MINUTES OF THE REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
May 18, 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, May 18, 2022 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

## ROLL CALL:

Present were Trustees Wes Rice, John McLaughlin, Rick Gardner and Chuck Fagen. Trustee Darya Vogt was absent.

## RECOGNITION OF OTHERS IN ATTENDANCE:

Also present were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki, Authority IT Specialist, Eric Heffernon, Authority Engineer, Rob Anderson and the Authority's legal counsel, Jim Cavilia.

## PUBLIC COMMENT:

None.

## APPROVAL OF AGENDA:

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

## MINUTES OF PRIOR MEETING:

**It was moved by Trustee Rice, seconded by Trustee Fagen and carried unanimously (4-0) that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated April 20, 2022, be approved as presented.**

## PUBLIC HEARING: Final Budget for Fiscal Year 2022-2023

Authority Controller, Paula East-Janicki, presented the Trustees with a proposed budget and pointed out the differences from the tentative budget reviewed previously by the Trustees. Ms. East-Janicki indicated that the operating revenues show an increase of In-Authority revenue and a corresponding decrease of revenue from other districts. Operating Revenue was also increased to cover those costs associated with the planned collection system assessment to be completed this year. Ms. East-Janicki reported that the Cash Flow for Expenditure of Capital Assets has been

increased as a result of the recently approved pump station improvement projects at the cost of $1.5 million.

With regard to rates charged to the contributing districts, Ms. East-Janicki explained that rates have been adjusted based on the final annual flow report. Specifically, rates increased for Round Hill General Improvement District (RHGID) by 10.2%; rates decreased for Kingsbury General Improvement District (KGID) by 3.3%; rates decreased for Tahoe Douglas District ("TDD") by .75%; rates increased for In-Authority residents by 5.5%; and rates increased for In-Authority commercial users by 5.2%.

Ms. East-Janicki indicated that revenue should be sufficient over the next several years for the Authority's planned capital improvements. Following an explanation by Ms. East-Janicki of how costs are allocated among the contributing districts and In-Authority users, Chairman Gardner suggested that in the future, a separate accounting of the In-Authority's capital budget be included within the overall budget.

Following a brief discussion among the Trustees, **it was moved by Trustee McLaughlin, seconded by Trustee Fagen and carried unanimously (4-0) that the Fiscal Year 2022-2023 Budget be approved and adopted 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 Notice of Substantial Completion has been issued for the Treatment Plant Upgrade Project. Additionally, this project was presented to the California Water Environment Association Annual Conference and Expo as an example of the value-added approach of the Authority, HDR Engineering and K.G. Walters. Finally with regard to the plant upgrade project, Mr. Hopkins reported that the project has been nominated with the American Public Works Association - Nevada Chapter as "2022 Project of the Year – Environmental Division, Small Projects" category.

Mr. Hopkins states that he is in the preliminary stages of having a complete closed-circuit television (CCTV) inspection of the Authority's gravity sewer collection system undertaken by Summit Plumbing this year. Mr. Hopkins added that this data will be provided to experts with HDR Engineering to generate a risk matrix in order to create a repair/replacement schedule. In response to an inquiry from the Trustees, Mr. Hopkins indicated that CCTV inspection would cost approximately $40,000 and the engineering analysis would cost approximately $100,000.

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 May 16, 2022, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The May 16, 2022 correspondence is incorporated in these minutes by this reference.

With regard to the Tahoe South Events Center (TSEC), Mr. Anderson indicated that the proposed change in the point of connection (because of a conflict with other utility improvements) to the Authority's system has been conditionally approved and that design drawings are being finalized to provide for the removal and upsizing of the Authority's two sewer mains located within the Highway 50 corridor.

Mr. Anderson reported that Edgewood Companies submitted an alternate connection design for the Edgewood Villas and have withdrawn their request that the Authority share in the cost of relocating the Authority's sewer interceptor in the area. Trustee McLaughlin expressed his appreciation on behalf of the Edgewood Companies for the Authority's prompt review of Edgewood's plans.

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

## AUTHORITY CONTROLLER'S REPORT:

### A. General Status Report

Ms. East-Janicki provided the Board with a brief written report and indicated that operating expenses were approximately 8% under budget through the end of March. Ms. East-Janicki stated that all but the final draw of $700 have been taken down on the Authority's $9 million State Revolving Loan Fund loan.

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

### B. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, showing a total of approximately $12.8 million invested with only three Certificates of Deposit (CDs) remaining in the amount of $735,000. The balance of the Authority's investments is entirely liquid. Based upon CD rates beginning to rise, Ms. East-Janicki anticipates moving some funds into CDs. In response to an inquiry of Chairman Gardner, Ms. East-Janicki explained that the Authority's

reserve funds are not held in a separate account but are accounted for separately within the Authority's invested funds.

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 Fagen reported that Round Hill General Improvement District (RHGID) recently held a meeting, and that installation of RHGID's new sewer meter was scheduled to begin in May. Trustee Fagen also indicated that RHGID was planning some changes to employee health insurance benefits. Trustee Fagen invited his fellow Trustees and Authority staff to attend RHGID's annual barbecue scheduled for July 14, 2022 at the RHGID office. Finally, Trustee Fagen reported that the modified RHGID budget was scheduled to be finally approved at an upcoming Public Hearing and that the budget includes a rate increase of approximately $20 per year, or 2.9%.

Trustee Rice reported that construction of TSEC was progressing with the beam raising ceremony having taken place on May 6th with completion expected in March or April of 2023. Trustee Rice indicated the Center would be operated by OVG who is already in the process of scheduling events. Trustee McLaughlin voiced his opinion that OVG operating the facility would be a good thing.

Trustee Rice added that the Douglas County Commission was scheduled at its upcoming meeting on May 19th to consider the purchase of property in the Carson Valley for development of a new justice center.

Trustee McLaughlin reported that on May 5th, Governor Sisolak toured the TSEC. Trustee McLaughlin indicated that the Governor was very impressed and also expressed his support for the micro-transit system being planned. Trustee McLaughlin also indicated that grant funding was being sought for a possible roundabout to be installed at the intersection of Kingsbury Grade and Highway 50. With regard to the funding of the micro-transit system, Trustee McLaughlin reported that the Douglas County Commission was scheduled to discuss the use of ½ of 1% of the Transient Occupancy Tax generated at Lake Tahoe for the micro-transit system. Finally, Trustee McLaughlin indicated that economic activity for the summer was looking very good with nineteen concerts scheduled.

Chairman Gardner reported that Tahoe Douglas District (TDD) recently approved its annual budget that includes a residential rate increase based upon a study completed by HDR Engineering.

Chairman Gardner also explained that based upon a finding that members of the TDD Board may not simultaneously serve on other governmental boards, TDD will need to replace as many as four of its five board members. Based upon this finding TDD may be required to appoint two members of its Board.

Chairman Gardner indicated that TDD's litigation with residents of Skyland with regard to ownership of the beach is ongoing. Chairman Gardner expressed his hope that a mutual satisfactory resolution could be reached in the near future.

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

**PUBLIC COMMENT:**

There was no public comment.

**ADJOURNMENT:**

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

APPROVED

Charles E. Fagan

4891-3382-4547, v. 1

**AUTHORITY CONTROLLER'S**

**FINAL BUDGET REPORT**

**MAY 18, 2022**

- The final budget for fiscal year 2022-2023 is included in the Board packet. Because we went over the tentative budget in detail, I will only highlight here the changes that were made.

    - On page 5, Operating Revenues at the top of the page, you will note that compared to the tentative budget, Sewer Fees, that is In-Authority revenue, increased while Contracts with other Districts decreased. This is a result of modifying the flow percentages to reflect the Annual Flow Report finalized in April.

    - In the same section, Total Operating Revenue also increased by approximately $62,000. Because we are an enterprise fund, our revenues must match our expenses, and since submission of the tentative budget, we added $62,000 to the proposed expenses.

    - In the Operating Expense section, you will see that most individual line items went marginally up or down. These changes were based on a projection that included the past 9 months of expenses, rather than the 7 used for the tentative budget. The largest change, however, was made to the Repairs and Maintenance line item, to include the cost of completing a condition assessment on the Authority's entire

collection system in just one year. The line item increased by $66,000.

- In the Non-Operating Revenue Section, the Interest Earned line item increased a little bit to reflect marginally rising interest rates.

- On Page 6, under item C. Cash Flows from Capital and Related Financing Activities: the first line item, Acquisition and Construction – Capital Assets has increased by $1.5 million to include the Pump Station Improvements project approved last month on the Capital Development plan.

- The Net Increase or Decrease in cash and cash equivalents at the bottom of Page 6 reflects both updated Estimated expenses for the Current Year, and the $1.5 million added in projects.

- As a reminder, four years ago the Board approved increasing the Capital Assessment portion of rates incrementally for each of 5 years. This is the final year of that approved increase, and that one change alone, adding $250,000 to the Capital Assessment this year, was expected to increase rates by 5.5%.

- As the consequence of adding some expenses and modifying the flow percentages per the flow report, the rates reported with the Tentative Budget have changed.

- KGID's rates will decrease by 3.3% because following the installation of their new meter, their flow percentage decreased.

- Round Hill's rates will increase by 10.2%. At the end of 2021, they had not yet replaced their meter. Therefore, their flows are estimated by subtracting the total of In-Authority flows, KGID's flows and TDD's flows from the Plant Influent meter. That flow percent is up from last year's.

- Tahoe Douglas District's rates are increasing by .75%, as their flow percentage also decreased.

- In-Authority residential rates are increasing by 5.5%, with the commercial rates increasing by 5.2%.

If there are no questions, I would ask that the Board adopt and sign the final 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 **FINAL** 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 $ **5,807,630**

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: 'May 18, 2022

Phone: 775-586-8575

APPROVED BY THE GOVERNING BOARD

_____

_____

_____

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_____

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 7, 2022

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<br>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** | **5,732,788** | **5,605,523** | **159,084** | **202,107** | **0** | **0** | **84,242** |
| | | | | | | | | |
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| | | | | | | | | |
| **TOTAL** | | **5,732,788** | **5,605,523** | **159,084** | **202,107** | **0** | **0** | **84,242** |

* 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) BUDGET YEAR ENDING 06/30/23 FINAL APPROVED |
|---|---|---|---|---|
| OPERATING REVENUE | | | | |
| **Sewer Fees** | **2,461,266** | **2,321,164** | **2,641,267** | **2,713,360** |
| **Contracts - Other Districts** | **2,683,512** | **2,985,067** | **3,016,491** | **3,006,429** |
| **Other Fees** | **87,398** | **17,530** | **13,000** | **13,000** |
| **Total Operating Revenue** | **5,232,176** | **5,323,761** | **5,670,758** | **5,732,788** |
| OPERATING EXPENSE | | | | |
| **Salaries, Benefits** | **1,839,669** | **2,099,335** | **2,064,392** | **2,087,392** |
| **Utilities** | **308,427** | **368,170** | **368,170** | **360,170** |
| **Chemicals, Supplies** | **71,214** | **108,250** | **108,250** | **108,250** |
| **Legal, Accounting** | **86,366** | **103,350** | **101,300** | **101,300** |
| **Engineering and Consulting** | **76,284** | **74,000** | **74,000** | **74,000** |
| **Repairs and Maintenance** | **242,047** | **284,975** | **204,450** | **270,450** |
| **Insurance, Other** | **258,986** | **338,075** | **364,336** | **341,366** |
| **Fuels, Lubricants** | **12,460** | **22,860** | **22,860** | **26,860** |
| **Depreciation/Amortization** | **1,812,878** | **1,880,000** | **2,235,735** | **2,235,735** |
| Total Operating Expense | **4,708,331** | **5,279,015** | **5,543,492** | **5,605,523** |
| Operating Income or (Loss) | **523,845** | **44,746** | **127,265** | **127,265** |
| NONOPERATING REVENUES | | | | |
| **Interest Earned** | **68,407** | **21,500** | **20,500** | **21,100** |
| **Property Taxes** | **0** | **0** | | **0** |
| **Consolidated Tax** | **137,984** | **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** | **168,924** | **158,484** | **159,084** |
| NONOPERATING EXPENSES | | | | |
| Interest on Bonds | **81,045** | **128,665** | **202,107** | **202,107** |
| Loss on Disposal Of Assets | **917,557** | **0** | **0** | **0** |
| Total Nonoperating Expenses | **998,602** | **128,665** | **202,107** | **202,107** |
| Net Income before Operating Transfers | **(71,926)** | **85,005** | **83,642** | **84,242** |
| Operating Transfers (Schedule T) | | | | |
| In | **0** | **0** | **0** | **0** |
| Out | **0** | **0** | **0** | **0** |
| Net Operating Transfers | **0** | **0** | **0** | **0** |
| CHANGE IN NET POSITION | **(71,926)** | **85,005** | **83,642** | **84,242** |

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) BUDGET YEAR ENDING 06/30/23 FINAL APPROVED |
|---|---|---|---|---|
| A. CASH FLOWS FROM OPERATING ACTIVITIES: | | | | |
| **Cash Received From Customers** | 5,272,437 | 5,323,761 | 5,670,758 | 5,732,788 |
| **Cash Payments to Suppliers** | (879,532) | (1,299,680) | (1,243,366) | (1,282,396) |
| **Cash Payments to Employees** | (1,955,140) | (2,099,335) | (2,064,392) | (2,087,392) |
| **Deposits Refundable** | | | | |
| a. Net cash provided by (or used for) operating activities | 2,437,765 | 1,924,746 | 2,363,001 | 2,363,001 |
| B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES: | | | | |
| **None** | 0 | 0 | 0 | 0 |
| b. Net cash provided by (or used for) noncapital financing activities | 0 | 0 | 0 | 0 |
| C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES: | | | | |
| **Acquisition and Construction - Capital Assets** | (5,862,011) | (5,000,194) | (190,000) | (1,690,000) |
| **Consolidated Taxes** | 137,984 | 137,984 | 137,984 | 137,984 |
| **Cash From Settlement of Lawsuit** | 1,400,000 | 0 | 0 | 0 |
| **Cash Received for Capacity Fees** | 196,440 | 3,440 | 0 | 0 |
| **Debt Service Interest** | (81,045) | (128,665) | (202,107) | (202,107) |
| **Debt Service Principal** | (115,899) | (119,533) | (569,626) | (569,626) |
| **Issuance of Long-Term Debt** | 4,278,351 | 3,616,082 | 0 | 0 |
| **Debt Issuance Costs** | 0 | 0 | 0 | 0 |
| c. Net cash provided by (or used for) capital and related financing activities | (46,180) | (1,490,886) | (823,749) | (2,323,749) |
| D. CASH FLOWS FROM INVESTING ACTIVITIES: | | | | |
| **Redemption (Purchase) of Investments** | 2,450,000 | 0 | 0 | 0 |
| **Interest on Investments** | 82,659 | 20,600 | 20,000 | 21,100 |
| **Purchase of Restricted Investments** | (428,737) | (92,314) | 0 | |
| d. Net cash provided by (or used in) investing activities | 2,103,922 | (71,714) | 20,000 | 21,100 |
| NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d) | 4,495,507 | 362,146 | 1,559,251 | 60,351 |
| CASH AND CASH EQUIVALENTS AT JULY 1, 20xx | 8,770,526 | 13,266,033 | 13,697,579 | 13,628,179 |
| CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx | 13,266,033 | 13,628,179 | 15,256,830 | 13,688,530 |

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) NAME OF BOND OR LOAN List and Subtotal By Fund | (2) * | (3) TERM | (4) ORIGINAL AMOUNT OF ISSUE | (5) ISSUE DATE | (6) FINAL PAYMENT DATE | (7) INTEREST RATE | (8) BEGINNING OUTSTANDING BALANCE 7/1/2022 | (9) REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/23 INTEREST PAYABLE | (10) PRINCIPAL PAYABLE | (11) (9)+(10) 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.

5/13/2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

| ACCOUNT NUMBER | DESCRIPTION | 2021-2022 BUDGET | EXPENSES THRU MARCH - 75% | ADJUST TO BUDGET | ADJUSTED BUDGET 22/23 | % ADJ EXPENDED | PROPOSED BUDGET 22/23 | COMMENTS | DIFFERENCE % +/- |
|---|---|---|---|---|---|---|---|---|---|
| SALARIES & BENEFITS | | | | | | | | | |
| 401.11 | BASE SALARIES | 1,279,535 | 881,443 | -20,000 | 1,259,535 | 70.0% | 1,209,681 | | $ (69,854) |
| 403/404.11 | OVERTIME | 19,193 | 25,049 | 17,000 | 36,193 | 69.2% | 35,081 | | $ 15,888 |
| 405.11 | HOLIDAY | 15,807 | 10,861 | | 15,807 | 68.7% | 21,638 | | $ 5,831 |
| 407.11 | NTD | 0 | 0 | | 0 | 0.0% | 0 | | |
| 408.11 | STAND-BY PAY | 15,964 | 11,801 | | 15,964 | 73.9% | 15,964 | | $ - |
| 409.11 | LONGEVITY | 4,285 | 4,270 | | 4,285 | 99.6% | 1,880 | | $ (2,405) |
| 413.11 | HEALTH INSURANCE | 312,754 | 223,315 | | 312,754 | 71.4% | 329,802 | | $ 17,048 |
| 415.11 | STATE RETIREMENT | 386,686 | 252,140 | -30,000 | 356,686 | 70.7% | 365,189 | | $ (21,497) |
| 416.11 | OPEB EXPENSE | 50,000 | 21,646 | | 50,000 | 43.3% | 30,000 | Estimated Pending Evaluation | $ (20,000) |
| 417.11 | SIIS | 47,837 | 15,597 | -25,000 | 22,837 | 68.3% | 47,837 | | $ (0) |
| 418.11 | MEDICARE TAX | 19,354 | 14,452 | 2,000 | 21,354 | 67.7% | 18,622 | | $ (732) |
| 419.11 | UNEMPLOYMENT INS | 23,920 | 45 | -20,000 | 3,920 | 0.0% | 11,700 | | $ (12,220) |
| 496.11 | CONTRACT SVCS. | 0 | 0 | | 0 | 0.0% | | | |
| TOTAL SALARIES & BENEFITS | | 2,175,335 | 1,460,619 | -76,000 | 2,099,335 | 69.6% | 2,087,393 | | -4.04% |
| POWER & UTILTIES | | | | | | | | | |
| 421.11/421.14 | ELECTRIC POWER - PLANT/EFS | 230,750 | 178,527 | 7,000 | 237,750 | 75% | 237,750 | | |
| 421.12 | ELECTRIC POWER - BPS | 11,000 | 11,047 | 4,000 | 15,000 | 74% | 15,000 | | |
| 421.13 | ELECTRIC POWER - MPS | 54,500 | 47,661 | 9,000 | 63,500 | 75% | 63,500 | | |
| 421.14 | INCLUDED W/421.11 | | | | | | | | |
| | TOTAL ELECTRIC POWER | 296,250 | 237,235 | 20,000 | 316,250 | 75% | 316,250 | | |
| 423.11 | NATURAL GAS - PLANT | 10,000 | 7,883 | | 10,000 | 79% | 10,000 | | |
| 423.12 | NATURAL GAS - BPS | 900 | 1,080 | 300 | 1,200 | 90% | 1,200 | | |
| 423.13 | NATURAL GAS - MPS | 365 | 269 | | 365 | 74% | 365 | | |
| | TOTAL NATURAL GAS | 11,265 | 9,232 | 300 | 11,565 | 80% | 11,565 | | |
| 425.11 | WATER - PLANT | 12,400 | 9,347 | | 12,400 | 75% | 12,400 | | |
| 425.12 | WATER - BPS | 3,000 | 2,990 | 1,000 | 4,000 | 75% | 4,000 | | |
| 425.13 | WATER - MPS | 10,100 | 14,171 | | 10,100 | 140% | 10,100 | | |
| | TOTAL WATER | 25,500 | 26,508 | 1,000 | 26,500 | 100% | 26,500 | | 3.92% |
| 483.11 | SOLID WASTE REMOVAL | 4,655 | 4,463 | 1,200 | 5,855 | 76% | 5,855 | New Process More Grit Removal | |
| TOTAL POWER & UTILITIES | | 337,670 | 277,438 | 22,500 | 360,170 | 77% | 360,170 | | 6.66% |

5/13/2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

| ACCOUNT NUMBER | DESCRIPTION | 2021-2022 BUDGET | EXPENSES THRU MARCH - 75% | 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 | 2,420 | -10,000 | 9,500 | 25% | 9,500 | | |
| 430.19 | MAINT. - COLLEC. SYSTEM | 70,500 | 47,250 | 60,000 | 130,500 | 36% | 130,500 | | |
| 431.19 | REPAIR - COLLEC. SYSTEM | 1,500 | 0 | | 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 | 22,028 | | 18,000 | 122% | 18,000 | | |
| 436.11 | REPAIR - TRUCK & AUTO | 10,050 | 6,384 | -5,000 | 5,050 | 126% | 5,050 | | |
| | TOTAL MAINTENANCE | 124,550 | 78,242 | 42,000 | 166,550 | 47% | 166,550 | | |
| 440.11 | REPAIR MECHANICAL - PLT/ESF | 45,000 | 28,235 | -8,000 | 37,000 | 76% | 37,000 | | |
| 440.12 | REPAIR MECHANICAL - BPS | 7,000 | 2,103 | -2,000 | 5,000 | 42% | 5,000 | | |
| 440.13 | REPAIR MECHANICAL - MPS | 11,000 | 354 | -5,000 | 6,000 | 6% | 6,000 | | |
| 440.14 | INCLUDED W/440.11 | | | | | | | | |
| | TOTAL REPAIRS MECHANICAL | 63,000 | 30,692 | -15,000 | 48,000 | 64% | 48,000 | | |
| 441.11 | REPAIR BLDGS & GRND PLNT/ESF | 7,800 | 2,786 | | 7,800 | 36% | 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 | 2,786 | 0 | 8,800 | 32% | 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 | 4,944 | 6,000 | 7,675 | 64% | 7,675 | | |
| 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 | 4,944 | 6,000 | 9,175 | 54% | 9,175 | | |

5/13/2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

| ACCOUNT NUMBER | DESCRIPTION | 2021-2022 BUDGET | EXPENSES THRU MARCH - 75% | 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 | 10,228 | 8,000 | 13,100 | 78% | 13,100 | | |
| 487.11 | SAFETY EQUIPMENT | 8,000 | 7,552 | 2,000 | 10,000 | 76% | 10,000 | | |
| | | 0 | | | 0 | 0% | | | |
| | TOTAL SUPPLIES | 16,100 | 19,552 | 10,000 | 26,100 | 75% | 26,100 | | |
| TOTAL REPAIR, MAINTENANCE & SUPPLIES | | 227,450 | 144,982 | 43,000 | 270,450 | 54% | 270,450 | | 19% |
| ENGINEERING & CONSULTING | | | | | | | | | |
| 450.11 | ENGINEERING PLANT/ESF | 60,000 | 42,299 | -10,000 | 50,000 | 85% | 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 | 42,299 | -10,000 | 50,000 | 85% | 50,000 | | |
| 458.11 | CONSULTING | 34,000 | 13,600 | -10,000 | 24,000 | 57% | 24,000 | | |
| TOTAL ENGINEERING & CONSULTING | | 94,000 | 55,899 | -20,000 | 74,000 | 76% | 74,000 | | -21.28% |

5/13/2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

| ACCOUNT NUMBER | DESCRIPTION | 2021-2022 BUDGET | EXPENSES THRU MARCH - 75% | 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 | 15,459 | | 40,000 | 39% | 40,000 | | |
| 460.19 | LEGAL - IN DISTRICT | 0 | 0 | | 0 | 0% | 0 | | |
| 462.11 | ACCOUNTING | 55,350 | 54,441 | 8,000 | 63,350 | 86% | 61,300 | | |
| TOTAL LEGAL & ACCOUNTING | | 95,350 | 69,900 | 8,000 | 103,350 | 68% | 101,300 | | 6% |
| CHEMICALS & SUPPLIES | | | | | | | | | |
| 433.11 | SUPPLIES | 0 | 0 | | 0 | 0% | 0 | | |
| 470.11 | CHEMICALS | 67,000 | 53,059 | 33,500 | 100,500 | 53% | 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 | 3,788 | 5,000 | 7,750 | 49% | 7,750 | Running add'l daily QC tests | 5,000 |
| TOTAL CHEMICALS & SUPPLIES | | 69,750 | 56,847 | 38,500 | 108,250 | 53% | 108,250 | | 55.2% |
| FUELS & LUBRICANTS | | | | | | | | | |
| 476.11 | FUELS & LUBRICANTS PLANT | 22,860 | 19,169 | 4,000 | 26,860 | 71% | 26,860 | | 4,000 |
| 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 | 19,169 | 4,000 | 26,860 | 71% | 26,860 | | 17.5% |
| INSURANCE & OTHER | | | | | | | | | |
| 427.11 | TELEPHONE PLANT | 20,500 | 14,148 | -1,000 | 19,500 | 73% | 19,500 | | -1,000 |
| 427.12 | TELEPHONE BPS | 1,150 | 308 | -750 | 400 | 77% | 400 | | -750 |
| 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 | 7,801 | 2,500 | 10,525 | 74% | 10,525 | More In-House Projects Done | 2,500 |
| 466.11 | CASUALITY INSURANCE | 100,800 | 65,580 | -4,000 | 96,800 | 68% | 108,416 | Came in less than last year's | 7,616 |
| 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 | 17,149 | | 24,500 | 70% | 24,500 | | 0 |
| 482.11 | LAUNDRY & LINEN | 3,500 | 2,301 | | 3,500 | 66% | 3,500 | | |
| INSURANCE AND OTHER (CONTINUED) | | | | | | | | | |
| 484.11 | FOREST SERVICE FEE | 0 | 0 | | 0 | 0% | 0 | | 0 |
| 484.12 | FOREST SERVICE FEE BPS | 500 | 1,234 | | 500 | 247% | 500 | | 0 |
| 485.11 | TRAINING,DUES,& SUBSCRIP. | 5,000 | 1,500 | | 5,000 | 30% | 5,000 | | 0 |
| 486.11 | OFFICE EXPENSE | 12,000 | 6,271 | -3,000 | 9,000 | 70% | 9,000 | | -3,000 |
| 488.11 | TRAVEL | 0 | | | 0 | 0% | 0 | | 0 |

5/13/2022

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL

| ACCOUNT NUMBER | DESCRIPTION | 2021-2022 BUDGET | EXPENSES THRU MARCH - 75% | 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 |
| 490.11 | SAMPLE TESTING | 45,725 | 44,509 | 25,000 | 70,725 | 63% | 70,725 | Signficant testing rate increases | 25,000 |
| 491.11 | ODOR CONTOL SYS MAINT/PLT | 19,000 | 55 | -5,000 | 14,000 | 0% | 14,000 | | -5,000 |
| 491.12 | ODOR CONTOL SYS MAINT/BPS | | | | 0 | 0% | 0 | | 0 |
| 491.13 | ODOR CONTOL SYS MAINT/MPS | | | | 0 | 0% | 0 | | 0 |
| 493.11 | BIOSOLIDS DISPOSAL | 56,650 | 38,685 | | 56,650 | 68% | 58,350 | | 1,700 |
| 494.11 | OPERATING LEASE - PLANT | 0 | | | 0 | 0% | 0 | | 0 |
| 494.12 | OPERATING LEASE - PLANT | 0 | | | 0 | 0% | 0 | | 0 |
| 494.13 | OPERATING LEASE - PLANT | 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 | -1,000 | 12,250 | 78% | 12,250 | Most at Beginning of Year | -1,000 |
| 480.11 & 499.11 | BANK CHARGES/MISCELLANEOUS | 10,700 | 6,295 | -1,500 | 9,200 | 68% | 9,200 | Add'l Bank Charges for security enhancements | -1,500 |
| 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 | 215,813 | 11,250 | 333,050 | 65% | 346,366 | | 7.63% |
| TOTAL ALL EXPENSE CATEGORIES: | | 3,344,215 | 2,300,667 | 31,250 | 3,375,465 | 68% | 3,374,788 | | 0.91% |
| CAPITAL OUTLAY | | 100,000 | | | 100,000 | 0% | 100,000 | | |
| TOTAL O & M BUDGET | | 3,444,215 | 2,300,667 | 31,250 | 3,475,465 | 66% | 3,474,788 | | 0.89% |

**Meeting Date: May 18th, 2022**

**DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY**
Staff Report

***Subject / Title:***

Authority Manager's Monthly Report – May 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.

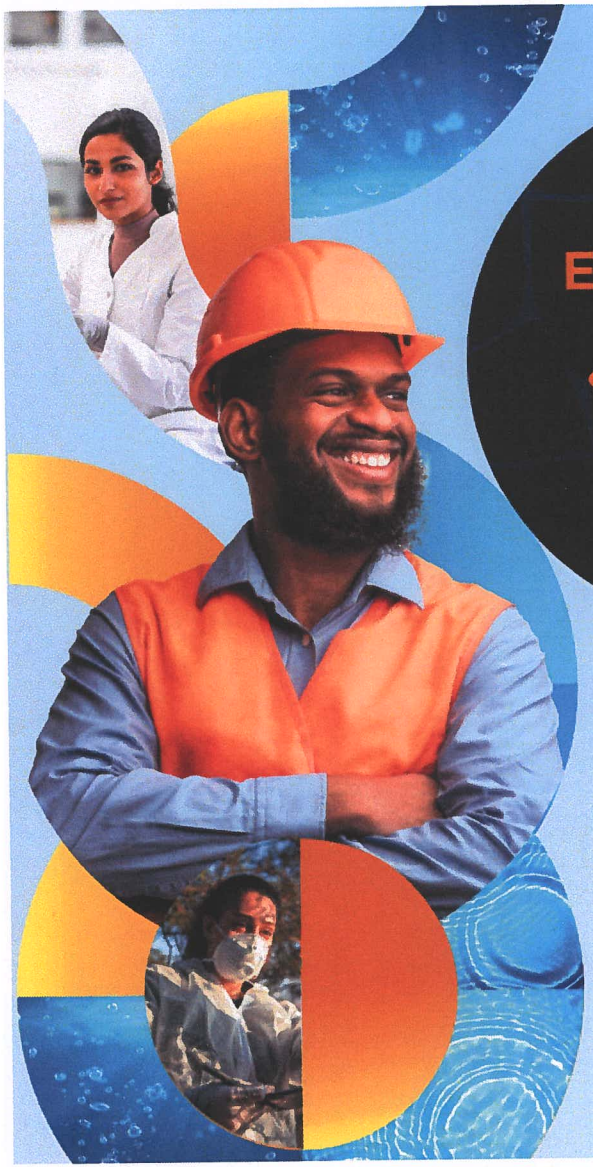
1. Following the successful off-gas oxygen testing performed by OTT, and minor work to the Envirocare package headworks, DCLTSA has issued a Notice of Substantial Completion to K.G. Walters Construction for the Treatment Plant Upgrades Project.

2. I am pleased to let the Board know that the Treatment Plant Upgrades Project was presented at the 2022 California Water Environment Association Annual Conference and Expo. The presentation showcased the technical capability of the new treatment systems as well as highlighting the "value-added" methodology and approach pursued by DCLTSA, HDR Engineering and K.G. Walters Construction in pursuit of the project. (Presentation attached)

3. Currently, we are working with HDR Engineering to submit the Treatment Plant Improvements Project to the American Public Works Association – Nevada Chapter for their "2022 Project of the Year Award – Environmental Division, Small Projects" category. I will keep you all posted.

4. Work is in the preliminary stages to do a complete Closed-Circuit TV (CCTV) inspection of the "In-Authority" gravity sewer collection system. Our contract with Summit Plumbing included a provision to do a full survey of our system over a three-year period. We are working to complete the full survey this calendar year.

5. DCLTSA is coordinating with experts from HDR Engineering to take the Summit Plumbing CCTV data collected and generate a risk-matrix based condition assessment and create a repair or replacement schedule for the collection system. The matrix will include consequence of failure assessments and cover repair or replacement options with an engineers estimate of probable cost for each potential replacement. HDR is working up a cost estimate for the survey currently.



WATER IS
ESSENTIAL
SO ARE
You

CWEA

PROTECTING CALIFORNIA'S MOST
CRITICAL RESOURCE

# AC22 CONFERENCE AND EXPO | APRIL 11-14

CWEA
PROTECTING CALIFORNIA'S MOST CRITICAL RESOURCE

# Aeration System Upgrade to Improve Efficiencies while Simultaneously Removing Nutrients

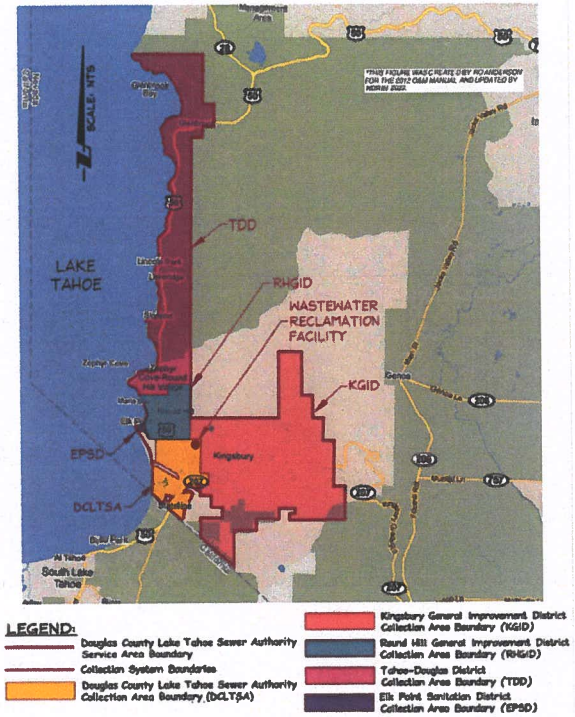
**Rob Hopkins and Arashdeep Singh**
DCLTSA and HDR

04/13/2022

WATER IS ESSENTIAL SO ARE YOU

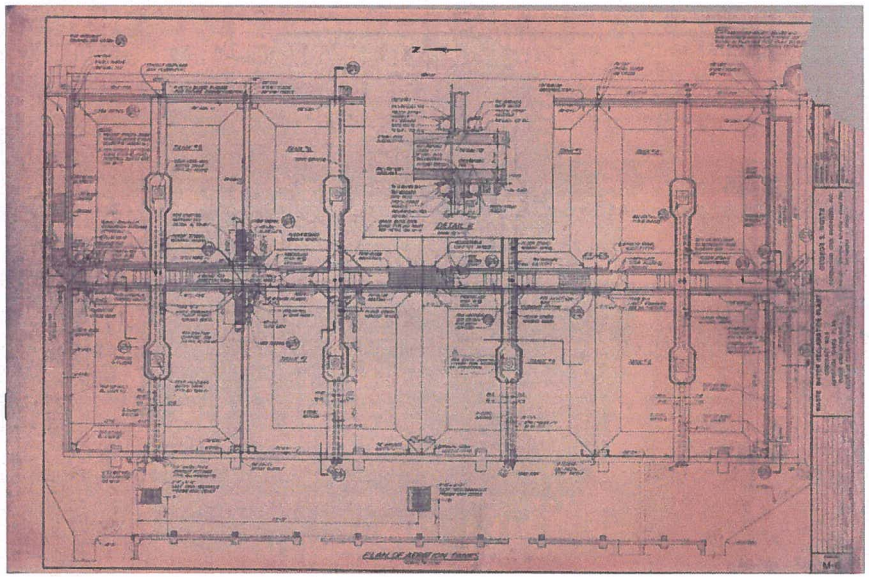
# Introduction

- **General Overview**
  - Douglas County Lake Tahoe Sewer Authority (DCLTSA)
  - Located on the southeast side of Lake Tahoe, in Nevada.
  - Serves five independent municipal districts:
    - Kingsbury General Improvements District (KGID)
    - Round Hill General Improvements District (RHGID)
    - Elk Point Sanitation District (EPSD)
    - Tahoe-Douglas District (TDD)
    - Douglas County Lake Tahoe Sewer Authority
  - The service area has approximately 4,700 residential and commercial connection, including SIX CASINOS.



# Introduction (cont'd)

- **Overview of the Wastewater Treatment Plant (WWTP)**
  - Constructed in 1966
  - Permitted to treat:
    - 30-day Average, 3.75 MGD
    - Maximum Day, 4.2 MGD
  - The WWTP provides:
    - Preliminary Treatment (Screening and grit removal)
    - Primary Treatment (Sedimentation)
    - Secondary Treatment (Activated Sludge and Sedimentation)
    - Disinfection

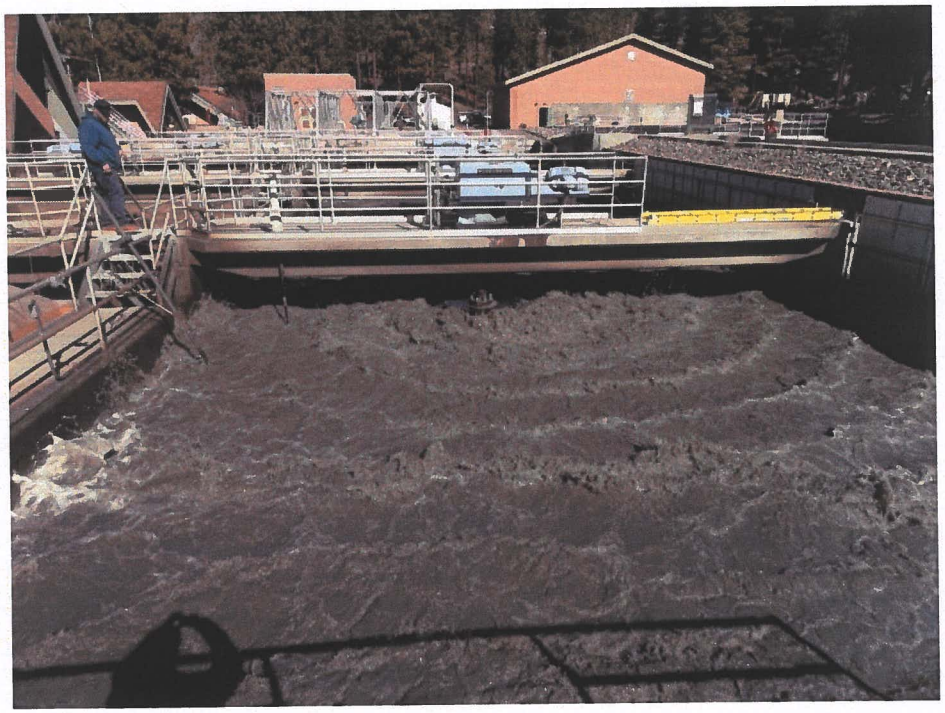


# Purpose and Objective

- **Purpose/Focus:**
  - This presentation will focus on the aeration upgrades portion of DCLTSA's overall plant upgrades project and at the end DCLTSA will share an Owner's perspective/review of the overall project.
    - Aeration equipment was selected for its relative operational ease, cost effectiveness and energy efficiency. The presentation will also review the overall project approach, the equipment evaluation, and the project execution.
- **Learning Objectives:**
  - Upon completion, the participant will be able to speak to various available aeration equipment technologies and related pros and cons and reference an effective approach for similar equipment replacement projects at other plants.

# Overall Approach and Schedule

- **Master Plan (Summer 2013)**
  - Treatment capacity analysis
  - Identified the aeration basin as inadequate for future flows and loads.
  - Cost estimate
- **Equipment Evaluation (Early 2018)**
  - Review available aeration equipment alternatives
- **Design & Construction (Early 2020 to Early 2022)**
  - Review layouts and details
- **Commissioning (Early 2022)**
  - Staged commissioning and optimization

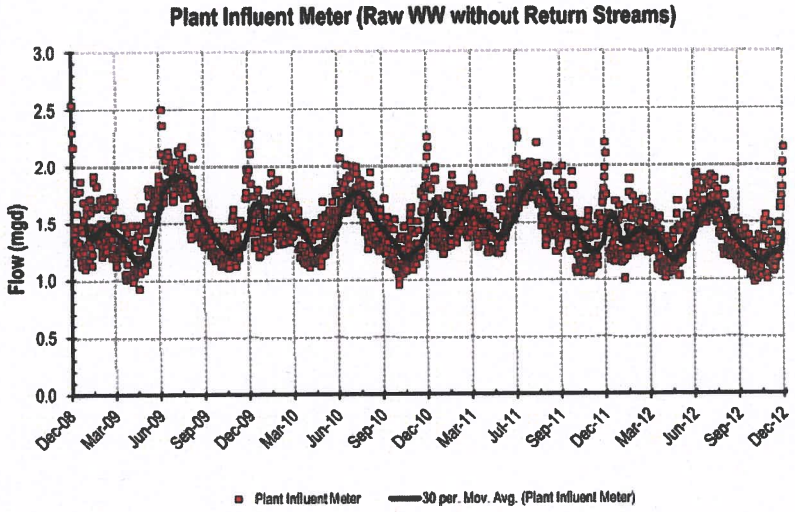


# Master Plan

- Developed a ENVision model, calibrated to historical plant data, to evaluate future flows and loads.
- Additionally, plant staff shared operational experience. Thought the aeration capacity during peak loading events was inadequate.
- Modeled two alternatives:
  - Carbonaceous Mode
    - Shorter solids retention time (SRT) and only BOD removal
    - Advantage: Less equipment, lower construction cost
    - Disadvantage: Lower quality secondary effluent, high WAS production, higher disinfection requirements
  - Nitrification and Denitrification Mode
    - Longer SRT and achieve ammonia removal in addition to BOD removal
    - Advantage: Improved sludge settleability, low WAS, and lower disinfection requirements, and provides flexibility to meet future total nitrogen related regulations.
    - Disadvantage: Higher construction cost and additional equipment

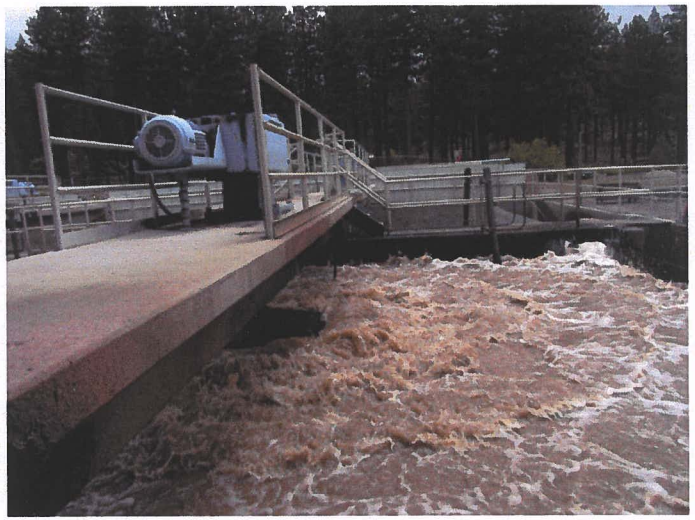
# Aeration Equipment Evaluation

- **Purpose**
  - Develop evaluation criteria
  - Aeration system evaluation
  - Review advantage and disadvantages
  - Develop preliminary layouts
  - Costs estimates
  - O&M review

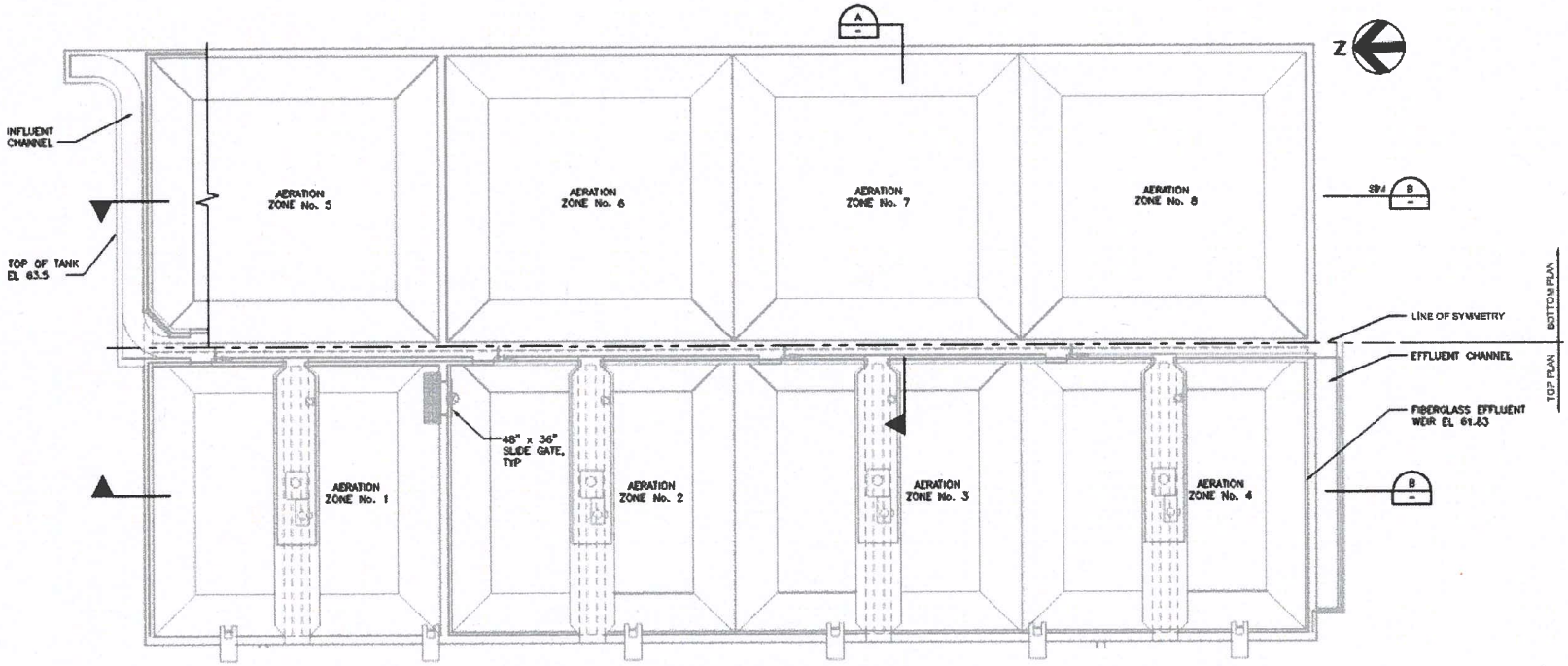


# Aeration Equipment Evaluation

- **Existing Operating Configuration**
  - Five Continuous Flow Stirred Tank Reactor in series
  - Each basin equipped with 30-HP mechanical surface aerator
  - SRT of approximately 5 days
  - DO control a challenge
    - Low DO during high flows
    - High DO during low flows
  - Executed a small project to add DO sensors and VFDs on aerators for improved DO control to bridge the time between planning and commissioning of the new aeration system.



# Aeration Basin Configuration (Plan View)

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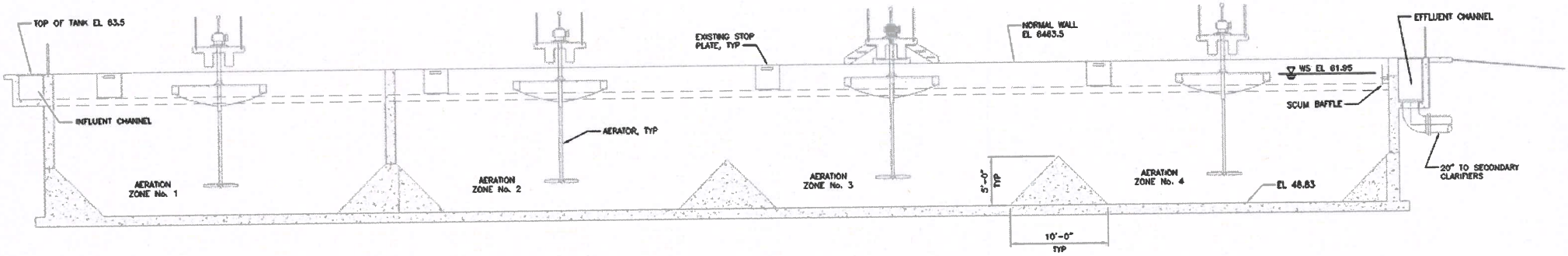
# Aeration Basin Configuration (Section View)

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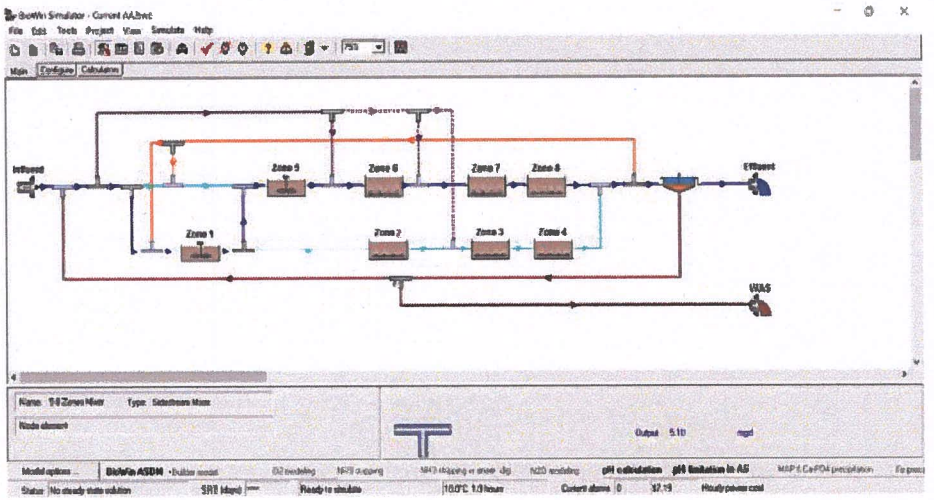
# Aeration Equipment Evaluation

- **Mass Balance and Process Simulation Models**
  - Calibrated the steady-state model using historical data.
  - The model provided aeration basin feed flows and loads. This information was processed through BioWin simulator to determine aeration demand for each zone coupled with process performance.
  - Output Oxygen Transfer Rate (OTR) in lbs of $O_2$ / day



# Aeration Equipment Evaluation

- **Technology evaluation**
  - Reviewed three diffuser technologies
    - Fine Bubble Disc-style diffuser
    - Fine Bubble Tube-style diffuser
    - Mechanical mixer/aerator
  - Alpha correction factor: ratio of process to clean water . Ranges from 0 to 1. Typical range 0.3 to 0.7.
    - Larger alpha means a more favorable environment to transfer oxygen into wastewater.

$$\alpha = \frac{(K_L a)_{process\ water}}{(K_L a)_{clean\ water}}$$

  - SOTE = Standard Oxygen Transfer Efficiency in Clean Water (% $O_2$ transferred/ $O_2$ fed)
    - SOTE varies between diffuser technologies
    - Higher SOTE translates to energy savings

**αSOTE = Standard Oxygen Transfer Efficiency IN PROCESS WATER (% $O_2$ transferred / $O_2$ fed)**

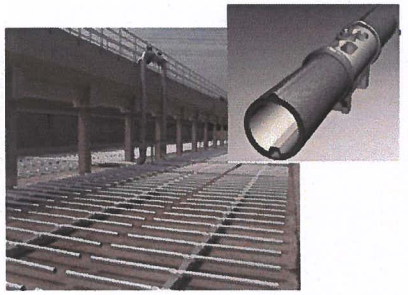
$$OTR \sim AFR \cdot \alpha SOTE$$

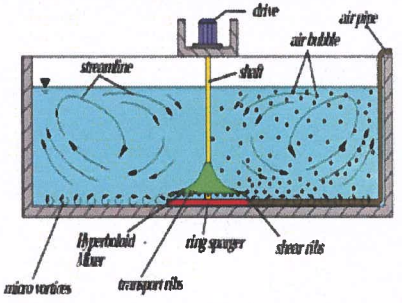
$$\left(\frac{kg_{O2,tr}}{h}\right) \quad \left(\frac{m^3_{air,fed}}{h}\right) \quad \left(\frac{kg_{O2,tr}}{kg_{O2,fed}}\right)$$

# Aeration Equipment Evaluation

| Diffuser type | Advantages | Disadvantages | Risks |
|---|---|---|---|
| **Membrane disc** | • Industry standard, lots of manufacturers and established technology<br>• Can retrofit ceramic disc diffusers<br>• Easy installation and replacement<br>• High SOTE (~27%) | • Replacement cycle 5 to 10 years.<br>• Scrubbing required<br>• UV degradation<br>• Required fillet demolition<br>• Requires baffles | • Membrane tear<br>• Pipe failure |
| **Tube** (with Silicone membrane) | • Large OT surface area<br>• Simple membrane replacement<br>• Higher SOTE (up to ~30%)<br>• Higher resistance to UV degradation<br>• Slightly longer replacement cycle (+10 years) than disc diffusers | • Top half surface is effective in transferring oxygen<br>• Scrubbing required<br>• Requires baffle | • Membrane tear (1% chance) |
| **Mechanical Mixer/Aerator** | • Less maintenance hours<br>• Did not require fillet removal<br>• Convenient replacement<br>• Did not require baffles | • Lack of installations<br>• Lack of oxygen transfer efficiency<br>• High Capital Cost<br>• Potentially contributes to floc shear | • Failure in either the mixer or diffuser means entire zones down |





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# Aeration Equipment Evaluation

- **Technology evaluation**
  - Reviewed three technologies
    - Positive Displacement Blowers
    - Single and Multi-Stage Blowers
    - High-Speed Turbo Blowers
- **Design Considerations**
  - Site Elevation
    - Impacts the relative mass of oxygen per volume of atmospheric air. Higher altitudes has a lower oxygen mass in atmospheric air than at mean sea level.
  - Ambient Temperature
    - Also impacts the mass of oxygen delivered as warmer air is less dense and provides less oxygen per given volume.



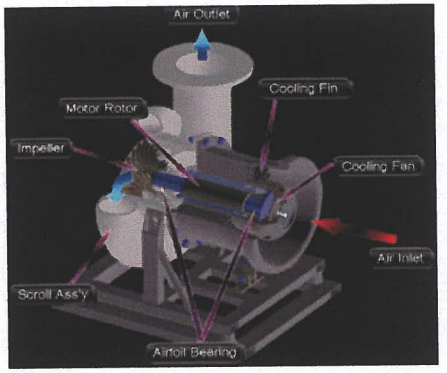


  - Relative Humidity
    - Is a measurement of water vapor in atmospheric air, which has some impact on the mass of air requiring compression.
  - Side Water Depth (SWD)
    - SWD of the aeration tanks is also important as it will impact blower discharge pressure.
  - Equipment Turndown
    - Controlled either by inlet throttling valves for multistage centrifugal blower or variable frequency drives.

# Aeration Equipment Evaluation








| Criteria | Unit | Positive Displacement | Single-Stage Centrifugal | Multi-Stage Centrifugal | High-Speed Turbo |
|---|---|---|---|---|---|
| Nominal Blower Efficiency | % | 50 - 70 | 50 - 65 | 55 - 70 | 65 - 75 |
| Nominal Turndown | % of rated flow | > 4 to 1 | ~ 2 to 1 | ~1.8 to 1 | ~2 to 1 |
| Normal Horsepower Range | hp | 5-250 | 30-400 | 30-400 | 30-5,000 |

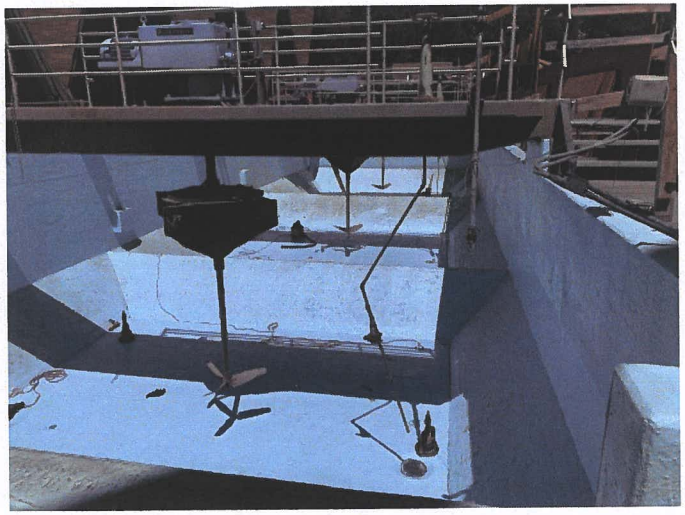
# Aeration Equipment Evaluation

| Blower Type | Advantages | Disadvantages |
|---|---|---|
| **Positive Displacement** | Simple instrumentation/limited controls | Low hp range, typically used for small installations |
| | Lowest capital costs | Lowest blower efficiency of all the alternatives |
| | High durability | High noise levels |
| | | Requires grease/oil lubrication |
| **Centrifugal (Single-stage)** | | Complex instrumentation |
| | More efficient than positive displacement blowers | Constant speed rotor, low turndown |
| | | Prone to issues with vibration and temperature |
| | | Requires grease/oil lubrication |
| **Centrifugal (Multi-stage)** | Industry standard for typical municipal wastewater treatment plants | Higher cost than positive displacement |
| | Relatively low noise level | Prone to issues with vibration and temperature |
| | Good turndown capacity | Requires grease/oil lubrication |
| | | More moving parts |
| **High-speed Turbo** | High efficiency over wide range of flows | Relatively new technology |
| | Good turndown capacity | Unknown long-term reliability |
| | Quiet operation | Periodic replacement of special electrical components |
| | Few moving parts | VFD requires special filters to eliminate disturbances to plant's power system |
| | No oil cooling system required | |

# Design and Construction

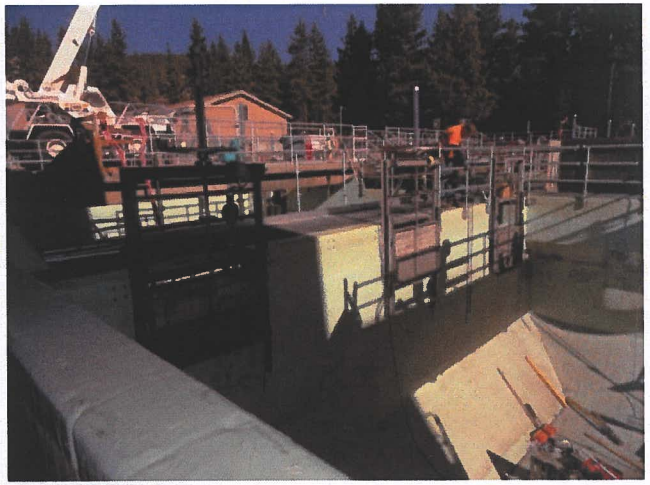
- **Site Specific Constraints and Challenges**
  - >55 years old concrete basin
    - Exposed aggregate
    - Cracks and Leaks
  - Existing basin designed for mechanical aerators
    - Small area for diffusers
    - Concrete fillets
  - Large range of flows due to influence of tourism
    - Sequencing construction to maintain continuous operation

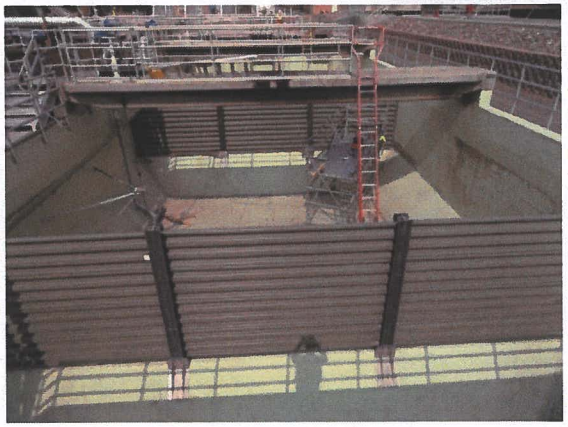
- **Assess and rehab aeration basin**
  - Execute condition assessment
  - Rehabilitate aeration basin to extend useful life prior to major investment.



# Design and Construction

- **General Design Considerations**
  - Dual purpose downward opening gates between Anoxic and Aerobic zones
    - To prevent foam accumulation in the first zone
    - To control water level in first zone to maintain a positive headloss, prevent backflow, despite water level rise due to diffused air in subsequent aerobic zones.
  - Intra-zone baffles (FRP-type)
    - To create plug-flow characteristics
    - Prevents aeration induced short circuiting
    - FRP-type baffle wall cost effective
      - Not designed to resist more than 3-inches of differential pressure
      - Size low openings to promote sufficient headloss at low flows

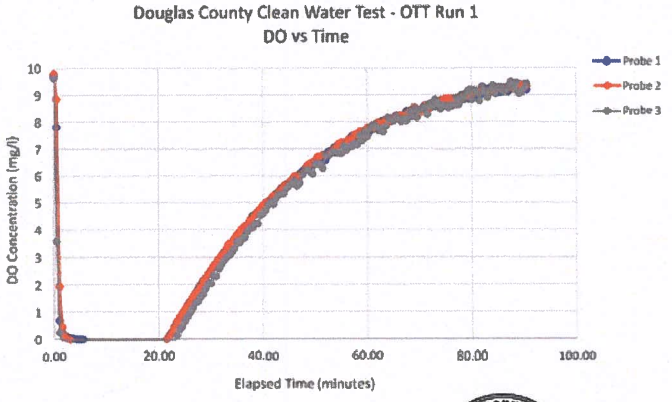




# Design and Construction

- **Diffuser Design Considerations**
  - Clean water oxygen transfer tests on fine bubble diffuser system
    - Clean water test demonstrates equipment performance guarantees prior to equipment procurement.
    - Testing facilities difficult to find, used a temporary arrangement at Washoe-County facility.
  - In-process testing (Off-gas method)
    - Used to compare calculated design estimates
    - Benchmark for future comparison
  - Miscellaneous
    - Minimum airflow for mixing vs. min. required for diffuser exercise
    - Diffuser spacing to allow for maintenance
    - Air purging system.
    - Periodic "flexing"



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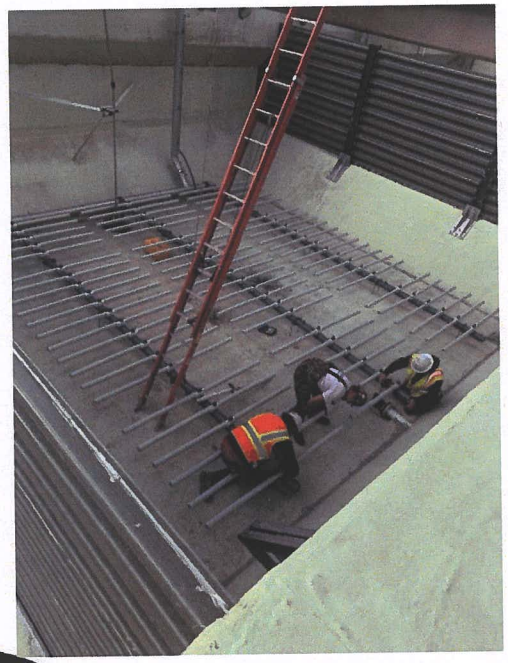
# Design and Construction

- **Diffuser Installation pictures**

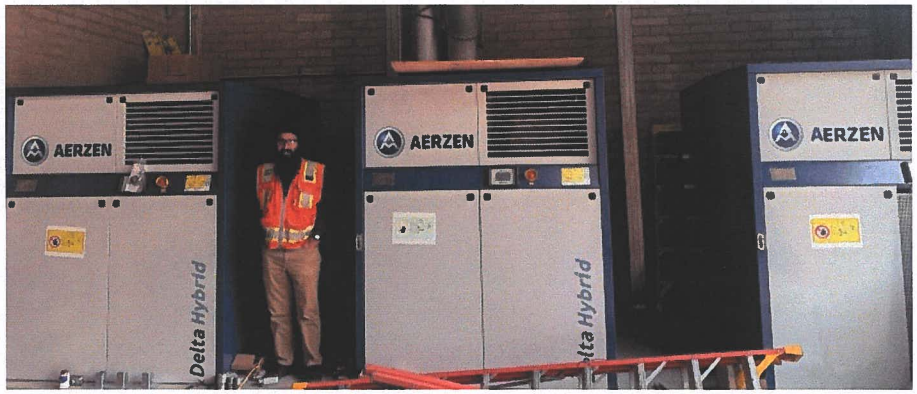




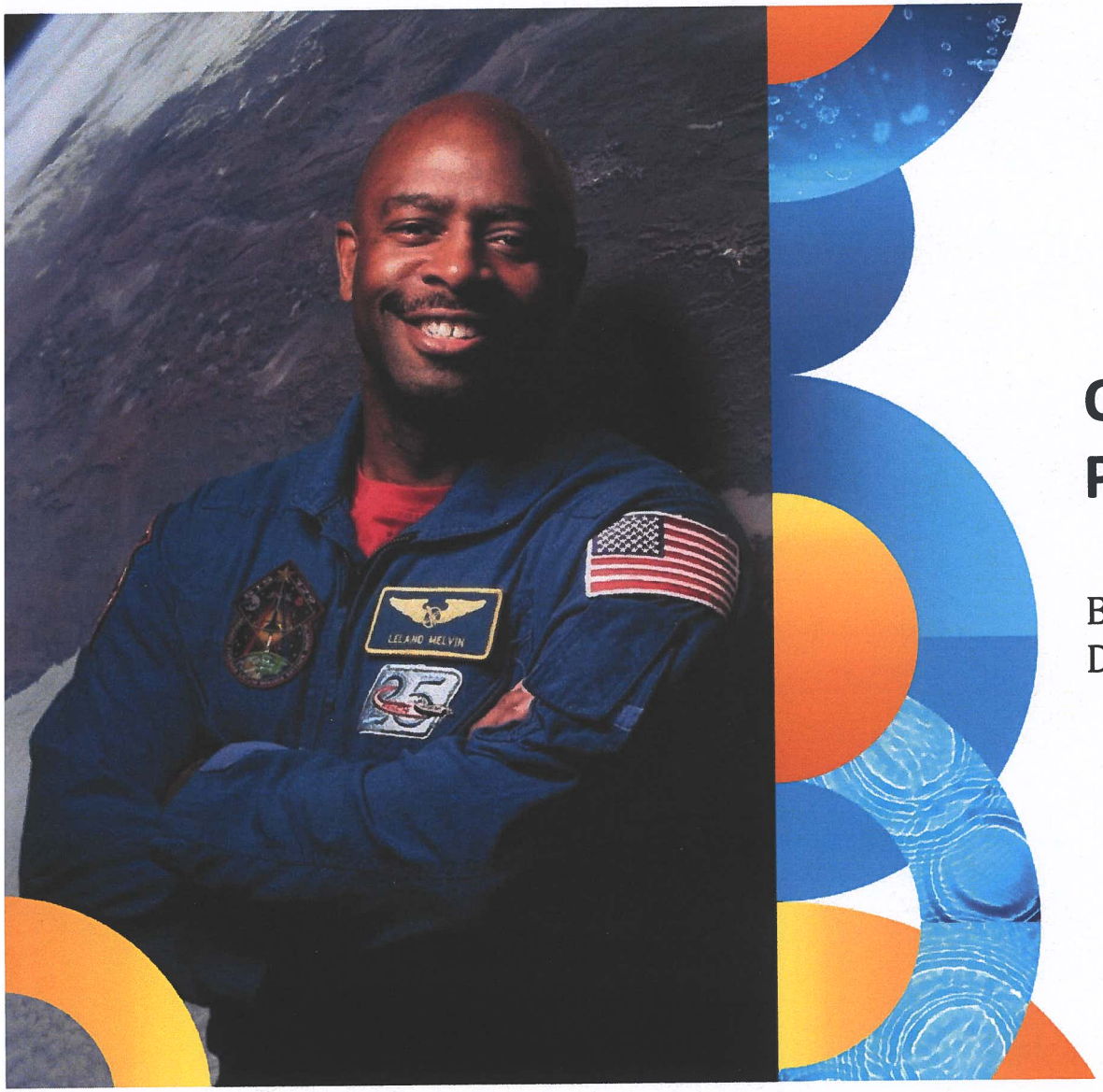


# Design and Construction

- **Blowers Design Considerations**
  - Turndown
    - Account for the following
      - Minimum, average, and maximum air requirements based on flows and loads.
      - Check minimum mixing requirements
      - Achieve greatest efficiency over the widest range and at most common conditions expected.
  - Translated airflow rate to SCFM
    - Make sure manufacturer aware of environmental conditions
  - Discharge pressure
    - Coordinate with diffuser manufacturer
  - Air piping
    - Insulate accessible blower discharge piping (>200 deg F)
    - Limit PVC use below water line
    - Size to minimize noise
  - Factory Testing
    - PTC-13 wire-to-air performance test




  - Equipment Package
    - Consider grouping aeration equipment supply to one supplier.
      - Blowers, VFDs, thermal mass meters, modulating valves, master control panel, DO sensors.
      - Minimizes conflicts
      - Single source responsibility

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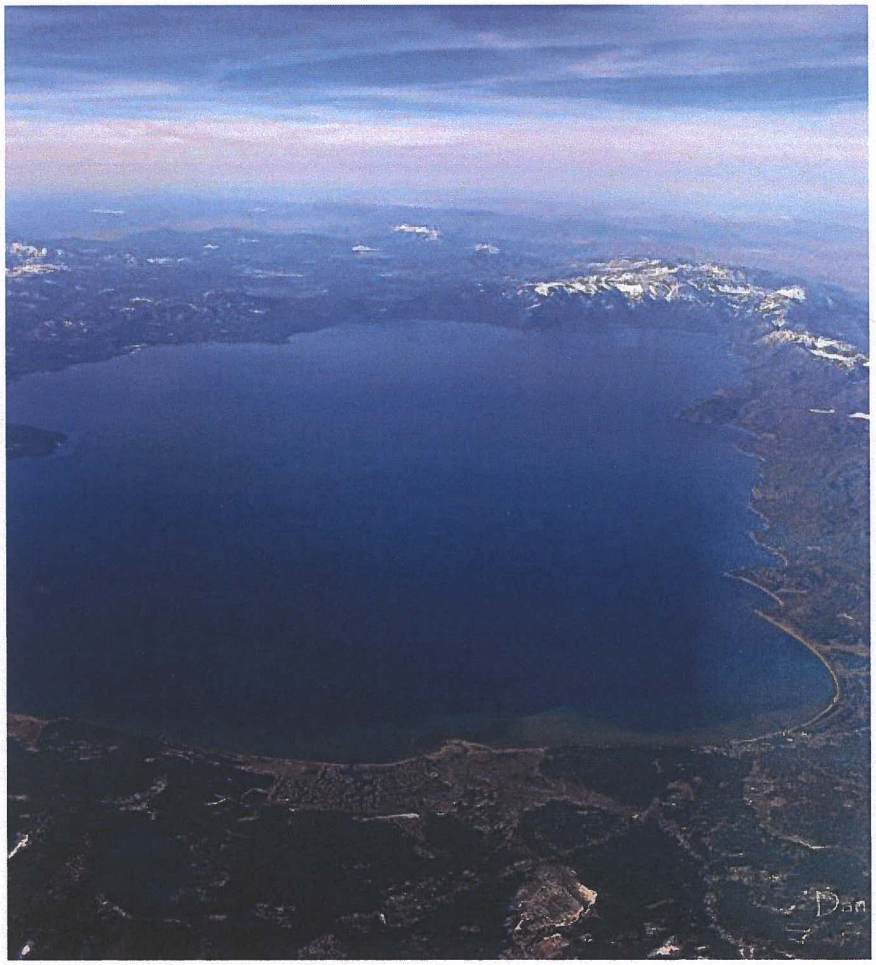
# Owner's Perspective & Project Review

By Rob Hopkins, General Manager,
DCLTSA

CWEA

# Authority Facts

- Initially formed in the 1960's as a private / public joint venture by area businesses to support growth of the residential area and the Stateline Nevada Casino Core
- Currently provides sewer treatment services for the entire Nevada side of the southern Lake Tahoe Basin – Approximately 4,000 residential units and about 135 businesses



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DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

HDR CWEA

# Authority Capital Planning

- Historically, Capital Projects funded on a "pay-as-you-go" (pay-go) basis, with a few major projects funded through U.S. Army Corps of Engineers grants combined with limited debt financing
- Pay-go funding tended to kick the can down the road on major capital projects
- Resulted in several major capital replacements needing to be addressed in the near term



# Solving the "Needs vs. Funds" Puzzle

- In 2017, DCLTSA proposed an Annual Capital Assessment charge to Participating Districts w/5 year "Sunset"
- Bundled four large Capital Projects into one comprehensive Treatment Plant Improvements Project
- Pursued State Revolving Fund financing to spread the financial burden to include future rate-payers
- "Repurpose and Rehabilitate" existing infrastructure whenever possible
- Pursue Value Engineering and leverage in-house and General Contractor talent and expertise





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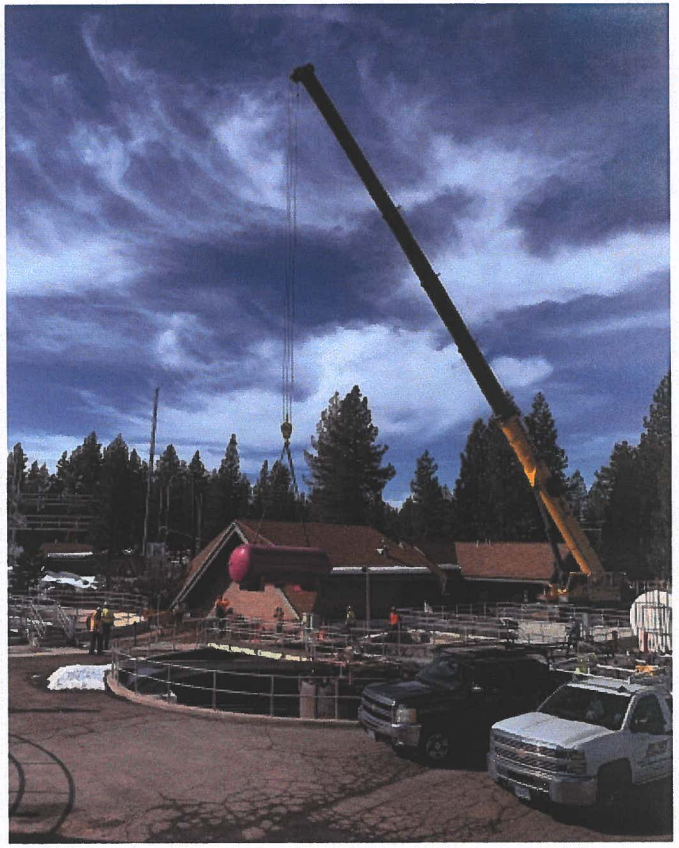
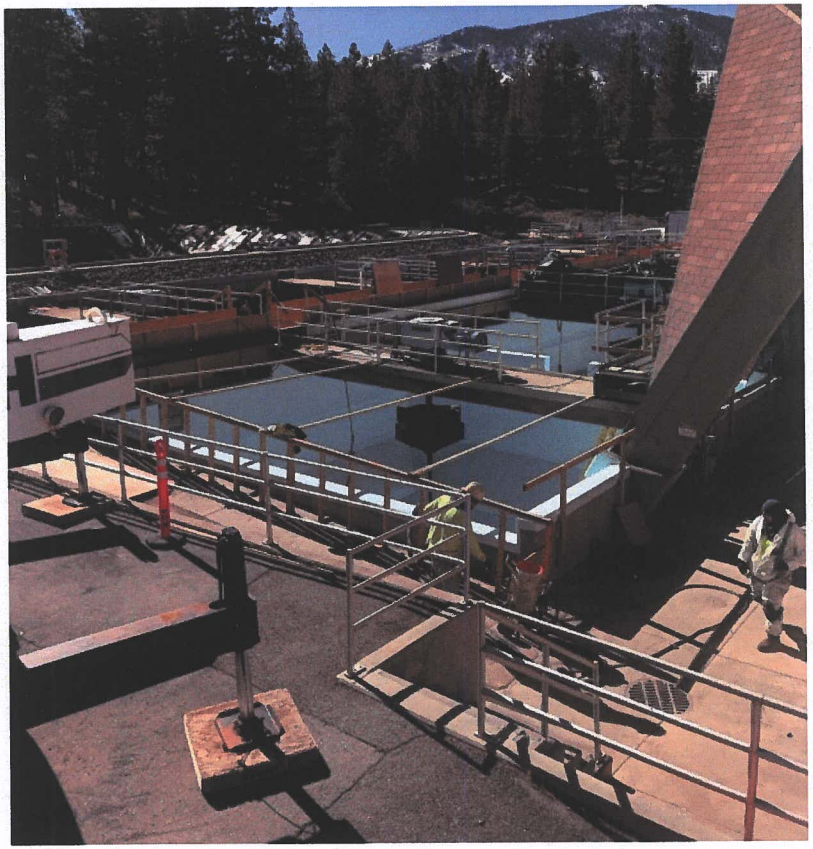
# Leveraging Knowledge

- **Project utilized the "Construction Manager At Risk" (CMAR) design and build model**
  - CMAR process allowed DCLTSA to take maximum advantage of both the knowledge pool with the Design Engineer and the General Contractor
  - CMAR process allowed DCLTSA to remain involved during design and construction
  - CMAR process created a "Guaranteed Maximum Price" on the project
  - CMAR allowed inclusion of in-house talent as part of the Design Team



# "Fast-tracking" the Project

- Developed the "Long Lead-Time" equipment purchase portion of the GMP process first to expedite the purchase and delivery of equipment with lead times greater than 6 months
- Scheduled major work during the "Shoulder-Seasons" when sewer flows were lowest and DCLTSA staff availability was highest



# Measuring Project Success

- The Treatment Plant Improvements Project completed within budget
- Bundling the Capital Projects allowed DCLTSA to reduce project design, bidding, and construction mobilization / demobilization costs
- DCLTSA completed 10 years of Master Plan projects in just three years
- Using in-house talent to construct portions of the project saved significant funds



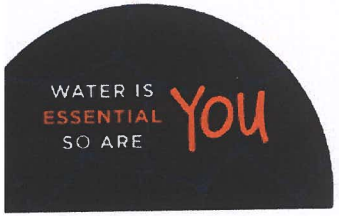
# The "Unknown-Unknow



- Project would have been completed ahead of schedule, but work slow-downs and supply chain issues with the COVID-19 measures slowed this progress
- The CALDOR fire, and the mass evacuations and work stoppage at South Lake Tahoe ended up putting the project back a total of about 4 weeks
- DCLTSA was fortunate to avoid the current inflationary environment - Contractors may be legitimately wary of generating Guaranteed Maximum Pricing now

# CONTACT HOUR INFORMATION

- All session attendance will now be tracked through badge scanning.
- To earn contact hours, your badge must be scanned upon entering the session room.
- The full session must be attended to receive contact hour(s).
- One (1) contact hour will be issued per 50 minute session attended.

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# Q&A

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PROTECTING CALIFORNIA'S MOST CRITICAL RESOURCE



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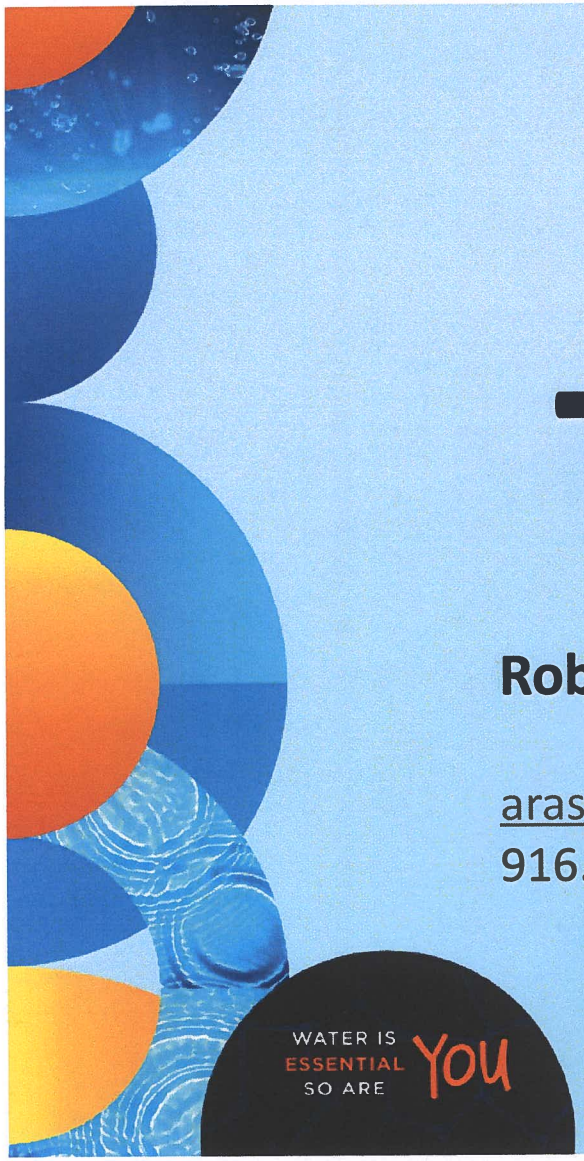
# Thank you

**Rob Hopkins and Arashdeep Singh**

arashdeep.singh@hdrinc.com
916.628.0106




**PLEASE NOTE:** It will take 2-3 weeks after the event for your contact hours to appear in your account.

R|O|Anderson

May 16, 2022

***Via Email***

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

**Authority Engineer's Monthly Report – May 2022**

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 April 20, 2022. 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 summary of each follows.

*Tahoe South Events Center:* During the period, we received, reviewed, and provided comments on the design of the new point of connection to the Authority's main that is in US Highway 50. Ultimately the design was completed, and the conditional letter of approval was issued to allow the work to commence. Earlier this week, we participated in the pre-construction conference with the representatives of the Owner, Contractor and Authority personnel present.

We also received and responded to questions from the design engineer working on the plans to remove and upsize the two sewer mains within US Highway 50. Based on those communications I expect that the Owner is preparing to submit the design drawings to NDOT to obtain an encroachment permit for completing that work.

*Edgewood Villas*: Shortly after the Board's last meeting, I received a call from representatives of Edgewood during which they indicated they would be withdrawing their request for cost sharing on the relocation of the interceptor. They also indicated that they would be submitting plans to make an interim connection to the existing interceptor so that construction could continue with two of the villas/cabins. The proposed interim connection was determined to be needed to



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OFFICES
Minden, Nevada
Reno, Nevada

ensure that sewer services would be available to these two cabins (#3 and #4) should the interceptor construction be delayed.

We have since received and reviewed the interim design drawing provided by Edgewood. The plan has been approved for construction subject to compliance with the recommended conditions of approval.

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

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

# CONTROLLER'S GENERAL STATUS REPORT

## May 18, 2022

- At the end of March, operating expenses were 8.32% under budget.

- I submitted a draw on the State Revolving Fund (SRF) Loan for project expenses paid, and when it is reimbursed the loan balance will stand at $8,999,300. I will submit a draw for the final $700 when we pay the retention due to KG Walters. The Department of Labor must authorize that final payment to the contractor.

- **Investment Report**

The only change to investment accounts since the last Board meeting has been the addition of interest. The investment balance still stands at close to $12.8 million. Except for $735,000 which is invested in CD's, the rest of it is entirely liquid.

## 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**

**MARCH 2021-2022 BUDGET VS. ACTUAL**

| | MARCH | Budgeted | Variance | Comments |
|---|---|---|---|---|
| Salaries | $ 881,443.49 | $ 959,651.25 | $ 78,207.76 | |
| OT/Callback | $ 25,048.57 | $ 14,394.75 | $ (10,653.82) | Short staffed |
| Holiday | $ 10,860.71 | $ 11,855.25 | $ 994.54 | 10 Holidays of 11 |
| NTD | $ - | $ - | $ - | |
| Longevity | $ 4,270.00 | $ 4,270.00 | $ - | |
| Stand-By Pay | $ 11,800.80 | $ 11,973.00 | $ 172.20 | |
| Health Insurance | $ 223,315.31 | $ 234,565.50 | $ 11,250.19 | |
| State Retirement (PERS) | $ 252,140.92 | $ 290,014.50 | $ 37,873.58 | |
| SIIS (Workers Comp) | $ 15,597.00 | $ 35,877.75 | $ 20,280.75 | Smaller Increase than Expected |
| Medicare Tax | $ 14,452.22 | $ 14,515.50 | $ 63.28 | |
| Unemployment Insurance | $ 45.00 | $ 17,940.00 | $ 17,895.00 | Annual EMRB Fee |
| Contract Svcs | $ - | $ - | $ - | |
| OPEB Expense | $ 21,645.84 | $ 37,500.00 | $ 15,854.16 | Estimate |
| **Salaries/Benefits** | **$ 1,460,619.86** | **$ 1,632,557.50** | **$ 171,937.64** | |
| | | | | |
| Electric Power | $ 178,527.61 | $ 173,062.50 | $ (5,465.11) | |
| Electric Power - BPS | $ 11,047.05 | $ 8,250.00 | $ (2,797.05) | |
| Electric Power - MPS | $ 47,661.39 | $ 40,875.00 | $ (6,786.39) | |

**MARCH 2021-2022 BUDGET VS. ACTUAL**

| | MARCH | Budgeted | Variance | Comments |
|---|---|---|---|---|
| Natural Gas | $ 7,883.41 | $ 7,500.00 | $ (383.41) | |
| Natural Gas - BPS | $ 1,079.67 | $ 675.00 | $ (404.67) | " |
| Natural Gas - MPS | $ 269.37 | $ 273.75 | $ 4.38 | |
| Water | $ 9,347.49 | $ 9,300.00 | $ (47.49) | |
| Water - BPS | $ 2,989.61 | $ 2,250.00 | $ (739.61) | Under-budgeted |
| Water - MPS | $ 14,170.90 | $ 7,575.00 | $ (6,595.90) | " |
| Solid Waste Removal | $ 4,462.60 | $ 3,491.25 | $ (971.35) | More grit and rags w/new process |
| **Utilities** | **$ 277,439.10** | **$ 253,252.50** | **$ (24,186.60)** | |
| Chemicals | $ 53,059.23 | $ 50,250.00 | $ (2,809.23) | Extra chemicals for process change |
| Lab Supplies | $ 3,787.79 | $ 2,062.50 | $ (1,725.29) | Extra tests for process change |
| Supplies | $ - | $ - | $ - | |
| **Chemicals/Supplies** | **$ 56,847.02** | **$ 52,312.50** | **$ (4,534.52)** | |
| Legal Services | $ 15,458.50 | $ 30,000.00 | $ 14,541.50 | |
| Accounting | $ 54,441.14 | $ 41,512.50 | $ (12,928.64) | Audit fees will smooth by year end |
| **Legal/Accounting** | **$ 69,899.64** | **$ 71,512.50** | **$ 1,612.86** | |

**MARCH 2021-2022 BUDGET VS. ACTUAL**

| | MARCH | Budgeted | Variance | Comments |
|---|---|---|---|---|
| Engineering | $ 42,299.00 | $ 45,000.00 | $ 2,701.00 | |
| Engineering - BPS | $ - | $ - | $ - | |
| Engineering - MPS | $ - | $ - | $ - | |
| Engineering - In-District | $ - | $ - | $ - | |
| Consulting | $ 13,600.00 | $ 25,500.00 | $ 11,900.00 | |
| **Engineering/Consulting** | **$ 55,899.00** | **$ 70,500.00** | **$ 14,601.00** | |
| Maintenance Export Line | $ 2,419.70 | $ 14,625.00 | $ 12,205.30 | |
| Maintenance Collection System | $ 47,250.00 | $ 52,875.00 | $ 5,625.00 | |
| Repairs Collection System | $ - | $ 1,125.00 | $ 1,125.00 | |
| Computer Maintenance/Supplies | $ 159.99 | $ 3,750.00 | $ 3,590.01 | |
| Annual Software Licenses | $ 17,148.98 | $ 18,375.00 | $ 1,226.02 | |
| SCADA Support | $ 22,027.60 | $ 13,500.00 | $ (8,527.60) | Modification to daily flow log |
| Repairs - Vehicles | $ 6,384.22 | $ 7,537.50 | $ 1,153.28 | |
| Repairs - Mechanical | $ 28,235.18 | $ 33,750.00 | $ 5,514.82 | |
| Repairs - Mechanical BPS | $ 2,102.70 | $ 5,250.00 | $ 3,147.30 | |
| Repairs - Mechanical MPS | $ 354.07 | $ 8,250.00 | $ 7,895.93 | |
| Emergency Repairs | $ - | $ - | $ - | |

**MARCH 2021-2022 BUDGET VS. ACTUAL**

| | MARCH | Budgeted | Variance | Comments |
|---|---|---|---|---|
| Repairs Bldg & Grounds | $ 2,785.98 | $ 5,850.00 | $ 3,064.02 | |
| Repairs Bldg & Grounds - BPS | $ - | $ 750.00 | $ 750.00 | |
| Repairs Bldg & Grounds - MPS | $ - | $ - | $ - | |
| Repairs Heating | $ - | $ 618.75 | $ 618.75 | |
| Repairs Heating | $ - | $ 750.00 | $ 750.00 | |
| Repairs Heating | $ - | $ - | $ - | |
| Repairs Electrical | $ 4,944.06 | $ 1,256.25 | $ (3,687.81) | Upgrade project related works |
| Repairs Electrical | $ - | $ 750.00 | $ 750.00 | |
| Repairs Electrical | $ - | $ 375.00 | $ 375.00 | |
| Repairs Instruments | $ 8,766.00 | $ 7,500.00 | $ (1,266.00) | Smart Cover Annual Agreement |
| Equipment Rental | $ 1,772.18 | $ 2,250.00 | $ 477.82 | |
| Maintenance Supplies | $ 10,228.37 | $ 3,825.00 | $ (6,403.37) | Cost of hardware material skyrocketed |
| Safety Equipment | $ 7,552.37 | $ 6,000.00 | $ (1,552.37) | |
| Odor Control System Maintenance | $ 54.92 | $ 14,250.00 | $ 14,195.08 | |
| **Repairs/Maintenance** | **$ 162,186.32** | **$ 203,212.50** | **$ 41,026.18** | |
| Casualty Insurance | $ 65,580.21 | $ 75,600.00 | $ 10,019.79 | Smaller Increase than expected |
| Pollution Liability Insurance | $ - | $ - | $ - | |
| **Insurance** | **$ 65,580.21** | **$ 75,600.00** | **$ 10,019.79** | |

**MARCH 2021-2022 BUDGET VS. ACTUAL**

| | MARCH | Budgeted | Variance | Comments |
|---|---|---|---|---|
| Telephone | $ 14,147.99 | $ 15,375.00 | $ 1,227.01 | |
| Telephone | $ 308.07 | $ 862.50 | $ 554.43 | |
| Telephone | $ - | $ - | $ - | |
| Small Tools & Equipment | $ 7,801.46 | $ 6,018.75 | $ (1,782.71) | In-House Projects |
| Laundry and Linen | $ 2,300.57 | $ 2,625.00 | $ 324.43 | |
| Forest Svc. Fee | $ 1,234.32 | $ 500.00 | $ (734.32) | 3 year fee |
| Training, Dues & Subscriptions | $ 1,499.00 | $ 3,750.00 | $ 2,251.00 | |
| Office Expenses | $ 6,270.54 | $ 9,000.00 | $ 2,729.46 | |
| Travel | $ - | $ - | $ - | |
| Sample Testing | $ 44,509.00 | $ 34,293.75 | $ (10,215.25) | More testing for new process |
| Operating Lease | $ - | $ - | $ - | |
| Biosolids Disposal | $ 38,685.07 | $ 42,487.50 | $ 3,802.43 | |
| Underground Service Alert | $ 397.26 | $ 375.00 | $ (22.26) | Ann. Membership Fee |
| Permit Fees | $ 9,579.92 | $ 9,937.50 | $ 357.58 | Most Paid at Beginning of Year |
| Misc Exp and Bank Fees | $ 6,295.07 | $ 8,025.00 | $ 1,729.93 | |
| **Other Operating Expenses** | **$ 133,028.27** | **$ 133,250.00** | **$ 221.73** | |

## MARCH 2021-2022 BUDGET VS. ACTUAL

| | MARCH | Budgeted | Variance | Comments |
|---|---|---|---|---|
| Fuels and Lubricants | $ 19,168.59 | $ 17,145.00 | $ (2,023.59) | Increased gas prices |
| Fuels & Lubricants | **$ 19,168.59** | **$ 17,145.00** | **$ (2,023.59)** | |
| **Total Operating Expenses Thru MARCH** | **$ 2,300,668.01** | **$ 2,509,342.50** | **$ 208,674.49** | |
| | | | **8.32%** | |

# Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 4/20/2022 to 5/18/2022



| Check No. | Date | Status* | Vendor ID | Payee Name | Amount |
|---|---|---|---|---|---|
| **BANK ID: WFCHK - WELLS FARGO CHECKING** | | | | | **101.1000** |
| 10966 | 04/21/22 | P | ABBA | ABBA PUMP PARTS & SVC | $7,870.00 |
| 10967 | 04/21/22 | P | AL01 | ALLISON, MACKENZIE, Pavlakis | $2,070.00 |
| 10968 | 04/21/22 | P | AX10 | AXELSON IRON SHOP, INC. | $675.00 |
| 10969 | 04/21/22 | P | BE15 | BENTLY FAMILY LTD PARTNERSHIP | $228.90 |
| 10970 | 04/21/22 | P | CLA | Griswold Industries | $4,644.20 |
| 10971 | 04/21/22 | P | CODALE | CODALE ELECTRIC SUPPLY | $1,197.06 |
| 10972 | 04/21/22 | P | HDR01 | HDR, ENGINEERING, INC. | $10,610.28 |
| 10973 | 04/21/22 | P | SIERRA | DBA SIERRA OFFICE SOLUTIONS | $2.70 |
| 10974 | 04/21/22 | P | KI11 | KINGSBURY GENERAL IMP. DIST. | $1,154.33 |
| 10975 | 04/21/22 | P | LA12 | LAWSON PRODUCTS, INC. | $58.48 |
| 10976 | 04/21/22 | P | PARODI | MASON PARODI | $159.00 |
| 10977 | 04/21/22 | P | GUT | MIKE GUTIERREZ | $209.00 |
| 10978 | 04/21/22 | P | OREILL | O'REILLY AUTOMOTIVE, INC. | $383.87 |
| 10979 | 04/21/22 | P | OLIN | OLIN CORP - CHLOR ALKALI | $6,663.73 |
| 10980 | 04/21/22 | P | SO10 | SOUTH TAHOE REFUSE, INC. | $457.94 |
| 10981 | 04/21/22 | P | SO13 | SOUTHWEST GAS CORP. | $1,139.85 |
| 10982 | 04/21/22 | P | NE42 | STATE OF NV. P.E.B.P. | $1,386.40 |
| 10983 | 04/21/22 | P | SU13 | SUMMIT PLUMBING CO., LLC | $9,574.70 |
| 10984 | 04/21/22 | P | TELED | TELEDYNE INSTRUMENTS, INC. | $558.00 |
| 10985 | 04/21/22 | P | US12 | USABLUEBOOK | $662.14 |
| 10986 | 04/21/22 | P | WE10 | WEDCO INC. | $1,987.66 |
| 10987 | 04/21/22 | P | WF01 | WELLS FARGO | $2,038.54 |
| 10988 | 04/21/22 | P | WE12 | Western Envir. Testing Lab | $442.00 |
| 10989 | 04/21/22 | P | WE18 | WESTERN NEVADA SUPPLY CO. | $1,286.53 |
| 10990 | 05/11/22 | P | AL17 | ALHAMBRA | $163.45 |
| 10991 | 05/11/22 | P | AL01 | ALLISON MACKENZIE, Ltd. | $6,300.00 |
| 10992 | 05/11/22 | P | BE15 | BENTLY FAMILY LTD PARTNERSHIP | $864.50 |
| 10993 | 05/11/22 | P | CA12 | CARSON VALLEY OIL CO., INC. | $1,349.02 |
| 10994 | 05/11/22 | P | CH15 | CHARTER COMMUNICATIONS | $499.90 |
| 10995 | 05/11/22 | P | CODALE | CODALE ELECTRIC SUPPLY | $1,324.76 |
| 10996 | 05/11/22 | P | DTS | DIGITAL TECHNOLOGY SOLUTIONS | $265.50 |
| 10997 | 05/11/22 | P | GI20 | DOUGLAS GIBSON | $276.87 |
| 10998 | 05/11/22 | P | ENERSP | ENERSPECT MEDICAL SOLUTIONS, | $207.02 |
| 10999 | 05/11/22 | P | FASTEN | FASTENAL COMPANY | $144.71 |
| 11000 | 05/11/22 | P | FR01 | FRONTIER | $153.85 |
| 11001 | 05/11/22 | P | GR13 | GRAINGER | $41.78 |
| 11002 | 05/11/22 | P | HDR01 | HDR, ENGINEERING, INC. | $6,926.00 |
| 11003 | 05/11/22 | P | RE383 | HECTOR & JACKIE REYES | $273.00 |
| 11004 | 05/11/22 | P | HOMETO | HOMETOWN HEALTH | $17,682.63 |
| 11005 | 05/11/22 | P | SIERRA | DBA SIERRA OFFICE SOLUTIONS | $84.64 |
| 11006 | 05/11/22 | P | INTEGR | INTEGRITY LOCKSMITH | $276.92 |
| 11007 | 05/11/22 | P | BOU11 | BOULDER EXTERMINATORS, INC | $150.00 |
| 11008 | 05/11/22 | P | IKE01 | KELVIN IKEHARA | $361.82 |
| 11009 | 05/11/22 | P | KI11 | KINGSBURY GENERAL IMP. DIST. | $1,090.39 |
| 11010 | 05/11/22 | P | KI12 | KINGSBURY HARDWARE | $6.58 |
| 11011 | 05/11/22 | P | LES-SL | LES SCHWAB TIRES | $1,154.68 |
| 11012 | 05/11/22 | P | LIBERT | LIBERTY UTILITIES | $78.22 |
| 11013 | 05/11/22 | P | MACLEO | MACLEOD WATTS INC. | $6,500.00 |
| 11014 | 05/11/22 | P | AGUILA | MANNY AGUILAR | $170.10 |
| 11015 | 05/11/22 | P | MORAN | MARK MORAN | $150.00 |
| 11016 | 05/11/22 | P | MET11 | METLIFE - GROUP BENEFITS | $2,124.01 |
| 11017 | 05/11/22 | P | LA11 | NAPA AUTO PARTS | $177.99 |
| 11018 | 05/11/22 | P | NE222 | NDEP-BWPC | $7,658.00 |
| 11019 | 05/11/22 | P | NE49 | NEVADA NEWS GROUP | $331.31 |
| 11020 | 05/11/22 | P | NE39 | NEVADA SEAL & PUMP | $7,626.09 |
| 11021 | 05/11/22 | P | NV01 | NV ENERGY | $26,215.11 |

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ); "A" - Application; "E" - EFT**
**** Denotes broken check sequence.**

**Douglas County Lake Tahoe Sewer Auth.**

AP Check Register (Current by Bank)

Check Dates: 4/20/2022 to 5/18/2022



| Check No. | Date | Status* | Vendor ID | Payee Name | Amount |
|---|---|---|---|---|---|
| 11022 | 05/11/22 | P | EA13 | PAULA EAST-JANICKI | $857.24 |
| 11023 | 05/11/22 | P | PDMSTE | PDM STEEL SVC. CENTERS, INC. | $2,212.66 |
| 11024 | 05/11/22 | P | POL10 | POLYDYNE INC. | $6,440.00 |
| 11025 | 05/11/22 | P | AN12 | R.O. ANDERSON ENGINEERING, INC | $8,056.25 |
| 11026 | 05/11/22 | P | VAN1 | RICK VAN HORN | $264.21 |
| 11027 | 05/11/22 | P | RO12 | ROUND HILL GENERAL IMP. DIST. | $383.40 |
| 11028 | 05/11/22 | P | ST09 | STANDARD INSURANCE COMPANY | $588.97 |
| 11029 | 05/11/22 | P | NE42 | STATE OF NV. P.E.B.P. | $1,386.40 |
| 11030 | 05/11/22 | P | AB01 | SUMMIT FIRE & SECURITY | $497.00 |
| 11031 | 05/11/22 | P | TA01 | TAHOE BASIN CONTAINER SVC.,INC | $2,522.50 |
| 11032 | 05/11/22 | P | US12 | USABLUEBOOK | $438.03 |
| 11033 | 05/11/22 | P | VER | VERIZON | $316.28 |
| 11034 | 05/11/22 | P | VI12 | VISION SERVICE PLAN - (AT) | $302.86 |
| 11035 | 05/11/22 | P | WE10 | WEDCO INC. | $646.52 |
| 11036 | 05/11/22 | P | WF01 | WELLS FARGO | $2,151.37 |
| 11037 | 05/11/22 | P | WE12 | Western Envir. Testing Lab | $1,838.00 |
| 11038 | 05/11/22 | P | WE18 | WESTERN NEVADA SUPPLY CO. | $230.16 |
| 11039 | 05/11/22 | P | WORKS | WORKSMART AUTOMATION, INC. | $310.00 |
| | | | | **BANK WFCHK REGISTER TOTAL:** | **$175,531.01** |
| | | | | **GRAND TOTAL :** | **$175,531.01** |

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ); "A" - Application; "E" - EFT**
**** Denotes broken check sequence.**

**Douglas County Lake Tahoe Sewer Auth.**

GL Entry Report - Batch Order

Year: All / Date: 4/20/2022 - 5/18/2022



| Entry # | Date | Document | Job | Account | Description | Debits | Credits | Balance |
|---|---|---|---|---|---|---|---|---|
| **BATCH: 7688** | **JOURNAL: B** | **STATUS: Posted** | **PERIOD: 2022 - 11** | **CREATED: 04/27/22 by YHJ** | | | | |
| 138901 | 05/13/22 | | | 414.1100 | APRIL PERS CONTRIBS | $12,414.85 | $0.00 | $12,414.85 |
| 138902 | 05/13/22 | | | 415.1100 | APRIL PERS CONTRIBS | $12,414.85 | $0.00 | $24,829.70 |
| 138903 | 05/13/22 | | | 101.1000 | APRIL PERS CONTRIBS | $0.00 | $24,829.70 | $0.00 |
| | | | | | **BATCH 7,688 TOTALS:** | **$24,829.70** | **$24,829.70** | **$0.00** |
| **BATCH: 7692** | **JOURNAL: B** | **STATUS: Posted** | **PERIOD: 2022 - 10** | **CREATED: 04/28/22 by YHJ** | | | | |
| 138926 | 04/20/22 | | | 417.1100 | Q3 FY21-22 WORKERS' COMP | $5,199.00 | $0.00 | $5,199.00 |
| 138927 | 04/20/22 | | | 101.1000 | Q3 FY21-22 WORKERS' COMP | $0.00 | $5,199.00 | $0.00 |
| | | | | | **BATCH 7,692 TOTALS:** | **$5,199.00** | **$5,199.00** | **$0.00** |
| | | | | | **TOTAL OF ALL JOURNAL(S):** | **$30,028.70** | **$30,028.70** | |