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.

Dayna Vogt

APPROVED

4826-5856-4590, v. 2

Meeting Date: June 16th, 2021

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – June 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. DCLTSA has obtained a preliminary estimate on the cost to replace the composite shingles on the Treatment Plant Mechanical Building. The initial cost estimate indicates that this project is large enough to require that it be put out to public bid. Authority Engineer R.O. Anderson will be providing expertise and assistance to manage the bid process for the Authority.

2. Authority Manager Hopkins and Authority Information Technology Specialist Heffernon participated in a conference call with Virsec Security. Virsec offers cutting edge cybersecurity products to many major corporations and municipal agencies. This meeting was held after the Colonial Pipeline hack, a hack in which the Colonial Pipeline Supervisory Control and Data Acquisition (SCADA) computer system was hit with ransomware. As the Authority heavily relies on SCADA systems in its critical infrastructure and processes, we felt that doing research to see where we might improve would be prudent.

3. DCLTSA staff completed repainting and installing a new fire detection system for the new Headworks building. This work was done in-house in order to save costs as well as expedite the completion of the Package Headworks portion of the Treatment Plant Upgrades Project.

4. The new Headworks Influent Standpipe has been installed and secured in the headworks building. Overall construction is on schedule. We hope to have this portion of the project operational by mid to late summer 2021. (Photo attached)

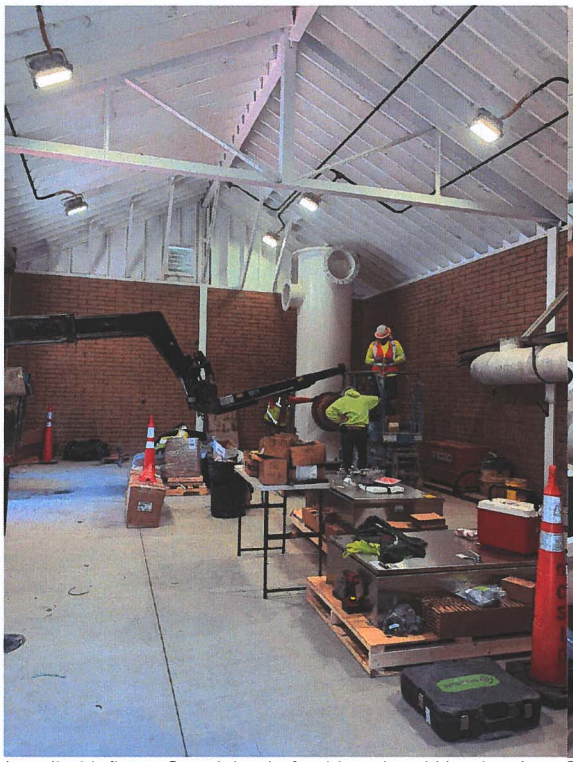
5. Authority Engineer R.O. Anderson completed plan review for Phase Two of the Tahoe Beach Club project. All potential utility conflicts have been addressed to the satisfaction of DCLTSA and its Engineer. A Conditional Letter of Approval

has been issued by DCLTSA to Douglas County for this phase of the project. The Authority Engineer may provide further detail and clarification.

6. The Temporary NPDES Stormwater Permit for the DCLTSA Emergency Export Force Main Replacement Project completed in the fall of 2020 has been closed out.

7. DCLTSA staff would like to thank the staff of the Carson City Wastewater Reclamation Facility (CCWRF) for the insightful tour of their treatment plant. Of particular interest to the Authority is what types of process monitoring laboratory equipment the CCWRF uses and how satisfied the staff is with its performance and maintenance issues.

8. DCLTSA staff as well as personnel from HDR Engineering and K.G. Walters construction witnessed performance testing of the new tube-type fine bubble diffusers which are to be installed as part of the Treatment Plant Upgrades Project. The Authority staff wishes to thank the staff of the South Truckee Meadows Wastewater Reclamation Facility (STMWRF) for allowing the tests to be performed at their facility. STMWRF is in the process of upgrading their fine bubble diffuser system, and they had a testing tank on-site which they graciously allowed DCLTSA to use for the test. (Photo attached)



Installed Influent Standpipe in freshly painted Headworks



Preparing fine-bubble diffusers for testing at STMWRF

R|O|Anderson

June 14, 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 – June 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 May 18, 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:

- We have reviewed the flow measurements for the past month captured by individual flow meters throughout the District. Based on that data, the combined flows from the remote meters continue to correspond well with the Influent Meter at the Plant. In our upcoming July Board report, we will summarize and report the flow data and results for the past quarter and present year-to-date data comparisons and flow percentages.
- *Re-Roof Maintenance Building:* Most recently, we have been engaged to assist Authority personnel develop and solicit formal construction proposals for replacing the roof of the Maintenance Building.

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): Since our last meeting, the drawings were updated by the Project's Engineer and resubmitted to NDOT for their final review and approval. We were notified that NDOT issued the permit on Friday, June 11, 2021. TSEC now possesses the necessary permits to upsize the two pipe segments.

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

- Edgewood Golf Course Creek, 90% Plan Submission: During the period we received the plans from Edgewood for this project and have commenced our technical review. We expect to complete our review and be ready to review our comments with Authority personnel later this week.

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

AUTHORITY CONTROLLER'S

GENERAL STATUS REPORT

JUNE 16, 2021

- I put a spreadsheet in your packet showing that at the end of April, our operating expenses were 7.75% under budget.
- I included the Pool Pact Insurance Renewal with the Board packet too. There was a 6.7% price increase this year due to natural disasters around the country, but also the cyberthreats like ransom ware that so many public entities have dealt with. The risk-management benefits that are provided by Pool Pact are an integral part of their service, keeping us from needing to file claims after the fact. We utilize their human resources and management training regularly. They also come out upon request to train the staff and the Board on various issues. Their counselors are available to guide us through sticky employment situations and to provide legal counsel when necessary.
- At this time, we have a little more than $2.8 million in the Construction Fund which can only be used for Capital Development Plan projects and debt service. Of that amount, $1.4 million is from the Underground Storage Tank settlement.
- We have spent a little more than $2.8 million on the Plant Upgrades project so far this year, and of course that is reimbursed through the SRF loan. The balance to date on that loan is almost $4,954,000. At the current time we are paying interest only semi-annually at the rate of 2.08%. Once the project is finished we will begin paying the principal over 20 years.

- The General Fund balance is approximately $7.1 million and the Plant Emergency Repair fund balance is $3.9 million.
- Status of Billing

As of June 11, there are a little more than $16,000 in past due billings. Of that, we hold liens on properties for almost $9,000 of it. However, except the lien properties, only 1 person is more than 1 billing cycle late.

Budget Augmentation

I put two budget forms in your packet, Schedules F-1 and F-2. These are for the budget year we are currently in, which ends June 30, 2021. The Department of Taxation can penalize entities that exceed their operations and maintenance budget by 10% or exceed the line item categories by that amount either. Therefore, every year at this time, we look hard at the categories and increase or decrease line items, **without increasing the operations and maintenance expenses total.** This year, as the Budget to Actual spreadsheet shows, we are significantly under budget in the Salaries and Benefits and Utilities categories. Therefore I decreased those lines and shifted the dollars to Chemicals, Legal and Accounting, Insurance and Other, and Fuels and Lubricants. This is a shift on paper only, done in an abundance of caution.

If there are no questions about this, I'd appreciate a motion to adopt the Augmented Budget for Fiscal Year 2020-2021, and I will file it with the State.

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. When I report this to you, investments are considered all cash and financial instrument accounts except the primary checking account. One CD matured this month and I reinvested it in the LGIP.

Claims and Check Register

I put copies of the wires and check register from May 16 through June 11, 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 - April 2020 - 2021 BUDGET VS. ACTUAL

	April	Budgeted	Variance	Comments
Salaries	$ 1,021,161.72	$ 1,053,203.33	$ 32,041.61	
OT/Callback	$ 14,427.28	$ 15,798.33	$ 1,371.05	
Holiday	$ 12,516.35	$ 15,992.50	$ 3,476.15	11 out of 11 annual holidays
NTD			$ -	
Longevity	$ 3,985.00	$ 4,225.00	$ 240.00	Paid Yearly - December
Stand-By Pay	$ 12,910.04	$ 10,443.33	$ (2,466.71)	Increased Standby Hours
Health Insurance	$ 226,865.23	$ 296,840.83	$ 69,975.60	
State Retirement (PERS)	281,635.10	$ 312,352.50	$ 30,717.40	
SIIS (Workers Comp)	$ 33,450.00	$ 32,980.83	$ (469.17)	Larger Annual Increase than Budgeted
Medicare Tax	$ 16,044.33	$ 15,945.00	$ (99.33)	
Unemployment Insurance	$ 45.00	$ -	$ (45.00)	EMRB Annual Fee
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 55,428.20	$ 25,000.00	$ (30,428.20)	Significantly under-budgeted
Salaries/Benefits	**$ 1,678,468.25**	**$ 1,782,781.67**	**$ 104,313.42**	

JULY - April 2020 - 2021 BUDGET VS. ACTUAL

	April	Budgeted	Variance	Comments
Electric Power	$ 170,177.71	$ 193,958.33	$ 23,780.62	
Electric Power - BPS	$ 9,656.55	$ 10,833.33	$ 1,176.78	
Electric Power - MPS	$ 41,428.10	$ 45,833.33	$ 4,405.23	
Natural Gas	$ 7,815.75	$ 9,583.33	$ 1,767.58	
Natural Gas - BPS	$ 893.92	$ 1,250.00	$ 356.08	
Natural Gas - MPS	$ 301.43	$ 333.33	$ 31.90	
Water	$ 10,207.77	$ 10,333.33	$ 125.56	
Water - BPS	$ 2,845.70	$ 3,333.33	$ 487.63	
Water - MPS	$ 10,193.27	$ 9,083.33	$ (1,109.94)	
Solid Waste Removal	$ 3,559.08	$ 3,379.17	$ (179.91)	
Utilities	**$ 257,079.28**	**$ 287,920.83**	**$ 30,841.55**	
Chemicals	$ 56,827.91	$ 58,333.33	$ 1,505.42	
Lab Supplies	$ 2,524.61	$ 1,041.67	$ (1,482.94)	Doing more daily tests
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 59,352.52**	**$ 59,375.00**	**$ 22.48**	
Legal Services	$ 34,740.00	$ 39,166.67	$ 4,426.67	
Accounting	$ 42,815.86	$ 44,041.67	$ 1,225.81	
Legal/Accounting	**$ 77,555.86**	**$ 83,208.33**	**$ 5,652.47**	

JULY - April 2020 - 2021 BUDGET VS. ACTUAL

	April	Budgeted	Variance	Comments
Engineering	$ 65,267.50	$ 58,333.33	$ (6,934.17)	$20,000 + reimbursable (TBC, Edgewood & Event Center)
Engineering - BPS		$ -	$ -	
Engineering - MPS		$ -	$ -	
Engineering - In-District		$ -	$ -	
Consulting	$ 22,000.00	$ 28,333.33	$ 6,333.33	
Engineering/Consulting	**$ 87,267.50**	**$ 86,666.67**	**$ (600.83)**	
Maintenance Export Line	$ -	$ 16,250.00	$ 16,250.00	
Maintenance Collection System	$ 54,167.42	$ 62,083.33	$ 7,915.91	
Repairs Collection System	$ -	$ 5,416.67	$ 5,416.67	
Computer Maintenance/Supplies	1,755.40	$ 5,416.67	$ 3,661.27	
Annual Software Licenses	$ 20,587.93	$ 20,416.67	$ (171.26)	Biggest cost in April - SCADA Renew
SCADA Support	$ 6,095.61	$ 15,000.00	$ 8,904.39	
Repairs - Vehicles	$ 6,528.52	$ 10,041.67	$ 3,513.15	
Repairs - Mechanical	$ 23,710.97	$ 37,500.00	$ 13,789.03	
Repairs - Mechanical BPS	$ 3,199.46	$ 8,333.33	$ 5,133.87	
Repairs - Mechanical MPS	$ 8,208.27	$ 9,166.67	$ 958.40	

JULY - April 2020 - 2021 BUDGET VS. ACTUAL

	April	Budgeted	Variance	Comments
Emergency Repairs	$ 45,484.63	$ -	$ (45,484.63)	Not Budgeted
Repairs Bldg & Grounds	$ 5,115.83	$ 10,666.67	$ 5,550.84	
Repairs Bldg & Grounds - BPS	$ -	$ 1,250.00	$ 1,250.00	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 687.50	$ 687.50	
Repairs Heating	$ -	$ 1,666.67	$ 1,666.67	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 809.76	$ 2,229.17	$ 1,419.41	
Repairs Electrical	$ -	$ 1,666.67	$ 1,666.67	
Repairs Electrical	$ -	$ 416.67	$ 416.67	
Repairs Instruments	$ 8,658.00	$ 8,333.33	$ (324.67)	Annual Smartcover Support
Equipment Rental	$ 568.89	$ 5,833.33	$ 5,264.44	
Maintenance Supplies	$ 4,042.75	$ 5,916.67	$ 1,873.92	
Safety Equipment	$ 8,911.08	$ 6,666.67	$ (2,244.41)	Cost of Gloves Skyrocketed
Odor Control System Maintenance	$ 1,033.40	$ 15,833.33	$ 14,799.93	
Repairs/Maintenance	**$ 198,877.92**	**$ 250,791.67**	**$ 51,913.74**	
Casualty Insurance	$ 68,278.30	$ 75,000.00	$ 6,721.70	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 68,278.30**	**$ 75,000.00**	**$ 6,721.70**	

JULY - April 2020 - 2021 BUDGET VS. ACTUAL

	April	Budgeted	Variance	Comments
Telephone	$ 21,553.91	$ 17,083.33	$ (4,470.58)	Telephone system repair X 2
Telephone	$ 731.64	$ 1,375.00	$ 643.36	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 6,592.56	$ 5,854.17	$ (738.39)	
Laundry and Linen	$ 688.77	$ 2,916.67	$ 2,227.90	
Forest Svc. Fee	$ -	$ 416.67	$ 416.67	
Training, Dues & Subscriptions	$ 1,987.00	$ 4,166.67	$ 2,179.67	
Office Expenses	$ 6,952.82	$ 10,000.00	$ 3,047.18	
Travel	$ -	$ -	$ -	
Sample Testing	$ 30,157.52	$ 35,604.17	$ 5,446.65	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 47,773.06	$ 50,000.00	$ 2,226.94	
Underground Service Alert	$ 247.07	$ 416.67	$ 169.60	Ann. Membership Fee
Permit Fees	$ 9,900.82	$ 11,041.67	$ 1,140.85	Most Paid at Beginning of Year
Bank Fees	7,813.55	$ 4,750.00	$ (3,063.55)	Under-budgeted for security enhancements
Other Operating Expenses	**$ 134,398.72**	**$ 143,625.00**	**$ 9,226.28**	
Fuels and Lubricants	$ 9,413.18	$ 17,383.33	$ 7,970.15	
Fuels & Lubricants	**$ 9,413.18**	**$ 17,383.33**	**$ 7,970.15**	
Total Operating Expenses Thru April	**$ 2,570,691.53**	**$ 2,786,752.50**	**$ 216,060.97**	
			7.75%	

PROPRIETARY FUND	(1) ACTUAL PRIOR YEAR ENDING 6/30/2019	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2020	(3) BUDGET YEAR ENDING 06/30/21 FINAL APPROVED	(4) BUDGET YEAR ENDING 06/30/21 AUGMENTED APPROVED
OPERATING REVENUE				
Sewer Fees	**2,334,584**	**2,448,405**	**2,448,621**	**2,448,621**
Contracts - Other Districts	**2,226,803**	**2,495,717**	**2,745,482**	**2,745,482**
Other Fees	**67,010**	**137,494**	**13,000**	**13,000**
Total Operating Revenue	**4,628,397**	**5,081,616**	**5,207,103**	**5,207,103**
OPERATING EXPENSE				
Salaries, Benefits	**1,865,367**	**1,950,076**	**2,139,338**	**2,112,338**
Utilities	**349,634**	**391,860**	**345,505**	**341,505**
Chemicals, Supplies	**87,078**	**86,250**	**71,250**	**84,250**
Legal, Accounting	**91,500**	**95,850**	**99,850**	**100,850**
Engineering and Consulting	**138,868**	**117,000**	**104,000**	**104,000**
Repairs and Maintenance	**234,224**	**349,735**	**257,450**	**257,450**
Insurance, Other	**229,999**	**325,492**	**305,850**	**318,850**
Fuels, Lubricants	**22,416**	**22,860**	**20,860**	**24,860**
Depreciation/Amortization	**1,657,922**	**1,797,858**	**1,819,263**	**1,819,263**
Total Operating Expense	**4,677,008**	**5,136,981**	**5,163,366**	**5,163,366**
Operating Income or (Loss)	**(48,611)**	**(55,365)**	**43,737**	**43,737**
NONOPERATING REVENUES				
Interest Earned	**158,800**	**113,000**	**113,000**	**113,000**
Property Taxes	**0**	**0**	**0**	**0**
Consolidated Tax	**137,984**	**137,984**	**137,984**	**137,984**
Capacity Fees	**1,280**	**6,640**	**0**	**0**
Gain on Disposal of Assets	**0**	**0**	**0**	**0**
Federal Grant Funds	**0**	**0**	**0**	**0**
Total Nonoperating Revenues	**298,064**	**257,624**	**250,984**	**250,984**
NONOPERATING EXPENSES				
Interest on Bonds	**29,842**	**30,964**	**157,718**	**157,718**
Loss on Disposal of Assets	**22,929**	**0**	**0**	**0**
Total Nonoperating Expenses	**52,771**	**30,964**	**157,718**	**157,718**
Net Income before Operating Transfers	**196,682**	**171,295**	**137,003**	**137,003**
Operating Transfers (Schedule T)				
In	**0**	**0**	**0**	**0**
Out	**0**	**0**	**0**	**0**
Net Operating Transfers	**0**	**0**	**0**	**0**
CHANGE IN NET POSITION	**196,682**	**171,295**	**137,003**	**137,003**

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 6/30/2019	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2020	(3) BUDGET YEAR ENDING 06/30/21 FINAL APPROVED	(4) AUGMENTED APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash Received From Customers	4,663,207	5,081,616	5,207,103	5,207,103
Cash Payments to Suppliers	(1,181,121)	(1,389,047)	(1,204,765)	(1,231,765)
Cash Payments to Employees	(1,939,700)	(1,950,076)	(2,139,338)	(2,112,338)
a. Net cash provided by (or used for) operating activities	1,542,386	1,742,493	1,863,000	1,863,000
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
None	0	0	0	0
b. Net cash provided by (or used for) noncapital financing activities	0	0	0	0
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition and Construction - Capital Assets	(478,109)	(1,569,105)	(5,400,000)	(5,400,000)
Cash Received from Sale of Assets	0	0	0	0
Consolidated Taxes	137,984	137,984	137,984	137,984
Cash Received from Federal Grant		0	0	0
Cash Received for Capacity Fees	1,280	0	0	0
Debt Service Interest	(29,841)	(30,964)	(157,718)	(157,718)
Debt Service Principal	(108,961)	(112,376)	(115,899)	(115,899)
Issuance of Long-Term Debt	0	1,358,634	4,700,000	4,700,000
Debt Issuance Costs	0	0	0	0
c. Net cash provided by (or used for) capital and related financing activities	(477,647)	(215,827)	(835,633)	(835,633)
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Redemption (Purchase) of Investments	(245,000)	0	0	0
Interest on Investments	150,841	113,000	113,000	113,000
d. Net cash provided by (or used in) investing activities	(94,159)	113,000	113,000	113,000
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	970,580	1,639,666	1,140,367	1,140,367
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	4,574,375	5,544,955	7,184,621	7,184,621
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	5,544,955	7,184,621	8,324,988	8,324,988

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: ENTERPRISE FUND

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 5/16/2021 to 6/11/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
10244	05/18/21	P	AB01	A-1 NATIONAL FIRE CO.	$440.00
10245	05/18/21	P	AL01	ALLISON, MACKENZIE, Pavlakis	$2,670.00
10246	05/18/21	P	AUTO01	AUTOMATIONDIRECT.COM, INC.	$532.25
10247	05/18/21	P	AXION	AXION ENGINEERING, LLC	$15,758.00
10248	05/18/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$227.50
10249	05/18/21	P	SE45	BRADLEY SEALS	$110.00
10250	05/18/21	P	CA11	CARSON CITY CHAMBER	$275.00
10251	05/18/21	P	CA12	CARSON VALLEY OIL CO., INC.	$1,167.05
10252	05/18/21	P	CA25	CASHMAN EQUIPMENT COMPANY	$3,690.43
10253	05/18/21	P	CH15	CHARTER COMMUNICATIONS	$89.98
10254	05/18/21	P	DELL	DELL MARKETING, L.P.	$2,327.00
10255	05/18/21	P	FREDH	FRED HOWARD	$564.41
10256	05/18/21	P	GADDIS	GADDIS INCORPORATED	$679.88
10257	05/18/21	P	GR13	GRAINGER	$444.36
10258	05/18/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$4.14
10259	05/18/21	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$318,570.47
10260	05/18/21	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,064.07
10261	05/18/21	P	LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$2,987.00
10262	05/18/21	P	NE222	NDEP-BWPC	$7,658.00
10263	05/18/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$73.71
10264	05/18/21	P	COOK	ROBERT COOK	$2,100.00
10265	05/18/21	P	SO10	SOUTH TAHOE REFUSE, INC.	$189.30
10266	05/18/21	P	SO13	SOUTHWEST GAS CORP.	$810.06
10267	05/18/21	P	SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
10268	05/18/21	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,871.50
10269	05/18/21	P	US12	USABLUEBOOK	$273.59
10270	05/18/21	P	WF01	WELLS FARGO	$2,000.02
10271	05/18/21	P	WE12	Western Envir. Testing Lab	$305.00
10272	05/18/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$360.15
10273	06/03/21	P	AB01	A-1 NATIONAL FIRE CO.	$8,990.00
10274	06/03/21	P	AL17	ALHAMBRA	$77.01
10275	06/03/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$819.00
10276	06/03/21	P	BLAKE	CHARLES DAVID BLAKE	$601.98
10277	06/03/21	P	NA12	CHERYL NAFIE	$615.72
10278	06/03/21	P	CLA	Griswold Industries	$166.25
10279	06/03/21	P	CODALE	CODALE ELECTRIC SUPPLY	$6,225.25
10280	06/03/21	P	DYKMAN	DYKMAN ELECTRICAL INC.	$1,001.68
10281	06/03/21	P	FREDH	FRED HOWARD	$564.41
10282	06/03/21	P	GR13	GRAINGER	$474.73
10283	06/03/21	P	HDR01	HDR, ENGINEERING, INC.	$31,932.24
10284	06/03/21	P	HOMETO	HOMETOWN HEALTH	$18,975.15
10285	06/03/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$73.60
10286	06/03/21	P	BOU11	BOULDER EXTERMINATORS, INC	$100.00
10287	06/03/21	P	PA13	JAMES PADILLA	$543.48
10288	06/03/21	P	IKE01	KELVIN IKEHARA	$361.82
10289	06/03/21	P	KI12	KINGSBURY HARDWARE	$2.58
10290	06/03/21	P	LIBERT	LIBERTY UTILITIES	$39.04
10291	06/03/21	P	ERPORT	LLUMIN, INC.	$1,472.50
10292	06/03/21	P	AGUILA	MANNY AGUILAR	$148.50
10293	06/03/21	P	MCB01	MCBRIDE MACHINE, INC.	$1,450.00
10294	06/03/21	P	MET11	METLIFE - GROUP BENEFITS	$2,108.12
10295	06/03/21	P	MO19	MOTION INDUSTRIES, INC.	$388.31
10296	06/03/21	P	MOU02	MOUNTAIN ALARM	$159.00
10297	06/03/21	P	OLIN	OLIN CORP - CHLOR ALKALI	$5,496.72
10298	06/03/21	P	OVER01	OVERHEAD DOOR CO. OF SIERRA NV	$275.00
10299	06/03/21	P	EA13	PAULA EAST-JANICKI	$704.69

*** 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: 5/16/2021 to 6/11/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10300	06/03/21	P	POL10	POLYDYNE INC.	$5,520.00
10301	06/03/21	P	VAN1	RICK VAN HORN	$264.21
10302	06/03/21	P	RO20	ROCKWELL ENGINEERING & EQUP CO	$1,347.91
10303	06/03/21	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,214.10
10304	06/03/21	P	SIL4	SILVER STATE ANALYTICAL LAB	$254.00
10305	06/03/21	P	ST09	STANDARD INSURANCE COMPANY	$669.45
10306	06/03/21	P	VER	VERIZON	$241.44
10307	06/03/21	P	VI12	VISION SERVICE PLAN - (AT)	$298.54
10308	06/03/21	P	WE12	Western Envir. Testing Lab	$1,269.00
10309	06/03/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$1,800.82
				BANK WFCHK REGISTER TOTAL:	**$469,614.12**
				GRAND TOTAL :	**$469,614.12**

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**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 5/16/2021 - 6/15/2021

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**
					TOTAL OF ALL JOURNAL(S):	**$26,324.64**	**$26,324.64**	