NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, FEBRUARY 15, 2023

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 February 15, 2023, 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/85227262747?pwd=UEZpQ3ZYVDI3b2U2MkJHbWFNQW51Zz09

Phone Number: **1-669-900-6833**
Meeting ID: **852 2726 2747**
Passcode: **095364**

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, FEBRUARY 15, 2023

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 18, 2023) – **for possible action.**
7. Authority Manager's Report (Rob Hopkins)
   A. General Status Report

8. Engineer's Report

   A. General Projects Status Report.

9. Attorney's Report

   A. Status of Updated Agreement Between the Authority and Elk Point Sanitation District – for discussion only

10. Controller's Report

   A. General Status Report

   B. Investment Report

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

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

13. Final Public Comment

14. Adjournment

CERTIFICATE OF POSTING

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

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

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

DATED this 10th day of February, 2023.

P East-Janicki

Print Name: Paula East-Janicki
Title: DCLTSA Controller

MINUTES OF MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
January 18, 2023

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 18, 2023, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ACKNOWLEDGMENT OF APPOINTMENT OF TRUSTEE FROM TAHOE DOUGLAS DISTRICT:

Andrew Huckbody was welcomed and sworn in as the Trustee to the Authority's Board representing Tahoe Douglas District.

ROLL CALL:

Present were Trustees Wes Rice, John McLaughlin, Andy Huckbody and Jodie Nelson.

RECOGNITION OF OTHERS IN ATTENDANCE:

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

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF AGENDA:

It was moved by Trustee Rice, 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 Rice, seconded by Trustee Nelson and carried unanimously (3-0) (Trustee Huckbody abstained) that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated November 16, 2022, be approved as presented.

DISCUSSION AND APPOINTMENT OF BOARD OFFICERS:

Mr. Cavilia introduced this item explaining that based upon the recently appointed Trustees to the Board, it was necessary at this time to appoint new officers of the Board. Following a brief

discussion among the Trustees about the willingness of Trustees to serve in various positions **it was moved by Trustee Huckbody and seconded by Trustee Nelson that Trustee Nelson serve as Secretary, that Trustee Rice serve as Treasurer and that Trustee McLaughlin serve as Chairman.** Mr. Cavilia opened the floor to public comment regarding the matter. There was no public comment. **The motion carried unanimously (4-0).**

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 annual dam safety inspection of the Authority's Buckeye effluent storage reservoir dam was recently completed by the Nevada Division of Water Resources and that the dam passed with some minor repairs and vegetation removal being required.

Mr. Hopkins stated that he, Authority staff and the Authority engineer participated in a meeting with personnel of the Nevada Tahoe Conservation District (NTCD) with regard to the recontouring of Burke Creek and the removal of paved access to the Authority's Beach Pump Station. Mr. Hopkins indicated that staff and Mr. Anderson are working with the United States Forest Service (USFS) to ensure that appropriate access is maintained to the Authority's facilities to provide for ongoing maintenance and operation. The Authority Engineer, Rob Anderson, added that he was working on alternative access to the Authority's facility from the Nevada Beach campground and that he was confident that adequate access would be maintained after the NTCD and USFS modifications are completed.

As part of the Burke Creek project, Mr. Hopkins explained that Authority staff has completed inspections of the Authority's manhole in Kahle Drive and that the planned resurfacing of Kahle Drive this summer will provide the Authority with the opportunity to repair and upgrade the manholes. Trustee Rice added that the improvements to Kahle Drive are being funded with federal funds thanks to the work of Congressman Mark Amodei.

Mr. Hopkins indicated that the Authority was in the process of sharing data from the Authority's groundwater monitoring wells near the Buckeye Effluent Storage Reservoir with a groundwater specialist from the United States Geological Survey (USGS) as part of an ongoing study of the Carson Valley groundwater basin.

Mr. Hopkins reported that the data necessary for the Authority's 2022 Annual Discharge Monitoring Report for the Nevada Division of Environmental Protection (NDEP) has been provided to the Authority engineer, who will prepare the report for submission to NDEP.

Finally, Mr. Hopkins thanked the Authority staff for the many hours spent on snow removal at the plant and other Authority facilities over the last several weeks. Mr. Hopkins explained that the

significant precipitation as well as the number of tourists at the Lake resulted in a peak sewage flow of 2.512 million gallons on New Year's Eve and that the plant continues to operate very well.

Chairman McLaughlin 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 17, 2023, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The January 17, 2023, correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that his office will be continuing its work with the NTDC and the USFS to ensure that adequate access is maintained to all of the Authority's facilities.

With regard to flow meter reconciliation, Mr. Anderson indicated that he has been working with the Authority Controller, Paula East-Janicki, and that the correlation between the plant inflow meter and sister district's meters was within 1.5% which is excellent. Mr. Anderson indicated the flow data has been shared with the other districts. The Authority had an average daily flow of 1.2 million gallons during the last quarter of 2022. Mr. Anderson stated his opinion that flow to the plant is impacted significantly by inflow and infiltration as the result of precipitation.

In response to an inquiry from Trustee Huckbody, Mr. Hopkins indicated that the plant is permitted to treat up to 4.3 million gallons of sewer per day.

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

B. Discussion and Possible Acceptance of East Fork Roofing, LLC's bid for the Mechanical Building Re-Roofing Project in the amount of Two Hundred Forty-One Thousand Seven Hundred and Sixty Dollars ($241,760.00).

Mr. Anderson reported that the Authority received one bid for the Mechanical Building Re-Roofing Project, and he recommended that the Board accept the bid and award the project to East Fork Roofing, LLC. Following a brief discussion among the Trustees, **it was moved by Trustee Nelson and seconded by Trustee Huckbody that a contract for the Mechanical Building Re-Roofing Project be awarded to East Fork Roofing, LLC's bid in the amount of Two Hundred Forty-One Thousand Seven Hundred and Sixty Dollars ($241,760.00).** Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. **The motion carried unanimously (4-0).**

AUTHORITY CONTROLLER'S REPORT:

A. General Status Report

Ms. East-Janicki reported that the Authority's operating expenses through November were approximately 9.5% under budget and that the cost of the camera inspection of the collection system is anticipated to be approximately $70,000.

Ms. East-Janicki explained that based upon the Board's action in November, pay increases were awarded to all employees in the amount of 4.25% as of December 1, 2022. Ms. East-Janicki stressed, and Mr. Hopkins confirmed that, as a result of automation and off-site monitoring, work is getting done with fewer employees than in the past.

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

B. Discussion regarding and possible designation of Eide Bailly as the Auditor for Fiscal Year 2023, for the maximum price of Forty-Four Thousand Dollars ($44,000).

Ms. East-Janicki recommended to the Board that Eide Bailly be designated as the Authority's auditor for fiscal year 2023 for the maximum cost of $44,000. Ms. East-Janicki explained that Eide Bailly has been the Authority's auditor for the last five years, that she has a good relationship with Eide Bailly and that the maximum cost is only 3.5% above the previous year. Following a brief discussion among the Trustees, **it was moved by Trustee Rice and seconded by Trustee McLaughlin that Eide Bailly be designated as the Authority's Auditor for Fiscal Year 2023, for the maximum price of Forty-Four Thousand Dollars ($44,000). Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. The motion carried unanimously (4-0).**

C. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, stating that the Authority has approximately $14.2 million invested and that the only change from her last report is the addition of interest income. Ms. East-Janicki indicated that approximately $2,205,000 is held in laddered certificates of deposit (CDs) with most of the balance of the investments in the Local Government Investment Pool. Ms. East-Janicki also provided the Board with a brief summary of the Authority's three funds, indicating that the Authority's general fund is utilized for general operating expenses, the plant emergency fund is restricted to use for emergency repairs and plant expansion and the construction fund is restricted to projects on the Authority's Capital Development Plan.

Chairman McLaughlin 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. In response to a question from Trustee Nelson, Ms. East-Janicki explained the details of payroll are not in the monthly reports because payroll is completed by a third-party payroll company.

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

Following a brief discussion among the Trustees, **it was moved by Trustee Rice and seconded by Trustee McLaughlin and approved unanimously (4-0) that the claims as presented be approved.**

REPORTS/UPDATES FROM BOARD OF TRUSTEES CONCERNING THE AREAS OR DISTRICTS THEY REPRESENT:

Trustee Huckbody reported that Tahoe Douglas District (TDD) was currently planning to install generators for each of TDD's five lift stations this spring. Trustee Huckbody also indicated that the TDD Board has had one meeting thus far with its three new board members.

Trustee Nelson reported that Kingsbury General Improvement District (KGID) met on January 17th and that based on a recent Farr West Engineering report, KGID has approximately $5.5 million in upcoming infrastructure need. The KGID Board will consider various ways of meeting this financial need over the next ten years.

Trustee McLaughlin inquired about the ongoing discussions with the Elk Point Sanitation District (EPSD) and the need to upgrade certain EPSD infrastructure. Authority legal counsel, Jim Cavilia, indicated that he was working with Mr. Hopkins and Ms. East-Janicki to prepare an updated agreement with EPSD that will adequately provide for the operation and maintenance of the EPSD collection system. Trustee McLaughlin requested that the subject of EPSD be placed on future Board meeting agendas to keep the Board informed as to the status.

Trustee Rice reported that the Douglas County Commission recently appointed new members to the Douglas County Planning Commission and that two of the new planning commissioners are from Lake Tahoe. Trustee Rice expressed his optimism about the current County Commission, specifically mentioning that Sharla Hales is a great addition to the Commission.

Trustee McLaughlin reported that the Tahoe South Events Center (TSEC) is on track to open in July and that the response to events being planned in the fall has been great. With regard to the casino core. Trustee McLaughlin stated that the timing of winter storms on the weekend made January a difficult month.

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

PUBLIC COMMENT:

None.

ADJOURNMENT:

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

_____

APPROVED

_____

4875-2796-3984, v. 1

Meeting Date: February 15th, 2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – February 2023
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. I participated in a Zoom meeting with South Tahoe Public Utility District, Incline Village GID, Indian Hills GID, the Town of Mammoth Lakes and representatives of Bently Agrowdynamics to discuss the future sale of the Bently properties and the future of biosolids disposal at the Bently Ranch. Bently staff assured all that existing agreements shall be honored, and that any agreements that come up for renewal prior to negotiations with potential buyers will be renewed. At the time of the discussion, no proposals to purchase the Bently properties had been received. All members participating in the Zoom meeting agreed to continue regular meetings quarterly in order to stay informed as to the status of the Bently property.

2. DCLTSA staff has reviewed the proposed new pavement, parking, and access design generated by Authority Engineer R.O. Anderson for the Beach Pump Station. The parking revisions are necessary as the U.S. Forest Service and the Nevada Tahoe Conservation District are planning to recontour the Burke Creek drainage and remove existing paved access to the Beach Pump Station via the Tahoe Beach Club properties. Mr. Anderson can provide additional details if desired.

3. DCLTSA has reviewed draft language provided to staff by Authority Counsel Jim Cavilia for the update of the Bently effluent disposal agreement. Comments on the Bently 2nd Amended and Restated Agreement have been returned to Mr. Cavilia. Jim may provide additional detail to the Board as requested.

4. I wish to thank Authority Engineer R.O. Anderson and his staff for their good work generating the 2022 Annual Discharge Monitoring Report. The report has been submitted to the Nevada Division of Environmental Protection.

5. I recently forwarded laboratory and plant performance data to HDR Engineering for their review of Treatment Plant operations since the completion of the Treatment Plant Upgrades Project in April 2022. We have not yet received any feedback from HDR, but based on work Paula and Ying have done for our Biosolids reporting, I am pleased to inform the Board that our Biosolids tonnage hauled off from the Plant for disposal has been reduced by about 15.5% this year as compared to 2021, and that reflects only 8 months of us operating in the new Nitrification / Denitrification mode.

6. DCLTSA staff is completing work building new SCADA control panels for the Authority Sodium Hypochlorite Disinfection Pump System. This work is being done in-house and will save the Authority considerably versus contracting the work out to a vendor such as Tesco Controls.

7. DCLTSA staff recently replaced a failing Universal Power Supply unit for the Export Pump Programmable Logic Controllers.

8. Snow removal continues to be the primary generator of Overtime costs for this month. Once again, I wish to thank all our staff for the long hours they have put in to keep DCLTSA operations functioning.

CONTROLLER'S GENERAL STATUS REPORT

February 15, 2023

- There is a Budget to Actual spreadsheet in the Board packet that shows operating expenses through December were almost 9% under budget. As before, most of that underage comes from the Salaries and Benefits category.

- We are beginning work on the next fiscal year budget. The tentative budget will be presented to the Board at the March 15 meeting.

- As part of the budget process, I have updated the Authority's Five-Year Capital Development Plan, and included it in the Board packet. This Plan is for large capital projects, usually over $1 million, that will be paid for from the Construction Fund. That fund is fed by the Special Assessment portion of rates, which totals $2.25 million per year.

Last year the Board requested that we also do a Capital Plan for the repair and replacement of the Authority's collection lines. We commissioned a camera assessment of all the lines by Summit Plumbing. However, due to early snow this year, that assessment is only about half done and will be started again when the snow melts. Once that is finished, and using the actual camera data, HDR Engineering will undertake a risk and replacement analysis to identify which segments of line should be prioritized for repair or replacement and an estimated cost. That will be a six-month process which takes us up to the budget cycle for 2024-2025. A Capital Plan for collection lines will be completed then.

Regarding the Construction Fund Capital Development Plan, last year we budgeted $1.5 million for Equipment and Electrical Improvements to the Main and Beach Pump Stations and $90,000 for the Return Activated Sludge Pumps Control Cabinet. That cabinet will finish off the Aeration Basins and Plant Upgrades project. To date, due to very long equipment lead times, only approximately $270,000 of the $1,590,000 has so far been expended. Anything left in that amount will be carried forward to next year. For now, you'll see that I've left the money in this fiscal year and hopefully by next month we'll have a clearer picture of when each portion of the project will be accomplished.

I have put $190,000 in next year's plan to begin the engineering and permitting process for replacement of the export line, which could possibly begin the following year.

I have given you the Plan this month so each of you can have the time to look it over and ask questions before the next Board meeting. For the tentative budget, I will use the numbers on this plan, but in April we can adopt one that will likely be more accurate. While we are not bound to stay within the confines of the plan, I do have to match the figures in the budget to it, so a final plan will need to be adopted in April ahead of the May final budget hearing.

- **Investment Report**

The Authority's investments total a little more than $14.7 million. Since the last Board meeting, I purchased three new CDs, $245,000 from each fund. Two of them mature in 18 months at 4.65%, and one in 12 months at 4.75%. The CDs now total $2,940,000 and there is a listing of them in the Board packet. The remaining $11,800,000 of Authority investments is held in entirely liquid investment checking and Local

Government Investment Pool accounts. LGIP paid almost 3.5% on our investments last month.

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

JULY - DECEMBER 2022-2023 BUDGET VS. ACTUAL

	DECEMBER	Budgeted	Variance	Comments
Salaries	$ 576,454.82	$ 604,840.50	$ 28,385.68	
OT/Callback	$ 19,572.36	$ 17,540.50	$ (2,031.86)	Snow Removal!
Holiday	$ 2,104.70	$ 10,819.00	$ 8,714.30	7 Holidays of 11
NTD			$ -	
Longevity	$ 1,880.00	$ 1,880.00	$ -	Paid Yearly - December
Stand-By Pay	$ 8,827.97	$ 7,982.00	$ (845.97)	Standby Hours Added
Health Insurance	$ 143,652.19	$ 164,901.00	$ 21,248.81	
State Retirement (PERS)	$ 157,506.97	$ 182,594.50	$ 25,087.53	
SIIS (Workers Comp)	$ 10,864.00	$ 23,918.50	$ 13,054.50	
Medicare Tax	$ 8,912.56	$ 9,311.00	$ 398.44	
Unemployment Insurance	$ 48.00	$ 5,850.00	$ 5,802.00	Annual EMRB Fee
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 15,000.00	$ 15,000.00	$ -	Estimate
Salaries/Benefits	**$ 944,823.57**	**$ 1,044,637.00**	**$ 99,813.43**	
Electric Power	$ 144,610.12	$ 118,875.00	$ (25,735.12)	Rate Increased & Highest Use Time of Year
Electric Power - BPS	$ 8,659.11	$ 7,500.00	$ (1,159.11)	"
Electric Power - MPS	$ 35,624.32	$ 31,750.00	$ (3,874.32)	"

JULY - DECEMBER 2022-2023 BUDGET VS. ACTUAL

	DECEMBER	Budgeted	Variance	Comments
Natural Gas	$ 3,964.52	$ 5,000.00	$ 1,035.48	Lowest Use Time of Year
Natural Gas - BPS	$ 495.87	$ 600.00	$ 104.13	"
Natural Gas - MPS	$ 149.57	$ 182.50	$ 32.93	"
Water	$ 5,927.31	$ 6,200.00	$ 272.69	
Water - BPS	$ 1,522.97	$ 2,000.00	$ 477.03	
Water - MPS	$ 72.64	$ 5,050.00	$ 4,977.36	Fully installed Mechanical Seals
Solid Waste Removal	$ 3,400.98	$ 2,927.50	$ (473.48)	Grit from Headworks
Utilities	**$ 204,427.41**	**$ 180,085.00**	**$ (24,342.41)**	
Chemicals	$ 31,906.29	$ 50,250.00	$ 18,343.71	
Lab Supplies	$ 4,179.53	$ 3,875.00	$ (304.53)	More lab tests being run daily
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 36,085.82**	**$ 54,125.00**	**$ 18,039.18**	
Legal Services	$ 16,870.00	$ 20,000.00	$ 3,130.00	
Accounting	$ 44,726.23	$ 30,650.00	$ (14,076.23)	Audit Fees will smooth by year end
Legal/Accounting	**$ 61,596.23**	**$ 50,650.00**	**$ (10,946.23)**	

JULY - DECEMBER 2022-2023 BUDGET VS. ACTUAL

	DECEMBER	Budgeted	Variance	Comments
Engineering	$ 16,762.50	$ 25,000.00	$ 8,237.50	Estimated for December
Engineering - BPS	$ -		$ -	
Engineering - MPS	$ -		$ -	
Engineering - In-District	$ -		$ -	
Consulting	$ 1,000.00	$ 12,000.00	$ 11,000.00	JNA for Debt Management Report
Engineering/Consulting	**$ 17,762.50**	**$ 37,000.00**	**$ 19,237.50**	
Maintenance Export Line	$ -	$ 4,750.00	$ 4,750.00	
Maintenance Collection System	$ 31,500.00	$ 65,250.00	$ 33,750.00	No bill yet for camera assessment.
Repairs Collection System	$ 8,514.24	$ 750.00	$ (7,764.24)	Manhole Lids & Clean-out
Computer/Network Infrastructure	$ 1,434.46	$ 1,000.00	$ (434.46)	SCADA Printer & Server Hard Drives
Annual Software Licenses	$ 6,396.54	$ 12,250.00	$ 5,853.46	Incl. ann pmt for erPortal
SCADA Support	$ -	$ 9,000.00	$ 9,000.00	
Repairs - Vehicles	$ 10,013.90	$ 2,525.00	$ (7,488.90)	Winter tires on 4 trucks/ Underbudgeted
Repairs - Mechanical	$ 23,349.94	$ 18,500.00	$ (4,849.94)	Cartridge Seals - Export Pumps & EP Check Valve
Repairs - Mechanical BPS	$ 952.10	$ 2,500.00	$ 1,547.90	
Repairs - Mechanical MPS	$ 11,557.29	$ 3,000.00	$ (8,557.29)	Impeller & Shaft Repairs/ Pump Bearings

JULY - DECEMBER 2022-2023 BUDGET VS. ACTUAL

	DECEMBER	Budgeted	Variance	Comments
Emergency Repairs	$ -	$ -	$ -	
Repairs Bldg & Grounds	$ 3,427.07	$ 3,900.00	$ 472.93	
Repairs Bldg & Grounds - BPS	$ -	$ 500.00	$ 500.00	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 412.50	$ 412.50	
Repairs Heating	$ -	$ 500.00	$ 500.00	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 2,470.62	$ 3,837.50	$ 1,366.88	
Repairs Electrical	$ 199.99	$ 500.00	$ 300.01	
Repairs Electrical	$ -	$ 250.00	$ 250.00	
Repairs Instruments	$ 10,929.00	$ 5,000.00	$ (5,929.00)	Annual SmartCover Warranty
Equipment Rental	$ -	$ 1,500.00	$ 1,500.00	
Maintenance Supplies	$ 9,130.24	$ 6,550.00	$ (2,580.24)	Stainless Steel Pipe Fittings - In House Projects
Safety Equipment	$ 4,093.62	$ 5,000.00	$ 906.38	
Odor Control System Maintenance	$ 51.39	$ 4,500.00	$ 4,448.61	
Repairs/Maintenance	**$ 124,020.40**	**$ 151,975.00**	**$ 27,954.60**	

JULY - DECEMBER 2022-2023 BUDGET VS. ACTUAL

	DECEMBER	Budgeted	Variance	Comments
Casualty Insurance	$ 47,436.96	$ 54,208.00	$ 6,771.04	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 47,436.96**	**$ 54,208.00**	**$ 6,771.04**	
Telephone	$ 9,009.22	$ 9,750.00	$ 740.78	
Telephone	$ 202.60	$ 200.00	$ (2.60)	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 5,562.27	$ 5,262.50	$ (299.77)	Lay-Flat Water Hoses - Aeration Transfer
Laundry and Linen	$ 761.72	$ 1,750.00	$ 988.28	
Forest Svc. Fee	$ -	$ 250.00	$ 250.00	
Training, Dues & Subscriptions	$ 3,162.66	$ 2,500.00	$ (662.66)	Incl. DM Utility Conference
Office Expenses	$ 4,861.03	$ 4,500.00	$ (361.03)	
Travel	$ -	$ -	$ -	
Sample Testing	$ 24,661.00	$ 35,362.50	$ 10,701.50	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 23,121.66	$ 29,175.00	$ 6,053.34	
Underground Service Alert	$ 594.13	$ 250.00	$ (344.13)	Ann. Membership Fee

JULY - DECEMBER 2022-2023 BUDGET VS. ACTUAL

	DECEMBER	Budgeted	Variance	Comments
Permit Fees	$ 8,828.00	$ 6,125.00	$ (2,703.00)	Most Paid at Beginning of Year
Misc Exp and Bank Fees	$ -	$ 4,600.00	$ 4,600.00	
Other Operating Expenses	**$ 80,764.29**	**$ 99,725.00**	**$ 18,960.71**	
Fuels and Lubricants	$ 17,374.84	$ 13,430.00	$ (3,944.84)	Diesel Fuel - Power Outages
Fuels & Lubricants	**$ 17,374.84**	**$ 13,430.00**	**$ (3,944.84)**	
Total Operating Expenses July - Dec	**$ 1,534,292.02**	**$ 1,685,835.00**	**$ 151,542.98**	
			8.99%	

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
CAPITAL DEVELOPMENT PLAN

Presented to the Board - February 15, 2023

Project		Actual Prior 17 Years	Budgeted 2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Total
Priority Projects									
Main and Beach Pump Station Electrical and Equipment Improvements	Design/Permits		$250,000						$250,000
	Construction		$1,250,000						$1,250,000
	Total	$0	$1,500,000						$1,500,000
Aeration Basin, Grit and Headworks Improvements	Design/Permits	$1,639,029							$1,639,029
	Construction	$7,306,054	$90,000						$7,396,054
	Total	$8,945,083	$90,000						$9,035,083
Effluent Pipeline Replacement	Design/Permits	$637,914		$190,000					$827,914
	Construction	$1,100,000			$2,000,000	$2,000,000	$2,000,000	$2,000,000	$9,100,000
	Total	$1,737,914	$0	$190,000	$2,000,000	$2,000,000	$2,000,000	$2,000,000	$9,927,914
Underground Emergency Storage	Design/Permits					$320,000			$320,000
	Construction						$1,600,000		$1,600,000
	Total	$0	$0	$0	$0	$320,000	$1,600,000		$1,920,000
Lower Priority - To Be Deferred									
Metering for IS-2 Energy	Total								$0
Pine Nut Reservoir Rebuild/Line (Future $12,000,000 not represented here)	Design/Permits	$579,518							$579,518
	Construction								$0
	Total	$579,518							$579,518
Completed Projects									
Reservoir Sludge Removal	Total	$1,078,607							$1,078,607
Main Pump Station Rehabilitation	Total	$2,210,198							$2,210,198
Underground Emergency Storage (Initial)	Total	$2,317,557							$2,317,557
STPUD Inter-tie		$1,411,476							$1,411,476
Muller Effluent Line Relocation (Per NDOT)	Total	$701,835							$701,835
Automated Sampling	Total	$616,993							$616,993
Reservoir Sludge Removal	Total	$1,078,607							$1,078,607
Beach Pump Station Rehabilitation	Total	$453,810							$453,810
Sodium Hypochlorite Conversion	Total	$830,594							$830,594
Reservoir Lining Design	Total	$750,277							$750,277
Back-up Centrifuge	Total	$258,196							$258,196
SCADA System/Fiber Connectivity	Total	$514,157							$514,157
Thickener Project	Total	$215,431							$215,431
Prior Years' Completed Projects	Total	$13,730,700							$13,730,700
Expenditures: Projects		$37,430,953	$1,590,000	$190,000	$2,000,000	$2,320,000	$3,600,000	$2,000,000	$44,023,680
Debt Service		$2,058,529	$456,115	$771,733	$771,733	$771,733	$680,950	$656,093	$6,166,886
Resources: USACE Grant		$8,069,648							$8,069,648
EPA Grant (STAG)		$382,300							$382,300
SRLF		$10,491,595	$748						$10,492,343
Transfer from GF/PR Fund		$2,770,000							$2,770,000
Assessments		$19,500,002	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$33,000,002
Interest Earned		$1,593			$0	$0			$1,593
Difference in Year End Payables									
Ending Cash Balance		**$4,992,940**	**$5,197,573**	**$6,485,840**	**$5,964,107**	**$5,122,374**	**$3,091,424**	**$2,685,331**	$2,685,331

CURRENT BROKERED CD MATURITY DATES

	Date	Rate		Amount	Fund
FY '22 - '23					
CAPITAL ONE BK USA NATL	5/17/2023	0.30%	$	245,000	PR
JP MORGAN CHASE BK NA	5/12/2023	0.60%	$	245,000	PR
TOTAL FY '22 - '23			**$**	**490,000**	
FY '23 - '24					
US BANK NAT'L ASSOCIATION	8/24/2023	2.95%	$	245,000	CF
AMERICAN EXPRESS NAT'L BK	10/18/2023	4.05%	$	245,000	PR
GOLDMAN SACHS BK USA	10/27/2023	2.00%	$	245,000	PR
INTERNATIONAL BK CHICAGO	1/31/2024	4.45%	$	245,000	PR
PARKWAY BANK & TRUST	2/14/2024	4.75%	$	245,000	CF
PACIFIC PREMIER BK IRVINE	4/26/2024	4.40%	$	245,000	CF
FLUSHING BANK	5/6/2024	4.65%	$	245,000	PRF
TOTAL FY '23 - '24			**$**	**1,715,000**	
FY '24 - '25					
FIRST NAT'L BANK OMAHA	8/14/2024	4.65%	$	245,000	GF
BANK OF HAPOALIM NY	8/16/2024	4.65%	$	245,000	PR
MORGAN STANLEY BK NA	11/4/2024	4.70%	$	245,000	GF
TOTAL FY '24 - '25			**$**	**735,000**	
			$	**2,940,000**	
		3.51%			

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 1/18/2023 - 2/15/2023

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 8009	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2023 - 7**	**CREATED: 01/24/23 by YHJ**			
142522	01/23/23			417.1100	Q2 FY 22-23 WORKERS'S COMP	$5,432.00	$0.00	$5,432.00
142523	01/23/23			101.1000	Q2 FY 22-23 WORKERS'S COMP	$0.00	$5,432.00	$0.00
					BATCH 8,009 TOTALS:	**$5,432.00**	**$5,432.00**	**$0.00**
BATCH: 8036	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2023 - 8**	**CREATED: 02/02/23 by YHJ**			
142899	02/15/23			414.1100	PERS CONTRIBS JAN 2023	$12,636.84	$0.00	$12,636.84
142900	02/15/23			415.1100	PERS CONTRIBS JAN 2023	$12,636.85	$0.00	$25,273.69
142901	02/15/23			101.1000	PERS CONTRIBS JAN 2023	$0.00	$25,273.69	$0.00
					BATCH 8,036 TOTALS:	**$25,273.69**	**$25,273.69**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$30,705.69**	**$30,705.69**	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 1/18/2023 to 2/15/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
11557	01/26/23	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$893.62
11558	01/26/23	P	CAPITA	DICK CAMPAGNI'S CAPITAL FORD	$144.12
11559	01/26/23	P	CA12	CARSON VALLEY OIL CO., INC.	$897.72
11560	01/26/23	P	CH15	CHARTER COMMUNICATIONS	$274.95
11561	01/26/23	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$218.75
11562	01/26/23	P	DISCOU	REINALT-THOMAS CORPORATION	$814.60
11563	01/26/23	P	FR01	FRONTIER	$49.38
11564	01/26/23	P	GR13	GRAINGER	$176.86
11565	01/26/23	P	HOMETO	HOMETOWN HEALTH	$18,278.18
11566	01/26/23	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$97.34
11567	01/26/23	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
11568	01/26/23	P	LIBERT	LIBERTY UTILITIES	$35.55
11569	01/26/23	P	AGUILA	MANNY AGUILAR	$164.90
11570	01/26/23	P	MC10	MCMASTER-CARR SUPPLY	$3,520.79
11571	01/26/23	P	MET11	METLIFE - GROUP BENEFITS	$1,991.82
11572	01/26/23	P	HOL1	MICHAEL HOHL AUTOMOTIVE	$6.32
11573	01/26/23	P	MOU02	MOUNTAIN ALARM	$159.00
11574	01/26/23	P	EA13	PAULA EAST-JANICKI	$933.80
11575	01/26/23	P	VAN1	RICK VAN HORN	$264.21
11576	01/26/23	P	RO12	ROUND HILL GENERAL IMP. DIST.	$14.62
11577	01/26/23	P	SIL4	SILVER STATE ANALYTICAL LAB	$1,200.00
11578	01/26/23	P	THATCH	THATCHER COMPANY OF NV, INC.	$11,143.43
11579	01/26/23	P	US12	USABLUEBOOK	$240.17
11580	01/26/23	P	VI12	VISION SERVICE PLAN - (AT)	$286.96
11581	01/26/23	P	WE18	WESTERN NEVADA SUPPLY CO.	$1,246.39
11582	01/26/23	P	WIN	WIN-911 SOFTWARE	$2,160.00
11583	02/08/23	P	AL17	ALHAMBRA	$137.01
11584	02/08/23	P	O&R	ANTWANE OWENS & KATRINA ROCK	$143.61
11585	02/08/23	P	AP12	APPLIED INDUS. TECH.,INC.	$166.48
11586	02/08/23	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$672.42
11587	02/08/23	P	BURNS	BURNS MACHINERY, INC.	$797.50
11588	02/08/23	P	CA12	CARSON VALLEY OIL CO., INC.	$894.46
11589	02/08/23	P	CA25	CASHMAN EQUIPMENT COMPANY	$8,478.41
11590	02/08/23	P	CODALE	CODALE ELECTRIC SUPPLY	$2,035.46
11591	02/08/23	P	CY10	CYMA SYSTEMS, INC.	$900.54
11592	02/08/23	P	DELL	DELL MARKETING, L.P.	$78.00
11593	02/08/23	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$211.50
11594	02/08/23	P	GI20	DOUGLAS GIBSON	$299.28
11595	02/08/23	P	FREDH	FRED HOWARD	$564.41
11596	02/08/23	P	GR13	GRAINGER	$1,178.86
11597	02/08/23	P	WO11	INDUSTRIAL SOFTWARE SOLUTIONS	$10,565.00
11598	02/08/23	P	JENSPR	JENSEN PRECAST - CORPORATE	$941.00
11599	02/08/23	P	PH12	JOHN PHILLIPS	$482.86
11600	02/08/23	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,248.92
11601	02/08/23	P	KI12	KINGSBURY HARDWARE	$46.40
11602	02/08/23	P	PR02	LINDE GAS & EQUIPMENT INC.	$1,129.23
11603	02/08/23	P	AGUILA	MANNY AGUILAR	$164.90
11604	02/08/23	P	HOL1	MICHAEL HOHL AUTOMOTIVE	$408.84
11605	02/08/23	P	MO19	MOTION INDUSTRIES, INC.	$145.12
11606	02/08/23	P	NE35	NEVADA STATE FIRE MARSHAL	$310.00
11607	02/08/23	P	NV01	NV ENERGY	$41,374.59
11608	02/08/23	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$25.28
11609	02/08/23	P	EA13	PAULA EAST-JANICKI	$933.80
11610	02/08/23	P	PDMSTE	PDM STEEL SVC. CENTERS, INC.	$3,051.79
11611	02/08/23	P	VAN1	RICK VAN HORN	$264.21
11612	02/08/23	P	SIL4	SILVER STATE ANALYTICAL LAB	$620.00

*** 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: 1/18/2023 to 2/15/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
11613	02/08/23	P	SO10	SOUTH TAHOE REFUSE, INC.	$480.20
11614	02/08/23	P	SO13	SOUTHWEST GAS	$2,405.46
11615	02/08/23	P	ST09	STANDARD INSURANCE COMPANY	$586.64
11616	02/08/23	P	NE42	STATE OF NV. P.E.B.P.	$1,377.55
11617	02/08/23	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$3,332.50
11618	02/08/23	P	US12	USABLUEBOOK	$45.95
11619	02/08/23	P	VER	VERIZON	$333.15
11620	02/08/23	P	WE10	WEDCO INC.	$1,638.88
11621	02/08/23	P	WF01	WELLS FARGO	$4,001.58
11622	02/08/23	P	WE18	WESTERN NEVADA SUPPLY CO.	$169.77
				BANK WFCHK REGISTER TOTAL:	**$138,005.04**
				GRAND TOTAL :	**$138,005.04**

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