NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, MARCH 16, 2022

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 on March 16, 2022, beginning at 9:30 a.m. in the conference room of the Wastewater Reclamation Plant, Highway 50 and Sewer Plant Road in Zephyr Cove, Douglas County, Nevada.

The Regular Meeting will concurrently be conducted via Zoom Teleconference for those who wish to participate via that option using the link, or phone number and passcode below.

https://us06web.zoom.us/j/81155550807?pwd=a0tkeWQxdTluV3d0ZlVsNVgwdldOZz09

Meeting ID: **811 5555 0807**
Passcode: **957999**
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, MARCH 16, 2022

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 (January 19, 2022) – **for possible action.**
7. Discussion and appointment of Board Officers – **for possible action.**
8. Discussion and possible extension of the contract for South Tahoe Refuse biosolids trucking, a sole source provider, at a rate of $405.00 per trip, an increase of 2.02% - **for possible action.**

9. Discussion of and possible adoption of the Tentative Budget for Fiscal Year 2022-2023 – **for possible action.**

10. Discussion and possible designation of Eide Bailley as the auditors for the current fiscal year, 2021-2022, at the cost of $42,500 for the regular audit plus $10,500 for the single audit required due to the State Revolving Fund Loan – **for possible action.**

11. Report (Rob Hopkins)

    A. General Status Report

12. Engineer's Report

    A. General Projects Status Report.

13. Controller's Report

    A. General Status Report

    B. Investment Report

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

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

16. Final Public Comment

17. 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 11th day of March, 2022.

P. East-Janicki

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
January 19, 2022

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, January 19, 2021 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees Wes Rice and Chuck Fagen. Trustees Darya Vogt and John McLaughlin were present via audio and video internet connection by which they could hear everyone at the meeting, and everyone could hear them. Trustee Gardner was absent. Trustee Rice agreed to act as Chairman of the meeting.

RECOGNITION OF OTHERS IN ATTENDANCE:

Also present were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki, Accountant Ying Johnson, Authority Engineer, Rob Anderson, and the Authority's legal counsel, Jim Cavilia.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

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

MINUTES OF PRIOR MEETING:

It was moved by Trustee Vogt, seconded by Trustee Fagen and carried unanimously, 4-0, that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated November 17, 2021 be approved as presented.

Recognition and acknowledgment of the outstanding contributions and services of Bob Cook to the Douglas County Lake Tahoe Sewer Authority for more than ten years. As the Chairman, and often only member of the Authority's Special Projects Committee, Bob Cook consistently and tirelessly worked to ensure that the Authority fulfilled its mission of furnishing its customers with reliable and quality wastewater services in a manner which is safe, efficient, cost effective and environmentally sound.

Chairman Rice noted that he recently acknowledged the contributions of Bob Cook to all of Douglas County at a recent Douglas County Commission Meeting. Authority Manager, Rob Hopkins, stated that Mr. Cook would be missed at the Authority. Mr. Hopkins pointed out that Mr. Cook always had a smile on his face and never had a cross word. Mr. Hopkins described Mr. Cook as a true "public servant" and that the Authority would be "a little bit less" without him.

Authority Controller, Paula East-Janicki, described how Mr. Cook undertook so many tasks on behalf of the Authority, many of which were never known to the Board or the public. Ms. East-Janicki emphasized what a great relationship Mr. Cook had with Douglas County officials and how well he treated the staff at the Authority.

Chairman Rice stated that he had known Mr. Cook for more than thirty years and worked with his wife for more than fifteen years. Mr. Rice described Mr. Cook as the most selfless person he has known, explaining how Mr. Cook was the only person that the Douglas County Commission allowed to serve on more than one voluntary committee at a time. Chairman Rice explained how Mr. Cook received a kidney transplant many years ago and never complained. Finally, Chairman Rice described Mr. Cook as "one hell of a man."

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

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 Authority staff had successfully completed the 30-day start-up test of the new aeration system for Aeration Train #2 and that Aeration Train #1 was currently in the midst of its 30-day test.

Mr. Hopkins stated energy savings from the new aeration and headworks equipment will entitle the Authority to a modest energy conservation rebate from NV Energy.

Mr. Hopkins reported that Authority staff completed construction of a steel catwalk around the new headworks equipment and that completing the work in-house saved the Authority approximately $150,000.00.

With regard to the Treatment Plant Improvements Project, Mr. Hopkins indicated that staff was working with K.G. Walters to close-out remaining punch list items.

Mr. Hopkins stated that staff has been working with R.O. Anderson Engineering to complete and submit to the Nevada Division of Environmental Protection (NDEP) the 2021 Annual Discharge Monitoring Report and the 2021 Annual Biosolids report to the Environmental Protection Agency (EPA).

Mr. Hopkins reported that the 4th Quarter 2021 Discharge Monitoring Report has been submitted to and accepted by NDEP and EPA.

Chairman Rice 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 January 18, 2022, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The January 18, 2022 correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that Annual Discharge Monitoring Reports for the treatment plant and land application are being completed and will be submitted to NDEP. Additionally, the Biosolids Monitoring Report to be submitted to the EPA is also being completed. When these are completed, Mr. Anderson indicated that his staff would move on to work on the annual flow report.

Mr. Anderson indicated that a change order was recently approved to modify the dates for completion of the Mechanical Building Roof Replacement. Mr. Anderson stated that the completion date was now set for April 30, 2022.

With regard to the ongoing metering reconciliation work, Mr. Anderson was pleased to report that overall, for the previous year there was only a 2.2% variance between the contributing districts' meters and the Authority's influent meter. Mr. Anderson indicated that he had very good confidence in the accuracy of the metering information now being collected.

Chairman Rice 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 almost 9% under budget through October. Ms. East-Janicki explained that salary costs have been down while employees were on sick leave but that she anticipates overtime costs going up as the result of a couple of recent retirements.

Ms. East-Janicki stated that she expected utility costs to begin coming in line with the budgeted amount over the next couple of months as flows decrease.

With regard to the State Revolving Fund (SRF) Loan, Ms. East-Janicki indicated that she had recently submitted a draw of approximately $745,000.00 to reimburse the Authority for construction expenses over the last three months.

Ms. East-Janicki reported that Authority accounts receivable were in good shape with only three liens outstanding.

Ms. East-Janicki indicated that over the next month she would be working with Authority Accountant, Ying Johnson, on the budget for the upcoming fiscal year and that the current high rate of inflation would have a significant impact on the budget. Ms. East-Janicki explained that some chemical costs of the Authority had increased by as much as 25%.

In response to an inquiry from Trustee Vogt, Ms. East-Janicki explained that the Authority uses oxygen for in-house welding projects.

Mr. Hopkins added that the amount of snowfall created a need for some overtime related to snow removal. Mr. Hopkins commended his staff for their willingness to come in early and stay late when necessary.

Chairman Rice 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. Ms. East-Janicki reported that one of the three CDs would be maturing soon. The balance of the Authority's investments is entirely liquid.

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

Chairman Rice 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

Chairman Rice announced that he would be running for re-election to the Douglas County Commission in 2022.

Trustee Fagen reported that Round Hill General Improvement District's new sewer meter had recently arrived and would be installed when the weather allows.

Trustee Vogt reported the Kingsbury General Improvement District recently had a report from its District Manager about the plans to use herbicide at the Tahoe Keys. Trustee Vogt explained that KGID is very concerned because of the possible impact to KGID's drinking water that comes from the Lake. Chairman Rice shared his agreement with KGID's concerns.

Trustee McLaughlin reported that work on the Tahoe South Events Center suffered some delays because of weather, COVID and staffing, but that it was projected that the TSEC would be complete in January 2023. Trustee Rice added that construction of the TSEC remains within budget.

PUBLIC COMMENT:

There was no further public comment.

ADJOURNMENT:

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

_____

APPROVED

_____

4891-8243-0479, v. 1

Tahoe Basin Container
& Recycling Services

2140 Ruth Avenue · South Lake Tahoe · California · 96150 · phone: (530) 541-4353 · fax: (530) 544-2608

February 1, 2022

Douglas County Lake Tahoe Sewer Authority
Attn: Mrs. Paula East-Janicki
P.O. Box 578
Zephyr Cove NV 89448

RE: Biosolids Trucking Contract Extension

Dear Mrs. East-Janicki:

Tahoe Basin Container Service Inc. would like to extend the biosolids trucking contract under the provisions of Article 3 of our Agreement for an additional year. The new price will be $405.00 per trip, an increase of 2.02% over the current price of $397.00, for the new contract period that runs from April 1, 2022 to March 31, 2023. The price increase is the result of higher labor, fuel and insurance costs.

As previously discussed, since our trucking costs are essentially the same whether we are hauling a one-bin or two-bin load, the rate per haul will be $405.00 for either a one-bin load or two-bin load.

We appreciate having Douglas County Lake Tahoe Sewer Authority as long-standing customer and look forward to continuing providing a high level of service. Please give me a call if you have any questions at (530) 542-8300.

Sincerely,

Jeffery R. Tillman
President

cc: Rob Hopkins, DCLTSA Manager

AUTHORITY CONTROLLER'S

TENTATIVE BUDGET REPORT

MARCH 16, 2022

- The tentative budget for fiscal year 2022-2023 is included in the Board packet. The highlights of it are as follows:
    - In the top section of Page 3, you will note that the Authority has reduced staffing over the past year. Employees retired and job duties changed so there's no longer a division between operations and maintenance staff. All around this makes for more knowledgeable and skilled employees, and it is why they've managed to do so many projects in-house.
    - On Page 5, Operating Revenues at the top of the page, you will see an increase of approximately $250,000, representing the planned capital assessment increase adopted by the Board 4 years ago, in anticipation of having to replace the export pipeline. This is the last year of the planned increase, and by itself it was expected to raise rates approximately 5.5% per year.
    - Page 5, Operating Expenses have increased almost $33,600 due only to increased depreciation. Depreciation is not included in figuring rates. If you look at the Expense Estimation sheet, included just after the budget, it shows that overall the Operations and Maintenance Budget is down a tiny bit from last year's.

- The most significant difference in this year's budget, again on Page 5 is the increase in the Interest on Bonds, close to the bottom of the page. That category has increased $73,442 because, beginning July 1, 2023 we will begin paying interest on the entire $9 million State Revolving Fund loan. The anticipated decrease in the Change in Net Position at the bottom of the same page also reflects the increase in interest to be paid.

- On Page 6, the Statement of Cash Flows, the capital assessment increase of $250,000 is again reflected in the Net cash provided by operating activities.

- In Section C of Page 6, please note that the planned Acquisition and Construction of Capital Assets is significantly less than the past two years, $190,000. At this time, the only project planned is the installation of a motor control panel for the new RAS (Returned Activation Sludge) pumps, and that will be final piece of the Aeration Basin and Plant Upgrades project. The lead time on that panel is almost a year, so we are undertaking it outside the contracted project with monies left over on the contract. Over the next 6 weeks, Rob and staff will be revising the District Development Plan and, after Board approval, some projects may be added. If that's the case, this line item can be changed in the Final Budget due mid-May.

- On Page 6, under Section C, the Debt Service Principal has also been increased by $450.000 reflecting that on July 1, 2022 we will begin paying principal on the $9 million loan. The amounts of debt service interest and principal to be paid are also reflected on Page 7, the Indebtedness schedule.

- Rates to the participating districts and in-district commercial users are determined by multiplying the expenses and capital assessment by the estimated flow percentage based on flow trends from the prior year. This budget results in:

  - A 3.45% decrease in rates for KGID, because following the installation of their new meter, their flow percentage decreased.

  - A 12.03% increase for Round Hill GID because their flow percent increased. As they have not yet replaced their meter, their flows are estimated by subtracting the total of In-district flows, KGID's flows and TDD's flows from the Plant Influent meter.

  - An increase of less than 1% to TDD because, after their new meter installation, their flow percentage also decreased.

  - In-district residential rates increased 5.5% as planned for the capital assessment, and commercial In-district rates increased from $11.87 per 1,000 gallons to $12.08 or 1.85%.

If there are no questions, I would ask that the Board adopt and sign the tentative budget to be submitted to the Department of Taxation.

Douglas County Lake Tahoe Sewer Authority
Wastewater Reclamation Plant

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

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

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY herewith submits the **TENTATIVE** budget for the fiscal year ending **June 30, 2023**

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

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

This budget contains 0 governmental fund types with estimated expenditures of $ 0 and 1 proprietary funds with estimated expenses of $ **5,745,599**

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

CERTIFICATION

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

Signed

Dated: March 11, 2022

Phone:

APPROVED BY THE GOVERNING BOARD

SCHEDULED PUBLIC HEARING:
(Must be held from May 16, 2022 to May 31, 2022 this year)

Date and Time May 18, 2022 9:30 a.m.

Publication Date May 5, 2022 Estimated

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

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FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 6/30/2021	ESTIMATED CURRENT YEAR ENDING 6/30/2022	BUDGET YEAR ENDING 6/30/2023
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation	12	11.5	11
Health			
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT			
Utilities			
Hospitals			
Transit Systems			
Airports			
Other **Board Members**	5	5	5
TOTAL	17	16.5	16

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

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

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

SCHEDULE A-2 PROPRIETARY AND NONEXPENDABLE TRUST FUNDS

Budget For Fiscal Year Ending June 30, 2023

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

FUND NAME	*	OPERATING REVENUES (1)	OPERATING EXPENSES (2) **	NONOPERATING REVENUES (3)	NONOPERATING EXPENSES (4)	OPERATING TRANSFERS IN (5)	OPERATING TRANSFERS OUT(6)	NET INCOME (7)
PROPRIETARY	**E**	**5,670,758**	**5,543,492**	**158,484**	**202,107**	**0**	**0**	**83,642**
TOTAL		**5,670,758**	**5,543,492**	**158,484**	**202,107**	**0**	**0**	**83,642**

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

** Include Depreciation

PROPRIETARY FUND	(1) ACTUAL PRIOR YEAR ENDING 6/30/2021	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2022	(3) BUDGET YEAR ENDING 06/30/23 TENTATIVE APPROVED	(4) FINAL APPROVED
OPERATING REVENUE				
Sewer Fees	**2,461,266**	**2,321,164**	**2,641,267**	
Contracts - Other Districts	**2,683,512**	**2,985,067**	**3,016,491**	
Other Fees	**87,398**	**17,530**	**13,000**	
Total Operating Revenue	**5,232,176**	**5,323,761**	**5,670,758**	
OPERATING EXPENSE				
Salaries, Benefits	**1,839,669**	**2,099,335**	**2,064,392**	
Utilities	**308,427**	**368,170**	**368,170**	
Chemicals, Supplies	**71,214**	**108,250**	**108,250**	
Legal, Accounting	**86,366**	**103,350**	**101,300**	
Engineering and Consulting	**76,284**	**74,000**	**74,000**	
Repairs and Maintenance	**242,047**	**214,975**	**204,450**	
Insurance, Other	**258,986**	**338,075**	**364,336**	
Fuels, Lubricants	**12,460**	**22,860**	**22,860**	
Depreciation/Amortization	**1,812,878**	**1,880,000**	**2,235,735**	
Total Operating Expense	**4,708,331**	**5,209,015**	**5,543,492**	
Operating Income or (Loss)	**523,845**	**114,746**	**127,265**	
NONOPERATING REVENUES				
Interest Earned	**68,407**	**20,900**	**20,500**	
Property Taxes	**0**	**0**	**0**	
Consolidated Tax	**137,984**	**137,984**	**137,984**	
Capacity Fees	**196,440**	**3,440**	**0**	
Gain on Disposal of Assets		**6,000**	**0**	
Federal Grant Funds	**0**	**0**	**0**	
Total Nonoperating Revenues	**402,831**	**168,324**	**158,484**	
NONOPERATING EXPENSES				
Interest on Bonds	**81,045**	**128,665**	**202,107**	
Loss on Disposal Of Assets	**917,557**	**0**	**0**	
Total Nonoperating Expenses	**998,602**	**128,665**	**202,107**	
Net Income before Operating Transfers	**(71,926)**	**154,405**	**83,642**	
Operating Transfers (Schedule T)				
In	**0**	**0**	**0**	
Out	**0**	**0**	**0**	
Net Operating Transfers	**0**	**0**	**0**	
CHANGE IN NET POSITION	**(71,926)**	**154,405**	**83,642**	

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 6/30/2021	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2022	(3) BUDGET YEAR ENDING 06/30/23 TENTATIVE APPROVED	(4) FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash Received From Customers	**5,272,437**	**5,323,761**	**5,670,758**	
Cash Payments to Suppliers	**(879,532)**	**(1,229,680)**	**(1,243,366)**	
Cash Payments to Employees	**(1,955,140)**	**(2,099,335)**	**(2,064,392)**	
Deposits Refundable				
a. Net cash provided by (or used for) operating activities	**2,437,765**	**1,994,746**	**2,363,001**	
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
None	**0**	**0**	**0**	
b. Net cash provided by (or used for) noncapital financing activities	**0**	**0**	**0**	
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition and Construction - Capital Assets	**(5,862,011)**	**(5,000,194)**	**(190,000)**	
Consolidated Taxes	**137,984**	**137,984**	**137,984**	
Cash From Settlement of Lawsuit	**1,400,000**	**0**	**0**	
Cash Received for Capacity Fees	**196,440**	**3,440**	**0**	
Debt Service Interest	**(81,045)**	**(128,665)**	**(202,107)**	
Debt Service Principal	**(115,899)**	**(119,533)**	**(569,626)**	
Issuance of Long-Term Debt	**4,278,351**	**3,616,082**	**0**	
Debt Issuance Costs	**0**	**0**	**0**	
c. Net cash provided by (or used for) capital and related financing activities	**(46,180)**	**(1,490,886)**	**(823,749)**	
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Redemption (Purchase) of Investments	**2,450,000**	**0**	**0**	
Interest on Investments	**82,659**	**20,000**	**20,000**	
Purchase of Restricted Investments	**(428,737)**	**(92,314)**		
d. Net cash provided by (or used in) investing activities	**2,103,922**	**(72,314)**	**20,000**	
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	**4,495,507**	**431,546**	**1,559,251**	
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	**8,770,526**	**13,266,033**	**13,697,579**	
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	**13,266,033**	**13,697,579**	**15,256,830**	

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND: ENTERPRISE FUND

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

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

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
								REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/23		(9)+(10)
NAME OF BOND OR LOAN List and Subtotal By Fund	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2022	INTEREST PAYABLE	PRINCIPAL PAYABLE	TOTAL
FUND: Proprietary							$	$	$	$
SRF Loan Series May 25, 2006	4	20	$2,000,000	5/25/2006	1/1/2026	3.2375%	$ 338,048.00	$ 10,298.14	$ 80,485.36	$ 90,783.50
SRF Loan Series 2007	4	20	$1,200,000	8/27/2007	7/1/2027	2.875%	$ 251,240.42	$ 6,917.74	$ 42,795.90	$ 49,713.64
SRF Loan Series 2019	4	20	$9,000,000	10/3/2019	1/1/2039	2.080%	$9,000,000.00	$ 184,891.00	$ 446,345.00	$ 631,236.00
							$	$	$	$
TOTAL ALL DEBT SERVICE							$9,589,288.42	$202,106.88	$569,626.26	$771,733.14

SCHEDULE C-1 - INDEBTEDNESS
Budget Fiscal Year 2022-2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

Schedule of Existing Contracts

Budget Year 2022-2023

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

Total Number of Existing Contracts: 10

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2022-23	Proposed Expenditure FY 2023-2024	Reason or need for contract:
1	Allison, MacKenzie, et al., James Cavilia, Esq.	8/2/2004		$ 40,000	$ 40,000	Legal Services
2	Bently Family Limited Partnership	10/26/1998		$ 22,300	$ 22,300	Biosolids Composting
3	R.O. Anderson Engineering, Inc.	7/18/2008		$ 50,000	$ 50,000	District General Engineering Svcs.
4	Tahoe Basin Container Service	4/1/2022	3/31/2023	$ 36,050		Biosolids Hauling
5	Eide Bailly	4/1/2019		$ 53,000	$ 47,520	Audit Services
6	JNA Consulting Group	3/20/2019		$ 1,000	$ 1,000	Debt Management Policy.
7	Paychex Payroll Services	7/1/2019		$ 3,600	$ 3,600	Payroll and Tax Reporting
8	Burgarello Alarm, Inc.	6/26/2018		$ 750	$ 750	Fire Alarm Monitoring
9	Cashman Equipment Company	2/26/2018		$ 7,400	$ 7,400	Generator Inspection
10	Summit Plumbing	5/1/2020	5/1/2023	$ 63,000		Line Cleaning and Inspection
11						
12						
13						
14						
15						
16						
17						
18						
19	Total Proposed Expenditures			$ 277,100	$ 172,570	

Additional Explanations (Reference Line Number and Vendor):

Schedule of Privatization Contracts

Budget Year 2022-2023

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

Total Number of Privatization Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2022-2023	Proposed Expenditure FY 2023-2024	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11	Total				0	0		0		

Attach additional sheets if necessary.

3/10/2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

ACCOUNT NUMBER	DESCRIPTION	2021-2022 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 22/23	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
401.11	BASE SALARIES	1,279,535	709,004	-20,000	1,259,535	56.3%	1,191,260		$ (88,275)
403/404.11	OVERTIME	19,193	20,826	17,000	36,193	57.5%	34,547		$ 15,354
405.11	HOLIDAY	15,807	10,571		15,807	66.9%	21,638		$ 5,831
407.11	NTD	0			0	0.0%	0		
408.11	STAND-BY PAY	15,964	9,251		15,964	57.9%	15,964		$ -
409.11	LONGEVITY	4,285	4,270		4,285	99.6%	2,985		$ (1,300)
413.11	HEALTH INSURANCE	312,754	177,481		312,754	56.7%	329,802		$ 17,048
415.11	STATE RETIREMENT	386,686	191,543	-30,000	356,686	53.7%	360,037		$ (26,649)
416.11	OPEB EXPENSE	50,000	16,836		50,000	33.7%	30,000	Estimated Pending Evaluation	$ (20,000)
417.11	SIIS	47,837	12,131	-25,000	22,837	53.1%	47,837		$ (0)
418.11	MEDICARE TAX	19,354	11,659	2,000	21,354	54.6%	18,363		$ (991)
419.11	UNEMPLOYMENT INS	23,920	45	-20,000	3,920	0.0%	11,960		$ (11,960)
496.11	CONTRACT SVCS.	0	0		0	0.0%			
TOTAL SALARIES & BENEFITS		2,175,335	1,163,617	-76,000	2,099,335	55.4%	2,064,392		-5.10%
POWER & UTILTIES									
421.11/421.14	ELECTRIC POWER - PLANT/EFS	230,750	137,759	7,000	237,750	58%	237,750		
421.12	ELECTRIC POWER - BPS	11,000	8,550	3,000	14,000	61%	14,000		
421.13	ELECTRIC POWER - MPS	54,500	36,231	9,000	63,500	57%	63,500		
421.14	INCLUDED W/421.11								
	TOTAL ELECTRIC POWER	296,250	182,540	19,000	315,250	58%	315,250		
423.11	NATURAL GAS - PLANT	10,000	5,624		10,000	56%	10,000		
423.12	NATURAL GAS - BPS	900	675	300	1,200	56%	1,200		
423.13	NATURAL GAS - MPS	365	211		365	58%	365		
	TOTAL NATURAL GAS	11,265	6,510	300	11,565	56%	11,565		
425.11	WATER - PLANT	12,400	7,420	500	12,900	58%	12,900		
425.12	WATER - BPS	3,000	2,562	1,500	4,500	57%	4,500		
425.13	WATER - MPS	10,100	11,943	8,000	18,100	66%	18,100		
	TOTAL WATER	25,500	21,925	10,000	35,500	62%	35,500		39.22%
483.11	SOLID WASTE REMOVAL	4,655	3,427	1,200	5,855	59%	5,855	New Process More Grit Removal	
TOTAL POWER & UTILITIES		337,670	214,402	30,500	368,170	58%	368,170		9.03%

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DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

ACCOUNT NUMBER	DESCRIPTION	2021-2022 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 22/23	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
REPAIRS & MAINTENANCE									
430.11	MAINT. - EXPORT LINE	19,500	0	-10,000	9,500	0%	9,500		
430.19	MAINT. - COLLEC. SYSTEM	70,500	31,500	-10,000	60,500	52%	60,500		
431.19	REPAIR - COLLEC. SYSTEM	1,500			1,500	0%	1,500		
431/432.11	MAINT/REPAIR - COMPUTERS	5,000	160	-3,000	2,000	8%	2,000		
434.11	SCADA SUPPORT	18,000	3,427		18,000	19%	18,000		
436.11	REPAIR - TRUCK & AUTO	10,050	2,873	-5,000	5,050	57%	5,050		
	TOTAL MAINTENANCE	124,550	37,960	-28,000	96,550	39%	96,550		
440.11	REPAIR MECHANICAL - PLT/ESF	45,000	14,707	-10,000	35,000	42%	35,000		
440.12	REPAIR MECHANICAL - BPS	7,000	2,103		7,000	30%	7,000		
440.13	REPAIR MECHANICAL - MPS	11,000	354		11,000	3%	11,000		
440.14	INCLUDED W/440.11								
	TOTAL REPAIRS MECHANICAL	63,000	17,164	-10,000	53,000	32%	53,000		
441.11	REPAIR BLDGS & GRND PLNT/ESF	7,800	2,364		7,800	30%	7,800		
441.12	REPAIR BLDGS & GRND BPS	1,000	0		1,000	0%	1,000		
441.13	REPAIR BLDGS & GRND MPS	0	0		0	0%	0		
441.14	INCLUDED W/441.11								
	TOTAL REPAIR BLDGS & GRND	8,800	2,364	0	8,800	27%	8,800		
442.11	REPAIR HEATING EQP PLNT/ESF	825	0		825	0%	825		
442.12	REPAIR HEATING EQP BPS	1,000	0		1,000	0%	1,000		
442.13	REPAIR HEATING EQP MPS	0	0		0	0%	0		
442.14	INCLUDED W/442.11								
	TOTAL REPAIR HEATING EQP	1,825	0	0	1,825	0%	1,825		
443.11	REPAIR ELECTRICAL PLANT/ESF	1,675	4,887	8,000	9,675	51%	9,675		
443.12	REPAIR ELECTRICAL BPS	1,000	0		1,000	0%	1,000		
443.13	REPAIR ELECTRICAL MPS	500	0		500	0%	500		
443.14	INCLUDED W/443.11								
	TOTAL ELECTRICAL REPAIR	3,175	4,887	8,000	11,175	44%	11,175		

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DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

ACCOUNT NUMBER	DESCRIPTION	2021-2022 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 22/23	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
REPAIRS AND MAINTENANCE (CONTINUED)									
444.11	REPAIR INST & METER PLNT/ESF	10,000	8,766		10,000	88%	10,000		
444.12	REPAIR INST & METER BPS	0	0		0	0%	0		
444.13	REPAIR INST & METER MPS	0	0		0	0%	0		
444.14	INCLUDED W/444.11								
	TOTAL REPAIR INST & METER	10,000	8,766		10,000	88%	10,000		
445.13	REPAIR	0			0	0%			
445.14	ACCOUNTS	0			0	0%			
	TOTAL REPAIRS EMERGENCY	0	0	0	0	0%	0		
447.11	EQUIPMENT RENTAL	3,000	1,772		3,000	59%	3,000		
449.11	MAINT/MECH SUPPLIES	5,100	7,209	7,000	12,100	60%	12,100		
487.11	SAFETY EQUIPMENT	8,000	3,292		8,000	41%	8,000		
		0			0	0%			
	TOTAL SUPPLIES	16,100	12,273	7,000	23,100	53%	23,100		
TOTAL REPAIR, MAINTENANCE & SUPPLIES		227,450	83,414	-23,000	204,450	41%	204,450		-10%
ENGINEERING & CONSULTING									
450.11	ENGINEERING PLANT/ESF	60,000	15,054	-10,000	50,000	30%	50,000		
450.12	ENGINEERING BPS	0	0		0	0%	0		
450.13	ENGINEERING MPS	0	0		0	0%	0		
450.14	INCLUDED W/450.11	0	0		0	0%	0		
450.19	ENGINEERING ID	0	0		0	0%	0		
	TOTAL ENGINEERS	60,000	15,054	-10,000	50,000	30%	50,000		
458.11	CONSULTING	34,000	13,600	-10,000	24,000	57%	24,000		
TOTAL ENGINEERING & CONSULTING		94,000	28,654	-20,000	74,000	39%	74,000		-21.28%

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DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

ACCOUNT NUMBER	DESCRIPTION	2021-2022 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 22/23	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
LEGAL & ACCOUNTING									
460.11	LEGAL - PLANT	40,000	12,189		40,000	30%	40,000		
460.19	LEGAL - IN DISTRICT	0	0		0	0%	0		
462.11	ACCOUNTING	55,350	53,799	8,000	63,350	85%	61,300		
TOTAL LEGAL & ACCOUNTING		95,350	65,988	8,000	103,350	64%	101,300		6%
CHEMICALS & SUPPLIES									
433.11	SUPPLIES	0	0		0	0%	0		
470.11	CHEMICALS	67,000	43,455	33,500	100,500	43%	100,500	Increased Chemical Costs and Amounts Used	
470.12	CHEMICALS	0	0		0	0%	0		
470.13	CHEMICALS	0	0		0	0%	0		
471.11	LABORATORY SUPPLIES	2,750	3,030	5,000	7,750	39%	7,750	Running add'l daily QC tests	5,000
TOTAL CHEMICALS & SUPPLIES		69,750	46,485	38,500	108,250	43%	108,250		55.2%
FUELS & LUBRICANTS									
476.11	FUELS & LUBRICANTS PLANT	22,860	11,004		22,860	48%	22,860		0
476.12	FUELS & LUBRICANTS BPS	0	0		0	0%	0		
476.13	FUELS & LUBRICANTS MPS	0	0		0	0%	0		
TOTAL FUELS & LUBRICANTS		22,860	11,004	0	22,860	48%	22,860		0.0%
INSURANCE & OTHER									
427.11	TELEPHONE PLANT	20,500	11,508		20,500	56%	20,500		0
427.12	TELEPHONE BPS	1,150	238	-700	450	53%	450		-700
427.13	TELEPHONE MPS	0	0	0	0	0%	0		0
427.14	INCLUDED W/427.11	0	0				0		0
435.11	SMALL TOOLS & EQUIPMENT	8,025	5,809	3,000	11,025	53%	11,025	More In-House Projects Done	3,000
466.11	CASUALITY INSURANCE	100,800	51,007	12,000	112,800	45%	126,336	Expected 10% Increase	25,536
467.11	PUB. OFFICIAL/EMP. BOND	0	0		0	0%	0		0
467.19	PUB. OFFICIAL BOND	0	0		0	0%	0		0
468.11	POLLUTION LIABILITY	0	0		0	0%	0		0
479.19	OFFICERS FEES	0	0		0	0%	0		0
480.19					0	0%	0		0
433.11	ANNUAL SOFTWARE LICENSES	24,500	6,917		24,500	28%	24,500	SCADA Annual Not Yet Due	0
482.11	LAUNDRY & LINEN	3,500	1,909		3,500	55%	3,500		
INSURANCE AND OTHER (CONTINUED)									
484.11	FOREST SERVICE FEE	0	1,234		0	0%	0		0
484.12	FOREST SERVICE FEE BPS	500	0		500	0%	500		0
485.11	TRAINING,DUES,& SUBSCRIP.	5,000	703		5,000	14%	5,000		0
486.11	OFFICE EXPENSE	12,000	5,370	-2,000	10,000	54%	10,000		-2,000
488.11	TRAVEL	0	0		0	0%	0		0

3/10/2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

ACCOUNT NUMBER	DESCRIPTION	2021-2022 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 22/23	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
489.11	SLUDGE DISPOSAL	0	0		0	0%	0		0
490.11	SAMPLE TESTING	45,725	33,062	25,000	70,725	47%	70,725	Signficant testing rate increases	25,000
491.11	ODOR CONTOL SYS MAINT/PLT	19,000	0		19,000	0%	19,000		0
491.12	ODOR CONTOL SYS MAINT/BPS		0		0	0%	0		0
491.13	ODOR CONTOL SYS MAINT/MPS		0		0	0%	0		0
493.11	BIOSOLIDS DISPOSAL	56,650	29,263		56,650	52%	58,350		1,700
494.11	OPERATING LEASE - PLANT	0	0		0	0%	0		0
494.12	OPERATING LEASE - PLANT	0	0		0	0%	0		0
494.13	OPERATING LEASE - PLANT	0	0		0	0%	0		0
495.11	UNDERGROUND SERVICE ALERT	500	397		500	79%	500		0
496.11							0		0
497.11	PERMIT FEES	13,250	9,580		13,250	72%	13,250	Most at Beginning of Year	0
480.11 & 499.11	BANK CHARGES/MISCELLANEOUS	10,700	5,176		10,700	48%	10,700	Add'l Bank Charges for security enhancements	0
499.12	MISCELLANEOUS BPS	0	0		0	0%	0		
499.13	MISCELLANEOUS MPS	0	0		0	0%	0		
	CONTINGENCY	0	0		0	0%	0		
TOTAL OTHER		321,800	162,173	37,300	359,100	45%	374,336		16.33%
TOTAL ALL EXPENSE CATEGORIES:		3,344,215	1,775,737	-4,700	3,339,515	53%	3,317,758		-0.79%
CAPITAL OUTLAY		100,000			100,000	0%	100,000		
TOTAL O & M BUDGET		3,444,215	1,775,737	-4,700	3,439,515	52%	3,417,758		-0.77%

Meeting Date: March 16th, 2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – February 2022 – March 2022
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. With assistance from Authority Engineer R.O. Anderson, DCLTSA has successfully submitted both the 2021 Annual Biosolids Report and the 2021 Annual Discharge Monitoring Report.

2. DCLTSA has submitted the Plant Hazardous Materials Invoice for the 2022 Hazardous Materials Permit to the Nevada State Fire Marshall.

3. DCLTSA has received an energy conservation rebate from Nevada Energy for power savings related to the newly installed aeration equipment.

4. We anticipate issuing a Notice of Substantial Completion for the Treatment Plant Upgrades Project within the next few weeks. A few punch-list items remain.

5. Operations and Maintenance staff participated in continuing education classes related to wastewater math and wastewater pumps and motors. Class instruction was provided by the Nevada Rural Water Association on site at the Plant. These classes are necessary to keep our skills up to speed and to provide Continuing Education credits to maintain our Wastewater Operator certificates.

6. Authority staff met with insurers from POOL / PACT to walk through the new facilities installed with the Treatment Plant Improvements Project to add them to our insurance plan.

7. Warranty performance testing on the new tube-type fine air diffusers is scheduled to be performed on March 27th.

8. Maintenance staff has been working with NV Energy to track down power anomalies at the Treatment Plant. One phase of our utility power appears to be running a bit high. We are researching what might be done to address this.

9. DCLTSA staff and R.O. Anderson met with Core Construction and Southwest Gas to discuss methods to resolve utility conflicts related to a new manhole that the Tahoe South Events Center is installing to service the new building. Further details may be provided by our engineer, R.O. Anderson.

10. DCLTSA staff installed pipework and valves to allow one of our Primary Clarifiers to serve “double-duty” as an Equalization Basin. This will allow more consistent 24-hour operation of the Plant by letting us balance out high mid-day flows by scavenging influent flow into the clarifier and then feeding the flow into the Plant late at night, when influent flows are typically very low. This will help provide a more stable biologic environment for the Plant. (Photo attached)



Cutting existing pipe to install isolation valve allow primary clarifier to serve double-duty as an equalization basin.

CONTROLLER'S GENERAL STATUS REPORT

- There's a spreadsheet in the board packet that shows through January, operating expenses are 9% under budget. As the Consumer Price Index is 9% up from a year ago, in keeping overall operating expenses for next year's budget level, I hope that will allow us, despite inflation to stay within the tentative budget.

- I have not yet submitted the last draw on the State Revolving Fund (SRF) Loan for project expenses paid since the last Board meeting, but when I do, that will reach the $9 million loan ceiling. That loan amount included $631,600 being held in reserve by the LGIP for the last 2 year's debt service and reimbursement for the loan acquisition expenses incurred prior to the project starting. Therefore, the amount in the next year's budget for the motor control cabinet will not be reimbursed under the loan. Nevertheless, it appears we will finish the project under the projected $9 million cost.

- Regarding total Accounts Receivable, there is a $1,900 credit balance because so many customers pay their bills ahead of time.

Investment Report

We have almost $12.8 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 remaining investments are entirely liquid.

Since the last Board meeting, one CD matured at .25% and I reinvested it for 15 months at .6%.

Claims and Check Register

The check register and wires since the last meeting are in the Board packet. 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

JANUARY 2021-2022 BUDGET VS. ACTUAL

		JANUARY	Budgeted	Variance	Comments
Salaries	401.11	$ 709,003.61	$ 746,395.42	$ 37,391.81	
OT/Callback	403.11	$ 20,826.33	$ 11,195.92	$ (9,630.41)	Project participation
Holiday	405.11	$ 10,570.71	$ 9,220.75	$ (1,349.96)	9 Holidays of 11
NTD	407.11		$ -	$ -	
Longevity	409.11	$ 4,270.00	$ 4,270.00	$ -	
Stand-By Pay	408.11	$ 9,250.74	$ 9,312.33	$ 61.59	
Health Insurance	413.11	$ 177,481.24	$ 182,439.83	$ 4,958.59	
State Retirement (PERS)	414/415.11	$ 191,543.32	$ 225,566.83	$ 34,023.51	
SIIS (Workers Comp)	417.11	$ 12,131.00	$ 27,904.92	$ 15,773.92	Smaller Increase than Expected
Medicare Tax	418.11	$ 11,658.77	$ 11,289.83	$ (368.94)	
Unemployment Insurance	419.11	$ 45.00	$ 13,953.33	$ 13,908.33	Annual EMRB Fee
Contract Svcs	496.11	$ -	$ -	$ -	
OPEB Expense	420.11	$ 16,835.65	$ 29,166.67	$ 12,331.01	Estimate
Salaries/Benefits		**$ 1,163,616.37**	**$ 1,270,715.83**	**$ 107,099.46**	
Electric Power	421.11/.14	$ 137,758.70	$ 134,604.17	$ (3,154.53)	
Electric Power - BPS	421.12	$ 8,550.36	$ 6,416.67	$ (2,133.69)	
Electric Power - MPS	421.13	$ 36,230.59	$ 31,791.67	$ (4,438.92)	

JANUARY 2021-2022 BUDGET VS. ACTUAL

		JANUARY	Budgeted	Variance	Comments
Natural Gas	423.11	$ 5,623.76	$ 5,833.33	$ 209.57	
Natural Gas - BPS	423.12	$ 675.14	$ 525.00	$ (150.14)	"
Natural Gas - MPS	423.13	$ 211.25	$ 212.92	$ 1.67	
Water	425.11	$ 7,419.99	$ 7,233.33	$ (186.66)	
Water - BPS	425.12	$ 2,561.70	$ 1,750.00	$ (811.70)	Under-budgeted
Water - MPS	425.13	$ 11,943.01	$ 5,891.67	$ (6,051.35)	"
Solid Waste Removal	483.11	$ 3,427.14	$ 2,715.42	$ (711.72)	More grit and rags w/new process
Utilities		**$ 214,401.64**	**$ 196,974.17**	**$ (17,427.48)**	
Chemicals	470.11	$ 43,454.56	$ 39,083.33	$ (4,371.23)	Polymer & Chlorine price increases
Lab Supplies	471.11	$ 3,029.94	$ 1,604.17	$ (1,425.77)	Extra tests for process change
Supplies		$ -	$ -	$ -	
Chemicals/Supplies		**$ 46,484.50**	**$ 40,687.50**	**$ (5,797.00)**	
Legal Services	460.11	$ 12,188.50	$ 23,333.33	$ 11,144.83	
Accounting	462.11	$ 53,798.91	$ 32,287.50	$ (21,511.41)	Audit fees
Legal/Accounting		**$ 65,987.41**	**$ 55,620.83**	**$ (10,366.58)**	

JANUARY 2021-2022 BUDGET VS. ACTUAL

		JANUARY	Budgeted	Variance	Comments
Engineering	450.11	$ 15,054.00	$ 35,000.00	$ 19,946.00	Estimated January
Engineering - BPS		$ -	$ -	$ -	
Engineering - MPS		$ -	$ -	$ -	
Engineering - In-District		$ -	$ -	$ -	
Consulting	458.11	$ 13,600.00	$ 19,833.33	$ 6,233.33	
Engineering/Consulting		**$ 28,654.00**	**$ 54,833.33**	**$ 26,179.33**	
Maintenance Export Line	430.11	$ -	$ 11,375.00	$ 11,375.00	
Maintenance Collection System	430.19	$ 31,500.00	$ 41,125.00	$ 9,625.00	
Repairs Collection System	431.19	$ -	$ 875.00	$ 875.00	
Computer Maintenance/Supplies	431/432.11	$ 159.99	$ 2,916.67	$ 2,756.68	
Annual Software Licenses	433.11	$ 6,917.03	$ 14,291.67	$ 7,374.64	
SCADA Support	434.11	$ 3,427.60	$ 10,500.00	$ 7,072.40	
Repairs - Vehicles	436.11	$ 2,872.66	$ 5,862.50	$ 2,989.84	
Repairs - Mechanical	440.11	$ 14,707.46	$ 26,250.00	$ 11,542.54	
Repairs - Mechanical BPS	440.12	$ 2,102.70	$ 4,083.33	$ 1,980.63	
Repairs - Mechanical MPS	440.13	$ 354.07	$ 6,416.67	$ 6,062.60	
Emergency Repairs	440.3		$ -	$ -	
Repairs Bldg & Grounds	441.11	$ 2,363.98	$ 4,550.00	$ 2,186.02	

JANUARY 2021-2022 BUDGET VS. ACTUAL

		JANUARY	Budgeted	Variance	Comments
Repairs Bldg & Grounds - BPS	441.12	$ -	$ 583.33	$ 583.33	
Repairs Bldg & Grounds - MPS	441.13	$ -	$ -	$ -	
Repairs Heating	442.11	$ -	$ 481.25	$ 481.25	
Repairs Heating	442.12	$ -	$ 583.33	$ 583.33	
Repairs Heating	442.13	$ -	$ -	$ -	
Repairs Electrical	443.11	$ 4,887.43	$ 977.08	$ (3,910.35)	
Repairs Electrical	443.12	$ -	$ 583.33	$ 583.33	
Repairs Electrical	443.13	$ -	$ 291.67	$ 291.67	
Repairs Instruments	444.11	$ 8,766.00	$ 5,833.33	$ (2,932.67)	Smart Cover Annual Agreement
Equipment Rental	447.11	$ 1,772.18	$ 1,750.00	$ (22.18)	
Maintenance Supplies	449.11	$ 7,209.27	$ 2,975.00	$ (4,234.27)	
Safety Equipment	487.11	$ 3,291.64	$ 4,666.67	$ 1,375.03	
Odor Control System Maintenance	491.11		$ 11,083.33	$ 11,083.33	
Repairs/Maintenance		**$ 90,332.01**	**$ 158,054.17**	**$ 67,722.16**	
Casualty Insurance	466.11	$ 51,006.83	$ 58,800.00	$ 7,793.17	Smaller Increase than expected
Pollution Liability Insurance	468.11	$ -	$ -	$ -	
Insurance		**$ 51,006.83**	**$ 58,800.00**	**$ 7,793.17**	

JANUARY 2021-2022 BUDGET VS. ACTUAL

		JANUARY	Budgeted	Variance	Comments
Telephone	427.11	$ 11,507.78	$ 11,958.33	$ 450.55	
Telephone	427.12	$ 237.78	$ 670.83	$ 433.05	
Telephone	427.13	$ -	$ -	$ -	
Small Tools & Equipment	435.11	$ 5,808.92	$ 4,681.25	$ (1,127.67)	In-House Projects
Laundry and Linen	482.11	$ 1,908.08	$ 2,041.67	$ 133.59	
Forest Svc. Fee	484.11	$ 1,234.32	$ 500.00	$ (734.32)	3 year fee
Training, Dues & Subscriptions	485.11	$ 703.00	$ 2,916.67	$ 2,213.67	
Office Expenses	486.11	$ 5,369.72	$ 7,000.00	$ 1,630.28	
Travel	488.11	$ -	$ -	$ -	
Sample Testing	490.11	$ 33,062.00	$ 26,672.92	$ (6,389.08)	More testing for new process
Operating Lease	494.11		$ -	$ -	
Biosolids Disposal	493.11	$ 29,263.29	$ 33,045.83	$ 3,782.54	
Underground Service Alert	495.11	$ 397.26	$ 291.67	$ (105.59)	Ann. Membership Fee
Permit Fees	497.11	$ 9,579.92	$ 7,729.17	$ (1,850.75)	Most Paid at Beginning of Year
Misc Exp and Bank Fees	499.11/480.1	$ 5,176.48	$ 6,241.67	$ 1,065.19	
Other Operating Expenses		**$ 104,248.55**	**$ 103,750.00**	**$ (498.55)**	

JANUARY 2021-2022 BUDGET VS. ACTUAL

		JANUARY	Budgeted	Variance	Comments
Fuels and Lubricants	476.11	$ 11,004.24	$ 13,335.00	$ 2,330.76	
Fuels & Lubricants		**$ 11,004.24**	**$ 13,335.00**	**$ 2,330.76**	
Total Operating Expenses Thru JANUARY		**$ 1,775,735.56**	**$ 1,952,770.83**	**$ 177,035.28**	
				9.07%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 1/19/2022 to 3/16/2022

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
10782	01/25/22	P	AL17	ALHAMBRA	$28.10
10783	01/25/22	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$929.32
10784	01/25/22	P	BURNS	BURNS MACHINERY, INC.	$420.00
10785	01/25/22	P	CH15	CHARTER COMMUNICATIONS	$239.95
10786	01/25/22	P	FR01	FRONTIER	$150.89
10787	01/25/22	P	GR13	GRAINGER	$689.95
10788	01/25/22	P	HOMETO	HOMETOWN HEALTH	$18,337.80
10789	01/25/22	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$87.10
10790	01/25/22	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$91,262.55
10791	01/25/22	P	IKE01	KELVIN IKEHARA	$361.82
10792	01/25/22	P	LA12	LAWSON PRODUCTS, INC.	$220.16
10793	01/25/22	P	AGUILA	MANNY AGUILAR	$170.10
10794	01/25/22	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,995.10
10795	01/25/22	P	SO10	SOUTH TAHOE REFUSE, INC.	$291.52
10796	01/25/22	P	SO13	SOUTHWEST GAS CORP.	$1,937.27
10797	01/25/22	P	SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
10798	01/25/22	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,114.62
10799	01/25/22	P	VI12	VISION SERVICE PLAN - (AT)	$260.78
10800	01/25/22	P	WE12	Western Envir. Testing Lab	$4,231.00
10801	01/25/22	P	WE18	WESTERN NEVADA SUPPLY CO.	$1,282.77
10802	02/09/22	P	LES10	LES SCHWAB TIRE CENTER	$1,342.99
10803	02/09/22	P	WEBB	ALEXANDER WEBB	$150.00
10804	02/09/22	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$874.72
10805	02/09/22	P	WI4020	BRIAN & GALE WILLIAMS	$136.50
10806	02/09/22	P	CA12	CARSON VALLEY OIL CO., INC.	$154.36
10807	02/09/22	P	CA25	CASHMAN EQUIPMENT COMPANY	$3,690.43
10808	02/09/22	P	CODALE	CODALE ELECTRIC SUPPLY	$88,910.24
10809	02/09/22	P	CY10	CYMA SYSTEMS, INC.	$900.54
10810	02/09/22	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$265.50
10811	02/09/22	P	GI20	DOUGLAS GIBSON	$276.87
10812	02/09/22	P	FASTEN	FASTENAL COMPANY	$195.65
10813	02/09/22	P	FREDH	FRED HOWARD	$564.41
10814	02/09/22	P	GADDIS	GADDIS INCORPORATED	$1,604.79
10815	02/09/22	P	GR13	GRAINGER	$171.62
10816	02/09/22	P	HDR01	HDR, ENGINEERING, INC.	$8,624.34
10817	02/09/22	P	HOMETO	HOMETOWN HEALTH	$15,312.70
10818	02/09/22	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$3.33
10819	02/09/22	P	INTEGR	INTEGRITY LOCKSMITH	$159.51
10820	02/09/22	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
10821	02/09/22	P	IKE01	KELVIN IKEHARA	$361.82
10822	02/09/22	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,314.92
10823	02/09/22	P	KI12	KINGSBURY HARDWARE	$29.95
10824	02/09/22	P	LA11	LAKESIDE NAPA	$209.90
10825	02/09/22	P	LIBERT	LIBERTY UTILITIES	$51.10
10826	02/09/22	P	AGUILA	MANNY AGUILAR	$170.10
10827	02/09/22	P	MC10	MCMASTER-CARR SUPPLY	$78.36
10828	02/09/22	P	MET11	METLIFE - GROUP BENEFITS	$1,838.76
10829	02/09/22	P	NV01	NV ENERGY	$27,807.73
10830	02/09/22	P	OLIN	OLIN CORP - CHLOR ALKALI	$6,712.96
10831	02/09/22	P	EA13	PAULA EAST-JANICKI	$857.24
10832	02/09/22	P	POL10	POLYDYNE INC.	$6,440.00
10833	02/09/22	P	AN12	R.O. ANDERSON ENGINEERING, INC	$662.50
10834	02/09/22	P	VAN1	RICK VAN HORN	$264.21
10835	02/09/22	P	SO10	SOUTH TAHOE REFUSE, INC.	$686.91
10836	02/09/22	P	ST09	STANDARD INSURANCE COMPANY	$476.24
10837	02/09/22	P	NE42	STATE OF NV. P.E.B.P.	$1,386.40

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Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 1/19/2022 to 3/16/2022

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10838	02/09/22	P	US12	USABLUEBOOK	$625.99
10839	02/09/22	P	VER	VERIZON	$316.28
10840	02/09/22	P	WE10	WEDCO INC.	$581.56
10841	02/09/22	P	WE12	Western Envir. Testing Lab	$3,032.00
10842	02/09/22	P	WE18	WESTERN NEVADA SUPPLY CO.	$4,413.22
10843	02/09/22	P	WIN	WIN-911 SOFTWARE	$2,190.00
10844	02/22/22	P	AL17	ALHAMBRA	$28.10
10845	02/22/22	P	AL01	ALLISON, MACKENZIE, Pavlakis	$2,070.00
10846	02/22/22	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$207.34
10847	02/22/22	P	CAPITA	DICK CAMPAGNI'S CAPITAL FORD	$208.00
10848	02/22/22	P	CA12	CARSON VALLEY OIL CO., INC.	$1,446.27
10849	02/22/22	P	CL14	CLIPPER CONTROLS INC.	$346.00
10850	02/22/22	P	HDR01	HDR, ENGINEERING, INC.	$44,315.68
10851	02/22/22	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$84.64
10852	02/22/22	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
10853	02/22/22	P	LES-SL	LES SCHWAB TIRES	$1,146.91
10854	02/22/22	P	MO19	MOTION INDUSTRIES, INC.	$190.39
10855	02/22/22	P	SO13	SOUTHWEST GAS CORP.	$1,621.98
10856	02/22/22	P	NE35	STATE FIRE MARSHAL	$310.00
10857	02/22/22	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,871.50
10858	02/22/22	P	WF01	WELLS FARGO	$3,060.61
10859	02/22/22	P	WE12	Western Envir. Testing Lab	$694.00
10860	02/22/22	P	WE18	WESTERN NEVADA SUPPLY CO.	$2,305.38
10861	03/09/22	P	AL01	ALLISON, MACKENZIE, Pavlakis	$1,200.00
10862	03/09/22	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,156.40
10863	03/09/22	P	BLAKE	CHARLES DAVID BLAKE	$601.98
10864	03/09/22	P	CH15	CHARTER COMMUNICATIONS	$239.95
10865	03/09/22	P	NA12	CHERYL NAFIE	$615.72
10866	03/09/22	P	CLA	Griswold Industries	$2,128.00
10867	03/09/22	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$265.50
10868	03/09/22	P	DOUGLA	DOUGLAS COUNTY ASSESSOR	$25.00
10869	03/09/22	P	GI20	DOUGLAS GIBSON	$276.87
10870	03/09/22	P	EVO	EVO TESTING & COMMISSIONING	$4,577.00
10871	03/09/22	P	FREDH	FRED HOWARD	$564.41
10872	03/09/22	P	FR01	FRONTIER	$150.89
10873	03/09/22	P	GR13	GRAINGER	$951.04
10874	03/09/22	P	HDR01	HDR, ENGINEERING, INC.	$35,666.14
10875	03/09/22	P	HOMETO	HOMETOWN HEALTH	$17,682.63
10876	03/09/22	P	WO11	INDUSTRIAL SOFTWARE SOLUTIONS	$9,665.00
10877	03/09/22	P	PA13	JAMES PADILLA	$543.48
10878	03/09/22	P	JO15	JOHNSON POWER LTD.	$1,336.89
10879	03/09/22	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$310,449.56
10880	03/09/22	P	IKE01	KELVIN IKEHARA	$361.82
10881	03/09/22	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,201.08
10882	03/09/22	P	LIBERT	LIBERTY UTILITIES	$37.32
10883	03/09/22	P	PR02	LINDE GAS & EQUIPMENT INC.	$147.35
10884	03/09/22	P	AGUILA	MANNY AGUILAR	$170.10
10885	03/09/22	P	PARODI	MASON PARODI	$244.00
10886	03/09/22	P	MET11	METLIFE - GROUP BENEFITS	$2,295.89
10887	03/09/22	P	MISCO	MISCOWATER	$250.45
10888	03/09/22	P	MOU02	MOUNTAIN ALARM	$159.00
10889	03/09/22	P	NV01	NV ENERGY	$28,001.85
10890	03/09/22	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$343.77
10891	03/09/22	P	EA13	PAULA EAST-JANICKI	$857.24
10892	03/09/22	P	POL10	POLYDYNE INC.	$40.00
10893	03/09/22	P	VAN1	RICK VAN HORN	$264.21
10894	03/09/22	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,895.70
10895	03/09/22	P	SIL4	SILVER STATE ANALYTICAL LAB	$635.00

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Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 1/19/2022 to 3/16/2022

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
10896	03/09/22	P	ST09	STANDARD INSURANCE COMPANY	$640.62
10897	03/09/22	P	NE42	STATE OF NV. P.E.B.P.	$1,386.40
10898	03/09/22	P	SU13	SUMMIT PLUMBING CO., LLC	$9,572.00
10899	03/09/22	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$3,665.50
10900	03/09/22	P	US12	USABLUEBOOK	$894.53
10901	03/09/22	P	VER	VERIZON	$316.22
10902	03/09/22	P	VI12	VISION SERVICE PLAN - (AT)	$329.04
10903	03/09/22	P	WE10	WEDCO INC.	$11.50
10904	03/09/22	P	WE12	Western Envir. Testing Lab	$2,480.00
10905	03/09/22	P	WE18	WESTERN NEVADA SUPPLY CO.	$6,401.57
				BANK WFCHK REGISTER TOTAL:	**$825,487.87**
				GRAND TOTAL :	**$825,487.87**

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Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 1/19/2022 - 3/16/2022

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 7573	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2022 - 7**	**CREATED: 01/25/22 by YHJ**			
137729	01/20/22			417.1100	Q2 FY 21-22 WORKERS' COMP	$5,199.00	$0.00	$5,199.00
137730	01/20/22			101.1000	Q2 FY 21-22 WORKERS' COMP	$0.00	$5,199.00	$0.00
					BATCH 7,573 TOTALS:	**$5,199.00**	**$5,199.00**	**$0.00**
BATCH: 7579	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2022 - 8**	**CREATED: 01/26/22 by YHJ**			
137798	02/15/22			414.1100	JAN PERS CONTRIBS	$11,980.05	$0.00	$11,980.05
137799	02/15/22			415.1100	JAN PERS CONTRIBS	$11,980.04	$0.00	$23,960.09
137800	02/15/22			101.1000	JAN PERS CONTRIBS	$0.00	$23,960.09	$0.00
					BATCH 7,579 TOTALS:	**$23,960.09**	**$23,960.09**	**$0.00**
BATCH: 7637	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2022 - 9**	**CREATED: 03/07/22 by YHJ**			
138345	03/15/22			414.1100	FEB. PERS CONTRIBS	$11,937.03	$0.00	$11,937.03
138346	03/15/22			415.1100	FEB. PERS CONTRIBS	$11,937.04	$0.00	$23,874.07
138347	03/15/22			101.1000	FEB. PERS CONTRIBS	$0.00	$23,874.07	$0.00
					BATCH 7,637 TOTALS:	**$23,874.07**	**$23,874.07**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$53,033.16**	**$53,033.16**	