NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, OCTOBER 18, 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 October 18, 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/89877263330?pwd=Xayt4IaNkwNTU2prdGLqluqEv4dayn.1

Meeting ID: 898 7726 3330
Passcode: 971774
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, OCTOBER 18, 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. Acknowledgment of appointment of Douglas County Lake Tahoe Sewer Authority Trustee from the Douglas County Board of Commissioners – **for possible action.**

6. Approval of Agenda - **for possible action.**

7. Minutes of Prior Meeting of the Board of Trustees (September 20, 2023) – **for possible action.**

8. Report (Rob Hopkins)

    A. General Status Report

9. Engineer's Report

    A. General Projects Status Report.

10. Controller's Report

    A. General Status Report

    B. Discussion and possible action to change future accounting practices to credit Construction Fund investment interest to the Construction Fund rather than transferring it to the Plant Emergency Repair and Replacement Fund as has been done historically – **for possible action.**

    C. 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 13th day of October, 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
September 20, 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, September 20 2023, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

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

RECOGNITION OF OTHERS IN ATTENDANCE:

Also present were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki, Authority Accountant Ying Johnson, Eric Heffernon, Authority Engineer, Rob Anderson, and the Authority's legal counsel, Jim Cavilia. Also present were residents of the Elk Point community, including Marty Bibb, Anne Harry, Cathy Oyster, Linda Hoffman, William Zeller, Richard Rowe and Robert Felton.

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF AGENDA:

It was moved by Trustee Nelson, seconded by Trustee Huckbody and carried unanimously 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 that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated August 16, 2023, be approved as presented.

Discussion regarding correspondence from the Elk Point Sanitation District's Board of Trustees regarding operation and maintenance of the Elk Point Sanitation District sewer collection system.

Authority Manager Rob Hopkins reported that he received correspondence from the Elk Point Sanitation District (EPSD) Board of Trustees, dated September 12, 2023, asking DCLTSA to reconsider its decision to have EPSD take over complete responsibility for its sewer collection system. The correspondence from EPSD complimented and thanked DCLTSA for its years of service with regard to EPSD's infrastructure and also requested that if the system is turned over to EPSD that additional time be provided for the transition.

Mr. Hopkins indicated that it was still his opinion that EPSD should be treated the same as the other general improvement districts that the Authority works with and for that reason the operation and maintenance of the EPSD collection system should be transitioned to EPSD. Appreciating the concerns expressed by the EPSD Board of Trustees, Mr. Hopkins indicated his willingness to extend the time for the transition until the end of fiscal year 2024 (June 30, 2025).

Following Mr. Hopkins' presentation, Chairman McLaughlin invited a representative of EPSD to address the Board. Marty Bibb introduced himself as Chairman of the EPSD Board of Trustees and thanked the Board for the opportunity to present EPSD's position. Mr. Bibb explained that EPSD was a very small general improvement district with only 100 hookups and that the current board of EPSD was made up of experienced individuals who are committed to working with DCLTSA to ensure the EPSD infrastructure is operated and maintained in an appropriate manner to protect the Tahoe environment.

In response to a question from Trustee Huckbody, Mr. Bibb indicated that EPSD was waiting on the results of the recently completed camera assessment of the EPSD system and that the Board had made inquiries about obtaining insurance. Mr. Bibb also indicated that the EPSD Board was working with EPSD's accountant and Summit Plumbing about the best course of action going forward.

In response to an inquiry from Trustee Nelson about improvements to the EPSD system, Mr. Hopkins stated that the Authority had not recently completed any improvements to the EPSD system and had really just been maintaining the existing improvements. Mr. Hopkins added that the results of the camera assessment would be provided to EPSD so that improvements could be prioritized.

Trustee Huckbody asked about the possibility of extending the Authority boundaries to include EPSD and the Authority legal counsel, Jim Cavilia, explained that the boundaries of the Authority are set by the Nevada State statute that created the Authority, and that any modification of those boundaries would require the approval of the Nevada State Legislature and Governor.

Trustee Nelson expressed her opinion that it would be best for EPSD to treated like the other general improvement districts, and she suggested that EPSD may be able to contract with Summit Plumbing to operate and maintain the collection system without having to deal with the Authority. Mr. Hopkins concurred with Trustee Nelson that initially the best course of action would be to establish a relationship with Summit Plumbing. Trustee Nelson added that the results of the line assessment would help EPSD in budgeting for the upcoming years.

Trustee Fertala stated that he agreed that EPSD should be treated like the other general improvement districts going forward, but that he was willing to provide the time necessary for a smooth and safe transition. Mr. Hopkins reiterated his support for the transition to be completed by June 30, 2025.

Chairman McLaughlin opened the floor to public comment regarding the matter. Bill Zeller introduced himself as a resident of Elks Point and stated that it would take some time for EPSD to determine the cost of necessary improvements and upgrades as well as possible methods of financing those improvements. In response to a question from Mr. Zeller, Mr. Hopkins indicated that that the Authority treats the sewage from three other general improvement districts in the Lake Tahoe Basin. Trustee Fertala offered that he and the other general improvement district representatives on the Board would be happy to consult with EPSD about available financing options.

There being no further comment, **it was moved by Trustee Nelson, seconded by Trustee Huckbody and carried unanimously that the time for turnover of the operation and control of the EPSD sewer collection system to EPSD be extended to June 30, 2025.**

MANAGER'S REPORT:

A. General Status Report

Mr. 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 recently met with staff of the Nevada Department of Transportation (NDOT) and Nevada Tahoe Conservation District about the possibility of using an abandoned secondary clarifier site at the Plant for a decanting facility for NDOT vacuum trucks. Mr. Hopkins indicated that no final decision had been made and that he was waiting to hear back from NDOT. Mr. Anderson added some information about the history of discussions with NDOT about locating this type of facility at the Plant. Mr. Anderson indicated that in the past, NDOT had not proceeded because of the limited sight distance in accessing the Plant from US Highway 50.

Mr. Hopkins stated that the Nevada Division of Environmental Protection (NDEP) recently completed a routine compliance inspection of the DCLTSA treatment plant. Mr. Hopkins indicated that the comments from NDEP officials were positive but that no formal report had yet been received.

Mr. Hopkins indicated that problems with the phone lines of Frontier Communications had impacted the Authority's ability to collect flow meter readings and that the regular flow reports would be delayed as a result.

Mr. Hopkins reported that as part of ongoing preventative maintenance, the Authority's backhoe was currently being overhauled.

Mr. Hopkins indicated that the Authority had entered into an agreement with Edgewood to divert groundwater to the Authority's collection system as part of relocation of the Authority's interceptor and development of the Edgewood cart barn.

With regard to the planned new backup generator for the main pump station, Mr. Hopkins indicated that staff had cleared the area for the concrete pad to locate the generator. Mr. Hopkins stated that HDR Engineering is completing the design work, and it is hoped that the foundation and concrete work will be completed by Authority staff by mid-October.

Mr. Hopkins reported that the channel grinder for the Beach Pump Station has been received and tested. The grinder should be installed in early November when sewage flows are normally low.

Mr. Hopkins stated that the software for the plant hybrid blower and mixed liquor return system at the plant has recently been upgraded, which should increase efficiency going forward.

Mr. Hopkins indicated that IT specialist Eric Heffernon is currently in the process of upgrading the Authority's computer servers and infrastructure.

Mr. Hopkins stated that the Authority has entered into an agreement with NV Energy to utilize space at the plant to stage vegetation removal equipment and trailers.

With regard to the planned future Export Force Main Replacement Project, Mr. Hopkins reported that he had recently met with Jim Morris of Rock-Solid Solutions about the possibility of acting as the Authority's Owner's Representative in a possible Construction Manager at Risk (CMAR). Mr. Morris provided a similar service for the Authority in 2022 for the Treatment Plant Upgrades Project.

Finally, Mr. Hopkins stated the Nevada Division of Water Resources recently completed routine annual inspections of the Authority's on-site emergency storage reservoir dam and the storage reservoir dams in the Buckeye area. Mr. Hopkins indicated that the formal reports are expected in October.

Chairman McLaughlin opened the floor to public comment regarding the matter.

Mr. Heffernon provided a brief explanation of the reasons for the ongoing server/computer upgrades. There was no further 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 September 19, 2023, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The September 19, 2023, correspondence is incorporated in these minutes by this reference.

With regard to modified access to the Beach Pump Station, Mr. Anderson reported that a new site plan is being considered that will provide adequate access and circulation. Mr. Anderson stated that the Authority's access from the south will be maintained, and the work will likely take place next year.

Mr. Anderson indicated that work on relocation of the Edgewood sewer interceptor has begun and that his office has been involved in reviewing the process.

In response to a question from Trustee Nelson, Mr. Anderson indicated that Kahle Drive access will have to be maintained throughout the planned work on the road.

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 provided the Board with a budget to actual spreadsheet and reported that operating expenses at the end of July were approximately 8.5% over budget. Ms. East-Janicki indicated that some expenses are higher than expected but that expenses should smooth out through the end of the quarter as adjustments are made for leave benefits that have been paid and for annual licenses and permits.

With regard to the salary survey being conducted by Public Sector Personnel Consultants (PSPC), Ms. East-Janick indicates that the report was not yet finalized, but that she hoped it would be ready for review in October.

Ms. East-Janicki stated that the Authority's accounts receivable balance has a credit of more than $39,000 based on many customers paying for an entire year of service in advance.

Ms. East-Janicki reported that the annual audit has begun and will continue for the next several weeks.

As Mr. Anderson reported, Ms. East-Janicki stated that the regular flow report was delayed because of problems with Frontier Communications phone lines. Ms. East-Janicki did report that flows this year through August are up approximately 12.5% over the prior year's flows.

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 $15.6 million invested. Ms. East-Janicki indicated that the Local

Government Investment Pool (LGIP) is currently paying interest of 4.66% and that just last month interest from the funds in the LGIP was more than $48,000.

In response to an inquiry from Trustee Nelson regarding electricity costs, Ms. East-Janicki indicated that she anticipates costs will go down as sewage flows decrease.

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. The claims were signed off on by Board Treasurer Rice.

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 September, but that work was continuing on backup generators for TDD's pump stations.

Trustee Nelson reported that KGID's ongoing water line work would be delayed until next year. Trustee Nelson also stated that the KGID Board had met the previous evening and that KGID had been approached by representatives of the Oliver Park General Improvement District about the possibility of taking over the management of that general improvement district which is chiefly involved with the maintenance of some roadways. Trustee Rice added that funding for improvements to Kahle Drive have been secured with work to begin next year.

Trustee Fertala reported that RHGID has recently hired a new operator and that installation of the new sewage flow meter should finally take place very soon.

Trustee Rice reported that Tahoe South Events Center (TSEC) is officially open and that the microtransit program has been a great success thus far with service expanded to Round Hill. Trustee Rice explained that full funding from Douglas County for microtransit has not yet been approved, but that the funding is in the proposed budget. Trustee Rice indicated that the considered reduction of traffic lanes on Highway 50 was not likely to occur based on the feedback received. Trustee Rice indicated that there has recently been some issues with high groundwater levels at the former site of the Lakeside Inn now owned by Barton Hospital. Finally, Trustee Rice reported that he was making an effort to have some County Commission meetings at Lake Tahoe with a Tahoe meeting currently scheduled for October 9th.

Trustee McLaughlin reported that the opening of the TSEC is a great catalyst for business activity in the casino core and that more than $100 million is expected to be invested by the new owner of the Hard Rock with other significant investments expected at the other resorts.

Finally, Trustee McLaughlin indicated that business for July, August and September has been very good at Stateline.

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

PUBLIC COMMENT:

Richard Rowe introduced himself and thanked the Authority Board for it support of EPSD over the years and pledged EPSD's cooperation going forward.

In response to a question from Robert Felton regarding the EPSD Board, it was indicated that the EPSD does provide reports at meetings of the Elks Point Homeowners Association and that historically there has been some difficulty in finding individuals to serve on the EPSD Board. It was also stated that Douglas County runs the elections for general improvement district board.

There was no further public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:50 a.m.

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APPROVED

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4857-4392-3846, v. 1

Meeting Date: October 18th, 2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – October 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. DCLTSA staff and Authority Engineer R.O. Anderson met with NV Energy to discuss work NV Energy will be doing adjacent to the Treatment Plant and near our sewer force mains that feed influent to the Plant. NV Energy is upgrading and replacing underground power vaults that provide power to Lake Village. The goal of this meeting was to ensure DCLTSA sewer infrastructure is protected during this project.

2. We have received the results of our NDEP Routine Compliance Inspection of the Treatment Plant. This inspection was last conducted at the Treatment Plant by the Nevada Division of Environmental Protection in 2013. All items of concern noted in the 2013 inspections have been satisfactorily addressed and DCLTSA treatment facilities have been found in "substantial compliance" with all NDEP regulations, guidelines, and practices. The inspection report "…*noted clean conditions and good housekeeping of plant grounds at this wastewater treatment facility. The NDEP found the facility to be well-maintained*." I'd like to thank all DCLTSA staff for the dedication and hard work that has gone into upgrading and improving our plant, and whose work was key in our receiving a favorable Inspection!

3. Comments on the proposed plans to improve / relocate the southern access easement to the Beach Pump Station have been received. The comments reflect the results of a hydraulic analysis of a 100-year flood event impact on two easement alignment configurations; the existing easement, and a proposed easement located to the east of our current paved easement. The comments indicate that the proposed eastern easement relocation has a better flood profile than our existing easement alignment. Our Engineer, R.O. Anderson, may provide further details.

4. Concrete and plumbing work for the new backup power generator and the engine-driven emergency backup pump has been completed. Paving work and placement of the new generator are anticipated to be completed by the end of October. Wiring in and testing of the new generator are expected to be completed in November 2023. (Photos attached).

5. Dam inspection reports have been submitted to DCLTSA by the Nevada Division of Conservation and Natural Resources. Both the Buckeye and Round Hill dams are reported as being in “Fair Condition”, with a few noted minor repairs and maintenance items which will need to be addressed over the next one-to-two-year period. These items are primarily vegetation removal and repairs of minor erosion gullies.

6. DCLTSA Operations staff has removed aeration train 2 from service for the low-flow shoulder-season period, typically October to May. Aeration train 2 has been cleaned and inspected. As part of routine maintenance, the Mixed Liquor Return pump for aeration train 1 has been swapped out, with the used pump being sent to the manufacturer for inspection and refurbishment.

7. DCLTSA staff held a field meeting with NV Energy to discuss NV Energy’s desire to rent space behind the treatment plant to stage equipment. Also discussed during the meeting was our desire to have NV Energy and its vegetation removal subcontractors participate in repair of damage to our plant road which happened because of heavy logging equipment point-loading the plant road shoulders during logging operations. NV Energy has indicated that they are willing to participate, and negotiations are ongoing currently.



DCLTSA staff pouring concrete pad for the new backup generator at the Main Pump Station.



Engine-Driven Emergency Bypass Pump as placed on new concrete pad by DCLTSA staff.

CONTROLLER'S GENERAL STATUS REPORT

October 18, 2023

- There is a Budget to Actual spreadsheet in the Board packet that shows operating expenses through August were 2.2% over budget. We're headed in the right direction, as last month it was 8.5%. As I told you last month, the Annual Software Licenses and Fees and Permits are all paid at the beginning of the year.

- The auditors from Eide Bailly have finished the fieldwork portion of their audit. I have finished the financial statements but am still working on the footnotes. The finalized audit will be presented to the Board at the November 15 meeting. If there have been any issues identified, I haven't heard about them.

- We sent out second quarter invoices on October 1, and they are not due until the beginning of November. Therefore, the accounts receivable balance at this time is approximately $591,500.

- We caught flow reports up after Frontier Telephone's problems were resolved. Through September of this year, overall influent flows are up 12.3% from the same period in 2022, with larger flow increases from TDD and KGID and smaller ones from the Beach Pump Station.

- We have received the In-District camera line assessment from Summit Plumbing and it appears there are no immediate issues with our system. There is one line on Dorla Court that appears to have deposit build-up on the lining, and it will be recleaned and the camera assessment on it will be repeated to tell for sure. Paul Kearney is pulling a separate report for Elk Point Sanitation District and we will submit that to them. HDR has requested that we send them primarily

summaries at this time, so I'm in the process of pulling those out to send them.

Discussion of Change of Accounting Practice

Since before I came to work here in 2006, all interest earned on Construction Fund investments has been transferred to the Plant Repair Fund. It is my understanding that at some point in the past Plant Repair monies were transferred to supplement the Construction Fund with the interest arrangement being the trade-off. At this time, particularly with the Export Line project looming, I would request Board approval to keep the Construction Fund investment interest in the Construction Fund as that's where it will be needed most.

It may not be strictly necessary for me to get Board approval for this, but it is a change of accounting practice, so I'd particularly like to be transparent about it and avoid an audit issue later. If the Board concurs with this, I'd ask for a motion to credit Construction Fund investment interest to the Construction Fund rather than transferring it to the Plant Repair Fund as has been done historically.

Investment Report

At the time of writing this report, the Authority's investments still total a little more than $15.6 million. Approximately $12.2 million is held in the Local Government Investment Pool (LGIP) and they paid 4.8% in September, but the interest hasn't yet been recorded. We hold $3,430,000 in laddered CDs with an average interest rate of 4.59%.

- More than $6.5 million of the investments are held in the General Fund. Over the years, that amount has built up from In-District collections and it will be used as necessary to repair or replace In-District Collection lines.

- More than $4 million is held in the Plant Emergency Repair or Plant Expansion Fund. That amount is restricted by ordinance for those two things: emergency repairs or plant expansion.

- Almost $5 million is held in the Construction Fund and that money is used for ongoing and future capital improvements from the Capital Development Plant. The Capital Assessment portion of rates is deposited there, and it will be used for the Export Line Replacement project in the next couple of years.

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 - AUGUST 2023-2024 BUDGET VS. ACTUAL

	AUGUST	Budgeted	Variance	Comments
Salaries	$ 208,187.83	$ 208,040.67	$ (147.16)	
OT/Callback	$ 5,357.78	$ 8,446.50	$ 3,088.72	
Holiday	$ 319.00	$ 3,285.83	$ 2,966.83	1 Holiday of 12
NTD	$ -	$ -	$ -	
Longevity	$ -	$ 447.50	$ 447.50	Paid Annually in December
Stand-By Pay	$ 3,306.12	$ 3,276.00	$ (30.12)	
Health Insurance	$ 54,253.13	$ 54,325.67	$ 72.54	
State Retirement (PERS)	$ 69,537.73	$ 70,941.00	$ 1,403.27	
SIIS (Workers Comp)	$ 3,272.33	$ 3,450.00	$ 177.67	
Medicare Tax	$ 3,246.71	$ 3,240.67	$ (6.04)	
Unemployment Insurance	$ 39.00	$ 8.33	$ (30.67)	Ann.Fee - EMRB
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 4,166.67	$ 4,166.67	$ (0.00)	Estimated
Salaries/Benefits	**$ 351,686.30**	**$ 359,628.83**	**$ 7,942.53**	
Electric Power	$ 72,318.61	$ 55,606.33	$ (16,712.28)	Highest use time of year
Electric Power - BPS	$ 3,570.40	$ 3,675.00	$ 104.60	"
Electric Power - MPS	$ 16,311.53	$ 15,487.50	$ (824.03)	"

JULY - AUGUST 2023-2024 BUDGET VS. ACTUAL

	AUGUST	Budgeted	Variance	Comments
Natural Gas	$ 908.31	$ 2,583.33	$ 1,675.02	Lowest use time of year
Natural Gas - BPS	$ 63.11	$ 283.33	$ 220.22	"
Natural Gas - MPS	$ 66.20	$ 60.83	$ (5.37)	Base rate - No useage
Water	$ 1,943.06	$ 2,066.67	$ 123.61	
Water - BPS	$ 423.16	$ 583.33	$ 160.17	
Water - MPS	$ 31.24	$ 183.33	$ 152.09	
Solid Waste Removal	$ 1,659.90	$ 1,192.50	$ (467.40)	Highest Flows = Higher Waste
Utilities	**$ 97,295.52**	**$ 81,722.17**	**$ (15,573.35)**	
Chemicals	$ 19,600.46	$ 16,750.00	$ (2,850.46)	Increased Polymer use for process
Lab Supplies	$ 3,834.75	$ 1,291.67	$ (2,543.08)	Increased Testing
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 23,435.21**	**$ 18,041.67**	**$ (5,393.54)**	
Legal Services	$ 9,730.00	$ 7,500.00	$ (2,230.00)	Re: EPSD
Accounting	$ 864.95	$ 10,716.67	$ 9,851.72	
Legal/Accounting	**$ 10,594.95**	**$ 18,216.67**	**$ 7,621.72**	

JULY - AUGUST 2023-2024 BUDGET VS. ACTUAL

	AUGUST	Budgeted	Variance	Comments
Engineering	$ 12,000.00	$ 8,666.67	$ (3,333.33)	Estimated - No July & Aug bill yet
Engineering - BPS		$ -	$ -	
Engineering - MPS		$ -	$ -	
Engineering - In-District	$ -	$ 18,672.50	$ 18,672.50	
Consulting	$ 1,000.00	$ 1,000.00	$ -	Ann. Debt MGMT Policy
Engineering/Consulting	**$ 13,000.00**	**$ 28,339.17**	**$ 15,339.17**	
Maintenance Export Line	$ -	$ 1,583.33	$ 1,583.33	
Maintenance Collection System	$ 10,500.00	$ 12,500.00	$ 2,000.00	
Repairs Collection System	$ -	$ 2,083.33	$ 2,083.33	
Computer Maintenance/Supplies	$ 1,396.50	$ 916.67	$ (479.83)	
Annual Software Licenses	$ 14,727.56	$ 4,416.67	$ (10,310.89)	Annual Licenses Accrued Last Year
SCADA Support	$ -	$ 583.33	$ 583.33	
Repairs - Vehicles	$ 1,814.98	$ 3,341.67	$ 1,526.69	
Repairs - Mechanical	$ 10,031.66	$ 8,166.67	$ (1,864.99)	Inc'l MLR Pump Control Upgrade
Repairs - Mechanical BPS	$ -	$ 333.33	$ 333.33	
Repairs - Mechanical MPS	$ 225.00	$ 4,333.33	$ 4,108.33	
Emergency Repairs	$ -	$ -	$ -	

JULY - AUGUST 2023-2024 BUDGET VS. ACTUAL

	AUGUST	Budgeted	Variance	Comments
Repairs Bldg & Grounds	$ 3,277.88	$ 925.00	$ (2,352.88)	Reservoir Erosion Repair Not Budgeted
Repairs Bldg & Grounds - BPS	$ -	$ 83.33	$ 83.33	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 137.50	$ 137.50	
Repairs Heating	$ -	$ 83.33	$ 83.33	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 1,522.36	$ 1,487.50	$ (34.86)	
Repairs Electrical	$ -	$ 141.67	$ 141.67	
Repairs Electrical	$ -	$ 83.33	$ 83.33	
Repairs Instruments	$ 9,828.00	$ 2,000.00	$ (7,828.00)	SmartCover Annual Warranty
Equipment Rental	$ 5,931.75	$ 500.00	$ (5,431.75)	Reservoir Erosion Repair Not Budgeted
Maintenance Supplies	$ 1,810.04	$ 3,266.67	$ 1,456.63	
Safety & Safety Equipment	$ 2,060.62	$ 1,333.33	$ (727.29)	Ann. Elevator Permits
Odor Control System Maintenance	$ 4,722.50	$ 333.33	$ (4,389.17)	Media Clean Out Not Budgeted
Repairs/Maintenance	**$ 67,848.85**	**$ 48,633.33**	**$ (19,215.52)**	
Casualty Insurance	$ 17,406.75	$ 18,184.00	$ 777.25	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 17,406.75**	**$ 18,184.00**	**$ 777.25**	

JULY - AUGUST 2023-2024 BUDGET VS. ACTUAL

	AUGUST	Budgeted	Variance	Comments
Telephone	$ 3,836.14	$ 3,250.00	$ (586.14)	DM & on-Call Cell Phones
Telephone	$ 70.29	$ 66.67	$ (3.62)	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 1,377.15	$ 2,087.50	$ 710.35	
Laundry and Linen	$ 1,165.65	$ 416.67	$ (748.98)	Once Yearly Uniform Shirts/Sweatshirts
Forest Svc. Fee	$ -	$ 83.33	$ 83.33	
Training, Dues & Subscriptions	$ 874.00	$ 1,083.33	$ 209.33	
Office Expenses	$ 1,118.39	$ 1,375.00	$ 256.61	
Travel	$ -	$ -	$ -	
Sample Testing	$ 8,864.00	$ 8,454.17	$ (409.83)	Includes portion of quarterly MW reporting
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 8,461.84	$ 8,986.83	$ 524.99	
Underground Service Alert	$ 563.40	$ 100.00	$ (463.40)	Underground Svc Alert Annual Fee
Permit Fees	$ 9,358.00	$ 2,041.67	$ (7,316.33)	Annual Fees Paid
Misc Exp and Bank Fees	$ -	$ 200.00	$ 200.00	
Other Operating Expenses	**$ 35,688.86**	**$ 28,145.17**	**$ (7,543.69)**	

JULY - AUGUST 2023-2024 BUDGET VS. ACTUAL

	AUGUST	Budgeted	Variance	Comments
Fuels and Lubricants	$ 3,446.61	$ 6,310.00	$ 2,863.39	
Fuels & Lubricants	**$ 3,446.61**	**$ 6,310.00**	**$ 2,863.39**	
Total Operating Expenses Thru Aug.	**$ 620,403.05**	**$ 607,221.00**	**$ (13,182.05)**	
			-2.17%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 9/20/2023 to 10/13/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
12042	09/20/23	P	LES10	LES SCHWAB TIRE CENTER	$413.94
12043	09/20/23	P	AL17	ALHAMBRA	$63.07
12044	09/20/23	P	AUTO01	AUTOMATIONDIRECT.COM, INC.	$147.00
12045	09/20/23	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$448.84
12046	09/20/23	P	CA25	CASHMAN EQUIPMENT COMPANY	$4,085.90
12047	09/20/23	P	CODALE	CODALE ELECTRIC SUPPLY	$50.90
12048	09/20/23	P	EIDEB	EIDE BAILLY LLP	$15,000.00
12049	09/20/23	P	GR13	GRAINGER	$803.33
12050	09/20/23	P	HIGH	HIGH SIERRA ELEVATOR INSP	$1,187.50
12051	09/20/23	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$232.18
12052	09/20/23	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
12053	09/20/23	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,153.84
12054	09/20/23	P	LA12	LAWSON PRODUCTS, INC.	$167.32
12055	09/20/23	P	PARODI	MASON PARODI	$150.00
12056	09/20/23	P	MC10	MCMASTER-CARR SUPPLY	$107.32
12057	09/20/23	P	UN18	Nova Geotechnical & Inspection	$6,000.00
12058	09/20/23	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$617.96
12059	09/20/23	P	PDMSTE	PDM STEEL SVC. CENTERS, INC.	$2,287.05
12060	09/20/23	P	POL10	POLYDYNE INC.	$8,234.00
12061	09/20/23	P	RO12	ROUND HILL GENERAL IMP. DIST.	$53.83
12062	09/20/23	P	SIL4	SILVER STATE ANALYTICAL LAB	$310.00
12063	09/20/23	P	SO13	SOUTHWEST GAS	$514.34
12064	09/20/23	P	NE42	STATE OF NV. P.E.B.P.	$1,414.94
12065	09/20/23	P	SU13	SUMMIT PLUMBING CO., LLC	$4,950.00
12066	09/20/23	P	TE11	TESCO CONTROLS, LLC	$56,675.00
12067	09/20/23	P	US12	USABLUEBOOK / HD SUPPLY, INC.	$274.14
12068	09/20/23	P	WE10	WEDCO RENO	$3,846.26
12069	09/20/23	P	WE18	WESTERN NEVADA SUPPLY CO.	$14,078.78
12070	10/05/23	P	LES10	LES SCHWAB TIRE CENTER	$269.98
12071	10/05/23	P	AERZEN	AERZEN USA CORP	$4,480.00
12072	10/05/23	P	AUTO01	AUTOMATIONDIRECT.COM, INC.	$78.00
12073	10/05/23	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$891.80
12074	10/05/23	P	CA25	CASHMAN EQUIPMENT COMPANY	$62,751.42
12075	10/05/23	P	CH15	CHARTER COMMUNICATIONS	$274.95
12076	10/05/23	P	CIN10	CINDERLITE TRUCKING CORP.	$1,450.00
12077	10/05/23	P	DELL	DELL MARKETING, L.P.	$2,023.25
12078	10/05/23	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$206.50
12079	10/05/23	P	GI20	DOUGLAS GIBSON	$299.28
12080	10/05/23	P	FREDH	FRED HOWARD	$282.21
12081	10/05/23	P	FR01	FRONTIER	$49.32
12082	10/05/23	P	GR13	GRAINGER	$537.49
12083	10/05/23	P	HDR01	HDR, ENGINEERING, INC.	$17,222.94
12084	10/05/23	P	HOMETO	HOMETOWN HEALTH	$20,016.65
12085	10/05/23	P	JENSPR	JENSEN PRECAST - CORPORATE	$3,616.00
12086	10/05/23	P	PH12	JOHN PHILLIPS	$482.86
12087	10/05/23	P	LIBERT	LIBERTY UTILITIES	$48.53
12088	10/05/23	P	AGUILA	MANNY AGUILAR	$164.90
12089	10/05/23	P	MORAN	MARK MORAN	$150.00
12090	10/05/23	P	PARODI	MASON PARODI	$175.00
12091	10/05/23	P	MET11	METLIFE - GROUP BENEFITS	$1,991.82
12092	10/05/23	P	NV01	NV ENERGY	$43,625.22
12093	10/05/23	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$370.37
12094	10/05/23	P	EA13	PAULA EAST-JANICKI	$696.11
12095	10/05/23	P	VAN1	RICK VAN HORN	$264.21
12096	10/05/23	P	SIL4	SILVER STATE ANALYTICAL LAB	$310.00
12097	10/05/23	P	SO10	SOUTH TAHOE REFUSE, INC.	$651.70

*** 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: 9/20/2023 to 10/13/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
12098	10/05/23	P	ST09	STANDARD INSURANCE COMPANY	$639.56
12099	10/05/23	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,624.50
12100	10/05/23	P	THATCH	THATCHER COMPANY OF NV, INC.	$12,397.67
12101	10/05/23	P	UNITED	UNITED RENTALS (NORTH AMERICA)	$7,215.15
12102	10/05/23	P	VER	VERIZON	$316.52
12103	10/05/23	P	VI12	VISION SERVICE PLAN - (AT)	$286.96
12104	10/05/23	P	WE10	WEDCO RENO	$10,438.82
12105	10/05/23	P	WF01	WELLS FARGO	$4,590.70
12106	10/05/23	P	WE18	WESTERN NEVADA SUPPLY CO.	$5,146.08
12107	10/05/23	P	WHARTO	WHARTON CONCRETE FORMING SUPPL	$3,574.29
				BANK WFCHK REGISTER TOTAL:	**$334,028.20**
				GRAND TOTAL :	**$334,028.20**

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Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: 2024 / Date: 9/20/2023 - 10/13/2023

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 8319	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2024 - 4**	**CREATED: 09/27/23 by YHJ**				
145827	10/13/23			414.1100	SEPT. PERS CONTRIBS	$14,718.05	$0.00	$14,718.05
145828	10/13/23			415.1100	SEPT. PERS CONTRIBS	$14,718.05	$0.00	$29,436.10
145829	10/13/23			101.1000	SEPT. PERS CONTRIBS	$0.00	$29,436.10	$0.00
					BATCH 8,319 TOTALS:	**$29,436.10**	**$29,436.10**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$29,436.10**	**$29,436.10**	