NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, MARCH 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 March 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/88282420082?pwd=VlYvcEVwOGRZNEc2WWpHTUJaZ0NRQT09

Meeting ID: **882 8242 0082**
Passcode: **004266**
Phone: **+1 669 900 6833**

Copies of this Notice are posted in the following locations:

Wastewater Reclamation Plant
Highway 50 and Sewer Plant Road
Zephyr Cove, Nevada

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

The meeting shall be conducted in accordance with the following Agenda. Unless otherwise stated, items may be considered out of order at the discretion of the chairperson. Unless otherwise noted, all items shall include discussion and possible action.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
REGULAR MEETING AGENDA
WEDNESDAY, MARCH 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 (February 15, 2023) – **for possible action.**
7. Discussion and possible extension of the contract for South Tahoe Refuse biosolids trucking, a sole source provider, at a rate of $422.00 per trip, an increase of 4.2% - **for possible action.**

8. Discussion and possible three-year extension of the contract with Summit Plumbing for line cleaning services at the rate of $63,000.00 per year – **for possible action.**

9. Discussion of and possible adoption of the Tentative Budget for Fiscal Year 2023-2024 – **for possible action.**

10. Authority Manager's Report (Rob Hopkins)

    A. General Status Report

11. Engineer's Report

    A. General Projects Status Report.

    B. Discussion of and possible acceptance of the relocated South Tahoe Public Utility District Intertie constructed by Edgewood Companies – **for possible action.**

    C. Discussion of and possible acceptance of the upsized sanitary sewer mains constructed as part of the Tahoe South Event Center project – **for possible action.**

12. Attorney's Report

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

13. Controller's Report

    A. General Status Report

    B. Investment Report

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

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

16. Final Public Comment

17. Adjournment

CERTIFICATE OF POSTING

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

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

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

DATED this 10th day of March, 2023.

_____

Print Name: Paula East-Janicki
Title: DCLTSA Controller

MINUTES OF REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
February 15, 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, February 15, 2023, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees 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 Huckbody, seconded by Trustee Nelson and carried unanimously (3-0) that the agenda be approved and adopted as presented.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Nelson, seconded by Trustee Huckbody and carried unanimously (3-0) that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated January 18, 2022, be approved as presented.

MANAGER'S REPORT:

A. General Status Report

Authority Manager Rob Hopkins presented the Board with a written summary of various general matters related to the Authority and briefly summarized some items in the written report. The written report is incorporated in these minutes by this reference.

Mr. Hopkins reported that he participated in a virtual meeting with representatives of South Tahoe Public Utilities District (STPUD), Incline Village General Improvement District (IVGID), Indian

Hills General Improvement District (IHGID), the Town of Mammoth Lakes and Bently Agrowdynamics to discuss the future sale of Bently property and the ongoing disposal of biosolids on the Bently Ranch. Mr. Hopkins stressed that the Bently representative assured everyone that existing agreements would be honored and that regular meetings would be held going forward.

Mr. Hopkins stated that Authority staff and R.O. Anderson Engineering continue to review and consider proposed new access designs with regard to the Beach Pump Station. Mr. Hopkins explained that the parking and access are being redesigned to accommodate improvements to the Burke Creek drainage that are being planned by the U.S. Forest Service and the Nevada Tahoe Conservation District (NTCD).

With regard to the Authority's agreement with Bently for effluent disposal, Mr. Hopkins reported that he has reviewed and provided comments to an updated effluent disposal agreement that has been prepared by the Authority's legal counsel.

Mr. Hopkins thanked the Authority engineer Rob Anderson and his staff for their work in completing the 2022 Annual Discharge Monitoring Report (DMR) which was recently submitted to the Nevada Division of Environmental Protection (NDEP).

With regard to treatment plant operations, Mr. Hopkins reported that he has provided laboratory and plant performance data to HDR Engineering for review since completion of the treatment plant upgrades in April 2022.

Mr. Hopkins stated that Authority staff has recently completed installation of new SCADA control panels for the sodium hypochlorite disinfection pump system and that significant savings were realized by completing the work in-house.

Mr. Hopkins reported that staff also replaced a failed power supply unit related to the Authority's export pumps.

Finally, Mr. Hopkins thanked staff for their ongoing snow removal efforts that are also continuing to contribute to overtime costs for the Authority.

In response to an inquiry from Trustee Huckbody, Mr. Hopkins stated that sewage flows appear to be higher than last year, averaging approximately 1.2 million gallons per day in January.

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 February 14, 2023, briefly summarizing various issues that R.O.

Anderson Engineering has been involved with on behalf of the Authority. The February 14, 2023 correspondence is incorporated in these minutes by this reference.

With regard to the new access for the Beach Pump Station, Mr. Anderson indicated that the planned changes would result in a reduction in impacts to the wetlands in the area and a small increase in the amount of pavement.

Mr. Anderson confirmed that the Authority's annual DMR was timely filed with NDEP and that a biosolids report was currently being finalized.

Mr. Anderson reported that he was working with the contractor on the mechanical building re-roofing project to be sure that the appropriate bonds are in place. Mr. Anderson stated that once the project is started it is expected to take 3-4 weeks to complete.

In response to a question from Trustee Huckbody, Mr. Anderson stated that work on the new access to the Beach Pump Station will likely take place in the summer and that either the NTCD or Douglas County would be responsible for the removal of existing pavement and that the Authority's new access and parking will be part of the project.

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

Attorney's Report

A. Status of Updated Agreement between the Authority and Elk Point Sanitation District.

The Authority's legal counsel, Jim Cavilia, reported that he has prepared a draft agreement with the Elk Point Sanitation District (EPSD) that will generate the funds required for the Authority to provide the necessary improvements to the EPSD sewage collection system and properly maintain the system going forward. Mr. Hopkins added that two EPSD pump stations need to be upgraded and that he hopes to be able to complete the work this year. Mr. Cavilia indicated that he would keep the Board informed as the proposed new agreement is considered by EPSD in the near future.

Chairman McLaughlin 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 reported that the Authority's operating expenses are approximately 9% under budget through December. Ms. East-Janicki added that work is beginning on preparation of a tentative budget for the upcoming year which will be presented to the Board in March.

Ms. East-Janicki provided the Board with an updated Capital Development Plan and explained that the plan is funded from the Authority's Capital Development Assessment that generates $2.25 million annually.

With regard to the sewer collection line review and analysis, Ms. East-Janicki stated that the work is continuing and that the data will be submitted to HDR Engineering in order to prioritize the repair and replacement of those lines.

Following Ms. East-Janicki's report, a general discussion among the Trustees ensued regarding the Capital Development Plan, in general, and the effluent pipeline replacement project, specifically. Ms. East-Janicki explained that she has budgeted for engineering and permitting in the upcoming year for the effluent pipeline project and that the Capital Development Plan is adjusted each year and then included in the final Authority budget approved in May. Ms. East-Janicki explained that the Capital Development Plan projects are paid for from the Authority's Construction fund.

In response to an inquiry from the Board, Ms. East-Janicki stated that expenses related to the repair and replacement of the Authority's sewer collection system will be paid from the Authority's general fund.

Chairman McLaughlin 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, stating that the Authority has approximately $14.7 million invested and that since the last Board meeting she has acquired three new certificates of deposit (CDs), each in the amount of $245,000 and that the total held in CDs is now $2,940,000 with approximately $11.8 million held in the Local Government Investment Pool.

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 an inquiry from Trustee Nelson, Ms. East-Janicki explained various expenses outlined in the list of claims. In response to a question from Trustee Huckbody, Ms. East-Janicki stated that the Authority's recent monthly bills, approximately $41,000, were higher than normal as a result of higher influent flows.

The claims were signed off on by Chairman McLaughlin.

Chairman McLaughlin 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 Huckbody reported that Tahoe Douglas District (TDD) did not have a meeting in February and added that TDD has utilized Casey Neilon for its annual audit in recent years.

Trustee Nelson reported that Kingsbury General Improvement District (KGID) was having its regular monthly Board meeting in the upcoming week and that a special meeting was being planned to discuss KGID's new building on Pine Ridge with the plan of retrofitting the building to include KGID's operations and administrative functions in the same location.

Trustee McLaughlin reported that the Douglas County Commission was once again scheduled to discuss the funding of micro-transit at Lake Tahoe during an upcoming meeting. Trustee McLaughlin expressed his hope of getting the funding finally approved and he added that 50-60% of the users of the micro-transit are employees. Trustee McLaughlin also reported that occupancy has been down slightly because of the frequency of weekend snowstorms.

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 10:30 a.m.

APPROVED

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4872-2479-8804, v. 1

Tahoe Basin Container
& Recycling Services

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

February 7, 2023

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

RE: Biosolids Trucking Contract Extension

Dear Mrs. East-Janicki:

Tahoe Basin Container Service Inc. would like to extend the biosolids trucking contract under the provisions of Article 3 of our Agreement for an additional year. The new price will be $422.00 per trip, an increase of 4.20% over the current price of $405.00, for the new contract period that runs from April 1, 2023 to March 31, 2024. The price increase is the result of higher labor, fuel and insurance costs.

As previously discussed, since our trucking costs are essentially the same whether we are hauling a one-bin or two-bin load, the rate per haul will be $422.00 for either a one-bin load or two-bin load.

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

Sincerely,

Jeffery R. Tillman
President

cc: Rob Hopkins, DCLTSA Manager

Meeting Date: March 15, 2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Discussion and possible action extending the line cleaning contract with Summit Plumbing Company

Staff Recommendation:

Staff requests Board authorize staff to extend the line cleaning contract with Summit Plumbing Company, per Section 4.02 of said contract.

Discussion/Report:

Per Section 4.02 of the May 1, 2020, Agreement between Douglas County Lake Tahoe Sewer Authority (DCLTSA) and Summit Plumbing (Summit), the DCLTSA Board of Trustees may vote to twice extend the original May 1, 20120 three-year cleaning agreement for a term of three years each for a total potential contract term of nine years. Staff is requesting the Board vote in the affirmative to initiate the option to commence with the first three-year contract extension. Should the Board agree, this term shall run from May 1, 2023, to April 30, 2026.

AUTHORITY CONTROLLER'S

TENTATIVE BUDGET REPORT

March 15, 2023

- Before we look at the budget forms themselves, I'd like to direct your attention to the Budget vs. Actual expense estimation workbook included in the Board packet just before the Budget forms.

    - There is a planned $70,380 increase in the salaries and benefits category due primarily to the State-mandated 3.75% PERS increase, and the Overtime necessary due to very short staffing.

    - The Power & Utilities category grew by $67,250 due to announced rate increases for electricity, natural gas and solid waste removal.

    - In Engineering and Consulting, there is a $112,035 planned expense for HDR's assessment of the Authority's collection lines. As I've mentioned before, that cost is only charged to In-Authority users.

    - In Fuels and Lubricants, I've estimated an increase of $8,000 for the year. That's based on the current year's costs through January.

    - Overall, the tentative Operations and Maintenance Budget increased $221,403 or 6.37%.

- Now, directing your attention to the formal tentative budget to be submitted to the Department of Taxation:

    - On Page 5, Operating Revenues at the top of the page, you will see an increase of more than $224,000 over last year's revenues. As an enterprise fund, the Authority's revenues must cover its operating expenses. On the budget that Operating Revenues figure includes the Capital Assessment portion of rates as O & M expenses.

- Still under Revenues, you can see that the Sewer Fees line increased (for In-Authority users) and the Contracts for other Districts decreased. This is because the flow percentage changed significantly, with the Casino Core flow increases in 2022.

- Under Operating Expenses, as well as the increases detailed in the Expense Estimation workbook, Depreciation is expected to increase because the Plant Upgrades project will be capitalized as soon as the O & M Manual is complete. Depreciation does not figure into rates, as presumably replacement projects will go onto the Capital Development Plan and be covered by the annual Special Assessment.

- On Page 6, the Statement of Cash Flows, the primary year to year differences are:

    - Under Item C (halfway down the page), Acquisition and Construction of Capital Assets. Only $290,000 is budgeted for the coming year, $190,000 for engineering of the Effluent Line Replacement, plus $100,000 for general capital outlay such as the replacement of smaller pumps and equipment.
    - Increases in Debt Service Interest and Principal because we've begun paying back the $9,000,000 Plant Upgrades loan from the State Revolving Fund.

- What the budget doesn't show is that, despite increased expenses, the impact on rates is minimal.
    - Round Hill's overall rates will decrease .28%
    - Tahoe Douglas District's rates will increase by .87%
    - KGID's rates will decrease by 4.8%.
    - In-Authority residential rates will remain level, at $576 per year, $48 per month.
    - Because the commercial flows increased more than 22% in 2022, the cost per 1,000/gallons decreased by almost 9.2%. For most commercial users, the overall cost increase from higher flows is

small, due to the rate decrease. Only Harrah's and Harvey's will see significant increases because their flows increased 42.7% and 29.4% respectively.

After any questions you might have are answered, I'd ask you to adopt the tentative budget as presented.

3/10/2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL EXPENSE ESTIMATION

ACCOUNT NUMBER	DESCRIPTION	2022-2023 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 23/24	COMMENTS	DIFFERENCE $	DIFFERENCE % +/-
SALARIES & BENEFITS										
401.11	BASE SALARIES	1,209,681	674,983	-148,931	1,060,750	63.6%	1,248,244		$ 38,563	
403/404.11	OVERTIME	35,081	27,382	8,084	43,165	63.4%	50,679		$ 15,598	
405.11	HOLIDAY	21,638	2,105	-16,638	5,000	42.1%	19,715		$ (1,923)	
407.11	NTD	0	0		0	0.0%	0			
408.11	STAND-BY PAY	15,964	10,921	1,036	17,000	64.2%	19,656	Increased Standby Hours Weekends	$ 3,692	
409.11	LONGEVITY	1,880	1,880		1,880	100.0%	2,685		$ 805	
413.11	HEALTH INSURANCE	329,802	168,501	-29,802	300,000	56.2%	325,954	9.3% Cost Increase	$ (3,848)	
415.11	STATE RETIREMENT	365,189	182,780	-8,503	356,686	51.2%	425,646	3.75% PERS Increase	$ 60,457	
416.11	OPEB EXPENSE	30,000	17,050		30,000	56.8%	25,000	Estimated Pending Evaluation	$ (5,000)	
417.11	SIIS	47,837	12,675	-24,837	23,000	55.1%	20,700	Estimated 15% Increase Over Current	$ (27,137)	
418.11	MEDICARE TAX	18,622	12,675	1,378	20,000	63.4%	19,444		$ 822	
419.11	UNEMPLOYMENT INS	11,700	50	-11,650	50	0.0%	50		$ (11,650)	
496.11	CONTRACT SVCS.		0		0	0.0%	0			
TOTAL SALARIES & BENEFITS		2,087,394	1,111,002	-229,863	1,857,531	59.8%	2,157,773			3.37%
POWER & UTILTIES										
421.11/421.14	ELECTRIC POWER - PLANT/EFS	237,750	175,747	60,000	297,750	59%	297,750			
421.12	ELECTRIC POWER - BPS	15,000	10,671	4,000	19,000	56%	19,000			
421.13	ELECTRIC POWER - MPS	63,500	43,602	10,000	73,500	59%	73,500			
421.14	INCLUDED W/421.11									
	TOTAL ELECTRIC POWER	316,250	230,020	74,000	390,250	59%	390,250			23.40%
423.11	NATURAL GAS - PLANT	10,000	6,250	1,000	11,000	57%	11,000			
423.12	NATURAL GAS - BPS	1,200	701	0	1,200	58%	1,200			
423.13	NATURAL GAS - MPS	365	181	0	365	50%	365			
	TOTAL NATURAL GAS	11,565	7,132	1,000	12,565	57%	12,565			8.65%
425.11	WATER - PLANT	12,400	6,834		12,400	55%	12,400			
425.12	WATER - BPS	4,000	1,866	-750	3,250	57%	3,250			
425.13	WATER - MPS	10,100	80	-9,000	1,100	7%	1,100			
	TOTAL WATER	26,500	8,780	-9,750	16,750	52%	16,750			-36.79%
483.11	SOLID WASTE REMOVAL	5,855	4,066	2,000	7,855	52%	7,855	5% Cost Increase		
TOTAL POWER & UTILITIES		360,170	249,998	67,250	427,420	58%	427,420			18.67%

3/10/2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL EXPENSE ESTIMATION

ACCOUNT NUMBER	DESCRIPTION	2022-2023 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 23/24	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
REPAIRS & MAINTENANCE									
430.11	MAINT. - EXPORT LINE	9,500	0		9,500	0%	9,500		
430.19	MAINT. - COLLEC. SYSTEM	130,500	96,750	30,000	160,500	60%	75,000	In District Camera Assessment Current Year	
431.19	REPAIR - COLLEC. SYSTEM	1,500	9,455	15,000	16,500	57%	16,500		
431/432.11	MAINT/REPAIR - COMPUTERS	2,000	1,784	1,250	3,250	55%	3,250		
434.11	SCADA SUPPORT	18,000	0		18,000	0%	18,000		
436.11	REPAIR - TRUCK & AUTO	5,050	11,497	10,000	15,050	76%	15,050		
	TOTAL MAINTENANCE	166,550	119,486	56,250	222,800	54%	137,300		-17.56%
440.11	REPAIR MECHANICAL - PLT/ESF	37,000	30,181	15,000	52,000	58%	52,000		
440.12	REPAIR MECHANICAL - BPS	5,000	952	-2,000	3,000	32%	3,000		
440.13	REPAIR MECHANICAL - MPS	6,000	13,647	17,000	23,000	59%	23,000		
440.14	INCLUDED W/440.11								
	TOTAL REPAIRS MECHANICAL	48,000	44,780	30,000	78,000	57%	78,000		
441.11	REPAIR BLDGS & GRND PLNT/ESF	7,800	3,577		7,800	46%	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	3,577	0	8,800	41%	8,800		0.00%
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		0.00%
443.11	REPAIR ELECTRICAL PLANT/ESF	7,675	2,949	-2,000	5,675	52%	5,675		
443.12	REPAIR ELECTRICAL BPS	1,000	339	-400	600	57%	600		
443.13	REPAIR ELECTRICAL MPS	500	0		500	0%	500		
443.14	INCLUDED W/443.11								
	TOTAL ELECTRICAL REPAIR	9,175	3,288	-2,400	6,775	49%	6,775		-26.16%

3/10/2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL EXPENSE ESTIMATION

ACCOUNT NUMBER	DESCRIPTION	2022-2023 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 23/24	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
REPAIRS AND MAINTENANCE (CONTINUED)									
444.11	REPAIR INST & METER PLNT/ESF	10,000	10,929	2,000	12,000	91%	12,000		
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	10,929	2,000	12,000	91%	12,000		20.00%
445.13	REPAIR	0			0	0%			
445.14	ACCOUNTS	0			0	0%			
	TOTAL REPAIRS EMERGENCY	0	0	0	0	0%	0		0.00%
447.11	EQUIPMENT RENTAL	3,000	0		3,000	0%	3,000		
449.11	MAINT/MECH SUPPLIES	13,100	10,439	5,000	18,100	58%	18,100		
487.11	SAFETY EQUIPMENT	10,000	4,550	-2,000	8,000	57%	8,000		
		0			0	0%			
	TOTAL SUPPLIES	26,100	14,989	3,000	29,100	52%	29,100		11.49%
TOTAL REPAIR, MAINTENANCE & SUPPLIES		270,450	197,049	88,850	359,300	55%	273,800		1%
ENGINEERING & CONSULTING									
450.11	ENGINEERING PLANT/ESF	50,000	21,762	-5,000	45,000	48%	45,000	Estimated Current	
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%	112,035	Collection System Line Assessment/HDR	
	TOTAL ENGINEERS	50,000	21,762	-5,000	45,000	48%	157,035		214.07%
458.11	CONSULTING	24,000	1,000	-7,000	17,000	6%	17,000	GASB 75 - $7,200/Salary Study	
TOTAL ENGINEERING & CONSULTING		74,000	22,762	-12,000	62,000	37%	174,035		135.18%

3/10/2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL EXPENSE ESTIMATION

ACCOUNT NUMBER	DESCRIPTION	2022-2023 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 23/24	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
LEGAL & ACCOUNTING									
460.11	LEGAL - PLANT	40,000	20,825		40,000	52%	40,000		
460.19	LEGAL - IN DISTRICT				0	0%	0		
462.11	ACCOUNTING	61,300	45,353	5,000	66,300	68%	66,300	Increased Audit & Paychex Fees	
TOTAL LEGAL & ACCOUNTING		101,300	66,178	5,000	106,300	62%	106,300		5%
CHEMICALS & SUPPLIES									
433.11	SUPPLIES	0	0		0	0%	0		
470.11	CHEMICALS	100,500	43,050		100,500	43%	100,500	Chlorine 100% Cost Increase/Polymer 25%	
470.12	CHEMICALS		0		0	0%	0		
470.13	CHEMICALS		0		0	0%	0		
471.11	LABORATORY SUPPLIES	7,750	4,420		7,750	57%	7,750	Running add'l daily QC tests	0
TOTAL CHEMICALS & SUPPLIES		108,250	47,470	0	108,250	44%	108,250		0.0%
FUELS & LUBRICANTS									
476.11	FUELS & LUBRICANTS PLANT	26,860	20,548	8,000	34,860	59%	34,860		8,000
476.12	FUELS & LUBRICANTS BPS	0	0		0	0%	0		
476.13	FUELS & LUBRICANTS MPS	0	0		0	0%	0		
TOTAL FUELS & LUBRICANTS		26,860	20,548	8,000	34,860	59%	34,860		29.8%
INSURANCE & OTHER									
427.11	TELEPHONE PLANT	19,500	11,077		19,500	57%	19,500		0
427.12	TELEPHONE BPS	400	300	100	500	60%	500		100
427.13	TELEPHONE MPS	0	0		0	0%	0		0
427.14	INCLUDED W/427.11	0					0		0
435.11	SMALL TOOLS & EQUIPMENT	10,525	6,825	2,000	12,525	54%	12,525	More In-House Projects Done	2,000
466.11	CASUALITY INSURANCE	108,416	55,343	-10,000	98,416	56%	109,105	Expected 15% Increase Over Current Year	689
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		0
433.11	ANNUAL SOFTWARE LICENSES	24,500	20,688	5,000	29,500	70%	29,500		5,000
482.11	LAUNDRY & LINEN	3,500	1,146		3,500	33%	3,500		0
INSURANCE AND OTHER (CONTINUED)									
484.11	FOREST SERVICE FEE	500	379		500	0%	500		0
484.12	FOREST SERVICE FEE BPS	0			0	0%	0		0
485.11	TRAINING,DUES,& SUBSCRIP.	5,000	3,343	1,000	6,000	56%	6,000		1,000
486.11	OFFICE EXPENSE	9,000	5,437		9,000	60%	9,000		0
488.11	TRAVEL	0	0		0	0%	0		0
489.11	SLUDGE DISPOSAL	0	0		0	0%	0		0
490.11	SAMPLE TESTING	70,725	20,481	-20,000	50,725	40%	50,725	New provider/Lowered Costs	-20,000

3/10/2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
-WASTEWATER RECLAMATION PLANT-

BUDGET -VS- ACTUAL EXPENSE ESTIMATION

ACCOUNT NUMBER	DESCRIPTION	2022-2023 BUDGET	EXPENSES THRU 58.33% - JAN	ADJUST TO BUDGET	ADJUSTED BUDGET 22/23	% ADJ EXPENDED	PROPOSED BUDGET 23/24	COMMENTS	DIFFERENCE % +/-
SALARIES & BENEFITS									
491.11	ODOR CONTOL SYS MAINT/PLT	14,000	51	-10,000	4,000	1%	4,000		-10,000
491.12	ODOR CONTOL SYS MAINT/BPS	0	0		0	0%	0		0
491.13	ODOR CONTOL SYS MAINT/MPS	0	0		0	0%	0		0
493.11	BIOSOLIDS DISPOSAL	58,350	27,928	-5,000	53,350	52%	54,951	5% Cost Increase	-3,400
494.11	OPERATING LEASE - PLANT	0	0		0	0%	0		0
494.12	OPERATING LEASE - PLANT	0	0		0	0%	0		0
494.13	OPERATING LEASE - PLANT	0	0		0	0%	0		0
495.11	UNDERGROUND SERVICE ALERT	500	594		500	119%	500		0
496.11		0			0		0		0
497.11	PERMIT FEES	12,250	9,589		12,250	78%	12,250	Most at Beginning of Year	0
480.11 & 499.11	BANK CHARGES/MISCELLANEOUS	9,200	0	-8,000	1,200	0%	1,200		-8,000
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		346,366	163,181	-44,900	301,466	54%	313,755		-9.42%
TOTAL ALL EXPENSE CATEGORIES:		3,374,790	1,878,188	-117,663	3,257,127	58%	3,596,193		6.56%
CAPITAL OUTLAY		100,000			100,000	0%	100,000		
TOTAL O & M BUDGET		3,474,790	1,878,188	-117,663	3,357,127	56%	3,696,193		6.37%
							$ 221,403	Increase over 2022-2023 Budget	

Douglas County Lake Tahoe Sewer Authority
Wastewater Reclamation Plant

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

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

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY herewith submits the **TENTATIVE** budget for the fiscal year ending **June 30, 2024**

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 $ **6,063,349**

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

CERTIFICATION

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

Signed _____

Dated: March 15, 2023

Phone: 775/586-8575

APPROVED BY THE GOVERNING BOARD

_____

_____

_____

_____

_____

_____

_____

_____

SCHEDULED PUBLIC HEARING:
(Must be held from May 15, 2023 to May 31, 2023 this year)

Date and Time May 17, 2023 9:30 a.m. Publication Date May 4, 2023 Estimated

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

INDEX

SCHEDULE		PAGE
1	TRANSMITTAL LETTER	1
--	INDEX	2
S-2	STATISTICAL DATA	3
A-2	PROPRIETARY FUNDS	4
PROPRIETARY FUNDS		
F-1	REVENUES, EXPENSES AND NET INCOME	5
F-2	STATEMENT OF CASH FLOWS	6
C-1	INDEBTEDNESS	7
31	SCHEDULE OF EXISTING CONTRACTS	8
32	SCHEDULE OF PRIVATIZATION CONTRACTS	9

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	BUDGET YEAR ENDING 6/30/2024
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation	11	10	10
Health			
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT			
Utilities			
Hospitals			
Transit Systems			
Airports			
Other **Board Members**	5	5	5
TOTAL	16	15	15

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

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

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

SCHEDULE A-2 PROPRIETARY AND NONEXPENDABLE TRUST FUNDS

Budget For Fiscal Year Ending June 30, 2024

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**	**5,959,193**	**5,869,750**	**398,484**	**193,599**	**0**	**0**	**294,328**
TOTAL		**5,959,193**	**5,869,750**	**398,484**	**193,599**	**0**	**0**	**294,328**

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

** Include Depreciation

PROPRIETARY FUND	(1) ACTUAL PRIOR YEAR ENDING 6/30/2022	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2023	(3) BUDGET YEAR ENDING 06/30/24 TENTATIVE APPROVED	(4) FINAL APPROVED
OPERATING REVENUE				
Sewer Fees	**2,325,227**	**2,713,360**	**2,968,141**	
Contracts - Other Districts	**2,762,582**	**3,006,429**	**2,978,051**	
Other Fees	**31,263**	**15,000**	**13,000**	
Total Operating Revenue	**5,119,072**	**5,734,789**	**5,959,193**	
OPERATING EXPENSE				
Salaries, Benefits	**1,583,879**	**1,857,531**	**2,157,773**	
Utilities	**370,023**	**427,420**	**427,420**	
Chemicals, Supplies	**76,313**	**108,250**	**108,250**	
Legal, Accounting	**90,527**	**106,300**	**106,300**	
Engineering and Consulting	**61,151**	**62,000**	**174,035**	
Repairs and Maintenance	**194,203**	**371,825**	**273,800**	
Insurance, Other	**272,495**	**288,941**	**313,755**	
Fuels, Lubricants	**24,760**	**34,860**	**34,860**	
Depreciation/Amortization	**1,869,917**	**2,235,735**	**2,273,557**	
Total Operating Expense	**4,543,268**	**5,492,862**	**5,869,750**	
Operating Income or (Loss)	**575,804**	**241,927**	**89,443**	
NONOPERATING REVENUES				
Interest Earned	**47,350**	**260,500**	**260,500**	
Property Taxes	**0**	**0**	**0**	
Consolidated Tax	**137,984**	**137,984**	**137,984**	
Capacity Fees	**4,040**	**0**	**0**	
Gain on Disposal of Assets		**2,500**	**0**	
Federal Grant Funds	**0**	**0**	**0**	
Total Nonoperating Revenues	**189,374**	**400,984**	**398,484**	
NONOPERATING EXPENSES				
Interest on Bonds	**180,229**	**110,812**	**193,599**	
Loss on Disposal Of Assets	**21,104**	**0**	**0**	
Total Nonoperating Expenses	**201,333**	**110,812**	**193,599**	
Net Income before Operating Transfers	**563,845**	**532,099**	**294,328**	
Operating Transfers (Schedule T)				
In	**0**	**0**	**0**	
Out	**0**	**0**	**0**	
Net Operating Transfers	**0**	**0**	**0**	
CHANGE IN NET POSITION	**563,845**	**532,099**	**294,328**	

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 6/30/2022	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2023	(3) BUDGET YEAR ENDING 06/30/24 TENTATIVE APPROVED	(4) FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash Received From Customers	**5,333,093**	**5,734,789**	**5,959,193**	
Cash Payments to Suppliers	**(1,352,600)**	**(1,399,596)**	**(1,438,420)**	
Cash Payments to Employees	**(1,909,242)**	**(1,857,531)**	**(2,157,773)**	
Deposits Refundable	**(15,758)**			
a. Net cash provided by (or used for) operating activities	**2,055,493**	**2,477,662**	**2,363,000**	
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
None	**0**	**0**	**0**	
b. Net cash provided by (or used for) noncapital financing activities	**0**	**0**	**0**	
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
Acquisition and Construction - Capital Assets	**(3,989,043)**	**(2,090,000)**	**(290,000)**	
Consolidated Taxes	**137,984**	**137,984**	**137,984**	
Cash Loss from Disposal of Assets	**(21,104)**			
Cash Received for Capacity Fees	**4,040**	**0**	**0**	
Debt Service Interest	**(180,229)**	**(110,812)**	**(193,599)**	
Debt Service Principal	**(119,533)**	**(345,303)**	**(578,134)**	
Issuance of Long-Term Debt	**3,618,639**	**748**	**0**	
Debt Issuance Costs	**0**	**0**	**0**	
c. Net cash provided by (or used for) capital and related financing activities	**(549,246)**	**(2,407,383)**	**(923,749)**	
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Redemption (Purchase) of Investments	**0**	**0**	**0**	
Interest on Investments	**40,330**	**235,500**	**235,500**	
Purchase of Restricted Investments	**(7,788)**	**0**		
d. Net cash provided by (or used in) investing activities	**32,542**	**235,500**	**235,500**	
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	**1,538,789**	**305,779**	**1,674,751**	
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	**13,266,033**	**14,804,822**	**15,110,601**	
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	**14,804,822**	**15,110,601**	**16,785,352**	

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 7/1/2023	(9) REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/24 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%	$ 257,563.00	$ 7,671.33	$ 83,112.17	$ 90,783.50
SRF Loan Series 2007	4	20	$1,200,000	8/27/2007	7/1/2027	2.875%	$ 208,445.00	$ 5,678.52	$ 44,035.13	$ 49,713.65
SRF Loan Series 2019	4	20	$9,000,000	10/3/2019	1/1/2039	2.080%	$8,777,978.00	$ 180,248.98	$ 450,987.12	$ 631,236.10
							$	$	$	$
TOTAL ALL DEBT SERVICE							$9,243,986.00	$193,598.83	$578,134.42	$771,733.25

SCHEDULE C-1 - INDEBTEDNESS
Budget Fiscal Year 2023-2024

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

Schedule of Existing Contracts

Budget Year 2023 - 2024

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: 11

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2023-2024	Proposed Expenditure FY 2024-2025	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		$ 45,000	$ 45,000	District General Engineering Svcs.
4	Tahoe Basin Container Service	4/1/2022	3/31/2024	$ 36,050		Biosolids Hauling
5	Eide Bailly	4/1/2019	1/1/2024	$ 44,000		Audit Services
6	JNA Consulting Group	3/20/2019		$ 1,000	$ 1,000	Debt Management Policy.
7	Paychex Payroll Services	7/1/2019		$ 10,000	$ 10,000	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	5/1/2026	$ 63,000	$ 63,000	Line Cleaning and Inspection
11	HDR Engineering	8/24/2022		$ 112,035		Collection Line Assessment
12						
13						
14						
15						
16						
17						
18						
19	Total Proposed Expenditures			$ 381,535	$ 189,450	

Additional Explanations (Reference Line Number and Vendor):

Schedule of Privatization Contracts

Budget Year 2023 - 2024

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 2023-2024	Proposed Expenditure FY 2024-2025	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.

Meeting Date: March 15th, 2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – March 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(s).

1. The 2022 Biosolids Annual Report has been generated by our Engineer, R.O. Anderson and submitted to the U.S. EPA.

2. DCLTSA management and staff have walked through several scenarios related to preparing for the "worst-case scenarios" that might happen should several warm, wet weather "atmospheric river" systems generate "rain-on-snow" melting of the huge accumulation of snowpack we have had this winter. Rapid melt-off will create a surge of inflow and infiltration, and we are prepared for that possibility.

3. DCLTSA staff is in the final stages of updating its Emergency Procedures and Contacts documents and our Emergency Action Plan. The updates will reflect changes in DCLTSA staffing, changes in the points-of-contact with other agencies and regulators and will also account for new equipment purchased and installed since the last EAP update in 2017. The EAP update will also be provided to HDR Engineering for inclusion in DCLTSA's new Operation and Maintenance Manual, which HDR is near completing.

4. We have submitted the Treatment Plant Upgrades Project for the National Project of the Year award, given by the American Public Works Association. DCLTSA recently was awarded Project of the Year for Nevada by the APWA in the Environmental Project $10 to $20 Million category.

5. Select DCLTSA staff will be attending the Annual Nevada Water Environment Association conference in Reno later this month. The conference gives our operators an opportunity to obtain Continuing Education hours, necessary for maintaining their wastewater and mechanical technologist certifications. It also

provides an opportunity to network with staff from other agencies and exchange knowledge and lessons learned from other organizations.

6. The Tahoe South Events Center has requested that DCLTSA issue conditional approval for the sewer upgrade work completed in the summer and fall of 2022. Based on our in-house review of video inspection of the new mains, we have recommended approval, pending feedback and recommendations from our Engineer, R.O. Anderson. Further details may be provided by Mr. Anderson.

7. Performance testing and training on the recently purchased Godwin Engine-Driven Emergency Backup Pump has been completed. The unit ran continuously under various operating conditions for six hours with no issues. Work to finalize the installation will resume when winter weather finally abates.





CONTROLLER'S GENERAL STATUS REPORT

March 15, 2023

- There is a Budget to Actual spreadsheet in the Board packet that shows operating expenses through January were 8.28% under budget. As before, most of that underage comes from the Salaries and Benefits category.

- Last month Trustee Huckbody asked about the status of flows from year to year. Through February this year, overall influent flows are up approximately 3.4% from the same period in 2022. Most of those increases are coming from the Beach Pump Station (largely the Casino Core) and KGID. With the very wet weather, it is expected that March's flows will be quite high due to inflows and infiltration from run-off.

- **Investment Report**

The Authority's investments total a little more than $14.8 million. The only change from last month has been the addition of interest.

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 - JANUARY 2022-2023 BUDGET VS. ACTUAL

	JANUARY	Budgeted	Variance	Comments
Salaries	$ 674,983.57	$ 705,647.25	$ 30,663.68	
OT/Callback	$ 27,382.48	$ 20,463.92	$ (6,918.56)	Snow Removal!
Holiday	$ 2,104.70	$ 12,622.17	$ 10,517.47	9 Holidays of 11
NTD			$ -	
Longevity	$ 1,880.00	$ 1,880.00	$ -	Paid Yearly - December
Stand-By Pay	$ 10,350.85	$ 9,312.33	$ (1,038.52)	Standby Hours Added
Health Insurance	$ 169,249.04	$ 192,384.50	$ 23,135.46	
State Retirement (PERS)	$ 182,780.66	$ 213,026.92	$ 30,246.26	
SIIS (Workers Comp)	$ 12,674.67	$ 27,904.92	$ 15,230.25	
Medicare Tax	$ 10,572.02	$ 10,862.83	$ 290.81	
Unemployment Insurance	$ 48.00	$ 6,825.00	$ 6,777.00	Annual EMRB Fee/ No one on Unemployment
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 17,500.00	$ 17,500.00	$ -	Estimate
Salaries/Benefits	**$ 1,109,525.99**	**$ 1,218,429.83**	**$ 108,903.85**	
Electric Power	$ 175,762.39	$ 138,687.50	$ (37,074.89)	Rate Increased & High Flows
Electric Power - BPS	$ 10,670.50	$ 8,750.00	$ (1,920.50)	"
Electric Power - MPS	$ 43,601.56	$ 37,041.67	$ (6,559.89)	"

JULY - JANUARY 2022-2023 BUDGET VS. ACTUAL

	JANUARY	Budgeted	Variance	Comments
Natural Gas	$ 6,250.50	$ 5,833.33	$ (417.17)	Highest Use Time of Year
Natural Gas - BPS	$ 701.16	$ 700.00	$ (1.16)	"
Natural Gas - MPS	$ 180.99	$ 212.92	$ 31.93	"
Water	$ 6,833.60	$ 7,233.33	$ 399.73	
Water - BPS	$ 1,865.60	$ 2,333.33	$ 467.73	
Water - MPS	$ 80.41	$ 5,891.67	$ 5,811.26	Fully installed Mechanical Seals
Solid Waste Removal	$ 4,066.18	$ 3,415.42	$ (650.76)	Grit from Headworks
Utilities	**$ 250,012.89**	**$ 210,099.17**	**$ (39,913.72)**	
Chemicals	$ 43,049.72	$ 58,625.00	$ 15,575.28	
Lab Supplies	$ 4,419.70	$ 4,520.83	$ 101.13	
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 47,469.42**	**$ 63,145.83**	**$ 15,676.41**	
Legal Services	$ 20,825.00	$ 23,333.33	$ 2,508.33	
Accounting	$ 45,352.60	$ 35,758.33	$ (9,594.27)	Audit Fees will smooth by year end
Legal/Accounting	**$ 66,177.60**	**$ 59,091.67**	**$ (7,085.93)**	

JULY - JANUARY 2022-2023 BUDGET VS. ACTUAL

	JANUARY	Budgeted	Variance	Comments
Engineering	$ 22,935.00	$ 29,166.67	$ 6,231.67	Estimated for January
Engineering - BPS	$ -		$ -	
Engineering - MPS	$ -		$ -	
Engineering - In-District	$ -		$ -	
Consulting	$ 1,000.00	$ 14,000.00	$ 13,000.00	JNA for Debt Management Report
Engineering/Consulting	**$ 23,935.00**	**$ 43,166.67**	**$ 19,231.67**	
Maintenance Export Line	$ -	$ 5,541.67	$ 5,541.67	
Maintenance Collection System	$ 36,750.00	$ 76,125.00	$ 39,375.00	No bill yet for camera assessment.
Repairs Collection System	$ 8,514.24	$ 875.00	$ (7,639.24)	Manhole Lids & Clean-out
Computer/Network Infrastructure	$ 1,783.56	$ 1,166.67	$ (616.89)	SCADA Printer & Server Hard Drives
Annual Software Licenses	$ 9,222.52	$ 14,291.67	$ 5,069.15	Incl. ann pmt for erPortal
SCADA Support	$ -	$ 10,500.00	$ 10,500.00	
Repairs - Vehicles	$ 11,496.84	$ 2,945.83	$ (8,551.01)	Winter tires on 4 trucks/ Underbudgeted
Repairs - Mechanical	$ 30,181.19	$ 21,583.33	$ (8,597.86)	Cartridge Seals - Export Pumps & EP Check Valve
Repairs - Mechanical BPS	$ 952.10	$ 2,916.67	$ 1,964.57	
Repairs - Mechanical MPS	$ 13,647.46	$ 3,500.00	$ (10,147.46)	Impeller & Shaft Repairs/ Pump Bearings

JULY - JANUARY 2022-2023 BUDGET VS. ACTUAL

	JANUARY	Budgeted	Variance	Comments
Emergency Repairs	$ -	$ -	$ -	
Repairs Bldg & Grounds	$ 3,577.07	$ 4,550.00	$ 972.93	
Repairs Bldg & Grounds - BPS	$ -	$ 583.33	$ 583.33	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 481.25	$ 481.25	
Repairs Heating	$ -	$ 583.33	$ 583.33	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 2,948.55	$ 4,477.08	$ 1,528.53	
Repairs Electrical	$ 339.12	$ 583.33	$ 244.21	
Repairs Electrical	$ -	$ 291.67	$ 291.67	
Repairs Instruments	$ 10,929.00	$ 5,833.33	$ (5,095.67)	Annual SmartCover Warranty
Equipment Rental	$ -	$ 1,750.00	$ 1,750.00	
Maintenance Supplies	$ 9,309.92	$ 7,641.67	$ (1,668.25)	Stainless Steel Pipe Fittings - In House Projects
Safety Equipment	$ 4,330.10	$ 5,833.33	$ 1,503.23	
Odor Control System Maintenance	$ 51.39	$ 5,250.00	$ 5,198.61	
Repairs/Maintenance	**$ 144,033.06**	**$ 177,304.17**	**$ 33,271.11**	

JULY - JANUARY 2022-2023 BUDGET VS. ACTUAL

	JANUARY	Budgeted	Variance	Comments
Casualty Insurance	$ 55,343.12	$ 63,242.67	$ 7,899.55	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 55,343.12**	**$ 63,242.67**	**$ 7,899.55**	
Telephone	$ 10,523.35	$ 11,375.00	$ 851.65	
Telephone	$ 237.75	$ 233.33	$ (4.42)	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 6,824.49	$ 6,139.58	$ (684.91)	Panel Heaters
Laundry and Linen	$ 1,146.28	$ 2,041.67	$ 895.39	
Forest Svc. Fee	$ -	$ 291.67	$ 291.67	
Training, Dues & Subscriptions	$ 3,342.66	$ 2,916.67	$ (425.99)	Incl. DM Utility Conference
Office Expenses	$ 5,401.25	$ 5,250.00	$ (151.25)	
Travel	$ -	$ -	$ -	
Sample Testing	$ 21,101.00	$ 41,256.25	$ 20,155.25	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 28,183.76	$ 34,037.50	$ 5,853.74	
Underground Service Alert	$ 594.13	$ 291.67	$ (302.46)	Ann. Membership Fee

JULY - JANUARY 2022-2023 BUDGET VS. ACTUAL

	JANUARY	Budgeted	Variance	Comments
Permit Fees	$ 9,279.18	$ 7,145.83	$ (2,133.35)	Most Paid at Beginning of Year
Misc Exp and Bank Fees	$ -	$ 5,366.67	$ 5,366.67	
Other Operating Expenses	**$ 86,633.85**	**$ 116,345.83**	**$ 29,711.98**	
Fuels and Lubricants	$ 20,548.03	$ 15,668.33	$ (4,879.70)	Diesel Fuel - Power Outages
Fuels & Lubricants	**$ 20,548.03**	**$ 15,668.33**	**$ (4,879.70)**	
Total Operating Expenses July - Jan	**$ 1,803,678.96**	**$ 1,966,494.17**	**$ 162,815.21**	
			8.28%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 2/15/2023 to 3/15/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
11623	02/22/23	P	LES10	LES SCHWAB TIRE CENTER	$2,015.96
11624	02/22/23	P	AL01	ALLISON MACKENZIE, Ltd.	$3,955.00
11625	02/22/23	P	ARC01	ARCTIC ELECTRICIANS	$1,094.00
11626	02/22/23	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$732.06
11627	02/22/23	P	CA12	CARSON VALLEY OIL CO., INC.	$719.46
11628	02/22/23	P	CA25	CASHMAN EQUIPMENT COMPANY	$144.61
11629	02/22/23	P	CH15	CHARTER COMMUNICATIONS	$274.95
11630	02/22/23	P	CODALE	CODALE ELECTRIC SUPPLY	$2,828.49
11631	02/22/23	P	FASTEN	FASTENAL COMPANY	$38.83
11632	02/22/23	P	GA-ACE	GARDNERVILLE ACE HARDWARE	$1.46
11633	02/22/23	P	HDR01	HDR, ENGINEERING, INC.	$5,333.82
11634	02/22/23	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$99.39
11635	02/22/23	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
11636	02/22/23	P	PR02	LINDE GAS & EQUIPMENT INC.	$113.95
11637	02/22/23	P	MET11	METLIFE - GROUP BENEFITS	$1,991.82
11638	02/22/23	P	MOU02	MOUNTAIN ALARM	$159.00
11639	02/22/23	P	NE39	NEVADA SEAL & PUMP	$20,036.38
11640	02/22/23	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$199.43
11641	02/22/23	P	PACMAC	PAC MACHINE CO., INC.	$261,070.00
11642	02/22/23	P	PDMSTE	PDM STEEL SVC. CENTERS, INC.	$3,038.01
11643	02/22/23	P	POL10	POLYDYNE INC.	$8,234.00
11644	02/22/23	P	SIL4	SILVER STATE ANALYTICAL LAB	$310.00
11645	02/22/23	P	SIN01	SINNETT CONSULTING SVCS., LLC	$175.00
11646	02/22/23	P	US12	USABLUEBOOK	$349.79
11647	02/22/23	P	WE18	WESTERN NEVADA SUPPLY CO.	$4,979.27
11648	02/22/23	P	JOHN	YING H. JOHNSON	$37.60
11649	03/08/23	P	AL17	ALHAMBRA	$62.07
11650	03/08/23	P	AL01	ALLISON MACKENZIE, Ltd.	$7,105.00
11651	03/08/23	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$668.08
11652	03/08/23	P	CAPITA	DICK CAMPAGNI'S CAPITAL FORD	$40.54
11653	03/08/23	P	CA12	CARSON VALLEY OIL CO., INC.	$4,072.66
11654	03/08/23	P	CA25	CASHMAN EQUIPMENT COMPANY	$218.92
11655	03/08/23	P	BLAKE	CHARLES DAVID BLAKE	$601.98
11656	03/08/23	P	NA12	CHERYL NAFIE	$615.72
11657	03/08/23	P	CODALE	CODALE ELECTRIC SUPPLY	$4,905.31
11658	03/08/23	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$211.50
11659	03/08/23	P	GI20	DOUGLAS GIBSON	$299.28
11660	03/08/23	P	FASTEN	FASTENAL COMPANY	$172.57
11661	03/08/23	P	FREDH	FRED HOWARD	$564.41
11662	03/08/23	P	FR01	FRONTIER	$49.38
11663	03/08/23	P	GR13	GRAINGER	$243.50
11664	03/08/23	P	HOMETO	HOMETOWN HEALTH	$18,278.18
11665	03/08/23	P	PH12	JOHN PHILLIPS	$482.86
11666	03/08/23	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,213.27
11667	03/08/23	P	LIBERT	LIBERTY UTILITIES	$42.67
11668	03/08/23	P	AGUILA	MANNY AGUILAR	$164.90
11669	03/08/23	P	NV01	NV ENERGY	$35,260.74
11670	03/08/23	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$164.63
11671	03/08/23	P	EA13	PAULA EAST-JANICKI	$933.80
11672	03/08/23	P	AN12	R.O. ANDERSON ENGINEERING, INC	$2,701.25
11673	03/08/23	P	VAN1	RICK VAN HORN	$264.21
11674	03/08/23	P	SIL4	SILVER STATE ANALYTICAL LAB	$1,585.00
11675	03/08/23	P	SO10	SOUTH TAHOE REFUSE, INC.	$445.90
11676	03/08/23	P	ST09	STANDARD INSURANCE COMPANY	$566.81
11677	03/08/23	P	NE42	STATE OF NV. P.E.B.P.	$1,377.55
11678	03/08/23	P	SU13	SUMMIT PLUMBING CO., LLC	$5,062.50

*** 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: 2/15/2023 to 3/15/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
11679	03/08/23	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,522.50
11680	03/08/23	P	VER	VERIZON	$318.15
11681	03/08/23	P	VI12	VISION SERVICE PLAN - (AT)	$286.96
11682	03/08/23	P	WE10	WEDCO RENO	$1,824.88
11683	03/08/23	P	WF01	WELLS FARGO	$2,228.14
11684	03/08/23	P	WE18	WESTERN NEVADA SUPPLY CO.	$994.98
				BANK WFCHK REGISTER TOTAL:	**$414,633.08**
				GRAND TOTAL :	**$414,633.08**

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**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 2/15/2023 - 3/15/2023

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
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**
BATCH: 8072	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2023 - 9**	**CREATED: 03/09/23 by YHJ**				
143319	03/15/23			414.1100	FEB. PERS CONTRIBS	$12,889.56	$0.00	$12,889.56
143320	03/15/23			415.1100	FEB. PERS CONTRIBS	$12,889.56	$0.00	$25,779.12
143321	03/15/23			101.1000	FEB. PERS CONTRIBS	$0.00	$25,779.12	$0.00
					BATCH 8,072 TOTALS:	**$25,779.12**	**$25,779.12**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$51,052.81**	**$51,052.81**	