MINUTES OF THE REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
November 17, 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, November 17, 2021 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees Richard Gardner and Chuck Fagen. Trustee Darya Vogt was present via audio and video internet connection by which she could hear everyone at the meeting, and everyone could hear her. Additionally, Trustees Wes Rice and John McLaughlin joined the meeting a few minutes after the meeting was called to order via audio and video internet connection by which they could hear everyone at the meeting, and everyone could hear them.

RECOGNITION OF OTHERS IN ATTENDANCE:

Also present were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki, Accountant Ying Johnson, IT Specialist Eric Heffernon, Authority Engineer, Rob Anderson, and the Authority's legal counsel, Jim Cavilia. Participating via audio and video internet connection by which everyone at the meeting could hear one another was Bob Cook and Beth Farley of Eide Bailly.

PUBLIC COMMENT:

None.

Consideration of reappointment of business community representative John McLaughlin to the Board of Trustees.

Chairman Gardner indicated that the term of Trustee McLaughlin on the Board of Trustees had recently expired and that it was necessary to fill the vacancy. Chairman Gardner added that Mr. McLaughlin indicated his willingness to be reappointed to the Board and that on this basis, **Chairman Gardner moved to reappoint John McLaughlin as the Stateline business representative on the Board of Trustees. The motion was seconded by Trustee Vogt.** Chairman Gardner opened the floor to public comment regarding the matter. There was no public comment. **The motion passed unanimously, 3-0 (Rice absent).**

APPROVAL OF AGENDA:

It was moved by Trustee Vogt, seconded by Trustee Fagen and carried unanimously, 3-0 (Rice and McLaughlin absent), that the agenda be approved and adopted as presented.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Fagen, seconded by Trustee McLaughlin and carried unanimously, 4-0 (Rice absent), that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated September 15, 2021 be approved as presented.

Presentation of Audited Financial Statements for Fiscal Year 2020-2021 by Auditing Firm Eide Bailly.

Authority Controller, Paula East-Janicki, introduced Beth Farley of Eide Bailly. Ms. Farley presented the Board with an Audited Financial Statement and Report of Independent Certified Public Accountants. Ms. Farley explained that because of the federal funding that is part of the Authority's State Revolving Loan Fund, the Authority was required to have a "single audit." In providing a summary of the audit, Ms. Farley indicated that the Authority has approximately $46 million in assets, approximately $10 million in liability and approximately $3.3 million in unrestricted funds. Ms. Farley explained that in the past year the Authority experienced a decrease in its net position of approximately $71,000 as the result of the failed emergency underground storage facility.

Ms. Farley continue to walk the Board through the written report, emphasizing that no material weaknesses or deficiencies were discovered. Additionally, Ms. Farley indicated that the audit had no findings, and no questioned costs.

Chairman Gardner thanked Ms. Farley and opened the floor to comments from the Board and public comment regarding the audit. There was no comment.

It was moved by Trustee Fagen, seconded by Trustee McLaughlin and carried unanimously, 5-0, that the Audited Financial Statements for Fiscal Year 2020-2021 be accepted 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 the treatment plant upgrades are approaching completion and the results are good to this point. Mr. Hopkins added that the system is quieter and the effluent being produced is clearer. Finally, Mr. Hopkins indicated that he believes the project will be completed within budget.

Mr. Hopkins stated that he is working with NV Energy to determine whether or not the Authority may be eligible for a rebate based upon some of the recent plant upgrades that involved the installation of more energy efficient equipment.

With regard to remaining items related to the plant upgrades, Mr. Hopkins reported that staff is working on completion of the steel catwalk around the new headworks. Additionally, staff continues to work with the Authority contractor on fine tuning the new surge tank and related equipment.

Mr. Hopkins indicated that the recently installed fire detection system in the new headworks building has been inspected and approved by Tahoe-Douglas Fire Protection District.

Mr. Hopkins expressed his appreciation to Bob Cook for coordinating the recent CPR/AED re-certification for Authority staff.

Finally, Mr. Hopkins reported that the Authority's 2021 third quarter Discharge Monitoring Report has been completed and submitted to the Nevada Division of Environmental Protection and the Environmental Protection Agency.

In response to a question from Trustee Rice, Mr. Hopkins stated that current sewage flows are sufficient to maintain the treatment process at the plant.

Responding to Chairman Gardner's inquiry about the NV Energy rebate program, Mr. Hopkins indicated that the Authority's eligibility is currently being determined, but that he does anticipate receiving some rebate.

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 November 15, 2021 briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The November 15, 2021 correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that the project to re-roof the mechanical building at the plant was postponed by weather and the Caldor fire. The project will be completed in the spring at the original contract price.

With regard to the Tahoe South Events Center (TSEC) project, Mr. Anderson stated that it was discovered that the Authority's sewer main was relatively close to a gas line and that his office was working with the developer to design a practical solution to the issue.

Mr. Anderson added that he has not heard anything new from the TSEC developer regarding the sewer flow and the requirement to up-size that sewer main. Trustee McLaughlin indicated that the TSEC project was progressing and that they were working on ways to pay for the required upsizing. Trustee Rice added that the project developer has accepted the requirement to upsize the sewer main.

Mr. Anderson reported that there has been very little activity with regard to the Tahoe Beach Club and that work on the Edgewood Villas was scheduled to resume in the spring.

With regard to the meter reconciliation work being completed with the Authority's service area, Mr. Anderson presented the Board with two charts that he said showed very good correlation between the Authority's meters and those of the contributing districts. Mr. Anderson indicated that flow peaked at approximately 1.5 million gallons per day in early July and that during the Caldor fire the flows were as low as approximately .43 million gallons per day. Mr. Anderson concluded that the percentage of flows from the contributing districts has been verified.

Chairman Gardner suggested that meter reconciliation data be shared with the contributing districts to show the accuracy of the metering at this time. Authority Controller, Paula East-Janicki, added that the actual flows now being metered from each district are within 1% of the flow estimates made by the authority. Mr. Anderson stated that the Authority's estimates of flow would continue to improve as more accurate data is gathered over time.

Trustee Rice commended Mr. Anderson and Authority staff with regard to the meter reconciliation and added that most of the Douglas County Commissioners are ignorant about the Authority and its working at treating sewage in the Tahoe Basin.

Trustee Fagen inquired if it would be possible to arrange a tour of the Authority's facilities for members of the RHGID Board.

Chairman Gardner opened the floor to public comment regarding the matter. There was no further 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 9.5% under budget through September. Ms. East-Janicki indicated that the Authority had not yet been billed for the recent audit and that she anticipates the cost to be between $40,000.00 and $50,000.00.

Ms. East-Janicki indicated that salaries and benefits costs are down based upon the recent retirement of a long-term employee. She also indicated that utility costs should show a decline based upon the recent period of low flows to the plant.

With regard to the State Revolving Fund loan, Ms. East-Janicki reported that $2.5 million was recently drawn, bringing the outstanding balance to $7.8 million with approximately $1 million remaining to be drawn.

Summarizing the actual flow calculations and the impact on contributing districts, Ms. East-Janicki indicated that KGID will receive a credit of approximately $65,000.00, TDD will receive a credit of approximately $27,000.00 and RHGID will have to pay approximately $31,000.00.

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

B. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, showing a total of approximately $12 million invested with only three longer-term CDs remaining. The balance of the Authority's investments is entirely liquid.

In response to an inquiry from Trustee Vogt, Ms. East-Janicki indicated that she did believe that there has been a recent increase in full-time residents within the Authority's service area.

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. Chairman Gardner 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 Rice reported that he had recently met with the Douglas County Manager regarding the possibility of using some federal funds to improve Kahle Drive.

Trustee Vogt reported that KGID's new manager was on board and things were running smoothly.

Trustee Fagen reported that the RHGID Board recently met and RHGID's new flow meter is scheduled to be installed in the fall.

Trustee McLaughlin reported that development of the TSEC was continuing and that it was going to be a fabulous facility. Trustee McLaughlin also stated that business was good at Stateline with the Transient Occupancy Tax increasing.

Chairman Gardner reported that TDD was working with Douglas County to correct some sewer rate charges for the flushing of Douglas County's water lines. Chairman Gardner also indicated that HDR has been hired by TDD to complete a rate study. Trustee Gardner finally reported that as the result of a lawsuit among owners at Skyland Beach, it was discovered that TDD actually owns the beach property in the area.

PUBLIC COMMENT:

There was no further public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:45 a.m.

APPROVED

Charles E. Fagen

4863-7541-9142, v. 1

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – October - November 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 continues to make progress on the Treatment Plant Upgrades Project. Recently, the Invent Hyperbolic Mixer was installed and tested in Aeration Basin #5 and the Ott Tube-Type` Fine Bubble Air Diffusers have been installed and "clean-water" tested in Aeration Basins 6,7, and 8. We hope to go "live" with the new aeration system on Basins 5 – 8 in the second to third week of November 2021. (Photos attached)

2. DCLTSA staff is working with NV Energy to determine if the Authority is eligible for an energy rebate, based on NV Energy's Energy Incentive Program. This program issues a credit to businesses and municipalities that install energy efficient equipment. At this time, it appears that our Treatment Plant Upgrade Project may create eligibility for a rebate. The amount is unknown currently.

3. DCLTSA staff is finishing up construction of a steel catwalk around the new Headworks Package equipment. Doing this work with in-house talent has allowed DCLTSA to realize a savings of 80-90 percent of the cost to otherwise have an outside contractor do the work. (Photos attached)

4. Staff continues to work with K.G. Walters and Pulsco to fine tune our new surge tank and related equipment.

5. Cold-weather insulation and heat tape has been installed on the new surge tank, which is in an outdoor location, due to its size. Winterizing work has been tested and is functioning per design.

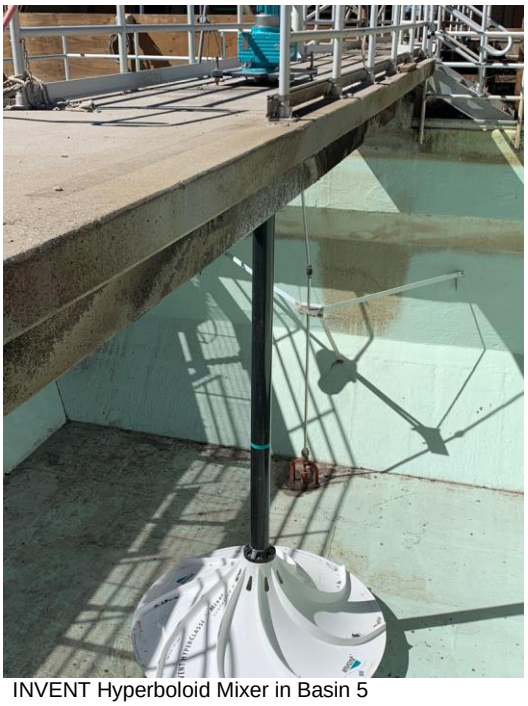
6. DCLTSA Maintenance staff installed two new Return Activated Sludge (RAS) pumps as part of the Treatment Plant Upgrades Project. Doing this work in-house rather than via contractor will save the Authority money.

7. The new fire detection and alarm system in the new headworks building has been inspected and approved by the Tahoe-Douglas Fire Protection District.

8. The Authority wishes to thank Special Projects Coordinator Bob Cook for setting up CPR / AED recertification class. This training event covered about 75% of Authority staff. The remaining staff will complete training either on-site or off-site soon.

9. Rebuild kits for the Plant's sodium hypochlorite disinfection pumps have been ordered and will be installed by staff when received.

10. The 3rd Quarter 2021 Discharge Monitoring Report has been submitted to and passed by the Nevada Division of Environmental Protection and the Environmental Protection Agency.



INVENT Hyperboloid Mixer in Basin 5



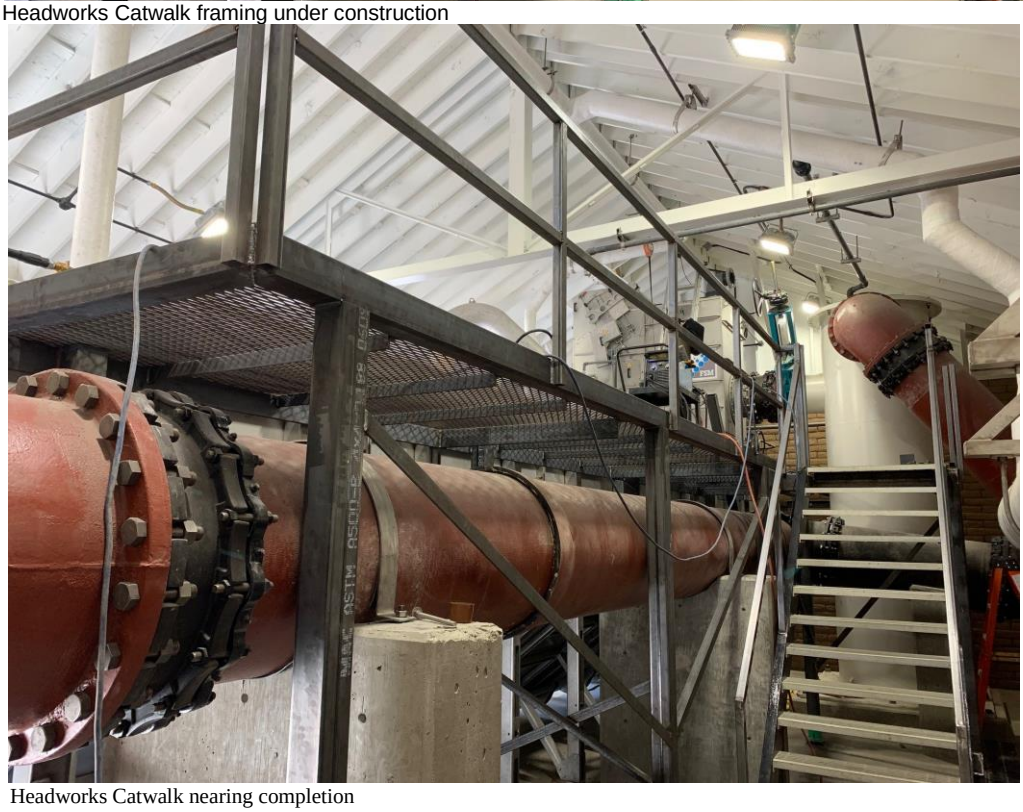
OTT Tube-type fine-bubble diffuser field in Basin 6



OTT tube diffuser testing in Basin 6.



Headworks Catwalk framing under construction



Headworks Catwalk nearing completion

R|O|Anderson

November 15, 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 – November 2021

Dear Members of the Board:

The following report presents a summary of activities undertaken on behalf of the Sewer Authority since our last meeting together on September 15, 2021. During this period, we provided general engineering support 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 engineering-related assignments on an as-requested basis. A brief summary of each follows.

- 2021 Mechanical Building Roof Replacement – We have coordinated with the roofing contractor, Sierra Coast Roofing regarding a change order request to modify the dates of the contract to reflect changes in timing primarily precipitated by delays, in part, that prevented the work from commencing due to the Caldor Fire.

Project Review Services: As an update to previous plan reviews and those projects that are under construction, we offer the following brief updates:

- Tahoe South Event Center (TSEC) – Since the last Board meeting, we have received and reviewed what will be a conflict between the proposed location of the project's sewer connection to the existing sewer main and an existing natural gas pipeline. Representatives of TSEC have requested input and direction from the Authority on how best to complete this connection in a manner that will be acceptable to the Authority.

  Just so the Board members are aware, we have not received any further questions, calculations or input from representatives of TSEC relative the previously required off-site improvements.

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

- Tahoe Beach Club (TBC) – Since the last Board meeting, we have not received any additional input or questions from the representatives or consultants of Tahoe Beach Club.

- Edgewood Villas - Since the last Board meeting, we have not received any additional input or questions from the representatives or consultants of Edgewood Villas. We have assisted the Authority by coordinating some with Douglas County on their form for delegation of inspection authority. Work on this project is expected to commence in Spring 2022.

Metering Reconciliation (Jan 2021 – Oct 2021): Attached for your consideration please find updated flow meter reconciliation graphs for the period ending October 31, 2021.

There are two charts provided: a) Flow Comparison, which is a graphical comparison of the individual meter readings for the period; and b) Influent Meter Comparison, which is a similar graphical comparison, but of the combined meter readings compared to the Influent Meter readings for this same period. As is readily seen from these two charts, the sum of the meter readings from the contributing districts continues to be well correlated to the flow readings captured by the plant's influent meter.

As a point of information, through October 31st, the percentage of flow contribution from the contributing districts was:

a. Elk Point Sewer District: 1.4%
b. Round Hill General Improvement District: 10.3%
c. Tahoe Douglas District: 20.3%
d. Kingsbury General Improvement District: 22.7%

The remainder of the flow (45.3%) is attributable to the commercial core area and other areas served directly by DCLTSA.

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.

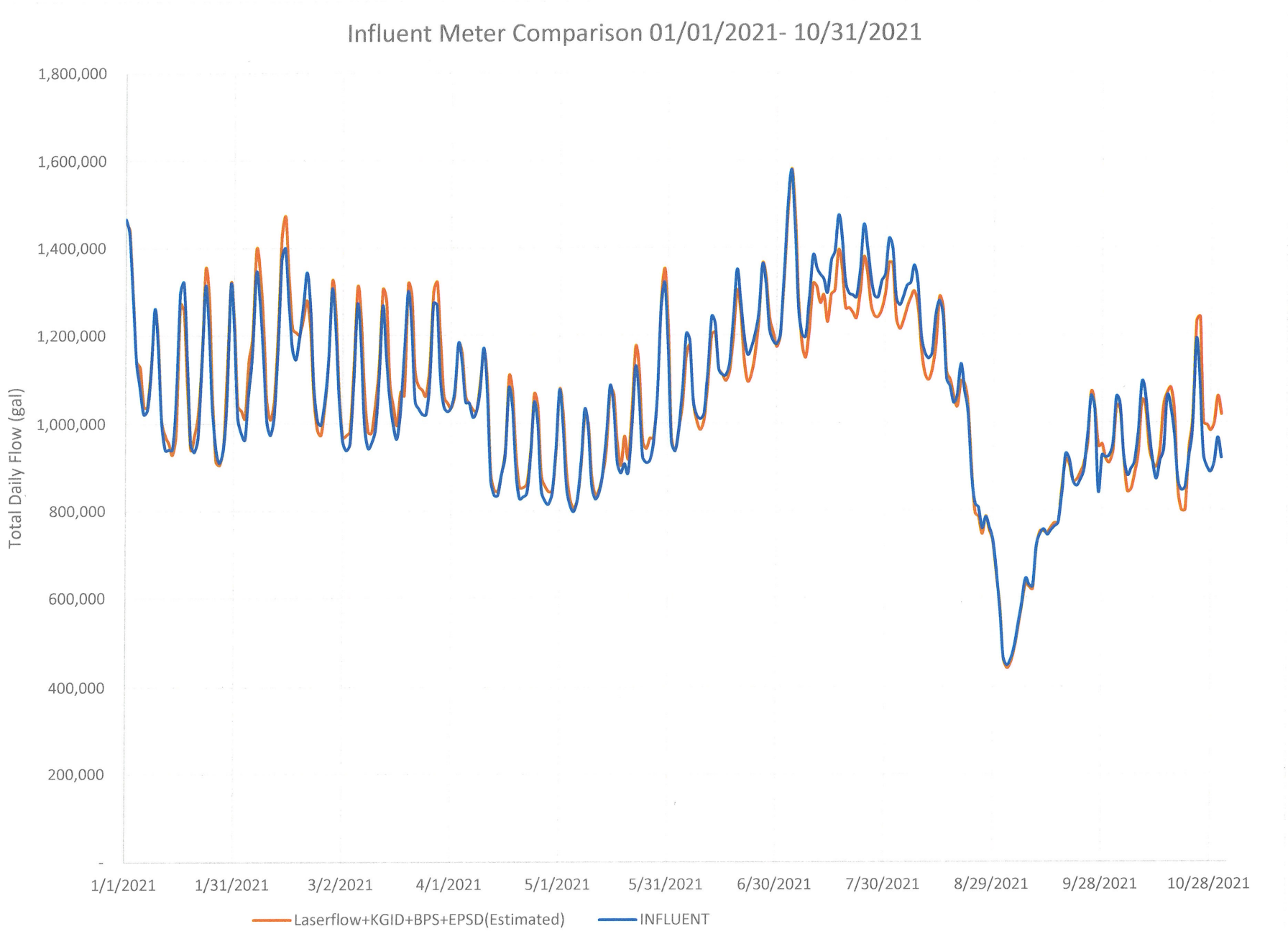
Yours faithfully,

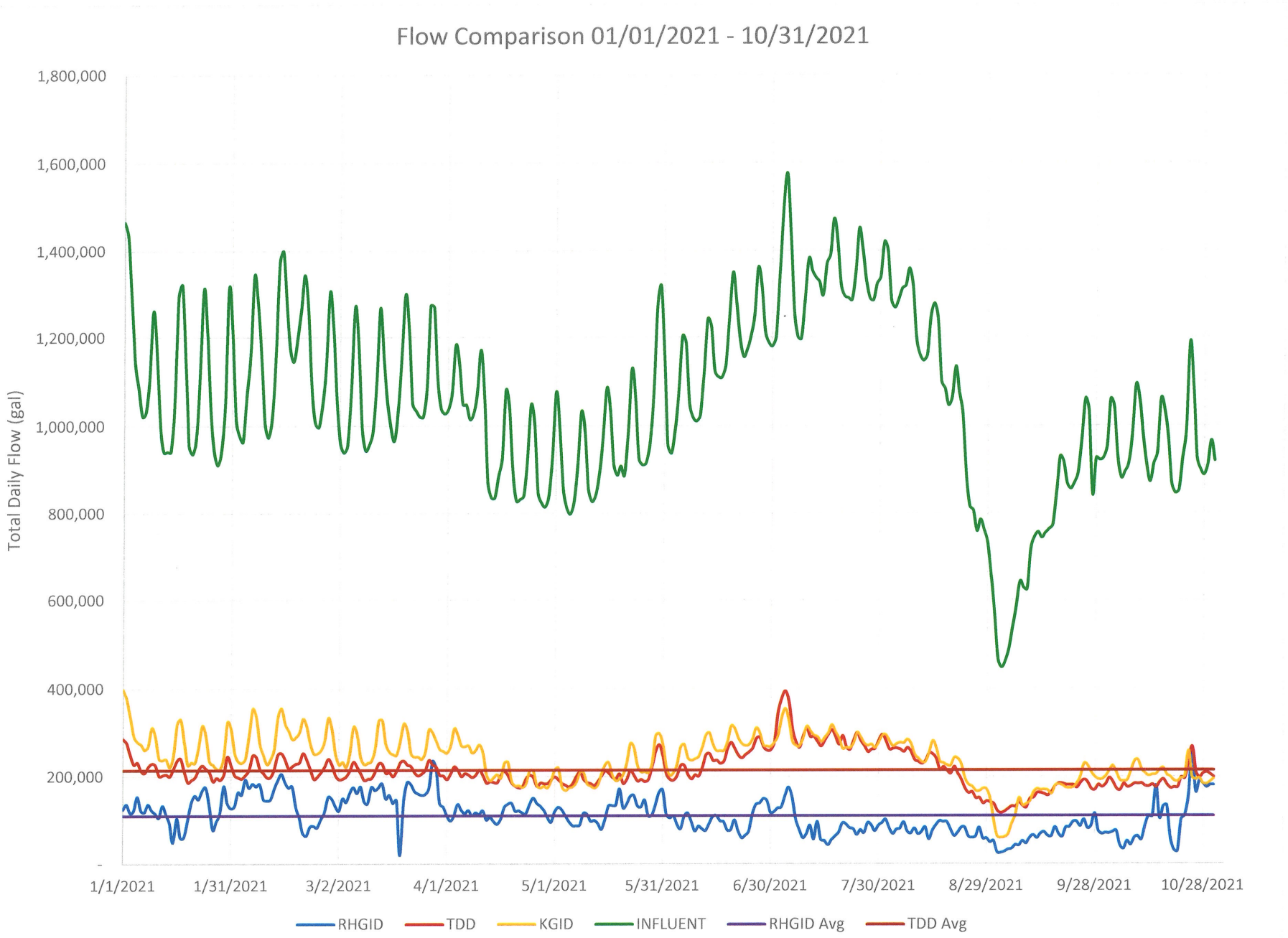
R.O. ANDERSON ENGINEERING, INC.

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

Attachments

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


Influent Meter Comparison 01/01/2021- 10/31/2021
Total Daily Flow (gal)
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
1/1/2021
1/31/2021
3/2/2021
4/1/2021
5/1/2021
5/31/2021
6/30/2021
7/30/2021
8/29/2021
9/28/2021
10/28/2021
Laserflow+KGID+BPS+EPSD(Estimated)
INFLUENT


Flow Comparison 01/01/2021 - 10/31/2021
Total Daily Flow (gal)
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
1/1/2021
1/31/2021
3/2/2021
4/1/2021
5/1/2021
5/31/2021
6/30/2021
7/30/2021
8/29/2021
9/28/2021
10/28/2021
RHGID
TDD
KGID
INFLUENT
RHGID Avg
TDD Avg

AUTHORITY CONTROLLER'S

GENERAL STATUS REPORT

NOVEMBER 17, 2021

- There's a spreadsheet in the board packet that shows September's operating expenses more than 9.5% under budget. We have not yet been billed for our annual audit, and that alone will cut the amount under budget by half. Employee Salaries and Benefits are down, because during the time employees had COVID, they utilized sick time. We also had a long-time employee retire. As the longer-term leave benefits are paid out, the salaries category decreases. We anticipate the Utility category to come into line with the budget over the next couple of months, as flows have greatly decreased.
- In this current fiscal year, we have drawn down a little more than $2.5 million from the State Revolving Fund (SRF) Loan, bringing the total to $7,889,845, of the $9 million authorized.
- As of November 12, out of the 850 properties we bill, 4 are in lien status and only 2 more are two billing cycles past due.

Investment Report

We have a little more than $12 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. The rest of the investments are entirely liquid. One CD matured on November 15 and I reinvested it in another CD at .3% for 18 months, because the LGIP interest rate has fallen to .1%.

Claims and Check Register

The check register and wires since the last meeting are in the Board packet. The check register includes those payments made between the date of the last Board packet and the Board meeting. If there are no questions, I will ask the Board Treasurer to sign them and return them to me for our records.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

SEPTEMBER 2021-2022 BUDGET VS. ACTUAL

	SEPTEMBER	Budgeted	Variance	Comments
Salaries	$ 305,569.74	$ 319,883.75	$ 14,314.01	
OT/Callback	$ 6,576.87	$ 4,798.25	$ (1,778.62)	
Holiday	$ 2,197.26	$ 3,951.75	$ 1,754.49	2 Holidays of 11
NTD	$ -	$ -	$ -	
Longevity	$ 1,525.00	$ 1,071.25	$ (453.75)	Paid Yearly - Dec or Retirement
Stand-By Pay	$ 3,960.81	$ 3,991.00	$ 30.19	
Health Insurance	$ 77,879.91	$ 78,188.50	$ 308.59	
State Retirement (PERS)	$ 92,012.51	$ 96,671.50	$ 4,658.99	
SIIS (Workers Comp)	$ 5,199.00	$ 11,959.25	$ 6,760.25	Smaller Increase than Expected
Medicare Tax	$ 5,088.82	$ 4,838.50	$ (250.32)	
Unemployment Insurance	$ 45.00	$ 5,980.00	$ 5,935.00	Annual EMRB Fee
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 7,215.28	$ 12,500.00	$ 5,284.72	Estimate
Salaries/Benefits	**$ 507,270.20**	**$ 543,833.75**	**$ 36,563.55**	
Electric Power	$ 64,089.09	$ 57,687.50	$ (6,401.59)	Highest Flows of Year
Electric Power - BPS	$ 3,419.82	$ 2,750.00	$ (669.82)	"
Electric Power - MPS	$ 13,917.52	$ 13,625.00	$ (292.52)	"

SEPTEMBER 2021-2022 BUDGET VS. ACTUAL

	SEPTEMBER	Budgeted	Variance	Comments
Natural Gas	$ 891.29	$ 2,500.00	$ 1,608.71	Lowest Use Time of Year
Natural Gas - BPS	$ 94.46	$ 225.00	$ 130.54	"
Natural Gas - MPS	$ 92.45	$ 91.25	$ (1.20)	
Water	$ 3,579.95	$ 3,100.00	$ (479.95)	Under-budgeted
Water - BPS	$ 1,406.65	$ 750.00	$ (656.65)	"
Water - MPS	$ 4,837.06	$ 2,525.00	$ (2,312.06)	"
Solid Waste Removal	$ 1,210.63	$ 1,163.75	$ (46.88)	
Utilities	**$ 93,538.92**	**$ 84,417.50**	**$ (9,121.42)**	
Chemicals	$ 18,148.18	$ 16,750.00	$ (1,398.18)	
Lab Supplies	$ 1,279.62	$ 687.50	$ (592.12)	Extra tests for process change
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 19,427.80**	**$ 17,437.50**	**$ (1,990.30)**	
Legal Services	$ 700.00	$ 10,000.00	$ 9,300.00	
Accounting	$ 1,114.13	$ 13,837.50	$ 12,723.37	Audit fees not yet charged
Legal/Accounting	**$ 1,814.13**	**$ 23,837.50**	**$ 22,023.37**	

SEPTEMBER 2021-2022 BUDGET VS. ACTUAL

	SEPTEMBER	Budgeted	Variance	Comments
Engineering	$ 7,387.75	$ 15,000.00	$ 7,612.25	
Engineering - BPS	$ -	$ -	$ -	
Engineering - MPS	$ -	$ -	$ -	
Engineering - In-District	$ -	$ -	$ -	
Consulting	$ 7,300.00	$ 8,500.00	$ 1,200.00	
Engineering/Consulting	**$ 14,687.75**	**$ 23,500.00**	**$ 8,812.25**	
Maintenance Export Line	$ -	$ 4,875.00	$ 4,875.00	
Maintenance Collection System	$ 15,750.00	$ 17,625.00	$ 1,875.00	
Repairs Collection System	$ -	$ 375.00	$ 375.00	
Computer Maintenance/Supplies	$ -	$ 1,250.00	$ 1,250.00	
Annual Software Licenses	$ 3,290.95	$ 6,125.00	$ 2,834.05	
SCADA Support	$ -	$ 4,500.00	$ 4,500.00	
Repairs - Vehicles	$ 899.15	$ 2,512.50	$ 1,613.35	
Repairs - Mechanical	$ 4,276.69	$ 11,250.00	$ 6,973.31	
Repairs - Mechanical BPS	$ 2,102.70	$ 1,750.00	$ (352.70)	
Repairs - Mechanical MPS	$ -	$ 2,750.00	$ 2,750.00	
Emergency Repairs	$ -	$ -	$ -	

SEPTEMBER 2021-2022 BUDGET VS. ACTUAL

	SEPTEMBER	Budgeted	Variance	Comments
Repairs Bldg & Grounds	$ 1,604.47	$ 1,950.00	$ 345.53	
Repairs Bldg & Grounds - BPS	$ -	$ 250.00	$ 250.00	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 206.25	$ 206.25	
Repairs Heating	$ -	$ 250.00	$ 250.00	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 1,929.81	$ 418.75	$ (1,511.06)	Related to Plant Upgrades Project
Repairs Electrical	$ -	$ 250.00	$ 250.00	
Repairs Electrical	$ -	$ 125.00	$ 125.00	
Repairs Instruments	$ 8,766.00	$ 2,500.00	$ (6,266.00)	Smart Cover Annual Agreement
Equipment Rental	$ 525.25	$ 750.00	$ 224.75	
Maintenance Supplies	$ 3,494.83	$ 1,275.00	$ (2,219.83)	Materials for In-House Projects
Safety Equipment	$ 521.58	$ 2,000.00	$ 1,478.42	
Odor Control System Maintenance	$ -	$ 4,750.00	$ 4,750.00	
Repairs/Maintenance	**$ 43,161.43**	**$ 67,737.50**	**$ 24,576.07**	
Casualty Insurance	$ 21,860.07	$ 25,200.00	$ 3,339.93	Smaller Increase than expected
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 21,860.07**	**$ 25,200.00**	**$ 3,339.93**	

SEPTEMBER 2021-2022 BUDGET VS. ACTUAL

	SEPTEMBER	Budgeted	Variance	Comments
Telephone	$ 3,830.93	$ 5,125.00	$ 1,294.07	
Telephone	$ 97.22	$ 287.50	$ 190.28	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 1,776.69	$ 2,006.25	$ 229.56	
Laundry and Linen	$ 1,404.51	$ 875.00	$ (529.51)	Uniform shirts & sweatshirts
Forest Svc. Fee	$ -	$ 125.00	$ 125.00	
Training, Dues & Subscriptions	$ 275.00	$ 1,250.00	$ 975.00	
Office Expenses	$ 2,648.86	$ 3,000.00	$ 351.14	
Travel	$ -	$ -	$ -	
Sample Testing	$ 11,035.00	$ 11,431.25	$ 396.25	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 14,326.64	$ 14,162.50	$ (164.14)	
Underground Service Alert	$ 397.26	$ 125.00	$ (272.26)	Ann. Membership Fee
Permit Fees	$ 8,578.00	$ 3,312.50	$ (5,265.50)	Most Paid at Beginning of Year
Misc Exp and Bank Fees	$ 2,157.01	$ 2,675.00	$ 517.99	
Other Operating Expenses	**$ 46,527.12**	**$ 44,375.00**	**$ (2,152.12)**	

SEPTEMBER 2021-2022 BUDGET VS. ACTUAL

	SEPTEMBER	Budgeted	Variance	Comments
Fuels and Lubricants	$ 5,400.83	$ 5,715.00	$ 314.17	
Fuels & Lubricants	**$ 5,400.83**	**$ 5,715.00**	**$ 314.17**	
Total Operating Expenses Thru September	**$ 753,688.25**	**$ 836,053.75**	**$ 82,365.50**	
			9.85%	

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 9/15/2021 - 11/17/2021

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 7407	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2022 - 3**	**CREATED: 09/10/21 by DCS**				
135880	09/15/21			414.1100	PERS CONTRIBUTIONS AUGUST	$13,167.86	$0.00	$13,167.86
135881	09/15/21			415.1100	PERS CONTRIBUTIONS AUGUST	$13,167.87	$0.00	$26,335.73
135882	09/15/21			101.1000	PERS CONTRIBUTIONS AUGUST	$0.00	$26,335.73	$0.00
					BATCH 7,407 TOTALS:	**$26,335.73**	**$26,335.73**	**$0.00**
BATCH: 7444	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2022 - 4**	**CREATED: 10/13/21 by YHJ**				
136277	10/15/21			414.1100	SEPT. PERS CONTRIBS	$19,866.69	$0.00	$19,866.69
136278	10/15/21			415.1100	SEPT. PERS CONTRIBS	$19,866.69	$0.00	$39,733.38
136279	10/15/21			101.1000	SEPT. PERS CONTRIBS	$0.00	$39,733.38	$0.00
					BATCH 7,444 TOTALS:	**$39,733.38**	**$39,733.38**	**$0.00**
BATCH: 7459	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2022 - 4**	**CREATED: 10/21/21 by YHJ**				
136449	10/20/21			417.1100	Q1 FY 21-22 WORKERS' COMP	$5,199.00	$0.00	$5,199.00
136450	10/20/21			101.1000	Q1 FY 21-22 WORKERS' COMP	$0.00	$5,199.00	$0.00
					BATCH 7,459 TOTALS:	**$5,199.00**	**$5,199.00**	**$0.00**
BATCH: 7479	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2022 - 4**	**CREATED: 10/28/21 by YHJ**				
136783	10/27/21			301.1000	PAYMENT RETURNED - TOY #9301	$273.00	$0.00	$273.00
136784	10/27/21			101.1000	PAYMENT RETURNED - TOY #9301	$0.00	$273.00	$0.00
					BATCH 7,479 TOTALS:	**$273.00**	**$273.00**	**$0.00**
BATCH: 7486	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2022 - 5**	**CREATED: 11/03/21 by YHJ**				
136805	11/15/21			414.1100	OCT. PERS CONTRIBS	$12,677.86	$0.00	$12,677.86
136806	11/15/21			415.1100	OCT. PERS CONTRIBS	$12,677.85	$0.00	$25,355.71
136807	11/15/21			101.1000	OCT. PERS CONTRIBS	$0.00	$25,355.71	$0.00
					BATCH 7,486 TOTALS:	**$25,355.71**	**$25,355.71**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$96,896.82**	**$96,896.82**	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 9/10/2021 to 11/17/2021

Check No.	Date	Status*		Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING						**101.1000**
10311	11/02/21	V	11/2/21	ACCSLD	AccuSludge	($695.00)
**10478	09/10/21	P		AL17	ALHAMBRA	$118.97
10479	09/10/21	P		AL01	ALLISON, MACKENZIE, Pavlakis	$1,290.00
10480	09/10/21	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$854.56
10481	09/10/21	P		CA12	CARSON VALLEY OIL CO., INC.	$6,683.56
10482	09/10/21	P		CA25	CASHMAN EQUIPMENT COMPANY	$246.60
10483	09/10/21	P		BLAKE	CHARLES DAVID BLAKE	$601.98
10484	09/10/21	P		CH15	CHARTER COMMUNICATIONS	$199.95
10485	09/10/21	P		NA12	CHERYL NAFIE	$615.72
10486	09/10/21	P		CODALE	CODALE ELECTRIC SUPPLY	$15.21
10487	09/10/21	P		CY10	CYMA SYSTEMS, INC.	$695.00
10488	09/10/21	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$265.50
10489	09/10/21	P		DCP&W	DOUGLAS COUNTY PARKS AND WEED	$689.27
10490	09/10/21	P		FASTEN	FASTENAL COMPANY	$18.26
10491	09/10/21	P		FREDH	FRED HOWARD	$564.41
10492	09/10/21	P		FR01	FRONTIER	$154.10
10493	09/10/21	P		HDR01	HDR, ENGINEERING, INC.	$22,919.39
10494	09/10/21	P		HOMETO	HOMETOWN HEALTH	$19,484.91
10495	09/10/21	P		PA13	JAMES PADILLA	$543.48
10496	09/10/21	P		KGW	K.G. WALTERS CONSTRUCTION CO.	$1,005,224.13
10497	09/10/21	P		IKE01	KELVIN IKEHARA	$361.82
10498	09/10/21	P		LIBERT	LIBERTY UTILITIES	$35.46
10499	09/10/21	P		AGUILA	MANNY AGUILAR	$148.50
10500	09/10/21	P		MC10	MCMASTER-CARR SUPPLY	$214.82
10501	09/10/21	P		MET11	METLIFE - GROUP BENEFITS	$2,108.12
10502	09/10/21	P		MOU02	MOUNTAIN ALARM	$159.00
10503	09/10/21	P		NV01	NV ENERGY	$30,881.17
10504	09/10/21	P		EA13	PAULA EAST-JANICKI	$704.69
10505	09/10/21	P		PDMSTE	PDM STEEL SVC. CENTERS, INC.	$20,550.90
10506	09/10/21	P		VAN1	RICK VAN HORN	$264.21
10507	09/10/21	P		COOK	ROBERT COOK	$2,100.00
10508	09/10/21	P		KI13	Shaun Thomas DBA	$616.41
10509	09/10/21	P		ST09	STANDARD INSURANCE COMPANY	$669.45
10510	09/10/21	P		NE42	STATE OF NV. P.E.B.P.	$1,386.40
10511	09/10/21	P		SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
10512	09/10/21	P		US12	USABLUEBOOK	$78.60
10513	09/10/21	P		VER	VERIZON	$316.24
10514	09/10/21	P		VI12	VISION SERVICE PLAN - (AT)	$298.54
10515	09/10/21	P		WE10	WEDCO INC.	$1,232.14
10516	09/10/21	P		WE12	Western Envir. Testing Lab	$311.00
10517	09/10/21	P		WE18	WESTERN NEVADA SUPPLY CO.	$60.55
10518	09/29/21	P		WEBB	ALEXANDER WEBB	$54.08
10519	09/29/21	P		AL17	ALHAMBRA	$57.03
10520	09/29/21	P		ASBURY	DBA WORLD OIL ENVIRONMENTAL	$45.00
10521	09/29/21	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$402.08
10522	09/29/21	P		CODALE	CODALE ELECTRIC SUPPLY	$197.40
10523	09/29/21	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$265.50
10524	09/29/21	P		FASTEN	FASTENAL COMPANY	$213.30
10525	09/29/21	P		FR01	FRONTIER	$154.02
10526	09/29/21	P		GR13	GRAINGER	$1,210.37
10527	09/29/21	P		FAIRR	GREGORY & KATHRYN FAIRRINGTON	$136.50
10528	09/29/21	P		HOMETO	HOMETOWN HEALTH	$17,833.19
10529	09/29/21	P		SIERRA	DBA SIERRA OFFICE SOLUTIONS	$125.05
10530	09/29/21	P		BOU11	BOULDER EXTERMINATORS, INC	$300.00
10531	09/29/21	P		KI11	KINGSBURY GENERAL IMP. DIST.	$1,791.64
10532	09/29/21	P		MET11	METLIFE - GROUP BENEFITS	$2,108.12

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**** Denotes broken check sequence.**

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10533	09/29/21	P	PDMSTE	PDM STEEL SVC. CENTERS, INC.	$6,037.30
10534	09/29/21	P	PR02	PRAXAIR DISTRIBUTION, INC.	$1,260.99
10535	09/29/21	P	AN12	R.O. ANDERSON ENGINEERING, INC	$15,407.50
10536	09/29/21	P	MILLER	RICHARD & JANET MILLER	$216.81
10537	09/29/21	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,668.50
10538	09/29/21	P	SO10	SOUTH TAHOE REFUSE, INC.	$315.50
10539	09/29/21	P	SO13	SOUTHWEST GAS CORP.	$339.45
10540	09/29/21	P	ST09	STANDARD INSURANCE COMPANY	$669.45
10541	09/29/21	P	SU13	SUMMIT PLUMBING CO., LLC	$6,169.00
10542	09/29/21	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$4,062.50
10543	09/29/21	P	US12	USABLUEBOOK	$241.98
10544	09/29/21	P	VI12	VISION SERVICE PLAN - (AT)	$282.64
10545	09/29/21	P	WF01	WELLS FARGO	$2,198.37
10546	09/29/21	P	WE12	Western Envir. Testing Lab	$311.00
10547	09/29/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$2,204.91
10548	10/13/21	P	AL01	ALLISON, MACKENZIE, Pavlakis	$1,770.00
10549	10/13/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$381.64
10550	10/13/21	P	CA12	CARSON VALLEY OIL CO., INC.	$1,336.94
10551	10/13/21	P	CA25	CASHMAN EQUIPMENT COMPANY	$516.79
10552	10/13/21	P	CODALE	CODALE ELECTRIC SUPPLY	$344.10
10553	10/13/21	P	GI20	DOUGLAS GIBSON	$273.00
10554	10/13/21	P	FASTEN	FASTENAL COMPANY	$212.31
10555	10/13/21	P	FREDH	FRED HOWARD	$564.41
10556	10/13/21	P	GADDIS	GADDIS INCORPORATED	$17,059.15
10557	10/13/21	P	HDR01	HDR, ENGINEERING, INC.	$12,268.12
10558	10/13/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$3.77
10559	10/13/21	P	IKE01	KELVIN IKEHARA	$361.82
10560	10/13/21	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,558.31
10561	10/13/21	P	KI12	KINGSBURY HARDWARE	$44.28
10562	10/13/21	P	LA12	LAWSON PRODUCTS, INC.	$1,144.32
10563	10/13/21	P	LIBERT	LIBERTY UTILITIES	$37.18
10564	10/13/21	P	AGUILA	MANNY AGUILAR	$148.50
10565	10/13/21	P	MCB01	MCBRIDE MACHINE, INC.	$3,665.65
10566	10/13/21	P	MC10	MCMASTER-CARR SUPPLY	$31.39
10567	10/13/21	P	MICRO	FRONTIER TECHNOLOGY LLC	$591.04
10568	10/13/21	P	MSM	MSM SHEET METAL & FABRICATION	$852.35
10569	10/13/21	P	NPAIP	NPAIP/PACT	$3,740.00
10570	10/13/21	P	NV01	NV ENERGY	$26,012.06
10571	10/13/21	P	EA13	PAULA EAST-JANICKI	$704.69
10572	10/13/21	P	POL10	POLYDYNE INC.	$6,440.00
10573	10/13/21	P	PR02	PRAXAIR DISTRIBUTION, INC.	$8.46
10574	10/13/21	P	VAN1	RICK VAN HORN	$264.21
10575	10/13/21	P	COOK	ROBERT COOK	$2,100.00
10576	10/13/21	P	SO10	SOUTH TAHOE REFUSE, INC.	$320.23
10577	10/13/21	P	SO13	SOUTHWEST GAS CORP.	$454.70
10578	10/13/21	P	NE42	STATE OF NV. P.E.B.P.	$1,386.40
10579	10/13/21	P	SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
10580	10/13/21	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$1,680.50
10581	10/13/21	P	UN18	UNIVERSAL ENGINEERING SCIENCES	$6,000.00
10582	10/13/21	P	US12	USABLUEBOOK	$1,814.60
10583	10/13/21	P	VER	VERIZON	$316.26
10584	10/13/21	P	WE10	WEDCO INC.	$366.52
10585	10/13/21	P	WF01	WELLS FARGO	$2,737.54
10586	10/13/21	P	WE12	Western Envir. Testing Lab	$2,370.00
10587	10/13/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$724.68
10588	10/26/21	P	AL17	ALHAMBRA	$93.50
10589	10/26/21	P	AUTO01	AUTOMATIONDIRECT.COM, INC.	$246.00
10590	10/26/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,496.18

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AP Check Register (Current by Bank)

Check Dates: 9/10/2021 to 11/17/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10591	10/26/21	P	CA25	CASHMAN EQUIPMENT COMPANY	$677.16
10592	10/26/21	P	CH15	CHARTER COMMUNICATIONS	$445.88
10593	10/26/21	P	CODALE	CODALE ELECTRIC SUPPLY	$1,124.10
10594	10/26/21	P	DYKMAN	DYKMAN ELECTRICAL INC.	$107.60
10595	10/26/21	P	FASTEN	FASTENAL COMPANY	$193.31
10596	10/26/21	P	FR01	FRONTIER	$152.62
10597	10/26/21	P	GR13	GRAINGER	$462.29
10598	10/26/21	P	HDR01	HDR, ENGINEERING, INC.	$9,214.93
10599	10/26/21	P	HOMETO	HOMETOWN HEALTH	$17,833.19
10600	10/26/21	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$84.64
10601	10/26/21	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$193,721.98
10602	10/26/21	P	LIBERT	LIBERTY UTILITIES	$36.97
10603	10/26/21	P	PR02	LINDE GAS & EQUIPMENT INC.	$109.29
10604	10/26/21	P	MET11	METLIFE - GROUP BENEFITS	$1,881.38
10605	10/26/21	P	MO19	MOTION INDUSTRIES, INC.	$110.66
10606	10/26/21	P	OLIN	OLIN CORP - CHLOR ALKALI	$5,205.90
10607	10/26/21	P	AN12	R.O. ANDERSON ENGINEERING, INC	$5,357.00
10608	10/26/21	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,249.60
10609	10/26/21	P	ST09	STANDARD INSURANCE COMPANY	$634.44
10610	10/26/21	P	UNITED	UNITED RENTALS (NORTH AMERICA)	$603.57
10611	10/26/21	P	US12	USABLUEBOOK	$50.31
10612	10/26/21	P	VI12	VISION SERVICE PLAN - (AT)	$282.64
10613	10/26/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$1,538.75
10614	11/10/21	P	ACCSLD	AccuSludge	$695.00
10615	11/10/21	P	AL01	ALLISON, MACKENZIE, Pavlakis	$1,800.00
10616	11/10/21	P	KELLYP	KELLY PETTIT	$450.00
10617	11/10/21	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$161.14
10618	11/10/21	P	BESTMF	BEST MF HOMES DIRECT LLC	$136.50
10619	11/10/21	P	CA12	CARSON VALLEY OIL CO., INC.	$1,491.09
10620	11/10/21	P	CODALE	CODALE ELECTRIC SUPPLY	$14,259.17
10621	11/10/21	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$265.50
10622	11/10/21	P	GI20	DOUGLAS GIBSON	$235.36
10623	11/10/21	P	FREDH	FRED HOWARD	$564.41
10624	11/10/21	P	HA11	HACH COMPANY	$4,856.94
10625	11/10/21	P	HDR01	HDR, ENGINEERING, INC.	$11,562.72
10626	11/10/21	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
10627	11/10/21	P	IKE01	KELVIN IKEHARA	$361.82
10628	11/10/21	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,393.98
10629	11/10/21	P	LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$236.50
10630	11/10/21	P	PR02	LINDE GAS & EQUIPMENT INC.	$14.32
10631	11/10/21	P	AGUILA	MANNY AGUILAR	$148.50
10632	11/10/21	P	NV01	NV ENERGY	$24,145.81
10633	11/10/21	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$542.17
10634	11/10/21	P	EA13	PAULA EAST-JANICKI	$704.69
10635	11/10/21	P	VAN1	RICK VAN HORN	$264.21
10636	11/10/21	P	COOK	ROBERT COOK	$2,100.00
10637	11/10/21	P	SIL4	SILVER STATE ANALYTICAL LAB	$254.00
10638	11/10/21	P	SO10	SOUTH TAHOE REFUSE, INC.	$315.50
10639	11/10/21	P	SO13	SOUTHWEST GAS CORP.	$973.12
10640	11/10/21	P	NE17	STATE OF NEVADA	$250.00
10641	11/10/21	P	NE42	STATE OF NV. P.E.B.P.	$1,386.40
10642	11/10/21	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,139.33
10643	11/10/21	P	TE11	TESCO CONTROLS INC	$1,897.60
10644	11/10/21	P	US12	USABLUEBOOK	$471.19
10645	11/10/21	P	VER	VERIZON	$316.24
10646	11/10/21	P	WE10	WEDCO INC.	$60.15
10647	11/10/21	P	WF01	WELLS FARGO	$2,117.28
10648	11/10/21	P	WE12	Western Envir. Testing Lab	$1,606.00

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Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10649	11/10/21	P	WE18	WESTERN NEVADA SUPPLY CO.	$7,249.53
				BANK WFCHK REGISTER TOTAL:	**$1,627,813.18**
				GRAND TOTAL :	**$1,627,813.18**

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