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.

APPROVED

4846-8830-5120, v. 1

Meeting Date: March 3rd, 2021

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – March 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 2020 EPA Biosolids Report was prepared by R.O. Anderson staff and has been submitted to the EPA CDX website.

2. The 2021 Hazmat Facilities Report and Permit application has been submitted to the Nevada Department of Public Safety, State Fire Marshal Division.

3. In the past month, 3 meetings have been held with HDR Engineering and K.G. Walters Construction related to the Treatment Plant Upgrades Project.

4. DCLTSA staff and Authority Engineer R.O. Anderson have met with Edgewood Companies and personnel from the Tahoe South Events Center to work out various engineering and design issues for related projects. Details may be covered under the Engineers Report.

5. The new Return Activated Sludge Pumps arrived this month as part of the Treatment Plant Upgrades Project. Portions of the Headworks Package began arriving in the last week as well. (photo attached)

6. The Treatment Plant Odor Scrubber has been relocated to open the old DAF Building for the installation of the new Headworks Package Plant. (photos attached)

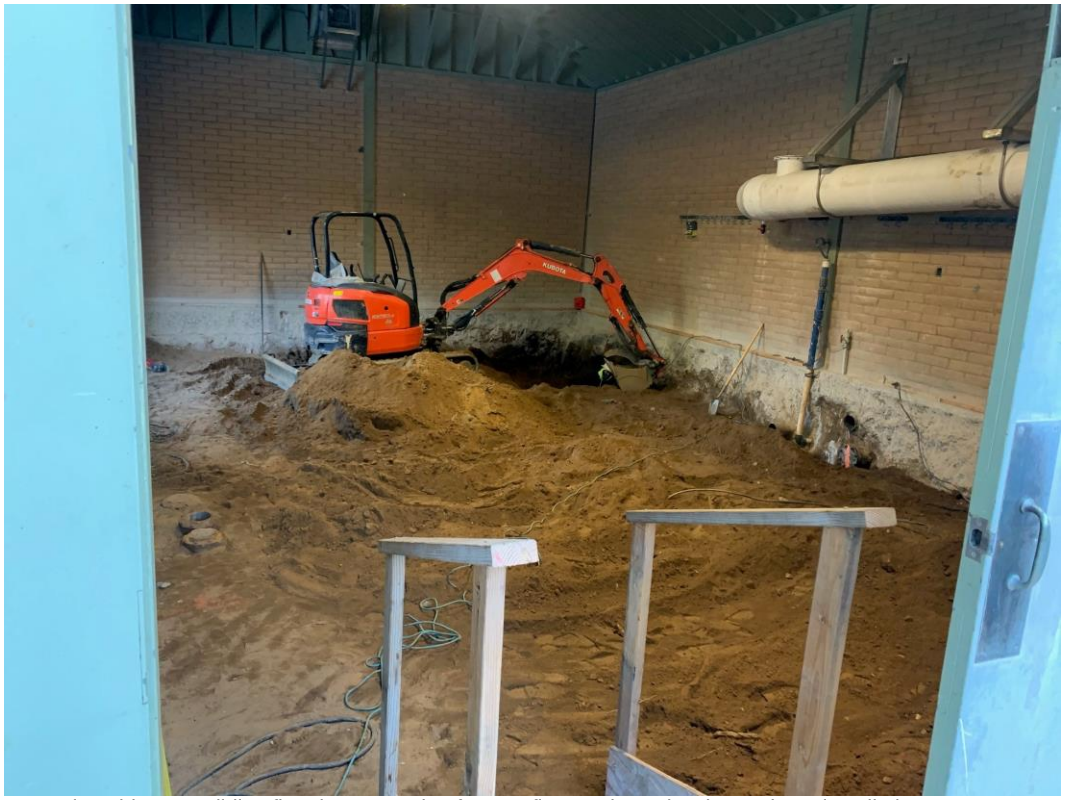
7. The foundation pedestal for the new Export Pipeline Surge Suppression Tank was poured the last week of February. The surge tank is expected to arrive in the first two weeks of March 2021. (photo attached)

8. The DCLTSA Operations staff has begun the long process of re-painting the treatment process plumbing in the Plant Mechanical and Export Buildings in accordance with industry standards. (photo attached)



Headworks Package Grit Removal Chamber being unloaded by K.G. Walters staff.


Relocated Odor Scrubber.



Removing old DAF Building floor in preparation for new floor and Headworks Package installation.



Pouring concrete for the Export Surge Tank foundation and pedestal.



Repainting treatment plant process pipelines to industry standards.

R|O|Anderson

March 1, 2021

Via E-mail

Board of Directors
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
P.O. Box 578
Zephyr Cove, NV 89448

Authority Engineer's Monthly Report – March 2021

Dear Members of the Board:

The following report presents a summary of activities undertaken on behalf of the Authority since our last meeting together on February 3, 2021. During this period, we provided General Engineering and Project Review Services on projects as assigned. The following paragraphs provide a brief description of these efforts and progress related to each specific task.

General Engineering Services: R.O. Anderson Engineering, Inc. (ROA) assisted and participated with Authority personnel on various engineering-related assignments on an as-requested basis. In addition to these activities, we have participated in the following specific tasks:

- Annual Reports: The EPA biosolids monitoring report was submitted. The majority of our efforts this month involved completing the report summarizing the 2020 flows, which is now finalized and ready for distribution. The foundation and basis for the analysis was reviewed with DCLTSA staff during preparation and finalization.

- Metering Reconciliation (November 15, 2020 – February 17, 2021): Attached for your consideration please find updated flow meter reconciliation graphs for the period of November 15, 2020 – February 17, 2021[1]. As has been our practice there are two charts provided: a) Flow Comparison: 11/15/2020 – 02/17/21, which is a graphical comparison of the individual meter readings for the period; and b) Influent Meter Comparison: 11/15/2020 – 02/17/21, which is a similar graphical comparison, but of the combined meter readings to the Influent Meter readings for the same period. As is readily seen from the provided graphs, for this period the meter readings continue to be well correlated.

[1] November 15, 2020 is the date that TDDs new meter was installed and operational.

Physical
1603 Esmeralda Avenue
Minden, Nevada 89423
P 775.782.2322

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

OFFICES
Minden, Nevada
Reno, Nevada

Project Review Services: We have provided review services for development projects that are requesting future collection or treatment services from DCLTSA. During this period, we have performed such services for the following projects:

- Tahoe South Event Center (TSEC): on February 23 we participated in a conference call requested by Bob Tamborski, International Coliseums Company, the project representative. The purpose of the call was to discuss the previously provided design flow calculations of the planned fixtures within the building with the design team members, project managers, the project's legal counsel, mechanical engineer, and civil engineer. DCLTSA staff also participated. During the call we provided the project's team members with additional clarification and explanation of the methods that were used to determine the hydraulic conditions evaluated that justified upsizing of two existing segments of sewer main. From the discussions and comments made during the call, we expect that members of the design team now have an improved understanding of the basis of the hydraulic calculations and design factors used when making our analysis and the basis of our recommendations that these two segments be replaced to avoid surcharging the pipelines.

  We have also, along with DCLTSA staff and legal counsel, expended efforts to respond to the project's need for an encroachment permit from NDOT to construct the sewer connection that was previously approved. NDOT requires that work within their right-of-way that involves a utility main, that the responsible utility (i.e., sewer, water, etc.) be the Permittee, not the developer or the contractor. NDOT permits have many requirements and conditions of the Permittee with respect to ensuring proper construction, maintenance and even relocation. As a result, this is an unavoidable arrangement that incurs expenses and risk to the Authority. Therefore, legal counsel prepared an Indemnity Agreement that has now been signed by the project owner, Tahoe Douglas Visitors Authority, to protect the Authority's interests. We are currently working with Mr. Tamborski and David Hagen, P.E. to prepare the NDOT application. Submittal of the application is urgent to the project schedule in order to complete the construction within the right-of-way before Memorial Day weekend.

- Tahoe Beach Club Phase II: The project design engineer, Welsh Hagen, re-submitted a revised plan set for these planned improvements on February 25. David Hagen has indicated that there has been extensive re-design eliminating the previously proposed gravity collection infrastructure in favor of connecting individual laterals to the existing DCLTSA main. We expect to be able to start work on this review in approximately two weeks.

- Edgewood Villas: The draft review letter for this project was provided to DCLTSA staff for review. It was also shared with Edgewood Companies so that they could concurrently start work on addressing the requests for additional information. We have had some subsequent communications with Edgewood, and we expect we can issue a finalized letter within the next week.

  The review of this project has highlighted an open issue regarding the ultimate ownership of the previously constructed 8" pipes collecting flow from the Villas' laterals. We will be investigating this issue further with DCLTSA staff and will provide an update to the Board at the April meeting.

  Additionally, Edgewood has brought to our attention that one of the Villas as designed encroaches on the DCLTSA/STPUD Intertie pipe. We are currently investigating whether the Intertie piping can be modified while still meeting the hydraulic requirements of this critical infrastructure.

I will be present during the Board meeting and available then to review this information in greater detail, as well as address any specific questions or concerns Board members might have relative to these subjects. Thank you for your continued confidence and the opportunity to provide these services.

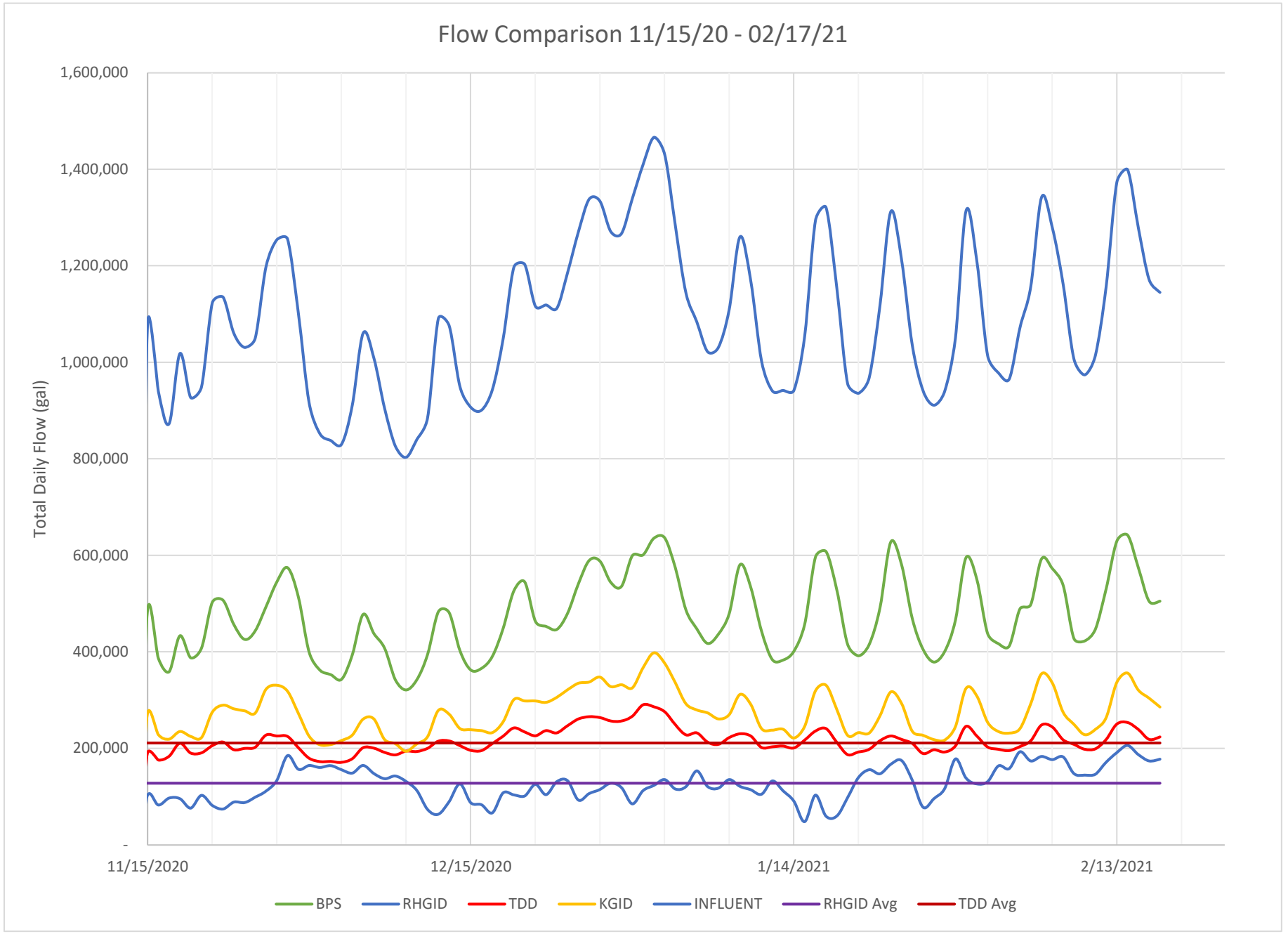
Yours faithfully,

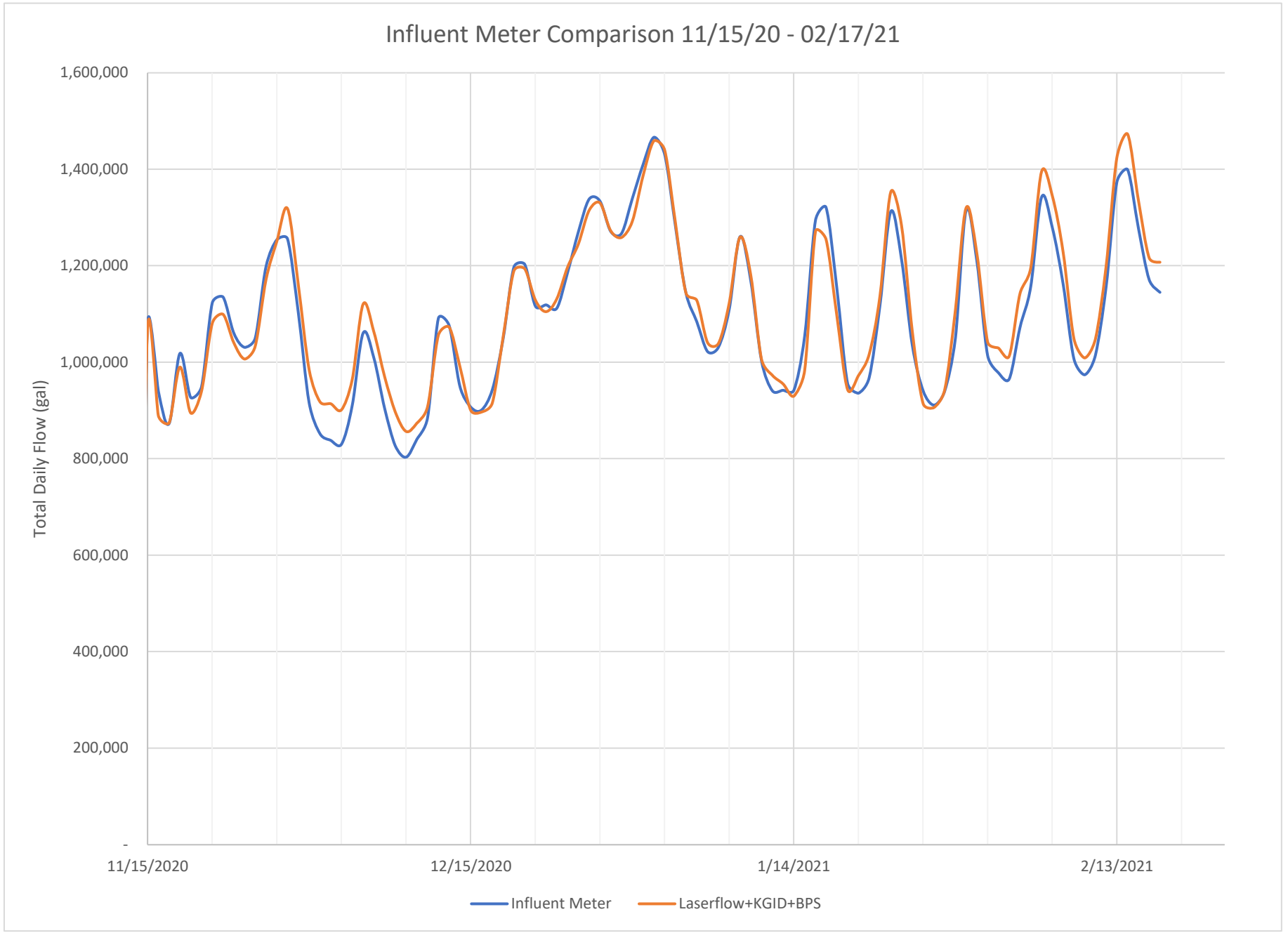
R.O. ANDERSON ENGINEERING, INC.

Robert O. Anderson, PE, WRS, CFM
Principal Engineer

Attachments

cc: Jim Cavilia, Esq.
Paula East-Janicki
Rob Hopkins


Flow Comparison 11/15/20 - 02/17/21
Total Daily Flow (gal)
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
11/15/2020
12/15/2020
1/14/2021
2/13/2021
BPS
RHGID
TDD
KGID
INFLUENT
RHGID Avg
TDD Avg


Influent Meter Comparison 11/15/20 - 02/17/21
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
Total Daily Flow (gal)
11/15/2020
12/15/2020
1/14/2021
2/13/2021
Influent Meter
Laserflow+KGID+BPS

AUTHORITY CONTROLLER'S

BOARD REPORT – March 3, 2021

General Status Report

At the end of January, our operating expenses were a little more than 6% under budget.

Status of Billing

Of the $1.8 million we've billed this year so far, as of February 26 there was $79,000 outstanding. Of that amount, $61,400 is owed by one commercial user who signed a Forbearance Agreement and is making monthly payments.

Flow Calculations for Budget Purposes

The flow calculations have been finalized and the final annual flow report is being prepared by Sue McReavy of RO Anderson's office. I have notified each of the participating districts' managers of the flow split and estimated rates for the coming year.

The COVID-19 shutdown of businesses for three months and the Lakeside Inn shutting down permanently were both factors in the flow calculations for the year. As noted in the flow report, overall flows were down 18.73% in 2020, but the In-District flows were down almost 31%. That resulted in the participating districts having a higher flow contribution percentage than in most past years. Because the Lakeside Inn has closed, it is hard to estimate what the long-range impact will be, and whether there might be an improvement in rates next year.

For the coming fiscal year, the flow estimates and approximate rate increases will be as follows:

- Round Hill GID: 10% flow contribution (up from 9% last year) with a rate increase of 14.79%.
- Kingsbury GID: 25% flow contribution (up from 23% last year based on past 3 months flow records) with a rate increase of 10.37%.
- Tahoe Douglas District: 21.5% (down from 22.67% last year) with a rate increase of 4.74%.
- DCLTSA: 43.5% (down from 46%) with a rate increase of between 20-30%. This is because the same expenses divided by significantly fewer gallons of flow results in much higher rates.

These are estimations because we have not completed the expenses portion of the budget, but we are doing everything in our power to trim expenses so that they are level with last year, despite increases passed on from many vendors. I want to remind you that if those estimations prove to be too high or low, at the end of the next fiscal year, as always, the rates will be adjusted to actual.

It should be noted that a 5.5% increase in rates was expected year over year because of the Capital Development Assessment hike of $250,000 per year for 5 years, adopted by the Board in May 2018. This coming year will be the 4th of those 5.

Our next Board meeting is scheduled for April 7, 2021 and I will have the tentative budget for approval at that meeting.

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. Since the last meeting we had one more CD mature, and it has been reinvested in the LGIP.

Claims and Check Register

I put copies of the wires and check register from December 2, 2020 through January 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 - JANUARY 2020 - 2021 BUDGET VS. ACTUAL

	January	Budgeted	Variance	Comments
Salaries	$ 720,048.54	$ 737,242.33	$ 17,193.79	
OT/Callback	$ 9,228.29	$ 11,058.83	$ 1,830.54	
Holiday	$ 11,749.25	$ 11,194.75	$ (554.50)	9 out of 11 annual holidays
NTD	$ -		$ -	
Longevity	$ 3,985.00	$ 2,957.50	$ (1,027.50)	Paid Yearly - December
Stand-By Pay	$ 9,150.57	$ 7,310.33	$ (1,840.24)	Increased Standby Hours
Health Insurance	$ 174,291.60	$ 207,788.58	$ 33,496.98	
State Retirement (PERS)	$ 193,261.19	$ 218,646.75	$ 25,385.56	
SIIS (Workers Comp)	$ 25,139.33	$ 23,086.58	$ (2,052.75)	Larger Annual Increase than Budgeted
Medicare Tax	$ 11,628.90	$ 11,161.50	$ (467.40)	
Unemployment Insurance	$ 45.00	$ -	$ (45.00)	EMRB Annual Fee
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 38,799.74	$ 17,500.00	$ (21,299.74)	Significantly under-budgeted
Salaries/Benefits	**$ 1,197,327.41**	**$ 1,247,947.17**	**$ 50,619.75**	

JULY - JANUARY 2020 - 2021 BUDGET VS. ACTUAL

	January	Budgeted	Variance	Comments
Electric Power	$ 126,443.18	$ 135,770.83	$ 9,327.65	
Electric Power - BPS	$ 6,693.39	$ 7,583.33	$ 889.94	
Electric Power - MPS	$ 29,391.87	$ 32,083.33	$ 2,691.46	
Natural Gas	$ 4,693.48	$ 6,708.33	$ 2,014.85	
Natural Gas - BPS	$ 503.97	$ 875.00	$ 371.03	
Natural Gas - MPS	$ 213.11	$ 233.33	$ 20.22	
Water	$ 7,309.77	$ 7,233.33	$ (76.44)	
Water - BPS	$ 2,169.82	$ 2,333.33	$ 163.51	
Water - MPS	$ 5,904.63	$ 6,358.33	$ 453.70	
Solid Waste Removal	$ 2,524.38	$ 2,365.42	$ (158.96)	
Utilities	**$ 185,847.60**	**$ 201,544.58**	**$ 15,696.98**	
Chemicals	$ 35,030.22	$ 40,833.33	$ 5,803.11	
Lab Supplies	$ 1,832.42	$ 729.17	$ (1,103.25)	Doing more daily tests
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 36,862.64**	**$ 41,562.50**	**$ 4,699.86**	
Legal Services	$ 21,990.00	$ 27,416.67	$ 5,426.67	
Accounting	$ 41,945.27	$ 30,829.17	$ (11,116.10)	Will smooth - annual audit fees included
Legal/Accounting	**$ 63,935.27**	**$ 58,245.83**	**$ (5,689.44)**	

JULY - JANUARY 2020 - 2021 BUDGET VS. ACTUAL

	January	Budgeted	Variance	Comments
Engineering	$ 40,175.00	$ 40,833.33	$ 658.33	ROA - January Estimated
Engineering - BPS	$ -	$ -	$ -	
Engineering - MPS	$ -	$ -	$ -	
Engineering - In-District	$ -	$ -	$ -	
Consulting	$ 15,700.00	$ 19,833.33	$ 4,133.33	
Engineering/Consulting	**$ 55,875.00**	**$ 60,666.67**	**$ 4,791.67**	
Maintenance Export Line	$ -	$ 11,375.00	$ 11,375.00	
Maintenance Collection System	$ 36,750.00	$ 43,458.33	$ 6,708.33	
Repairs Collection System	$ -	$ 3,791.67	$ 3,791.67	
Computer Maintenance/Supplies	$ 1,755.40	$ 3,791.67	$ 2,036.27	
Annual Software Licenses	$ 6,813.44	$ 14,291.67	$ 7,478.23	
SCADA Support	$ 5,398.11	$ 10,500.00	$ 5,101.89	
Repairs - Vehicles	$ 4,601.17	$ 7,029.17	$ 2,428.00	
Repairs - Mechanical	$ 17,798.19	$ 26,250.00	$ 8,451.81	
Repairs - Mechanical BPS	$ 1,594.44	$ 5,833.33	$ 4,238.89	
Repairs - Mechanical MPS	$ 2,092.99	$ 6,416.67	$ 4,323.68	

JULY - JANUARY 2020 - 2021 BUDGET VS. ACTUAL

	January	Budgeted	Variance	Comments
Emergency Repairs	$ 45,484.63	$ -	$ (45,484.63)	Not Budgeted
Repairs Bldg & Grounds	$ 3,165.83	$ 7,466.67	$ 4,300.84	
Repairs Bldg & Grounds - BPS	$ -	$ 875.00	$ 875.00	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 481.25	$ 481.25	
Repairs Heating	$ -	$ 1,166.67	$ 1,166.67	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 336.20	$ 1,560.42	$ 1,224.22	
Repairs Electrical	$ -	$ 1,166.67	$ 1,166.67	
Repairs Electrical	$ -	$ 291.67	$ 291.67	
Repairs Instruments	$ 8,658.00	$ 5,833.33	$ (2,824.67)	Annual Smartcover Support
Equipment Rental	$ 568.89	$ 4,083.33	$ 3,514.44	
Maintenance Supplies	$ 2,015.59	$ 4,141.67	$ 2,126.08	
Safety Equipment	$ 6,186.37	$ 4,666.67	$ (1,519.70)	Cost of Gloves Skyrocketed
Odor Control System Maintenance	$ -	$ 11,083.33	$ 11,083.33	
Repairs/Maintenance	**$ 143,219.25**	**$ 175,554.17**	**$ 32,334.92**	
Casualty Insurance	$ 47,794.81	$ 52,500.00	$ 4,705.19	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 47,794.81**	**$ 52,500.00**	**$ 4,705.19**	

JULY - JANUARY 2020 - 2021 BUDGET VS. ACTUAL

	January	Budgeted	Variance	Comments
Telephone	$ 14,464.12	$ 11,958.33	$ (2,505.79)	Telephone system repair X 2
Telephone	$ 593.83	$ 962.50	$ 368.67	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 4,545.81	$ 4,097.92	$ (447.89)	
Laundry and Linen	$ 475.90	$ 2,041.67	$ 1,565.77	
Forest Svc. Fee	$ -	$ 291.67	$ 291.67	
Training, Dues & Subscriptions	$ 1,638.00	$ 2,916.67	$ 1,278.67	
Office Expenses	$ 5,581.13	$ 7,000.00	$ 1,418.87	
Travel	$ -	$ -	$ -	
Sample Testing	$ 21,019.32	$ 24,922.92	$ 3,903.60	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 33,186.78	$ 35,000.00	$ 1,813.22	
Underground Service Alert	$ 247.07	$ 291.67	$ 44.60	Ann. Membership Fee
Permit Fees	$ 8,340.82	$ 7,729.17	$ (611.65)	Most Paid at Beginning of Year
Bank Fees	$ 5,662.97	$ 3,325.00	$ (2,337.97)	Under-budgeted for security enhancements
Other Operating Expenses	**$ 95,755.75**	**$ 100,537.50**	**$ 4,781.75**	
Fuels and Lubricants	$ 6,605.80	$ 12,168.33	$ 5,562.53	
Fuels & Lubricants	**$ 6,605.80**	**$ 12,168.33**	**$ 5,562.53**	
Total Operating Expenses Thru JANUARY	**$ 1,833,223.53**	**$ 1,950,726.75**	**$ 117,503.22**	
			6.02%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 2/1/2021 to 2/28/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
10014	02/03/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$446.04
10015	02/03/21	P	BJG	BJG ARCHITECTURE & ENGINEERING	$9,011.25
10016	02/03/21	P	CAPITA	DICK CAMPAGNI'S CAPITAL FORD	$269.82
10017	02/03/21	P	CA12	CARSON VALLEY OIL CO., INC.	$562.11
10018	02/03/21	P	CH15	CHARTER COMMUNICATIONS	$84.97
10019	02/03/21	P	FR01	FRONTIER	$409.26
10020	02/03/21	P	HDR01	HDR, ENGINEERING, INC.	$14,679.26
10021	02/03/21	P	HOMETO	HOMETOWN HEALTH	$17,811.55
10022	02/03/21	P	BOU11	BOULDER EXTERMINATORS, INC	$100.00
10023	02/03/21	P	SHAW	JOHN SHAW CONSULTING, LLC	$6,175.00
10024	02/03/21	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$92,130.92
10025	02/03/21	P	IKE01	KELVIN IKEHARA	$363.61
10026	02/03/21	P	IM10	KINGSBURY AUTOMOTIVE	$70.95
10027	02/03/21	P	KI12	KINGSBURY HARDWARE	$22.36
10028	02/03/21	P	LA12	LAWSON PRODUCTS, INC.	$764.38
10029	02/03/21	P	LIBERT	LIBERTY UTILITIES	$35.16
10030	02/03/21	P	AGUILA	MANNY AGUILAR	$161.50
10031	02/03/21	P	MET11	METLIFE - GROUP BENEFITS	$2,037.37
10032	02/03/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$248.93
10033	02/03/21	P	EA13	PAULA EAST-JANICKI	$928.90
10034	02/03/21	P	PR02	PRAXAIR DISTRIBUTION, INC.	$766.46
10035	02/03/21	P	AN12	R.O. ANDERSON ENGINEERING, INC	$5,871.25
10036	02/03/21	P	VAN1	RICK VAN HORN	$264.21
10037	02/03/21	P	COOK	ROBERT COOK	$2,100.00
10038	02/03/21	P	ST09	STANDARD INSURANCE COMPANY	$627.97
10039	02/03/21	P	NE42	STATE OF NV. P.E.B.P.	$1,489.50
10040	02/03/21	P	SU13	SUMMIT PLUMBING CO., LLC	$335.00
10041	02/03/21	P	VER	VERIZON	$316.36
10042	02/03/21	P	VI12	VISION SERVICE PLAN - (AT)	$272.36
10043	02/03/21	P	WE12	Western Envir. Testing Lab	$1,540.00
10044	02/03/21	P	WIN	WIN-911 SOFTWARE	$600.00
10045	02/18/21	P	AL17	ALHAMBRA	$117.90
10046	02/18/21	P	AL01	ALLISON, MACKENZIE, Pavlakis	$8,310.00
10047	02/18/21	P	AXION	AXION ENGINEERING, LLC	$3,226.00
10048	02/18/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,129.94
10049	02/18/21	P	CH15	CHARTER COMMUNICATIONS	$89.98
10050	02/18/21	P	CY10	CYMA SYSTEMS, INC.	$818.65
10051	02/18/21	P	FASTEN	FASTENAL COMPANY	$116.76
10052	02/18/21	P	FREDH	FRED HOWARD	$564.41
10053	02/18/21	P	HDR01	HDR, ENGINEERING, INC.	$24,495.30
10054	02/18/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$5.07
10055	02/18/21	P	LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$21,501.00
10056	02/18/21	P	MC10	MCMASTER-CARR SUPPLY	$161.21
10057	02/18/21	P	MO19	MOTION INDUSTRIES, INC.	$506.64
10058	02/18/21	P	PEZ1	NOVA GEOTECHNICAL & INSPECTION	$3,400.00
10059	02/18/21	P	NV01	NV ENERGY	$22,799.49
10060	02/18/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$15.61
10061	02/18/21	P	SO10	SOUTH TAHOE REFUSE, INC.	$315.50
10062	02/18/21	P	SO13	SOUTHWEST GAS CORP.	$1,427.49
10063	02/18/21	P	SU13	SUMMIT PLUMBING CO., LLC	$5,084.58
10064	02/18/21	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$3,148.50
10065	02/18/21	P	US12	USABLUEBOOK	$103.53
10066	02/18/21	P	WF01	WELLS FARGO	$3,277.66
10067	02/18/21	P	WE12	Western Envir. Testing Lab	$987.20
10068	02/18/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$150.00
10069	02/18/21	P	WHITER	WHITE ROCK CONSTRUCTION, INC.	$47,978.99

*** 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: 2/1/2021 to 2/28/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
				BANK WFCHK REGISTER TOTAL:	**$310,227.86**
				GRAND TOTAL :	**$310,227.86**

*** 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: 2/1/2021 - 2/28/2021

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 7134	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2021 - 8**	**CREATED: 02/08/21 by YHJ**				
133030	02/12/21			414.1100	JANUARY PERS CONTRIBS	$13,088.05	$0.00	$13,088.05
133031	02/12/21			415.1100	JANUARY PERS CONTRIBS	$13,088.05	$0.00	$26,176.10
133032	02/12/21			101.1000	JANUARY PERS CONTRIBS	$0.00	$26,176.10	$0.00
					BATCH 7,134 TOTALS:	**$26,176.10**	**$26,176.10**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$26,176.10**	**$26,176.10**	