NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, AUGUST 18, 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 Regular Meeting of the Board will be conducted via Zoom teleconference on August 18, 2021, beginning at 9:30 a.m.

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://us06web.zoom.us/j/83446465958?pwd=djE4NXZwdE5vTC9Fd2E2LzRId3NlQT09

Meeting ID: **834 4646 5958**
Passcode: **865803**
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
REGULAR MEETING AGENDA
WEDNESDAY, AUGUST 18, 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 (June 16, 2021) – **for possible action.**

7. Discussion regarding and possible acceptance of contractor's bid, received on August 17, 2021, for the 2021 Mechanical Building Reroofing Project in an amount not to exceed $200,000 **– for possible action.**

8. Manager's Report (Rob Hopkins)

   A. General Status Report

9. Engineer's Report

   A. General Projects Status Report.

10. Controller's Report

   A. General Status Report

   B. Investment Report

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

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

13. Final Public Comment

14. Adjournment

CERTIFICATE OF POSTING

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

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

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

DATED this 13th day of August, 2021.

Print Name: Paula East-Janicki
Title: DCLTSA Controller

MINUTES OF THE REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
June 16, 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, June 16, 2021 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees Richard Gardner, Chuck Fagen, Wes Rice, Darya Vogt and John McLaughlin.

RECOGNITION OF OTHERS IN ATTENDANCE:

Also present were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki, Authority Accountant, Ying Johnson, Eric Heffernon, Authority Engineer, Rob Anderson, the Authority's legal counsel, Jim Cavilia, Bob Cook, and Andrew Hickman of Round Hill General Improvement District (RHGID).

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

It was moved by Trustee Vogt, seconded by Trustee Rice and carried unanimously, 5-0, that the agenda be approved and adopted as presented.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Rice, seconded by Trustee Fagen and carried unanimously, 5-0, that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated May 18, 2021 be approved as presented.

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 some items in the written report. The written report is incorporated in these minutes by this reference.

Mr. Hopkins reported that because of leaks and shingles blowing off, he was planning to go out to bid on a job to have the plant mechanical building re-roofed.

Mr. Hopkins indicated that he and Eric Heffernon recently had a phone call with an Intellectual Technology (IT) security company to discuss ways of making the Authority's IT system more secure. Mr. Hopkins stated that he did not yet have a cost for the security upgrades, but that he would keep the Board informed.

With regard to the headworks building at the plant, Mr. Hopkins reported that repainting and installation of a fire detection system were recently completed by Authority staff. Mr. Hopkins also stated that the new headworks influent standpipe had recently been installed in the headworks building.

Mr. Hopkins reported that the Authority Engineer had recently completed plan review for Phase Two of the Tahoe Beach Club project and that a Conditional Letter of Approval has been issued for this phase of the project.

Mr. Hopkins indicated that the NDEP stormwater permit for the Emergency Export Force Main Replacement project had been closed.

Mr. Hopkins stated that the other members of the staff recently toured the Carson City Wastewater Reclamation Facility in order to review monitoring equipment used in Carson City.

Finally, Mr. Hopkins reported that members of the Authority staff along with employees of HDR Engineering and K.G. Walters Construction recently witnessed performance testing of the Authority's fine bubble diffusers to be installed at the plant. Mr. Hopkins expressed his appreciation to the staff of the South Truckee Meadows Wastewater Reclamation Facility for allowing the testing to take place at their facility in Reno.

Chairman Gardner 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 June 14, 2021 briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The June 14, 2021 correspondence is incorporated in these minutes by this reference.

Mr. Anderson briefly summarized his written report and reported that information from the new influent meters continues to be very well correlated.

Mr. Anderson indicated that his staff was working with Authority staff on the bid documents for re-roofing of the plant mechanical building.

With regard to the Tahoe South Events Center, Mr. Anderson stated that the encroachment permit from the Nevada Department of Transportation necessary to upsize the Authority's sewer lines has now been obtained.

Mr. Anderson reported that he was continuing to work with Edgewood on its project with construction likely to begin in September 2021. It is anticipated that the required sewer line relocation will be completed in the fall. Trustee McLaughlin added that Edgewood hopes to have the first two Villas open in May/June 2022.

In response to an inquiry from Chairman Gardner, Mr. Hopkins indicated that the warranty work to be completed by the Tahoe Beach Club on the Authority's manhole had not yet been scheduled, but Authority staff would ensure that work is completed.

Chairman Gardner 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 Gardner 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 7.75% under budget through the end of April. Ms. East-Janicki reported that as the result of Public Employee Retirement System (PERS) and Other Post-Employment Benefits (OPEB) costs coming in at a level approximately fifty percent (50%) below last year's costs, overall costs for the year should be substantially under budget.

Ms. East-Janicki presented the Board with information on the Authority's POOL/PACT insurance coverage which is anticipated to cost approximately 6.7% more than last year.

Ms. East-Janicki indicated that the Authority has approximately $2.8 million in the Construction Fund, $1.4 million of which is from the Underground Storage Tank settlement.

With regard to the ongoing plant upgrades, Ms. East-Janicki reported that the Authority had spent approximately $2.8 million this year. Mr. Hopkins added that he anticipated the plant upgrades to be completed in early 2022.

Ms. East-Janicki stated that the Authority General Fund balance is approximately $7.1 million and the Plant Emergency Repair Fund balance is approximately $3.9 million.

As of June 11, 2021, Ms. East-Janicki reported that the Authority only has $16,000 in past due accounts receivables, with liens being held for almost $9,000 of that amount.

Ms. East-Janicki recommended that the Authority not retain its membership in the Better Business Bureau at the cost of $500 per year. There was no objection from the Board.

Finally, Ms. East-Janicki suggested that a regular Board Meeting not be scheduled for July 2021. The Trustees all agreed with not conducting a regular meeting in July.

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

B. Discussion regarding and possible augmentation of the Authority's Final Budget for Fiscal Year 2020-2021, to shift amounts between Operating Expense line items without increasing the Operating Expense total.

Ms. East-Janicki explained that if any single line item in the Authority's budget is anticipated to be over by 10% or more, it is necessary to formally augment the budget in order to comply with state law. Ms. East-Janicki indicated that during the current fiscal year, the Authority is significantly under budget in the salaries, benefits and utilities categories, while being over budget in chemicals, legal and accounting. Ms. East-Janicki provided the Trustees with a modified budget showing a shift of funds among these categories without changing the total budget.

In response to a question from Trustee McLaughlin regarding utility costs, Mr. Hopkins indicated that utility costs were down as a result of reduced sewage flows from the casino core during COVID.

Ms. East-Janicki recommended approval of the Budget Augmentation as presented.

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

Following the discussion of the Board, **it was moved by Trustee McLaughlin and seconded by Trustee Rice that the Authority budget be augmented as recommended and presented. The motion passed unanimously.**

C. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, showing a total of approximately $11.5 million invested in Wells Fargo, the Local Government Investment Pool (LGIP) and longer-term CDs.

Chairman Gardner 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 Rice indicated that he had signed off on the claims.

Chairman Gardner 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 is still working on filling its District Manager position, and indicated that an individual who was selected on a 4-1 vote by the KGID Board declined to accept the position. Trustee Vogt also reported that the KGID Board recently agreed to complete an inspection of the KGID's sewer collection lines at a cost of approximately $150,000.

Trustee Fagen reported that there had been a delay in obtaining RHGID's new meter, but the meter will be installed as soon as it arrives.

Trustee McLaughlin reported that the April gaming win was a record and the hotels were doing very well so far this year.

Trustee Rice reported that the Transient Occupancy Tax from Tahoe has been much higher than anticipated. Trustee Rice also indicated that he attended the groundbreaking for the new visitors' center at Spooner Lake.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:35a.m.

_____

APPROVED

_____

Meeting Date: August 18th, 2021

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – July - August 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 Export Force Main Surge Tank System was put on-line in July. The system is functioning as designed with no issues. Pressure sensor telemetry gathered by our SCADA system indicates that the pressure spikes we used to see on routine pump shutdowns are being dampened by the unit very effectively.

2. The Second Quarter 2021 Discharge Monitoring Reports for the Treatment Plant and for Park Cattle have been submitted and accepted by the NDEP and EPA.

3. The new Aerzen Hybrid Blowers have been received and installed on mounting pedestals in the Plant Mechanical Building. Work is ongoing to build the suction and discharge air lines for the system. (Photo attached)

4. The new Headworks Package Plant has been tied into the Sewer Authority's Raw Influent Force Main. Wiring work and preliminary testing should be completed this week. We anticipate putting the unit in full-time service in the final week of August 2021. (Photos attached)

5. Sewer Authority staff drained, cleaned and inspected both of DCLTSA's 600,000 gallon treated effluent storage tanks this period. Improvements in the cleaning process made by staff have reduced the time this takes from three full workdays to under a one-day operation in most instances.

6. Douglas County performed seasonal spraying for weed abatement at the Treatment Plant and on the dam faces of both the Emergency Storage Pond at the Plant and at the mothballed Buckeye Reservoir site. Thank you to Bob Cook for coordinating this work.

7. Work began in the second week of August to remove the antiquated mechanical aerators from Aeration Basin 6, 7, and 8. This is the first step necessary to install the new tube-type fine bubble air diffusers in these basins. Startup and 30-day testing of Aeration Basins 5 through 8 is scheduled for the end of September 2021. The overall project continues to be anticipated to reach substantial completion as scheduled by mid-November 2021. (Photo attached)



New Aerzen Hybrid Blowers, installed in Plant Mechanical Building



Package Headworks Grit Removal and Screening System



Package Headworks discharge piping in foreground, Influent Tank and Rag Removal Perforated Screen in background



Aeration Basins 6, 7, and 8 with mechanical aerators removed in preparation for tube diffuser installation.

R|O|Anderson

August 17, 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 – August 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 June 16, 2021. During this period, we provided general engineering and project review services on various 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:

- 2021 Mechanical Building Roof Replacement – We assisted Authority personnel by preparing the plans, specifications and bid documents for the construction contract to re-roof the mechanical building. Based on various discussions and researching old files, it's not clear precisely when the roof was last replaced but it seems to have been over 25 years ago. The existing roof has developed leaks that are presented at the underside of the valleys, which has been dealt with very creatively by maintenance staff installing interior gutters. The project is further justified and important to prevent old asphalt shingles from the roof falling off into the aeration basins and the soon-to-be-installed diffused air equipment. The project involves removing and replacing the asphalt shingles and underlayment in the sloped sections of the roof, and mechanically attaching a single-ply thermoplastic polyolefin (TPO) membrane over the existing roofing membrane in the areas of the roof constructed with crickets (slight slope).

  A non-mandatory pre-bid conference was conducted on August 11th, with two prospective bidders present. Yesterday we learned that a third prospective bidder made an independent site visit and with the cooperation of the Authority's staff, inspected the existing roof systems. This latter prospective bidder has since obtained a copy of the bid documents. Based on input from

Physical
1603 Esmeralda Avenue
Minden, Nevada 89423
775.782.2322

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

OFFICES
Minden, Nevada
Reno, Nevada

these prospective bidders we expect to receive a minimum of two bids at today's bid opening.

Upon receipt of the bids, we will canvas the results and be prepared to present the results during the Board's meeting on Wednesday.

- 2nd Quarter Flow Meter Reconciliation – We received and reviewed the flow metering data collected at each of the remote meters and compared those values with the flows registered at the Influent (Plant) Meter. These data are presented in the two attached graphs: Influent Meter Comparison (01/01/2021 – 06/30/2021) and Flow Comparison (01/01/2021 – 06/30/2021).

  The Influent Meter Comparison chart depicts the total flows registered at the Influent (Plant) Meter in comparison of the sum of the flows registered and reported at each of the remote meters (i.e., KGID, TDD, Beach Pump Station and RHGIDs LaserFlow meter). As you review that chart you will see that the flows are very highly correlated. In fact, through June 30, 2021, the cumulative flows as registered and reported by the remote flow meters was 1.32% greater than the total flow measured and reported from the Influent Meter. This percentage is within the standard of measurement error of the various meters.

  The Flow Comparison chart graphically depicts the daily flow meter readings from each respective district meter (i.e., KGID, TDD, RHGID and the Influent Meter). This chart helps by providing context for the relative magnitude of flows from each district compared to the total flows.

Project Review Services: We have provided plan 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) – Since the last Board meeting, we have received and responded to additional questions from the Owner's representatives about the need for upsizing the two sections of sewer mains located downstream from the project's point of connection to the Authority's sewer collection system. Based on those discussions, I am under the impression that they have now retained an engineer to prepare the plans for the needed improvements.

- Edgewood Golf Course Creek Re-alignment (SS Interceptor Portion) - During the period, we received, reviewed and provided plan review comments on the latest set drawings from the Owner's consultant for relocating the Authority's interceptor through a portion of the golf course.

R O Anderson

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.

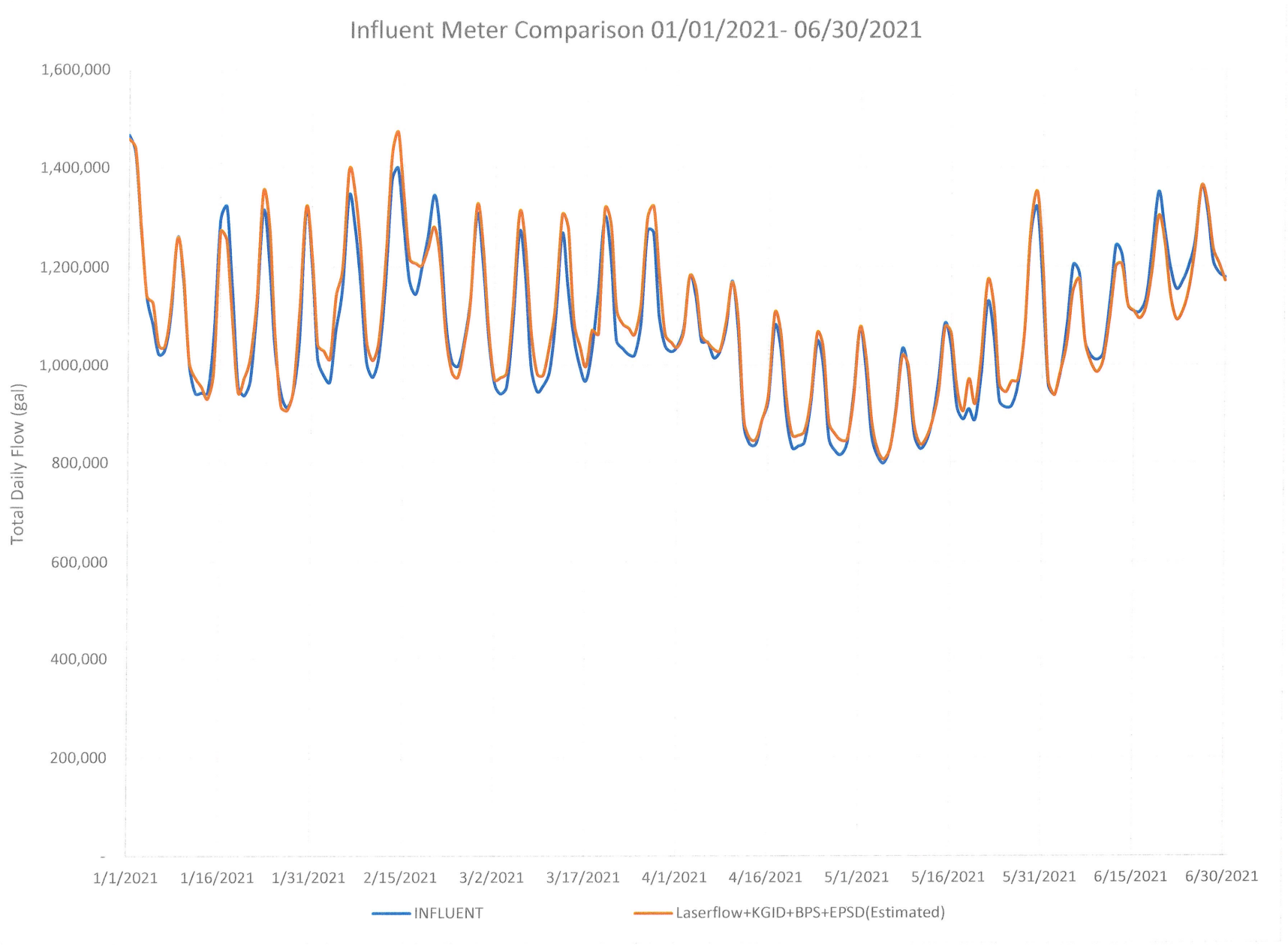
Yours faithfully,

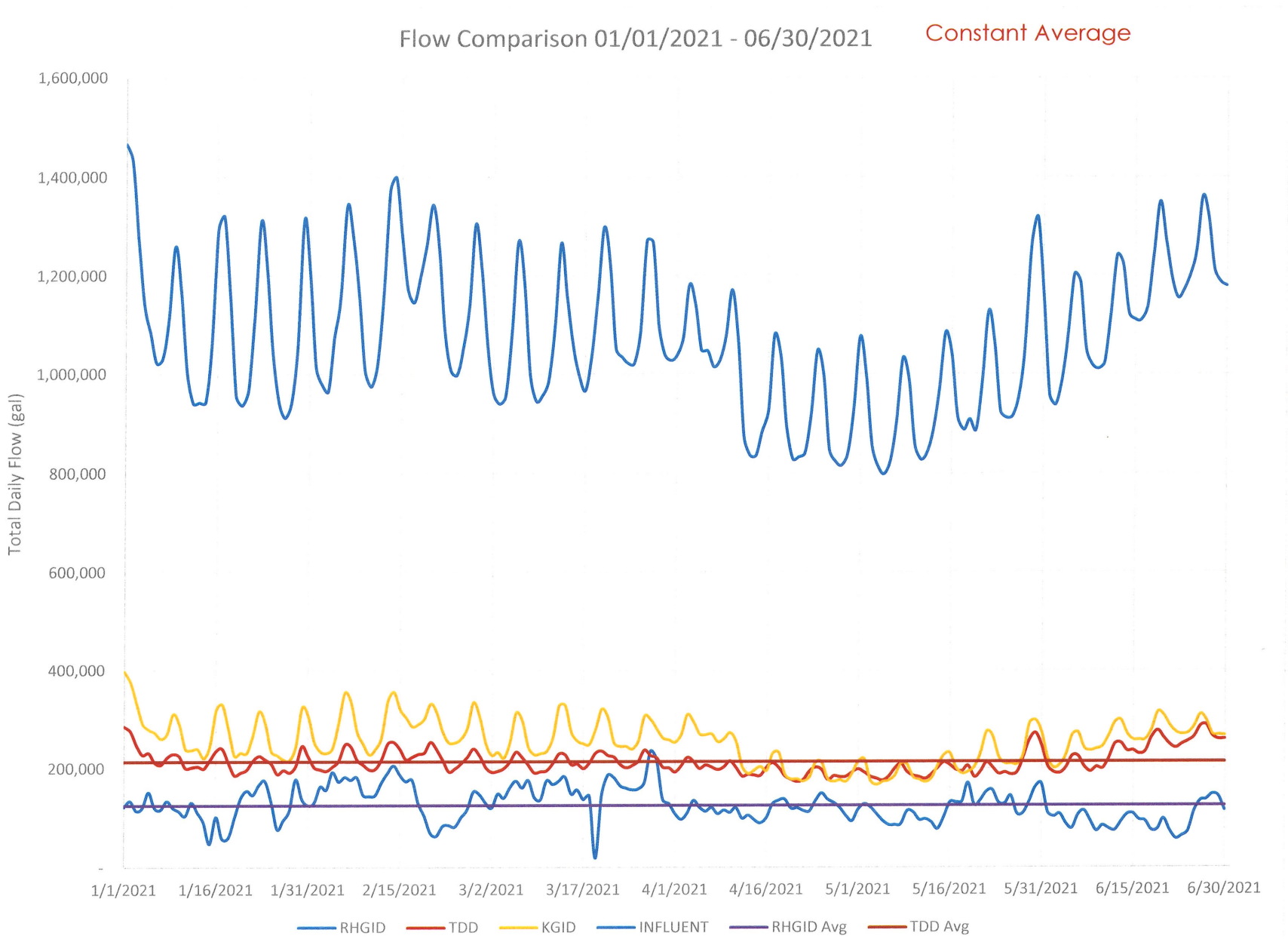
R.O. ANDERSON ENGINEERING, INC.

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

Attachments

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


Influent Meter Comparison 01/01/2021- 06/30/2021
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
Total Daily Flow (gal)
1/1/2021
1/16/2021
1/31/2021
2/15/2021
3/2/2021
3/17/2021
4/1/2021
4/16/2021
5/1/2021
5/16/2021
5/31/2021
6/15/2021
6/30/2021
INFLUENT
Laserflow+KGID+BPS+EPSD(Estimated)


Flow Comparison 01/01/2021 - 06/30/2021
Constant Average
Total Daily Flow (gal)
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
1/1/2021
1/16/2021
1/31/2021
2/15/2021
3/2/2021
3/17/2021
4/1/2021
4/16/2021
5/1/2021
5/16/2021
5/31/2021
6/15/2021
6/30/2021
RHGID
TDD
KGID
INFLUENT
RHGID Avg
TDD Avg

R|O|Anderson

MEMORANDUM

Via E-mail

DATE: August 18, 2021

TO: Rick Gardner, Chairman
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

FROM: Robert O. Anderson, PE, CFM, WRS
R.O. ANDERSON ENGINEERING, INC.

SUBJECT: 2021 Mechanical Building Roof Replacement Project – Canvas of Bids Received

Ladies and Gentlemen of the Board,

After duly noticing the Invitation to Bid, yesterday afternoon we conducted the bid opening for this project. In addition to myself, Mr. Hopkins and Ms. East-Janicki were present. Also present was Ms. Stephanie Morena who was there on behalf of Sierra Coast Roofing.

Unfortunately, and despite a concerted effort otherwise, we received only one bid for this work and that by Sierra Coast Roofing. Their bid amount was $183,992, which amount exceeded our estimate of the probable construction costs ($175,000) by about $9,000.

The bid was accompanied by a Bid Bond. We have reviewed the bid and have found it to be responsive to the bid solicitation. Furthermore, we have verified that the contractor's license is in good standing and the bid is within the company's monetary license limit ($700,000).

At this time, I recommend that the contract be awarded to Sierra Cost Roofing in the listed bid amount of $183,992.

I will be present at the Board meeting later today and will be available then to address any questions the Board members might have.

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

(End of Memorandum)

Y:\Client Files\0643\0643-002\Documents\Projects\2021 Mechanical Building Roof Replacement\Memo T Board of Directors Recommending Contract Award.doc

AUTHORITY CONTROLLER'S

GENERAL STATUS REPORT

AUGUST 18, 2021

- While not all Adjusting Journal Entries have yet been made, it appears that we finished the fiscal year ended June 30, 2021 with our operating expenses a little more than 12% under budget. All line items are also within the ranges of the Augmented Budget adopted at the June board meeting.
- To date, the State Revolving Fund (SRF) Loan amount drawn down is $6,091,935, or almost 68% of the total $9,000,000 loan amount. The SRF has been processing our draw requests, which are reimbursements for expenses already paid, in a timely fashion so that we've had the money available to pay the next month's construction bills without having to tap into the regular Construction Fund monies.
- At this time, we have approximately $66,000 in outstanding invoices. However, of that $48,000 is Mont Bleu and they will be sending a check next week, and $9,000 is for properties we hold liens on.
- Ying and I are preparing for our audit which begins on September 20. Because more than $750,000 of the SRF loan money we received last year came from federal funds, we will require a more intensive and expensive "single audit" than in prior years.

Investment Report

We have a little more almost $11.5 million invested in liquid Wells Fargo and Local Government Investment Pool (LGIP) accounts and longer- term laddered CD's. Only $735,000 of that amount is tied up in CD's which will mature over the next 10 months. The rest of the investments are entirely liquid.

Claims and Check Register

I put copies of the wires and check register from June 12 through August 13, 2021 in the Board packet. If there are no questions, I will ask the Treasurer to sign them and return them to me for our records.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

JULY - JUNE 2020 - 2021 BUDGET VS. ACTUAL

		JUNE	Budgeted	Variance	Comments
Salaries	401.11	$ 1,222,016.27	$ 1,263,844.00	$ 41,827.73	
OT/Callback	403.11	$ 17,726.32	$ 18,958.00	$ 1,231.68	
Holiday	405.11	$ 13,917.05	$ 19,191.00	$ 5,273.95	
NTD	407.11	$ -		$ -	
Longevity	409.11	$ 3,985.00	$ 5,070.00	$ 1,085.00	
Stand-By Pay	408.11	$ 15,631.57	$ 12,532.00	$ (3,099.57)	Increased Standby Hours
Health Insurance	413.11	$ 299,768.30	$ 356,209.00	$ 56,440.70	
State Retirement (PERS)	414/415.11	$ 228,207.68	$ 374,823.00	$ 146,615.32	Per PERS Actuarial Report
SIIS (Workers Comp)	417.11	$ 35,706.00	$ 39,577.00	$ 3,871.00	
Medicare Tax	418.11	$ 19,555.20	$ 19,134.00	$ (421.20)	
Unemployment Insurance	419.11	$ 45.00	$ -	$ (45.00)	EMRB Annual Fee
Contract Svcs	496.11		$ -	$ -	
OPEB Expense	416.11	$ 28,861.00	$ 30,000.00	$ 1,139.00	Per OPEB Actuarial Report
Salaries/Benefits		**$ 1,885,419.39**	**$ 2,139,338.00**	**$ 253,918.61**	

JULY - JUNE 2020 - 2021 BUDGET VS. ACTUAL

		JUNE	Budgeted	Variance	Comments
Electric Power	421.11/.14	$ 204,166.09	$ 232,750.00	$ 28,583.91	
Electric Power - BPS	421.12	$ 11,682.34	$ 13,000.00	$ 1,317.66	
Electric Power - MPS	421.13	$ 49,968.09	$ 55,000.00	$ 5,031.91	
Natural Gas	423.11	$ 8,673.89	$ 11,500.00	$ 2,826.11	
Natural Gas - BPS	423.12	$ 993.97	$ 1,500.00	$ 506.03	
Natural Gas - MPS	423.13	$ 365.45	$ 400.00	$ 34.55	
Water	425.11	$ 12,240.93	$ 12,400.00	$ 159.07	
Water - BPS	425.12	$ 3,494.30	$ 4,000.00	$ 505.70	
Water - MPS	425.13	$ 12,523.42	$ 10,900.00	$ (1,623.42)	Under-budgeted
Solid Waste Removal	483.11	$ 4,318.88	$ 4,055.00	$ (263.88)	Site Clean-up in Valley
Utilities		**$ 308,427.36**	**$ 345,505.00**	**$ 37,077.64**	
Chemicals	470.11	$ 66,625.09	$ 70,000.00	$ 3,374.91	
Lab Supplies	471.11	$ 4,588.95	$ 1,250.00	$ (3,338.95)	Doing more daily tests
Supplies		$ -	$ -	$ -	
Chemicals/Supplies		**$ 71,214.04**	**$ 71,250.00**	**$ 35.96**	
Legal Services	460.11	$ 39,210.00	$ 47,000.00	$ 7,790.00	
Accounting	462.11	$ 43,416.37	$ 52,850.00	$ 9,433.63	
Legal/Accounting		**$ 82,626.37**	**$ 99,850.00**	**$ 17,223.63**	

JULY - JUNE 2020 - 2021 BUDGET VS. ACTUAL

		JUNE	Budgeted	Variance	Comments
Engineering	450.11	$ 49,207.50	$ 70,000.00	$ 20,792.50	
Engineering - BPS			$ -	$ -	
Engineering - MPS			$ -	$ -	
Engineering - In-District			$ -	$ -	
Consulting	458.11	$ 28,150.00	$ 34,000.00	$ 5,850.00	
Engineering/Consulting		**$ 77,357.50**	**$ 104,000.00**	**$ 26,642.50**	
Maintenance Export Line	430.11	$ -	$ 19,500.00	$ 19,500.00	
Maintenance Collection System	430.19	$ 64,976.95	$ 74,500.00	$ 9,523.05	
Repairs Collection System	431.19	$ -	$ 6,500.00	$ 6,500.00	
Computer Maintenance/Supplies	431/432.11	$ 3,096.69	$ 6,500.00	$ 3,403.31	
Annual Software Licenses	433.11	$ 21,138.59	$ 24,500.00	$ 3,361.41	
SCADA Support	434.11	$ 6,095.61	$ 18,000.00	$ 11,904.39	
Repairs - Vehicles	436.11	$ 8,015.03	$ 12,050.00	$ 4,034.97	
Repairs - Mechanical	440.11	$ 41,914.21	$ 45,000.00	$ 3,085.79	
Repairs - Mechanical BPS	440.12	$ 6,228.15	$ 10,000.00	$ 3,771.85	
Repairs - Mechanical MPS	440.13	$ 13,797.18	$ 11,000.00	$ (2,797.18)	

JULY - JUNE 2020 - 2021 BUDGET VS. ACTUAL

		JUNE	Budgeted	Variance	Comments
Emergency Repairs	440.3	$ 45,484.63	$ -	$ (45,484.63)	Not Budgeted
Repairs Bldg & Grounds	441.11	$ 8,886.50	$ 12,800.00	$ 3,913.50	
Repairs Bldg & Grounds - BPS	441.12	$ -	$ 1,500.00	$ 1,500.00	
Repairs Bldg & Grounds - MPS	441.13	$ 390.87	$ -	$ (390.87)	
Repairs Heating	442.11	$ -	$ 825.00	$ 825.00	
Repairs Heating	442.12	$ -	$ 2,000.00	$ 2,000.00	
Repairs Heating	442.13	$ -	$ -	$ -	
Repairs Electrical	443.11	$ 3,341.50	$ 2,675.00	$ (666.50)	
Repairs Electrical	443.12	$ -	$ 2,000.00	$ 2,000.00	
Repairs Electrical	443.13	$ -	$ 500.00	$ 500.00	
Repairs Instruments	444.11	$ 8,658.00	$ 10,000.00	$ 1,342.00	
Equipment Rental	447.11	$ 568.89	$ 7,000.00	$ 6,431.11	
Maintenance Supplies	449.11	$ 10,215.18	$ 7,100.00	$ (3,115.18)	Welding/Metal Supplies In-House Projects
Safety Equipment	487.11	$ 10,810.82	$ 8,000.00	$ (2,810.82)	Cost of Gloves Skyrocketed
Odor Control System Maintenance	491.11	$ 320.57	$ 19,000.00	$ 18,679.43	
Repairs/Maintenance		**$ 253,939.37**	**$ 300,950.00**	**$ 47,010.63**	
Casualty Insurance	466.11	$ 81,933.97	$ 90,000.00	$ 8,066.03	
Pollution Liability Insurance	468.11	$ -	$ -	$ -	
Insurance		**$ 81,933.97**	**$ 90,000.00**	**$ 8,066.03**	

JULY - JUNE 2020 - 2021 BUDGET VS. ACTUAL

		JUNE	Budgeted	Variance	Comments
Telephone	427.11/14	$ 25,071.36	$ 20,500.00	$ (4,571.36)	Telephone system repair X 2
Telephone	427.12	$ 837.07	$ 1,650.00	$ 812.93	
Telephone	427.13	$ -	$ -	$ -	
Small Tools & Equipment	435.11	$ 11,044.15	$ 7,025.00	$ (4,019.15)	In-House Projects
Laundry and Linen	482.11	$ 1,125.84	$ 3,500.00	$ 2,374.16	
Forest Svc. Fee	484.12	$ -	$ 500.00	$ 500.00	
Training, Dues & Subscriptions	485.11	$ 2,712.00	$ 5,000.00	$ 2,288.00	
Office Expenses	486.11	$ 9,523.73	$ 12,000.00	$ 2,476.27	
Travel	488.11	$ -	$ -	$ -	
Sample Testing	490.11	$ 39,284.52	$ 42,725.00	$ 3,440.48	
Operating Lease	494.11	$ -	$ -	$ -	
Biosolids Disposal	493.11	$ 57,967.04	$ 60,000.00	$ 2,032.96	
Underground Service Alert	495.11	$ 247.07	$ 500.00	$ 252.93	
Permit Fees	497.11	$ 9,900.82	$ 13,250.00	$ 3,349.18	
Bank Fees	499.11/480.1	$ 8,800.47	$ 5,700.00	$ (3,100.47)	Under-budgeted for security enhancements
Other Operating Expenses		**$ 166,514.07**	**$ 172,350.00**	**$ 5,835.93**	
Fuels and Lubricants	476.11	$ 12,459.50	$ 20,860.00	$ 8,400.50	
Fuels & Lubricants		**$ 12,459.50**	**$ 20,860.00**	**$ 8,400.50**	
Total Operating Expenses Thru JUNE		**$ 2,939,891.57**	**$ 3,344,103.00**	**$ 404,211.43**	
				12.09%	

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 6/12/2021 - 8/13/2021

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 7284	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 12**	**CREATED: 06/03/21 by YHJ**			
134502	06/14/21			414.1100	MAY PERS CONTRIBS	$13,162.32	$0.00	$13,162.32
134503	06/14/21			415.1100	MAY PERS CONTRIBS	$13,162.32	$0.00	$26,324.64
134504	06/14/21			101.1000	MAY PERS CONTRIBS	$0.00	$26,324.64	$0.00
					BATCH 7,284 TOTALS:	**$26,324.64**	**$26,324.64**	**$0.00**
BATCH: 7293	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2022 - 1**	**CREATED: 06/09/21 by YHJ**			
134632	07/01/21			265.4000	DEBT SVC 2006 & 2019 LOANS	$59,305.27	$0.00	$59,305.27
134633	07/01/21			705.4000	DEBT SVC 2006 & 2019 LOANS	$10,943.30	$0.00	$70,248.57
134634	07/01/21			706.4000	DEBT SVC 2006 & 2019 LOANS	$36,762.37	$0.00	$107,010.94
134635	07/01/21			101.4000	DEBT SVC 2006 & 2019 LOANS	$0.00	$107,010.94	$0.00
					BATCH 7,293 TOTALS:	**$107,010.94**	**$107,010.94**	**$0.00**
BATCH: 7302	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2022 - 1**	**CREATED: 06/23/21 by YHJ**			
134776	07/14/21			414.1100	JUNE PERS CONTRIBS	$13,084.49	$0.00	$13,084.49
134777	07/14/21			415.1100	JUNE PERS CONTRIBS	$13,084.48	$0.00	$26,168.97
134778	07/14/21			101.1000	JUNE PERS CONTRIBS	$0.00	$26,168.97	$0.00
					BATCH 7,302 TOTALS:	**$26,168.97**	**$26,168.97**	**$0.00**
BATCH: 7338	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2022 - 1**	**CREATED: 07/21/21 by YHJ**			
135076	07/20/21			417.1100	Q4 FY 20-21 WORKERS' COMP	$3,384.00	$0.00	$3,384.00
135077	07/20/21			101.1000	Q4 FY 20-21 WORKERS' COMP	$0.00	$3,384.00	$0.00
					BATCH 7,338 TOTALS:	**$3,384.00**	**$3,384.00**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$162,888.55**	**$162,888.55**	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 6/12/2021 to 8/13/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
10366	07/08/21	P	AL17	ALHAMBRA	$56.03
10367	07/08/21	P	AL01	ALLISON, MACKENZIE, Pavlakis	$3,060.00
10368	07/08/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,175.58
10369	07/08/21	P	CA25	CASHMAN EQUIPMENT COMPANY	$58,950.64
10370	07/08/21	P	CODALE	CODALE ELECTRIC SUPPLY	$11,369.32
10371	07/08/21	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$265.50
10372	07/08/21	P	FREDH	FRED HOWARD	$564.41
10373	07/08/21	P	GR13	GRAINGER	$4,635.44
10374	07/08/21	P	HDR01	HDR, ENGINEERING, INC.	$38,165.87
10375	07/08/21	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$323,085.88
10376	07/08/21	P	IKE01	KELVIN IKEHARA	$361.82
10377	07/08/21	P	KI12	KINGSBURY HARDWARE	$51.95
10378	07/08/21	P	AGUILA	MANNY AGUILAR	$148.50
10379	07/08/21	P	MCB01	MCBRIDE MACHINE, INC.	$1,226.00
10380	07/08/21	P	MC10	MCMASTER-CARR SUPPLY	$268.41
10381	07/08/21	P	NVEMRB	EMPLOYEE MANAGEMENT RELATIONS	$45.00
10382	07/08/21	P	NV01	NV ENERGY	$21,894.78
10383	07/08/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$470.56
10384	07/08/21	P	EA13	PAULA EAST-JANICKI	$704.69
10385	07/08/21	P	POL10	POLYDYNE INC.	$5,520.00
10386	07/08/21	P	VAN1	RICK VAN HORN	$264.21
10387	07/08/21	P	COOK	ROBERT COOK	$2,100.00
10388	07/08/21	P	NE42	STATE OF NV. P.E.B.P.	$1,126.40
10389	07/08/21	P	SU13	SUMMIT PLUMBING CO., LLC	$11,025.00
10390	07/08/21	P	UNITED	UNITED RENTALS (NORTH AMERICA)	$2,654.50
10391	07/08/21	P	US12	USABLUEBOOK	$5,358.87
10392	07/08/21	P	VER	VERIZON	$316.78
10393	07/08/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$32,628.20
10394	07/22/21	P	AX10	AXELSON IRON SHOP, INC.	$105.49
10395	07/22/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,169.98
10396	07/22/21	P	CA12	CARSON VALLEY OIL CO., INC.	$891.90
10397	07/22/21	P	GR13	GRAINGER	$4,016.32
10398	07/22/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$88.75
10399	07/22/21	P	BOU11	BOULDER EXTERMINATORS, INC	$250.00
10400	07/22/21	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,632.71
10401	07/22/21	P	MC10	MCMASTER-CARR SUPPLY	$133.77
10402	07/22/21	P	HOL1	MICHAEL HOHL AUTOMOTIVE	$37,267.75
10403	07/22/21	P	MO19	MOTION INDUSTRIES, INC.	$862.70
10404	07/22/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$656.14
10405	07/22/21	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,136.00
10406	07/22/21	P	SO10	SOUTH TAHOE REFUSE, INC.	$157.75
10407	07/22/21	P	SO13	SOUTHWEST GAS CORP.	$321.58
10408	07/22/21	P	SU13	SUMMIT PLUMBING CO., LLC	$3,331.90
10409	07/22/21	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$4,459.50
10410	07/22/21	P	WARREN	WARREN W. REED INSURANCE, INC.	$87,440.30
10411	07/22/21	P	WE10	WEDCO INC.	$340.92
10412	07/22/21	P	WF01	WELLS FARGO	$7,406.74
10413	07/22/21	P	WE12	Western Envir. Testing Lab	$622.00
10414	08/05/21	P	ABBA	ABBA PUMP PARTS & SVC	$41,560.00
10415	08/05/21	P	AL17	ALHAMBRA	$349.75
10416	08/05/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$243.88
10417	08/05/21	P	CA25	CASHMAN EQUIPMENT COMPANY	$1,960.83
10418	08/05/21	P	CH15	CHARTER COMMUNICATIONS	$199.95
10419	08/05/21	P	CODALE	CODALE ELECTRIC SUPPLY	$1,155.81
10420	08/05/21	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$265.50
10421	08/05/21	P	FASTEN	FASTENAL COMPANY	$79.88

*** 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: 6/12/2021 to 8/13/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10422	08/05/21	P	FR01	FRONTIER	$54.65
10423	08/05/21	P	GA-ACE	GARDNERVILLE ACE HARDWARE	$218.35
10424	08/05/21	P	GR13	GRAINGER	$369.17
10425	08/05/21	P	HOMETO	HOMETOWN HEALTH	$19,484.91
10426	08/05/21	P	IKE01	KELVIN IKEHARA	$361.82
10427	08/05/21	P	LAKE01	LAKE TAHOE WINDOW CLEANING LLC	$478.50
10428	08/05/21	P	LIBERT	LIBERTY UTILITIES	$39.09
10429	08/05/21	P	AGUILA	MANNY AGUILAR	$148.50
10430	08/05/21	P	MET11	METLIFE - GROUP BENEFITS	$2,108.12
10431	08/05/21	P	NV01	NV ENERGY	$25,445.40
10432	08/05/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$358.98
10433	08/05/21	P	OLIN	OLIN CORP - CHLOR ALKALI	$5,200.98
10434	08/05/21	P	EA13	PAULA EAST-JANICKI	$704.69
10435	08/05/21	P	PR02	PRAXAIR DISTRIBUTION, INC.	$392.21
10436	08/05/21	P	VAN1	RICK VAN HORN	$264.21
10437	08/05/21	P	COOK	ROBERT COOK	$2,100.00
10438	08/05/21	P	ST09	STANDARD INSURANCE COMPANY	$669.45
10439	08/05/21	P	TE11	TESCO CONTROLS INC	$943.00
10440	08/05/21	P	UN16	UNDERGROUND SERVICE ALERT,INC.	$397.26
10441	08/05/21	P	US12	USABLUEBOOK	$698.03
10442	08/05/21	P	VER	VERIZON	$316.22
10443	08/05/21	P	VI12	VISION SERVICE PLAN - (AT)	$298.54
10444	08/05/21	P	WE12	Western Envir. Testing Lab	$1,167.00
10445	08/05/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$77.10
				BANK WFCHK REGISTER TOTAL:	**$787,898.32**
				GRAND TOTAL :	**$787,898.32**

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