/Callback	403.11	$ 2,502.46	$ 3,159.67	$ 657.21	
Holiday	405.11	$ 1,223.95	$ 3,198.50	$ 1,974.55	
NTD	407.11	$ -		$ -	
Longevity	409.11	$ -	$ 845.00	$ 845.00	Paid Yearly - December
Stand-By Pay	408.11	$ 2,637.70	$ 2,088.67	$ (549.03)	Increased Standby Hours
Health Insurance	413.11	$ 28,945.20	$ 59,368.17	$ 30,422.97	
State Retirement (PERS)	414/415.11	$ 50,245.69	$ 62,470.50	$ 12,224.81	
SIIS (Workers Comp)	417.11	$ 7,182.67	$ 6,596.17	$ (586.50)	Larger Annual Increase than Budgeted
Medicare Tax	418.11	$ 3,487.13	$ 3,189.00	$ (298.13)	
Unemployment Insurance	419.11	$ 45.00	$ -	$ (45.00)	Annual Fee
Contract Svcs	496.11	$ -	$ -	$ -	
OPEB Expense	416.11	$ 5,000.00	$ 5,000.00	$ -	
Salaries/Benefits		**$ 312,172.92**	**$ 356,556.33**	**$ 44,383.42**	

JULY - AUGUST 2020 - 2021 BUDGET VS. ACTUAL

		AUGUST	Budgeted	Variance	Comments
Electric Power	421.11/.14	$ 47,759.93	$ 38,791.67	$ (8,968.26)	Highest Flows of Year
Electric Power - BPS	421.12	$ 2,002.50	$ 2,166.67	$ 164.17	"
Electric Power - MPS	421.13	$ 9,189.86	$ 9,166.67	$ (23.19)	"
Natural Gas	423.11	$ 406.23	$ 1,916.67	$ 1,510.44	Lowest Use Time of Year
Natural Gas - BPS	423.12	$ 62.09	$ 250.00	$ 187.91	"
Natural Gas - MPS	423.13	$ 63.76	$ 66.67	$ 2.91	
Water	425.11	$ 2,309.69	$ 2,066.67	$ (243.02)	
Water - BPS	425.12	$ 584.46	$ 666.67	$ 82.21	
Water - MPS	425.13	$ 2,409.66	$ 1,816.67	$ (592.99)	Under-budgeted
Solid Waste Removal	483.11	$ 744.74	$ 675.83	$ (68.91)	
Utilities		**$ 65,532.92**	**$ 57,584.17**	**$ (7,948.75)**	
Chemicals	470.11	$ 15,402.91	$ 11,666.67	$ (3,736.24)	Will smooth at quarter for inventory
Lab Supplies	471.11	$ 642.12	$ 208.33	$ (433.79)	Under-budgeted for add'l tests
Supplies		$ -	$ -	$ -	
Chemicals/Supplies		**$ 16,045.03**	**$ 11,875.00**	**$ (4,170.03)**	

JULY - AUGUST 2020 - 2021 BUDGET VS. ACTUAL

		AUGUST	Budgeted	Variance	Comments
Legal Services	460.11	$ 3,150.00	$ 7,833.33	$ 4,683.33	
Accounting	462.11	$ 553.89	$ 8,808.33	$ 8,254.44	Audit Fees Not Yet Charged
Legal/Accounting		**$ 3,703.89**	**$ 16,641.67**	**$ 12,937.78**	
Engineering	450.11	$ 10,028.75	$ 11,666.67	$ 1,637.92	
Engineering - BPS		$ -	$ -	$ -	
Engineering - MPS		$ -	$ -	$ -	
Engineering - In-District		$ -	$ -	$ -	
Consulting	458.11	$ 5,200.00	$ 5,666.67	$ 466.67	Incld Ann. Debt Management
Engineering/Consulting		**$ 15,228.75**	**$ 17,333.33**	**$ 2,104.58**	
Maintenance Export Line	430.11	$ -	$ 3,250.00	$ 3,250.00	
Maintenance Collection System	430.19	$ 10,500.00	$ 12,416.67	$ 1,916.67	
Repairs Collection System	431.19	$ -	$ 1,083.33	$ 1,083.33	
Computer Maintenance/Supplies	431/432.11	$ 1,453.28	$ 1,083.33	$ (369.95)	Data Breach Investigation & Security Measures
Annual Software Licenses	433.11	$ 889.94	$ 4,083.33	$ 3,193.39	Most Due @ End of Year
SCADA Support	434.11	$ 250.00	$ 3,000.00	$ 2,750.00	
Repairs - Vehicles	436.11	$ 734.25	$ 2,008.33	$ 1,274.08	

JULY - AUGUST 2020 - 2021 BUDGET VS. ACTUAL

		AUGUST	Budgeted	Variance	Comments
Repairs - Mechanical	440.11	$ 2,852.16	$ 7,500.00	$ 4,647.84	
Repairs - Mechanical BPS	440.12	$ -	$ 1,666.67	$ 1,666.67	
Repairs - Mechanical MPS	440.13	$ 1,997.99	$ 1,833.33	$ (164.66)	Pulsar Sensors/Transducer Repair
Emergency Repairs	440.3	$ 625.00	$ -	$ (625.00)	
Repairs Bldg & Grounds	441.11	$ 509.88	$ 2,133.33	$ 1,623.45	
Repairs Bldg & Grounds - BPS	441.12	$ -	$ 250.00	$ 250.00	
Repairs Bldg & Grounds - MPS	441.13	$ -	$ -	$ -	
Repairs Heating	442.11	$ -	$ 137.50	$ 137.50	
Repairs Heating	442.12	$ -	$ 333.33	$ 333.33	
Repairs Heating	442.13	$ -	$ -	$ -	
Repairs Electrical	443.11	$ -	$ 445.83	$ 445.83	
Repairs Electrical	443.12	$ -	$ 333.33	$ 333.33	
Repairs Electrical	443.13	$ -	$ 83.33	$ 83.33	
Repairs Instruments	444.11	$ 8,658.00	$ 1,666.67	$ (6,991.33)	Annual Smartcover Support
Equipment Rental	447.11	$ 568.89	$ 1,166.67	$ 597.78	
Maintenance Supplies	449.11	$ 280.08	$ 1,183.33	$ 903.25	
Safety Equipment	487.11	$ 1,254.60	$ 1,333.33	$ 78.73	

JULY - AUGUST 2020 - 2021 BUDGET VS. ACTUAL

		AUGUST	Budgeted	Variance	Comments
Odor Control System Maintenance	491.11	$ -	$ 3,166.67	$ 3,166.67	
Repairs/Maintenance		**$ 30,574.07**	**$ 50,158.33**	**$ 19,584.26**	
Casualty Insurance	466.11	$ 13,655.66	$ 15,000.00	$ 1,344.34	
Pollution Liability Insurance	468.11	$ -	$ -	$ -	
Insurance		**$ 13,655.66**	**$ 15,000.00**	**$ 1,344.34**	
Telephone	427.11/14	$ 4,579.69	$ 3,416.67	$ (1,163.02)	
Telephone	427.12	$ 164.36	$ 275.00	$ 110.64	
Telephone	427.13	$ -	$ -	$ -	
Small Tools & Equipment	435.11	$ 1,107.63	$ 1,170.83	$ 63.20	
Laundry and Linen	482.11	$ -	$ 583.33	$ 583.33	
Forest Svc. Fee	484.12	$ -	$ 83.33	$ 83.33	
Training, Dues & Subscriptions	485.11	$ 1,308.00	$ 833.33	$ (474.67)	
Office Expenses	486.11	$ 1,630.69	$ 2,000.00	$ 369.31	
Travel	488.11	$ -	$ -	$ -	
Sample Testing	490.11	$ 6,381.05	$ 7,120.83	$ 739.79	
Operating Lease	494.11	$ -	$ -	$ -	
Biosolids Disposal	493.11	$ 10,989.06	$ 10,000.00	$ (989.06)	Highest Flows of Year

JULY - AUGUST 2020 - 2021 BUDGET VS. ACTUAL

		AUGUST	Budgeted	Variance	Comments
Underground Service Alert	495.11	$ 247.07	$ 83.33	$ (163.74)	Ann. Membership Fee
Permit Fees	497.11	$ 7,658.00	$ 2,208.33	$ (5,449.67)	All Paid at Beginning of Year
Bank Fees	499.11/480.1	$ 1,766.26	$ 950.00	$ (816.26)	Under-budgeted for security enhancements
Other Operating Expenses		**$ 35,831.81**	**$ 28,725.00**	**$ (7,106.81)**	
Fuels and Lubricants	476.11	$ 1,718.69	$ 3,476.67	$ 1,757.98	
Fuels & Lubricants		**$ 1,718.69**	**$ 3,476.67**	**$ 1,757.98**	
Total Operating Expenses Thru August		**$ 494,463.73**	**$ 557,350.50**	**$ 62,886.77**	
				11.28%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 9/15/2020 to 10/16/2020

Check No.	Date	Status		Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING						**101.1000**
9707	09/15/20	P		AB01	A-1 NATIONAL FIRE CO.	$45.70
9708	09/15/20	P		AL01	ALLISON, MACKENZIE, Pavlakis	$150.00
9709	09/15/20	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,127.84
9710	09/15/20	P		BLAKE	CHARLES DAVID BLAKE	$601.98
9711	09/15/20	P		CH15	CHARTER COMMUNICATIONS	$98.93
9712	09/15/20	P		NA12	CHERYL NAFIE	$615.72
9713	09/15/20	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$12,777.63
9714	09/15/20	P		FREDH	FRED HOWARD	$564.41
9715	09/15/20	P		FR01	FRONTIER	$735.34
9716	09/15/20	P		HA11	HACH COMPANY	$4,879.12
9717	09/15/20	P		HDR01	HDR, ENGINEERING, INC.	$24,462.27
9718	09/15/20	P		SIERRA	DBA SIERRA OFFICE SOLUTIONS	$270.86
9719	09/15/20	P		BOU11	BOULDER EXTERMINATORS, INC	$100.00
9720	09/15/20	P		PA13	JAMES PADILLA	$543.48
9721	09/15/20	P		IKE01	KELVIN IKEHARA	$360.03
9722	09/15/20	P		KI11	KINGSBURY GENERAL IMP. DIST.	$1,486.75
9723	09/15/20	P		AGUILA	MANNY AGUILAR	$135.50
9724	09/15/20	P		NE49	NEVADA NEWS GROUP	$208.75
9725	09/15/20	P		NV01	NV ENERGY	$26,401.73
9726	09/15/20	P		OREILL	O'REILLY AUTOMOTIVE, INC.	$135.58
9727	09/15/20	P		EA13	PAULA EAST-JANICKI	$644.95
9728	09/15/20	P		POL10	POLYDYNE INC.	$5,520.00
9729	09/15/20	P		PR02	PRAXAIR DISTRIBUTION, INC.	$121.39
9730	09/15/20	P		VAN1	RICK VAN HORN	$264.21
9731	09/15/20	P		COOK	ROBERT COOK	$2,100.00
9732	09/15/20	P		SO10	SOUTH TAHOE REFUSE, INC.	$206.22
9733	09/15/20	P		SO13	SOUTHWEST GAS CORP.	$247.59
9734	09/15/20	P		NE42	STATE OF NV. P.E.B.P.	$1,489.50
9735	09/15/20	P		TA01	TAHOE BASIN CONTAINER SVC.,INC	$3,519.50
9736	09/15/20	P		UNITED	UNITED RENTALS (NORTH AMERICA)	$1,131.58
9737	09/15/20	P		US12	USABLUEBOOK	$130.83
9738	09/15/20	P		VER	VERIZON	$316.36
9739	09/15/20	P		WE10	WEDCO INC.	$78.01
9740	09/15/20	P		WF01	WELLS FARGO	$3,065.70
9741	09/15/20	P		WE12	Western Envir. Testing Lab	$1,489.81
9742	09/15/20	P		WE18	WESTERN NEVADA SUPPLY CO.	$4,155.35
9743	09/15/20	P		WORKS	WORKSMART AUTOMATION, INC.	$7,440.00
9744	10/07/20	P		AL17	ALHAMBRA	$96.82
9744	10/07/20	V	10/7/20	AL17	ALHAMBRA	($96.82)
9745	10/07/20	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$837.34
9745	10/07/20	V	10/7/20	BE15	BENTLY FAMILY LTD PARTNERSHIP	($837.34)
9746	10/07/20	P		CA12	CARSON VALLEY OIL CO., INC.	$721.73
9746	10/07/20	V	10/7/20	CA12	CARSON VALLEY OIL CO., INC.	($721.73)
9747	10/07/20	P		CEN01	CENTRISYS CORPORATION	$4,251.11
9747	10/07/20	V	10/7/20	CEN01	CENTRISYS CORPORATION	($4,251.11)
9748	10/07/20	P		CY10	CYMA SYSTEMS, INC.	$695.00
9748	10/07/20	V	10/7/20	CY10	CYMA SYSTEMS, INC.	($695.00)
9749	10/07/20	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$250.00
9749	10/07/20	V	10/7/20	DTS	DIGITAL TECHNOLOGY SOLUTIONS	($250.00)
9750	10/07/20	P		FREDH	FRED HOWARD	$564.41
9750	10/07/20	V	10/7/20	FREDH	FRED HOWARD	($564.41)
9751	10/07/20	P		FR01	FRONTIER	$916.00
9751	10/07/20	V	10/7/20	FR01	FRONTIER	($916.00)
9752	10/07/20	P		GA-ACE	GARDNERVILLE ACE HARDWARE	$747.92
9752	10/07/20	V	10/7/20	GA-ACE	GARDNERVILLE ACE HARDWARE	($747.92)
9753	10/07/20	P		HDR01	HDR, ENGINEERING, INC.	$76,810.98

*** 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.

AP Check Register (Current by Bank)

Check Dates: 9/15/2020 to 10/16/2020

Check No.	Date	Status		Vendor ID	Payee Name	Amount
9753	10/07/20	V	10/7/20	HDR01	HDR, ENGINEERING, INC.	($76,810.98)
9754	10/07/20	P		HOMETO	HOMETOWN HEALTH	$15,552.98
9755	10/07/20	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$837.34
9756	10/07/20	P		CEN01	CENTRISYS CORPORATION	$4,251.11
9757	10/07/20	P		FR01	FRONTIER	$916.00
9758	10/07/20	P		GA-ACE	GARDNERVILLE ACE HARDWARE	$747.92
9759	10/07/20	P		SIERRA	DBA SIERRA OFFICE SOLUTIONS	$14.96
9760	10/07/20	P		INTEGR	INTEGRITY LOCKSMITH	$48.00
9761	10/07/20	P		BOU11	BOULDER EXTERMINATORS, INC	$100.00
9762	10/07/20	P		IKE01	KELVIN IKEHARA	$360.03
9763	10/07/20	P		KI12	KINGSBURY HARDWARE	$38.93
9764	10/07/20	P		CARL	KRISTINE CARLTON & KADIAN	$131.95
9765	10/07/20	P		LA11	LAKESIDE NAPA	$79.49
9766	10/07/20	P		LA12	LAWSON PRODUCTS, INC.	$320.78
9767	10/07/20	P		LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$11,822.50
9768	10/07/20	P		LIBERT	LIBERTY UTILITIES	$31.76
9769	10/07/20	P		AGUILA	MANNY AGUILAR	$135.00
9770	10/07/20	P		ME10	MEEK'S LUMBER & HARDWARE	$5.11
9771	10/07/20	P		MET11	METLIFE - GROUP BENEFITS	$2,098.10
9772	10/07/20	P		MUNI	MUNIQUIP, LLC	$18,087.59
9773	10/07/20	P		PEZ1	NOVA GEOTECHNICAL & INSPECTION	$3,400.00
9774	10/07/20	P		NV01	NV ENERGY	$27,813.24
9775	10/07/20	P		EA13	PAULA EAST-JANICKI	$644.95
9776	10/07/20	P		VAN1	RICK VAN HORN	$264.21
9777	10/07/20	P		COOK	ROBERT COOK	$2,100.00
9778	10/07/20	P		RO12	ROUND HILL GENERAL IMP. DIST.	$752.60
9779	10/07/20	P		SIL4	SILVER STATE ANALYTICAL LAB	$381.00
9780	10/07/20	P		PASCH	SONDRA & TERRY PASCHAL	$390.00
9781	10/07/20	P		ST09	STANDARD INSURANCE COMPANY	$463.12
9782	10/07/20	P		SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
9783	10/07/20	P		TE11	TESCO CONTROLS INC	$1,384.84
9784	10/07/20	P		US12	USABLUEBOOK	$197.35
9785	10/07/20	P		VER	VERIZON	$316.64
9786	10/07/20	P		VI12	VISION SERVICE PLAN - (AT)	$282.30
9787	10/07/20	P		WE10	WEDCO INC.	$26.51
9788	10/07/20	P		WE12	Western Envir. Testing Lab	$1,554.15
9789	10/07/20	P		AL17	ALHAMBRA	$96.82
9790	10/07/20	P		CA12	CARSON VALLEY OIL CO., INC.	$721.73
9791	10/07/20	P		CY10	CYMA SYSTEMS, INC.	$695.00
9792	10/07/20	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$250.00
9793	10/07/20	P		FREDH	FRED HOWARD	$564.41
9794	10/07/20	P		HDR01	HDR, ENGINEERING, INC.	$76,810.98
					BANK WFCHK REGISTER TOTAL:	**$287,037.02**
					GRAND TOTAL :	**$287,037.02**

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Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 9/15/2020 - 10/16/2020

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 6949	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 3**	**CREATED: 09/15/20 by YHJ**			
130842	09/15/20			414.1100	AUGUST PERS CONTRIBS	$12,170.44	$0.00	$12,170.44
130843	09/15/20			415.1100	AUGUST PERS CONTRIBS	$12,170.43	$0.00	$24,340.87
130844	09/15/20			101.1000	AUGUST PERS CONTRIBS	$0.00	$24,340.87	$0.00
					BATCH 6,949 TOTALS:	**$24,340.87**	**$24,340.87**	**$0.00**
BATCH: 6970	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 4**	**CREATED: 10/08/20 by YHJ**			
131030	10/15/20			414.1100	SEPT. PERS CONTRIBS	$17,726.14	$0.00	$17,726.14
131031	10/15/20			415.1100	SEPT. PERS CONTRIBS	$17,726.15	$0.00	$35,452.29
131032	10/15/20			101.1000	SEPT. PERS CONTRIBS	$0.00	$35,452.29	$0.00
					BATCH 6,970 TOTALS:	**$35,452.29**	**$35,452.29**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$59,793.16**	**$59,793.16**	