NOTICE OF SPECIAL MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, APRIL 7, 2021

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 via Zoom teleconference on April 7, 2021, 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:

https://zoom.us/j/94600189820?pwd=MVl6UkxDTWhZemlNUDVuNnY0WjlIQT09

Meeting ID: 946 0018 9820
Passcode: 722150
Phone: +1 669 900 6833

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, APRIL 7, 2021

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 3, 2020) – **for possible action.**

7. Discussion regarding and possible appointment of Trustee representing the business community within Stateline, Nevada to fill the remainder of the unexpired term of Mike Bradford **– for possible action.**

8. Discussion regarding and possible appointment of a Board of Trustees member to serve as Board Chairman **– for possible action.**

9. Manager's Report (Rob Hopkins)

   A. General Status Report

10. Engineer's Report

   A. General Projects Status Report.

   B. Discussion regarding Edgewood sewer line relocation/replacement project – **for possible action.**

11. Attorney's Report (Jim Cavilia)

   A. General Status Report

12. Controller's Report

   A. General Status Report

   B. Discussion regarding and possible adoption of the Authority's Five-Year Capital Development Plan **– for possible action.**

   C. Discussion regarding and possible adoption of the Authority's Tentative Budget for Fiscal Year 2021-2022 **– for possible action.**

   D. Investment Report

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

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

15. Final Public Comment

16. 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 Special 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 2nd day of April, 2021.

Print Name: Paula East-Janicki
Title: DCLTSA Controller

MINUTES OF SPECIAL MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
MARCH 3, 2021

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, March 3, 2021 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present was Trustee Richard Gardner. Additionally, Trustees Mike Bradford and Darya Vogt, were present via audio and video internet connection by which everyone at the meeting could hear one another. Trustees Chuck Fagen and Wes Rice were absent.

RECOGNITION OF OTHERS IN ATTENDANCE:

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

Also, in attendance via audio and video internet connection were Andrew Hickman of Round Hill General Improvement District and Crystal Strauss of Lake Village Homeowners Association.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

It was moved by Trustee Vogt, seconded by Trustee Bradford and carried unanimously, 3-0, that the agenda be approved and adopted as presented.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Gardner, seconded by Trustee Vogt and carried unanimously, 3-0, that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated February 3, 2021 be approved.

Resignation of Board of Trustees Chairman Mike Bradford, effective March 4, 2021.

Chairman Bradford expressed his regrets in having to resign but stated that he has had a great experience during his time on the Board. Chairman Bradford also expressed his confidence in the other trustees and suggested that John McLaughlin would be a great candidate to take his seat on the Board. Each of the other Trustees expressed their appreciation for all of Chairman Bradford's work with the Authority. Trustee Vogt stated that Chairman Bradford would be greatly missed and that he would be a very hard act to follow.

Chairman Bradford opened the floor to public comment regarding the matter. Bob Cook thanked Chairman Bradford for his leadership and stated how important that leadership was in the transition of the Authority from the Douglas County Lake Tahoe Sewer District to its current make-up including representatives of the contributing districts. Others at the meeting, including staff, all expressed their gratitude for Chairman Bradford's leadership and friendship. All wished him well.

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

Discussion and possible approval to extend the biosolids trucking contract with Tahoe Basin Container Service Inc., a sole source provider, for one-year period, from April 1, 2021 to March 31, 2022, with a 3.93% rate increase, from $382 per trip to $397.

Authority Manager, Rob Hopkins, presented this matter to the Board, indicating that this involves a sole source contract with Tahoe Basin Container Service as the only provider of this service that is available. Mr. Hopkins explained that this service involves the hauling of sludge from the plant to the Carson Valley for agricultural uses. Mr. Hopkins recommended approval of the contract, expressing that the increase of 3.93% was reasonable.

Following a brief discussion among the Trustees, **it was moved by Trustee Vogt and seconded by Chairman Bradford that the contract with Tahoe Basin Container Service Inc. as presented be approved.**

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment. **The motion passed unanimously.**

Discussion and Possible designation of Beth Farley, from Eide Baily as Auditor for the upcoming annual audit of Fiscal Year 2020-2021.

Authority Controller, Paula East-Janicki, explained that this is the third year of a five-year agreement with Eide Baily to be the Authority's auditor. Ms. East-Janicki indicated that she has been happy with the auditor and the price increase this year, of 5%, is reasonable. Ms. East-Janicki recommended that the Board designate Eide Baily as the Auditor for the Authority's audit this year. Following a brief discussion among the Trustees, **it was moved by Trustee Vogt and seconded by Trustee Gardner that Eide Baily be designated as Auditor for the Authority's upcoming annual audit of Fiscal Year 2020-2021.**

Chairman Bradford opened the floor to public comment regarding the matter. Crystal Strauss of Lake Village Homeowners Association stated that Lake Village had been very happy with Eide Baily's audit service and recommended that the Board approve the designation. There was no further 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 2020 EPA Biosolids Report and Permit application had recently been submitted. The 2021 Hazmat Facilities Report and Permit application have also recently been submitted to the State Fire Marshall.

Mr. Hopkins stated that three meetings have been held with HDR Engineering and K.G. Walters Construction with regard to the treatment plant upgrades project.

Mr. Hopkins indicated that staff and R.O. Anderson have participated in various meetings with representatives of Edgewood Companies and Tahoe South Events Center regarding engineering and design issues related to those projects.

With regard to the ongoing plant upgrades, Mr. Hopkins indicated that the new return activated sludge pumps and parts of the headworks package plant have been delivered to the plant. Additionally, the treatment plant odor scrubber has been relocated to accommodate the new headworks package plant.

Mr. Hopkins stated that the concrete pad for the new export pipeline surge suppression tank has been poured and the tank is expected to arrive in March.

Finally, Mr. Hopkins praised the Authority staff for work on various projects including the re-painting of treatment process plumbing in accordance with industry standards.

In response to a question from the Board, Mr. Hopkins indicated that the plant odor scrubber was being relocated outside in order to make room for the grit removal portion of the new headworks project.

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, Authority Engineer, Rob Anderson, presented correspondence dated March 1, 2021 briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The March 1, 2021 correspondence is incorporated in these minutes by this reference.

Mr. Anderson briefly summarized his written report and stressed that good communications are continuing with representatives of both Edgewood Companies and the Tahoe South Events Center. Chairman Bradford complimented Mr. Anderson and thanked him for all his work on behalf of the Authority.

Mr. Anderson also presented the Board with the 2020 Flow Monitoring Report and explained how the report was used by the Authority for budgeting purposes. Mr. Anderson pointed out that as the result of the updated metering by the Authority and the contributing districts, flows for the upcoming budget cycle have been based on more reliable data than they were previously. The process should be simpler and more accurate in the future.

Mr. Anderson added that he has had productive communications with representatives of the Tahoe Beach Club and that the developer would be submitting revised plans based upon comments from the Authority.

Finally, Mr. Anderson stated what a privilege it has been for him personally to have worked with Mr. Bradford for the last several years.

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

B. Discussion regarding Edgewood sewer line relocation/replacement project.

Mr. Anderson reported that the Authority's position with regard to location of improvements and riparian areas in relation to the Authority's improvements has been communicated and that revised project plans have not yet been received by the Authority.

Chairman Bradford opened the floor to public comment regarding the matter. There was no 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 provided the Board with a brief written report and indicated that operating expenses were approximately 6% under budget through the end of January. With approximately $1.8 million billed only about $79,000 remains outstanding with $61,400 of that being a single commercial user who has entered into a forbearance agreement.

Ms. East-Janicki indicated that sewage flow estimates have been completed and all the contributing districts have been notified. Ms. East-Janicki stated that there has been a significant reduction in flows since the shutdown of commercial properties as a result of the COVID pandemic. Because of the significant reduction of flows from the casino core, rates will be increasing for all users. Ms. East-Janicki explained that in budgeting she is hoping to keep total expenses level with the previous year.

Trustee Vogt thanked Ms. East-Janicki for her explanation of how costs are allocated among the various users. Chairman Bradford complimented Ms. East-Janicki for her work over the years and stated how great it has been to work with her.

In response to an inquiry from Trustee Gardner, Ms. East-Janicki explained how the flow estimates are used to budget and charge the other districts and how the charges are trued-up at the end of the year based upon actual flows.

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 more than $9.9 million in Wells Fargo, the Local Government Investment Pool (LGIP) and longer-term CDs. Ms. East-Janicki reported that one CD had recently matured and the funds have been reinvested in the LGIP.

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. Trustee Gardner 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 Vogt reported that KGID had received more than forty applications for its District Manager position and that she is confident that a qualified individual will be hired.

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

PUBLIC COMMENT:

Crystal Straus of Lake Village complimented the Board on a well-run meeting and thanked the Authority for working with the residents of Lake Village.

Andrew Hickman of RHGID indicated that some infiltration has been located in RHGID and that when remedied he expects flows from RHGID to decrease.

Paula East-Janicki mentioned that a special meeting of the Board of Trustees might need to be scheduled to consider a settlement agreement in the pending litigation regarding the emergency underground storage system.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:30 a.m.

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APPROVED

_____

4846-8830-5120, v. 1

MINUTES OF SPECIAL MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
MARCH 10, 2021

CALL TO ORDER:

A Special 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, March 10, 2021 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present was Trustee Richard Gardner. Additionally, Trustees Darya Vogt, Wes Rice and Chuck Fagen were present via audio and video internet 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 Eric Heffernon. Participating via audio and video internet connection by which everyone at the meeting could hear one another were Authority Accountant, Ying Johnson, Bob Cook, and the Authority's legal counsel, Jim Cavilia.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

It was moved by Trustee Vogt, seconded by Trustee Gardner and carried unanimously, 4-0, that the agenda be approved and adopted as presented.

Discussion and possible action to approve, approve with conditions or disapprove a Settlement Agreement with Aspen Developers, Corp., Contech Engineered Solutions, LLC and R.O. Anderson Engineering, Inc. in full resolution of all matters at issue in Case No. 18-CV-0218 in The Ninth Judicial District Court of Nevada, in and for the County of Douglas, for the total payment of $1,400,000.00 to the Douglas County Lake Tahoe Sewer Authority.

The Authority legal counsel, Jim Cavilia, introduced the item and indicated that he and Authority staff recommended approval of the Settlement Agreement as presented. Following presentation of the item, **it was moved by Trustee Gardner and seconded by Trustee Rice that the Settlement Agreement as presented be approved.**

Trustee Rice expressed his opinion that the proposed settlement was the best solution. Trustee Vogt indicated that she spoke to both Mr. Cavilia and Mr. Hopkins about the agreement and she was supportive.

Mr. Cavilia opened the floor to public comment regarding the matter. There was no public comment. **The motion passed unanimously.**

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:40 a.m.

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APPROVED

_____

4849-2311-9073, v. 1

Meeting Date: April 7th, 2021

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – April 2021
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. The DCLTSA Treatment Plant and Sewer Pump Stations underwent an OSHA inspection in the month of March 2021. The only items noted in the inspection were requests to add Confined Space placards to two DCLTSA Sewer Pump Stations. This work was completed by DCLTSA staff and reported back to OSHA. The inspection has been approved and closed out.

2. A Conditional Letter of Approval for the Edgewood Villas Buildings 1-4 plans has been drafted by Authority Engineer R.O. Anderson and issued by DCLTSA to Edgewood Companies. It is expected that the project will span the next two construction seasons here at the Lake.

3. DCLTSA Special Projects Coordinator Bob Cook provided valuable assistance in expediting the plan review process for the new Package Headworks Building retrofit, part of the Treatment Plant Upgrades Project. Mr. Cook was instrumental in accelerating the plan-review process by the Tahoe Douglas Fire Protection District.

4. DCLTSA has submitted payment to the Nevada Division of State Lands, Department of Conservation and Natural Resources for a Consolidated Easement for all 5 of the water crossings made by the DCLTSA Treated Wastewater Effluent Force Main as it follows Muller Lane in the Carson Valley.

5. Boundary Line Adjustment (BLA) requests for the Tahoe Beach Club Buildings #7 and #9 are under review by DCLTSA Engineer R.O. Anderson. This review is necessary to determine if the BLA adjustments requested will impact any existing DCLTSA easements.

6. A meeting was held between DCLTSA staff and the Authority Engineer and personnel representing the Tahoe South Events Center. Main points of

discussion related to various methods of calculating potential peak flows and sewer loads the new Events Center may impose on DCLTSA sewer infrastructure. Further details may be provided by the Authority Engineer.

7. The 1-year warranty period is approaching for the manholes and sewer main that were relocated as part of the DCLTSA Sewer Interceptor Relocation Project. This work was conducted by the Tahoe Beach Club and its contractors to facilitate construction of the TBC Clubhouse. DCLTSA is working with our Engineer and Summit Plumbing to have the new pipe and manholes isolated, cleaned and televised in the next few weeks.

8. The 15-ton Export Force Main Hydro-pneumatic Surge Tank has been placed on its pedestal this month. Work to install related plumbing and control equipment is ongoing. (photo attached)

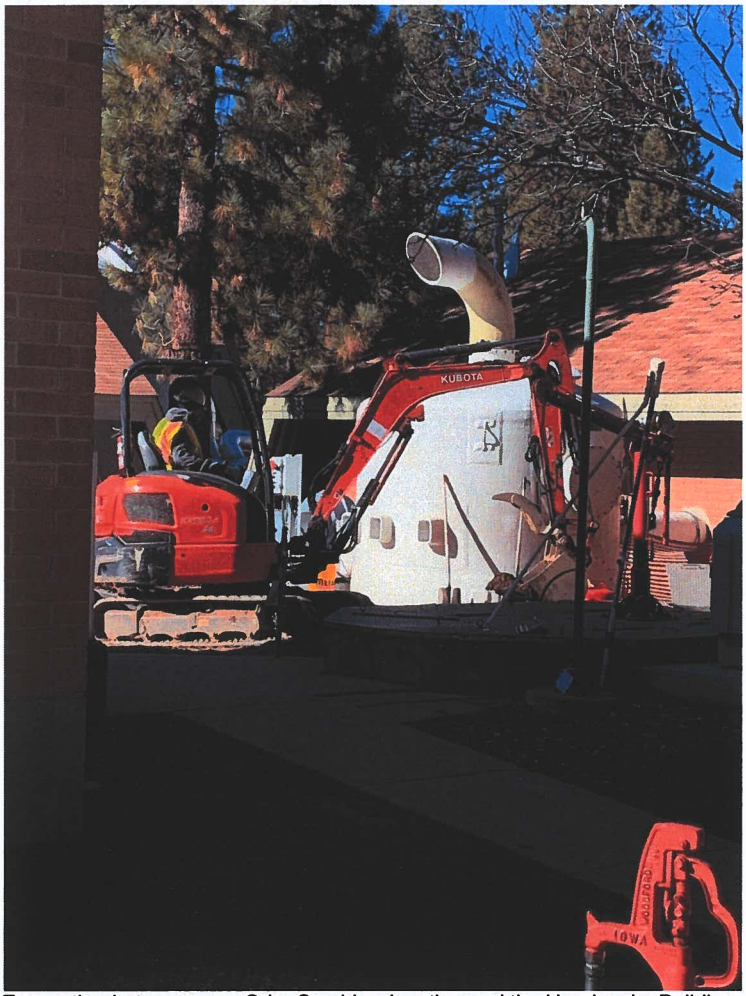
9. Underground pipe work has begun to retrofit the DCLTSA DAF building to accommodate the new Package Headworks Equipment, which was received last month. This work is part of the Treatment Plant Upgrades Project that has been underway for the past two years now. The overall project is anticipated to be completed by Thanksgiving, 2021 barring any unforeseen issues. (photos attached)



"Flying" the Hydro-pneumatic Surge Tank on to its pedestal outside the Export Building.



Trench-work to cut in the new Influent pipe to the Headworks Building.



Excavating between new Odor Scrubber location and the Headworks Building.

AUTHORITY CONTROLLER'S

BOARD REPORT – April 7, 2021

General Status Report

At the end of February, our operating expenses were more than 7% under budget.

Status of Billing

We just finished the fourth quarter billing for this year. At that time, only 17 of the 587 total customers had past due balances. Of those we hold liens on 5 of the properties. This is an all-time low for past due amounts.

Ongoing Flow Information

For January and February this year, overall flows coming into the plant were approximately 6% lower than the same two months last year. This may still be an effect of Covid restrictions.

Flows at the Beach Pump Station were down 13% over last year for the same two months, with commercial flows down 17%. The Lakeside Inn's contribution to that decline is significant, totaling 15% down over last year. As we will discuss later during the budget discussion, the Lakeside going offline will continue to impact rates until and unless it converts to a business with similar flows.

Discussion Regarding and Possible Adoption of the Five-Year Capital Development Plan

In your board packet I included a copy of the proposed Capital Development Plan (CDP) for the five-year period beginning with fiscal year 2021-2022.

In 2018, the Board of Trustees determined that, in order to do the Effluent Pipeline Replacement and other long term capital projects, it would be necessary to raise the capital assessment collected from all users. Prior to that time, the assessment had been $1,000,000 per year for approximately 10 years. The Board agreed that the assessment would be increased by $250,000 per year for each of five years. The coming fiscal year is year 4 of 5, and the capital assessment divided among all users will be $2,000,000.

Regarding the top section of the CDP under Priority Projects:

- Previously it was anticipated that we would begin replacing the effluent pipeline in fiscal year 2023-2024. However, it became apparent at this time last year that there was a section just above the plant that needed to be replaced on an emergency basis. That work, for which we had not previously budgeted, was accomplished in the current fiscal year at a cost of approximately $1.8 million. That significantly dipped into the capital reserves we planned to use for the total pipeline replacement. Therefore, I have divided that project into smaller portions over a 3 -year period. We will be doing a pipeline assessment to determine which portions need to be replaced first and will likely phase it out.

- The Aeration Basin and Plant Improvements project is ongoing and we expect it to wrap up this year. That project is funded through a $9 million State Revolving Fund Loan, on which we will only pay interest at 2.08% until after the project is completed.

- The remaining project in the top section of the Capital Development Project is the Underground Emergency Storage (EUS) Tanks. The original installation cost of that project will be

written off this year as an impaired asset, and the $1.4 million settlement must be netted to reduce the legal fees incurred during the year. Therefore, approximately $1,040,000 will be returned to the Construction Fund to pay for replacing that facility. Because we have so much going on with the Plant Improvement project, and due to the unexpected capital expense with the emergency effluent line replacement, I have placed only engineering and design costs for the EUS in the budget for the next fiscal year. Then construction can begin the following year. I know we all wanted to get the EUS replaced as quickly as possible, but doing it in the coming fiscal year would leave us too short of funds if something else should happen with the effluent pipeline.

I am presenting the Capital Development Plan to you for adoption now, because the numbers in it need to tie to the numbers in the budget for capital acquisition. Therefore, if there are no questions, I would request that the CDP be adopted as presented.

Discussion Regarding and Possible Adoption of the Tentative Budget for Fiscal Year 2021-2022

I have included a copy of the proposed Tentative Budget in the Board Packet. The first three pages of the Budget are administrative and for data collection only. Page 4 is a summary of budgeted revenues and expenses. Please note that we are considered by the State to be a Proprietary or Enterprise Fund, meaning that our expenses must be covered by our rates. Unlike the other participating districts, we do not receive Ad Valorem taxes.

Page 5 of the budget details the categories of expected revenues and expenses. The numbers in column (2) – Estimated Current Year reflect the numbers from the current year's budget.

- In Column (3) Tentative Approved, you will note an increase in the Salaries and Benefits category due to a hike in the upcoming PERS contribution rate of .5% and an expected 11-15% increase we've been told to expect in Worker's Compensation costs.
- I budgeted commensurate decreases to other categories to offset Salaries and Benefits.
- Insurance and Other Expenses have been increased also to accommodate an 11 – 15% increase in our comprehensive insurances. As with Workers' Comp, that was done at the recommendation of our insurer, Nevada Pool Pact.
- Fuels and Lubricants were also increased due to the rising price of gas.
- Overall Operating Expenses are budgeted down from the current year, due to decreased Depreciation and Amortization on assets that are now fully depreciated.
- The notable difference in Nonoperating Revenues is in the Interest Earned category. As I'm sure you've all noticed, interest rates are nominal now, and I budgeted accordingly.
- The Interest on Bonds category has been increased because we have an additional loan.

Page 6 of the budget deals with cash flows. This is where the numbers from the Capital Development Plan have to match. The $4,600,194 for Acquisition and Construction of Capital Assets reflects the project costs from the Capital Development Plan plus $100,000 for general fund capital outlay (usually pumps, valves and continuing SCADA expansion.)

The remaining budget pages detail debt service interest and contracts for outside services already in place.

As I advised the Board last month, significantly lower overall flows cause significantly higher rates. For example $1,000 in expenses divided by 200 gallons of flow = $5 per gallon. $1,000 in expenses divided by only 150 gallons of flow = $6.66 per gallon.

Last year, flows decreased overall by almost 19%. That results in much higher rate increases than in prior years. The budget I am submitting is very conservative, with overall operating expenses level with last year, at a time we are all experiencing higher costs. It's good to have a goal to shoot for and meeting this budget will be a worthy challenge.

The increased rates I mentioned at the last meeting have changed a little bit. Just as a reminder..... increased or decreased flow contribution rates also impact overall rates.

- Round Hill GID's rate increase will be 14.6%, partly due to an increase in flow contribution.
- Kingsbury GID's rate increase will be 10.5%, again partly due to an increase in flow contribution.
- Tahoe Douglas District's rate increase will be only 4.57% because their flow contribution is down.
- DCLTSA's commercial rate increase will be 18.5%. Last year, In-Authority flows were down more than 30%. For the commercial users, that results in a higher rate per 1,000 gallons of flow (remember: same expenses but fewer gallons to divide by). For the largest commercial users the 18% increase per 1,000 gallons will not impact them as much because their individual flows were down significantly. The users that are impacted the most are the

small businesses who were less impacted by the Covid shutdown, so their flows stayed more level.

If there are no questions, I would ask that the Board adopt the tentative budget, so I can submit it to the Department of Taxation prior to April 15.

Investment Report

We have a little more than $9.6 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 to transfer money from our LGIP general construction account to the checking account to pay ongoing Plant Upgrades expenses. Those will eventually be reimbursed by the State Revolving Loan fund and the investment funds can be replaced.

Claims and Check Register

I put copies of the wires and check register from March 1 through March 31, 2021 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 2020 - 2021 BUDGET VS. ACTUAL

	February	Budgeted	Variance	Comments
Salaries	$ 805,099.10	$ 842,562.67	$ 37,463.57	
OT/Callback	$ 10,787.40	$ 12,638.67	$ 1,851.27	
Holiday	$ 12,516.35	$ 12,794.00	$ 277.65	10 out of 11 annual holidays
NTD	$ -		$ -	
Longevity	$ 3,985.00	$ 3,380.00	$ (605.00)	Paid Yearly - December
Stand-By Pay	$ 10,338.57	$ 8,354.67	$ (1,983.90)	Increased Standby Hours
Health Insurance	$ 199,175.83	$ 237,472.67	$ 38,296.84	
State Retirement (PERS)	$ 217,704.91	$ 249,882.00	$ 32,177.09	
SIIS (Workers Comp)	$ 28,730.67	$ 26,384.67	$ (2,346.00)	Larger Annual Increase than Budgeted
Medicare Tax	$ 13,007.29	$ 12,756.00	$ (251.29)	
Unemployment Insurance	$ 45.00	$ -	$ (45.00)	EMRB Annual Fee
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 44,342.56	$ 20,000.00	$ (24,342.56)	Significantly under-budgeted
Salaries/Benefits	**$ 1,345,732.68**	**$ 1,426,225.33**	**$ 80,492.66**	

JULY - FEBRUARY 2020 - 2021 BUDGET VS. ACTUAL

	February	Budgeted	Variance	Comments
Electric Power	$ 140,035.51	$ 155,166.67	$ 15,131.16	
Electric Power - BPS	$ 7,863.27	$ 8,666.67	$ 803.40	
Electric Power - MPS	$ 33,466.91	$ 36,666.67	$ 3,199.76	
Natural Gas	$ 5,882.24	$ 7,666.67	$ 1,784.43	
Natural Gas - BPS	$ 644.08	$ 1,000.00	$ 355.92	
Natural Gas - MPS	$ 241.42	$ 266.67	$ 25.25	
Water	$ 8,241.63	$ 8,266.67	$ 25.04	
Water - BPS	$ 2,535.38	$ 2,666.67	$ 131.29	
Water - MPS	$ 7,675.19	$ 7,266.67	$ (408.52)	
Solid Waste Removal	$ 2,774.63	$ 2,703.33	$ (71.30)	
Utilities	**$ 209,360.26**	**$ 230,336.67**	**$ 20,976.41**	
Chemicals	$ 40,550.22	$ 46,666.67	$ 6,116.45	
Lab Supplies	$ 2,524.61	$ 833.33	$ (1,691.28)	Doing more daily tests
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 43,074.83**	**$ 47,500.00**	**$ 4,425.17**	
Legal Services	$ 28,680.00	$ 31,333.33	$ 2,653.33	
Accounting	$ 42,215.99	$ 35,233.33	$ (6,982.66)	Will smooth - annual audit fees included
Legal/Accounting	**$ 70,895.99**	**$ 66,566.67**	**$ (4,329.32)**	

JULY - FEBRUARY 2020 - 2021 BUDGET VS. ACTUAL

	February	Budgeted	Variance	Comments
Engineering	$ 55,190.00	$ 46,666.67	$ (8,523.33)	ROA - February Estimated
Engineering - BPS	$ -	$ -	$ -	
Engineering - MPS	$ -	$ -	$ -	
Engineering - In-District	$ -	$ -	$ -	
Consulting	$ 17,800.00	$ 22,666.67	$ 4,866.67	
Engineering/Consulting	**$ 72,990.00**	**$ 69,333.33**	**$ (3,656.67)**	
Maintenance Export Line	$ -	$ 13,000.00	$ 13,000.00	
Maintenance Collection System	$ 42,000.00	$ 49,666.67	$ 7,666.67	
Repairs Collection System	$ -	$ 4,333.33	$ 4,333.33	
Computer Maintenance/Supplies	$ 1,755.40	$ 4,333.33	$ 2,577.93	
Annual Software Licenses	$ 7,588.32	$ 16,333.33	$ 8,745.01	Biggest cost in March - SCADA Renew
SCADA Support	$ 5,398.11	$ 12,000.00	$ 6,601.89	
Repairs - Vehicles	$ 5,228.30	$ 8,033.33	$ 2,805.03	
Repairs - Mechanical	$ 19,642.45	$ 30,000.00	$ 10,357.55	
Repairs - Mechanical BPS	$ 1,594.44	$ 6,666.67	$ 5,072.23	
Repairs - Mechanical MPS	$ 7,387.96	$ 7,333.33	$ (54.63)	

JULY - FEBRUARY 2020 - 2021 BUDGET VS. ACTUAL

	February	Budgeted	Variance	Comments
Emergency Repairs	$ 45,484.63	$ -	$ (45,484.63)	Not Budgeted
Repairs Bldg & Grounds	$ 3,515.83	$ 8,533.33	$ 5,017.50	
Repairs Bldg & Grounds - BPS	$ -	$ 1,000.00	$ 1,000.00	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 550.00	$ 550.00	
Repairs Heating	$ -	$ 1,333.33	$ 1,333.33	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 403.04	$ 1,783.33	$ 1,380.29	
Repairs Electrical	$ -	$ 1,333.33	$ 1,333.33	
Repairs Electrical	$ -	$ 333.33	$ 333.33	
Repairs Instruments	$ 8,658.00	$ 6,666.67	$ (1,991.33)	Annual Smartcover Support
Equipment Rental	$ 568.89	$ 4,666.67	$ 4,097.78	
Maintenance Supplies	$ 3,177.22	$ 4,733.33	$ 1,556.11	
Safety Equipment	$ 7,492.85	$ 5,333.33	$ (2,159.52)	Cost of Gloves Skyrocketed
Odor Control System Maintenance	$ -	$ 12,666.67	$ 12,666.67	
Repairs/Maintenance	**$ 159,895.44**	**$ 200,633.33**	**$ 40,737.89**	
Casualty Insurance	$ 54,622.64	$ 60,000.00	$ 5,377.36	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 54,622.64**	**$ 60,000.00**	**$ 5,377.36**	

JULY - FEBRUARY 2020 - 2021 BUDGET VS. ACTUAL

	February	Budgeted	Variance	Comments
Telephone	$ 17,943.52	$ 13,666.67	$ (4,276.85)	Telephone system repair X 2
Telephone	$ 653.59	$ 1,100.00	$ 446.41	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 4,670.72	$ 4,683.33	$ 12.61	
Laundry and Linen	$ 475.90	$ 2,333.33	$ 1,857.43	
Forest Svc. Fee	$ -	$ 333.33	$ 333.33	
Training, Dues & Subscriptions	$ 1,987.00	$ 3,333.33	$ 1,346.33	
Office Expenses	$ 6,264.26	$ 8,000.00	$ 1,735.74	
Travel	$ -	$ -	$ -	
Sample Testing	$ 22,311.52	$ 28,483.33	$ 6,171.81	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 38,069.92	$ 40,000.00	$ 1,930.08	
Underground Service Alert	$ 247.07	$ 333.33	$ 86.26	Ann. Membership Fee
Permit Fees	$ 9,260.82	$ 8,833.33	$ (427.49)	Most Paid at Beginning of Year
Bank Fees	$ 6,265.77	$ 3,800.00	$ (2,465.77)	Under-budgeted for security enhancements
Other Operating Expenses	**$ 108,150.09**	**$ 114,900.00**	**$ 6,749.91**	
Fuels and Lubricants	$ 7,253.95	$ 13,906.67	$ 6,652.72	
Fuels & Lubricants	**$ 7,253.95**	**$ 13,906.67**	**$ 6,652.72**	
Total Operating Expenses Thru FEBRUARY	**$ 2,071,975.88**	**$ 2,229,402.00**	**$ 157,426.12**	
			7.06%	

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
CAPITAL DEVELOPMENT PLAN

Presented for Board Consideration - April 7, 2021

Approximate 5.6% rate increase yearly
5 years beginning 2018/2019

2021/2022 = Year 4

Project		Actual Prior 15 Years	Estimated 2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	Total
Priority Projects									
Underground Emergency Storage Tanks	Design/Permits			$320,000					$320,000
(Original Installation Written Off)	Construction				$1,600,000				$1,600,000
	Total	$0		$320,000	$1,600,000				$1,920,000
Aeration Basin, Grit	Design/Permits	$761,164	$770,764	$500,000					$2,031,928
and Headworks Improvements	Construction	$1,209,166	$3,058,642	$3,680,194					$7,948,002
	Total	$1,970,330	$3,829,406	$4,180,194					$9,979,930
Effluent Pipeline Replacement	Design/Permits	$10,011	$1,785,538						$1,795,549
	Construction					$2,000,000	$2,000,000	$2,000,000	$6,000,000
	Total	$10,011	$1,785,538	$0	$0	$2,000,000	$2,000,000	$2,000,000	$7,795,549
Lower Priority - To Be Deferred									
Metering for IS-2 Energy	Total								$0
Pine Nut Reservoir Rebuild/Line	Design/Permits	$579,518							$579,518
(Future $12,000,000 not represented here)	Construction								$0
	Total	$579,518							$579,518
Completed Projects									
Reservoir Sludge Removal	Total	$1,078,607							$1,078,607
Main Pump Station Rehabilitation	Total	$2,210,198							$2,210,198
Underground Emergency Storage (Initial)	Total	$2,011,319							$2,011,319
STPUD Inter-tie		$1,411,476							$1,411,476
Muller Effluent Line Relocation (Per NDOT)	Total	$701,835							$701,835
Automated Sampling	Total	$616,993							$616,993
Reservoir Sludge Removal	Total	$1,078,607							$1,078,607
Beach Pump Station Rehabilitation	Total	$453,810							$453,810
Sodium Hypochlorite Conversion	Total	$830,594							$830,594
Reservoir Lining Design	Total	$750,277							$750,277
Back-up Centrifuge	Total	$258,196							$258,196
SCADA System/Fiber Connectivity	Total	$514,157							$514,157
Thickener Project	Total	$215,431							$215,431
Prior Years' Completed Projects	Total	$13,730,700							$13,730,700
Expenditures: Projects		$28,422,059	$5,614,944	$4,500,194	$1,600,000	$2,000,000	$2,000,000	$2,000,000	$46,137,197
Debt Service		$1,608,223	$263,472	$327,697	$820,212	$820,212	$820,212	$820,212	$5,480,240
Resources: USACE Grant		$8,069,648							$8,069,648
EPA Grant (STAG)		$382,300							$382,300
SRLF		$2,853,119	$3,446,465	$3,551,274					$9,850,858
Transfer from GF/PR Fund		$2,770,000							$2,770,000
Assessments		$15,750,001	$1,750,000	$2,000,000	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$28,500,001
Cash from UES Settlement			$1,040,342						$1,040,342
New Grant/Other Funding			$0	$0	$0	$0	$0		$0
Ending Cash Balance		**$1,430,382**	$1,788,773	$2,512,156	$2,341,944	$1,771,732	$1,201,520	$631,308	$631,308

Douglas County Lake Tahoe Sewer Authority
Wastewater Reclamation Plant

P.O. Box 578, Zephyr Cove, NV 89448 **775-588-3558 • 775-588-1845 fax**

Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7921

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY herewith submits the **TENTATIVE** budget for the fiscal year ending **June 30, 2022**

This budget contains 1 funds, including Debt Service, requiring property tax revenues totaling $ 0

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed 0 If the final computation requires, the tax rate will be lowered.

This budget contains 0 governmental fund types with estimated expenditures of $ 0 and 1 proprietary funds with estimated expenses of $ **5,346,604**

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I PAULA EAST-JANICKI
(Printed Name)
AUTHORITY CONTROLLER
(Title)
certify that all applicable funds and financial operations of this Local Government are listed herein.

Signed P East-Janicki

Dated: April 7, 2021

APPROVED BY THE GOVERNING BOARD

SCHEDULED PUBLIC HEARING:
(Must be held from May 17, 2021 to May 31, 2021 this year)

Date and Time May 19, 2021 9:30 a.m.

Publication Date May 11, 2021 Estimated

Place: Administrative Bldg., Wastewater Reclamation Plant, Round Hill, Nevada

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FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 6/30/2020	ESTIMATED CURRENT YEAR ENDING 6/30/2021	BUDGET YEAR ENDING 6/30/2022
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation	11.25	12	12
Health			
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT			
Utilities			
Hospitals			
Transit Systems			
Airports			
Other **Board Members**	5	5	5
TOTAL	16.25	17	17

POPULATION (AS OF JULY 1)	2450	2550	2550
SOURCE OF POPULATION ESTIMATE*	Sewer Connections	Sewer Connections	Sewer Connections
Assessed Valuation (Secured and Unsecured Only)	n/a	n/a	n/a
Net Proceeds of Mines			
TOTAL ASSESSED VALUE	n/a	n/a	n/a
TAX RATE General Fund			
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Fund	0	0	0
Other			
TOTAL TAX RATE	0	0	0

*** Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.**

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

SCHEDULE A-2 PROPRIETARY AND NONEXPENDABLE TRUST FUNDS

Budget For Fiscal Year Ending June 30, 2022

Budget Summary for DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

FUND NAME	*	OPERATING REVENUES (1)	OPERATING EXPENSES (2) **	NONOPERATING REVENUES (3)	NONOPERATING EXPENSES (4)	OPERATING TRANSFERS IN (5)	OPERATING TRANSFERS OUT(6)	NET INCOME (7)
PROPRIETARY	**E**	**5,319,232**	**5,138,440**	**201,284**	**208,164**	**0**	**0**	**173,912**
TOTAL		**5,319,232**	**5,138,440**	**201,284**	**208,164**	**0**	**0**	**173,912**

* FUND TYPES: E - Enterprise
I - Internal Service
N - Nonexpendable Trust

** Include Depreciation

PROPRIETARY FUND	(1) ACTUAL PRIOR YEAR ENDING 6/30/2020	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2021	(3) BUDGET YEAR ENDING 06/30/22 TENTATIVE APPROVED	(4) FINAL APPROVED
OPERATING REVENUE				
Sewer Fees	**2,465,666**	**2,448,621**	**2,321,164**	
Contracts - Other Districts	**2,361,588**	**2,745,482**	**2,985,068**	
Other Fees	**182,167**	**13,000**	**13,000**	
Total Operating Revenue	**5,009,421**	**5,207,103**	**5,319,232**	
OPERATING EXPENSE				
Salaries, Benefits	**1,928,057**	**2,139,338**	**2,175,335**	
Utilities	**326,478**	**345,505**	**337,670**	
Chemicals, Supplies	**62,397**	**71,250**	**69,750**	
Legal, Accounting	**84,423**	**99,850**	**95,350**	
Engineering and Consulting	**125,836**	**104,000**	**94,000**	
Repairs and Maintenance	**307,777**	**264,475**	**227,450**	
Insurance, Other	**243,317**	**298,825**	**321,800**	
Fuels, Lubricants	**14,368**	**20,860**	**22,860**	
Depreciation/Amortization	**1,648,966**	**1,819,263**	**1,794,225**	
Total Operating Expense	**4,741,619**	**5,163,366**	**5,138,440**	
Operating Income or (Loss)	**267,802**	**43,737**	**180,792**	
NONOPERATING REVENUES				
Interest Earned	**171,488**	**113,000**	**63,300**	
Property Taxes	**0**	**0**	**0**	
Consolidated Tax	**137,984**	**137,984**	**137,984**	
Capacity Fees	**56,600**	**0**	**0**	
Gain on Disposal of Assets	**720**	**0**	**0**	
Federal Grant Funds	**0**	**0**	**0**	
Total Nonoperating Revenues	**366,792**	**250,984**	**201,284**	
NONOPERATING EXPENSES				
Interest on Bonds	**32,629**	**157,718**	**208,164**	
Loan Acqusition Expense	**101,909**	**0**	**0**	
Total Nonoperating Expenses	**134,538**	**157,718**	**208,164**	
Net Income before Operating Transfers	**500,056**	**137,003**	**173,912**	
Operating Transfers (Schedule T)				
In	**0**	**0**	**0**	
Out	**0**	**0**	**0**	
Net Operating Transfers	**0**	**0**	**0**	
CHANGE IN NET POSITION	**500,056**	**137,003**	**173,912**	

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES AND NET POSITION

FUND ENTERPRISE (PROPRIETARY)

PROPRIETARY FUND 0	(1) ACTUAL PRIOR YEAR ENDING 6/30/2020	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2021	(3) BUDGET YEAR ENDING 06/30/22 TENTATIVE APPROVED	(4) FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash Received From Customers	**4,922,601**	**5,207,103**	**5,319,232**	
Cash Payments to Suppliers	**(1,101,221)**	**(1,204,765)**	**(1,168,880)**	
Cash Payments to Employees	**(1,847,510)**	**(2,139,338)**	**(2,175,335)**	
Deposits Refundable	**15,758**			
a. Net cash provided by (or used for) operating activities	**1,989,628**	**1,863,000**	**1,975,017**	
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
None	**0**	**0**	**0**	
b. Net cash provided by (or used for) noncapital financing activities	**0**	**0**	**0**	
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition and Construction - Capital Assets	**(1,849,030)**	**(5,400,000)**	**(4,600,194)**	
Consolidated Taxes	**137,984**	**137,984**	**137,984**	
Cash From Sale of Assets	**2,000**	**0**	**0**	
Cash Received for Capacity Fees	**56,600**	**0**	**0**	
Debt Service Interest	**(32,629)**	**(157,718)**	**(208,164)**	
Debt Service Principal	**(112,376)**	**(115,899)**	**(119,533)**	
Issuance of Long-Term Debt	**1,102,261**	**4,700,000**	**3,551,274**	
Debt Issuance Costs	**(101,909)**	**0**	**0**	
c. Net cash provided by (or used for) capital and related financing activities	**(797,099)**	**(835,633)**	**(1,238,633)**	
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Redemption (Purchase) of Investments	**1,960,000**	**0**	**0**	
Interest on Investments	**183,605**	**113,000**	**63,300**	
Restricted Investments	**(110,563)**	**(470,000)**	**(355,121)**	
d. Net cash provided by (or used in) investing activities	**2,033,042**	**(357,000)**	**(291,821)**	
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	**3,225,571**	**670,367**	**444,563**	
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	**5,544,955**	**8,770,526**	**9,440,893**	
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	**8,770,526**	**9,440,893**	**9,885,456**	

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: ENTERPRISE FUND

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1 - General Obligation Bonds
2 - G.O. Revenue Supported Bonds
3 - G.O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium-Term Financing
6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specify Type)
11 - Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
								REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/22		(9)+(10)
NAME OF BOND OR LOAN List and Subtotal By Fund	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2021	INTEREST PAYABLE	PRINCIPAL PAYABLE	TOTAL
FUND: Proprietary							$	$	$	$
SRF Loan Series May 25, 2006	4	20	$2,000,000	5/25/2006	1/1/2026	3.2375%	$ 415,989.58	$ 12,841.92	$ 77,941.58	$ 90,783.50
SRF Loan Series 2007	4	20	$1,200,000	8/27/2007	7/1/2027	2.875%	$ 292,831.97	$ 8,122.09	$ 41,591.55	$ 49,713.64
SRF Loan Series 2019	4	20	$9,000,000	10/3/2019		2.080%	Estimated $5,802,261.00	$ 187,199.86	$	$ 187,199.86
							$	$	$	$
TOTAL ALL DEBT SERVICE							$6,511,082.55	$208,163.87	$119,533.13	$327,697.00

SCHEDULE C-1 - INDEBTEDNESS
Budget Fiscal Year 2021-2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

Last Revised 3/10/2021

FORM 4404LGF

Schedule of Existing Contracts

Budget Year 2021 - 2022

Local Government: DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Contact: PAULA EAST-JANICKI
E-mail Address: pke@dcsid.com
Daytime Telephone: 775-586-8575

Total Number of Existing Contracts: 10

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2021-22	Proposed Expenditure FY 2022-2023	Reason or need for contract:
1	Allison, MacKenzie, et al., James Cavilia, Esq.	8/2/2004		$ 40,000	$ 40,000	Legal Services
2	Bently Family Limited Partnership	10/26/1998		$ 21,650	$ 21,650	Biosolids Composting
3	R.O. Anderson Engineering, Inc.	7/18/2008		$ 60,000	$ 60,000	District General Engineering Svcs.
4	Bob Cook	1/1/2014		$ 25,200	$ 25,200	Interaction w/Various Agencies and Permitting Assist.
5	Tahoe Basin Container Service	4/1/2021	3/31/2022	$ 35,000		Biosolids Hauling
6	Eide Bailly	4/1/2019		$ 45,500	$ 48,000	Audit Services
7	JNA Consulting Group	3/20/2019		$ 1,000	$ 1,000	Debt Management Policy.
8	Paychex Payroll Services	7/1/2019		$ 9,850	$ 9,850	Payroll and Tax Reporting
9	Burgarello Alarm, Inc.	6/26/2018		$ 750	$ 750	Fire Alarm Monitoring
10	Cashman Equipment Company	2/26/2018		$ 7,400	$ 7,400	Generator Inspection
11						
12						
13						
14						
15						
16						
17						
18						
19	Total Proposed Expenditures			$ 246,350	$ 213,850	

Additional Explanations (Reference Line Number and Vendor):

Schedule of Privatization Contracts

Budget Year 2021 - 2022

Local Government: DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Contact: PAULA EAST-JANICKI
E-mail Address: pke@dcsid.com
Daytime Telephone: 775-586-8575

Total Number of Privatization Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2020-2021	Proposed Expenditure FY 2021-2022	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11	Total				0	0		0		

Attach additional sheets if necessary.

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 3/1/2021 - 3/31/2021

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 7170	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 9**	**CREATED: 03/09/21 by YHJ**			
133396	03/12/21			414.1100	FEB PERS CONTRIBS	$12,221.86	$0.00	$12,221.86
133397	03/12/21			415.1100	FEB PERS CONTRIBS	$12,221.86	$0.00	$24,443.72
133398	03/12/21			101.1000	FEB PERS CONTRIBS	$0.00	$24,443.72	$0.00
					BATCH 7,170 TOTALS:	**$24,443.72**	**$24,443.72**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$24,443.72**	**$24,443.72**	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 3/1/2021 to 3/31/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
10070	03/04/21	P	AB01	A-1 NATIONAL FIRE CO.	$56.70
10071	03/04/21	P	CA12	CARSON VALLEY OIL CO., INC.	$648.15
10072	03/04/21	P	BLAKE	CHARLES DAVID BLAKE	$601.98
10073	03/04/21	P	CH15	CHARTER COMMUNICATIONS	$84.97
10074	03/04/21	P	NA12	CHERYL NAFIE	$615.72
10075	03/04/21	P	DOUGLA	DOUGLAS COUNTY ASSESSOR	$25.00
10076	03/04/21	P	ENERSP	ENERSPECT MEDICAL SOLUTIONS,	$607.66
10077	03/04/21	P	GR13	GRAINGER	$433.85
10078	03/04/21	P	HOMETO	HOMETOWN HEALTH	$17,811.55
10079	03/04/21	P	WO11	INDUSTRIAL SOFTWARE SOLUTIONS	$11,698.00
10080	03/04/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$73.60
10081	03/04/21	P	PA13	JAMES PADILLA	$543.48
10082	03/04/21	P	IKE01	KELVIN IKEHARA	$361.82
10083	03/04/21	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,416.07
10084	03/04/21	P	LA12	LAWSON PRODUCTS, INC.	$500.17
10085	03/04/21	P	LIBERT	LIBERTY UTILITIES	$25.72
10086	03/04/21	P	AGUILA	MANNY AGUILAR	$148.50
10087	03/04/21	P	MET11	METLIFE - GROUP BENEFITS	$1,835.11
10088	03/04/21	P	NV01	NV ENERGY	$19,675.80
10089	03/04/21	P	NE13	NV. RURAL WATER ASSOCIATION	$349.00
10090	03/04/21	P	EA13	PAULA EAST-JANICKI	$704.69
10091	03/04/21	P	POL10	POLYDYNE INC.	$5,520.00
10092	03/04/21	P	PRO	PRO SYSTEMS, INC.	$145.00
10093	03/04/21	P	VAN1	RICK VAN HORN	$264.21
10094	03/04/21	P	COOK	ROBERT COOK	$2,100.00
10095	03/04/21	P	RO12	ROUND HILL GENERAL IMP. DIST.	$2,023.50
10096	03/04/21	P	ST09	STANDARD INSURANCE COMPANY	$627.97
10097	03/04/21	P	NE35	STATE FIRE MARSHAL	$310.00
10098	03/04/21	P	TA18	TAHOE REGIONAL PLANNING AGENCY	$920.00
10099	03/04/21	P	US12	USABLUEBOOK	$692.19
10100	03/04/21	P	VER	VERIZON	$316.42
10101	03/04/21	P	VI12	VISION SERVICE PLAN - (AT)	$272.36
10102	03/04/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$496.22
10103	03/16/21	P	DO21	DOUGLAS CO COMM. DEVELOPMENT	$11,596.47
10104	03/18/21	P	AL17	ALHAMBRA	$86.50
10105	03/18/21	P	AL01	ALLISON, MACKENZIE, Pavlakis	$10,320.00
10106	03/18/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,391.74
10107	03/18/21	P	BJG	BJG ARCHITECTURE & ENGINEERING	$10,327.50
10108	03/18/21	P	CA12	CARSON VALLEY OIL CO., INC.	$877.34
10109	03/18/21	P	CA25	CASHMAN EQUIPMENT COMPANY	$5,294.97
10110	03/18/21	P	CH15	CHARTER COMMUNICATIONS	$98.93
10111	03/18/21	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$4,602.18
10112	03/18/21	P	HDR01	HDR, ENGINEERING, INC.	$35,976.59
10113	03/18/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$3.02
10114	03/18/21	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$788,588.47
10115	03/18/21	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,297.42
10116	03/18/21	P	LEWIS	LEWIS ROCA	$14,355.50
10117	03/18/21	P	PARODI	MASON PARODI	$40.00
10118	03/18/21	P	MO19	MOTION INDUSTRIES, INC.	$1,470.86
10119	03/18/21	P	MOU02	MOUNTAIN ALARM	$159.00
10120	03/18/21	P	NE40	NEVADA DIVISION OF STATE LANDS	$250.00
10121	03/18/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$162.83
10122	03/18/21	P	OVER01	OVERHEAD DOOR CO. OF SIERRA NV	$350.00
10123	03/18/21	P	AN12	R.O. ANDERSON ENGINEERING, INC	$15,015.00
10124	03/18/21	P	SIL4	SILVER STATE ANALYTICAL LAB	$381.00
10125	03/18/21	P	SO10	SOUTH TAHOE REFUSE, INC.	$157.75

*** 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: 3/1/2021 to 3/31/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10126	03/18/21	P	SO13	SOUTHWEST GAS CORP.	$1,444.88
10127	03/18/21	P	SU13	SUMMIT PLUMBING CO., LLC	$6,125.00
10128	03/18/21	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$3,148.50
10129	03/18/21	P	UN18	UNIVERSAL ENGINEERING SCIENCES	$3,400.00
10130	03/18/21	P	WE10	WEDCO INC.	$72.86
10131	03/18/21	P	WF01	WELLS FARGO	$2,494.90
10132	03/18/21	P	WE12	Western Envir. Testing Lab	$610.00
10133	03/30/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$706.44
10134	03/30/21	P	CEN01	CENTRISYS CORPORATION	$586.30
10135	03/30/21	P	CODALE	CODALE ELECTRIC SUPPLY	$379.00
10136	03/30/21	P	FREDH	FRED HOWARD	$564.41
10137	03/30/21	P	GR13	GRAINGER	$877.01
10138	03/30/21	P	HOMETO	HOMETOWN HEALTH	$20,138.75
10139	03/30/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$402.38
10140	03/30/21	P	BOU11	BOULDER EXTERMINATORS, INC	$100.00
10141	03/30/21	P	MET11	METLIFE - GROUP BENEFITS	$2,280.00
10142	03/30/21	P	NPAIP	NPAIP/PACT	$1,260.00
10143	03/30/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$50.30
10144	03/30/21	P	OLIN	OLIN CORP - CHLOR ALKALI	$5,496.08
10145	03/30/21	P	PR02	PRAXAIR DISTRIBUTION, INC.	$80.70
10146	03/30/21	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,412.90
10147	03/30/21	P	VI12	VISION SERVICE PLAN - (AT)	$298.54
				BANK WFCHK REGISTER TOTAL:	**$1,026,637.43**
				GRAND TOTAL :	**$1,026,637.43**

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**** Denotes broken check sequence.**