NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, NOVEMBER 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 November 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/87461782620?pwd=HCYrzw2vhoBwdVB8fiij2CFRbSwpcY.1

Meeting ID: 874 6178 2620
Passcode: 406871
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, NOVEMBER 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 (October 18, 2023) – **for possible action.**
7. Presentation of Audited Financial Statements for Fiscal Year 2022-2023 by Auditing Form Eide Bailly – **for possible action.**
8. Report (Rob Hopkins)
    A. General Status Report
9. Engineer's Report
    A. General Projects Status Report.

B. Discussion and Update of Proposed Modifications to USFS Special Use Permit for Beach Pump Station and Request for Financial Participation in USFS' Burke Creek Rabe Meadow Riparian Restoration Project – **for possible action.**

10. Controller's Report

    A. General Status Report

    B. Investment Report

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

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

13. Final Public Comment

14. Adjournment

CERTIFICATE OF POSTING

I hereby certify that, prior to 9:00 A.M. on the date below, 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 9th day of November, 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
October 18, 2023

CALL TO ORDER:

A Meeting of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority (DCLTSA) was duly convened at 9:30 a.m. on Wednesday, October 18, 2023, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees John McLaughlin, Wes Rice, Jodie Nelson 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 IT professional, Authority Engineer, Rob Anderson, and the Authority's legal counsel, Jim Cavilia.

PUBLIC COMMENT:

There was no public comment.

Acknowledgment of appointment of Douglas County Lake Tahoe Sewer Authority Trustee from Douglas County Board of Commissioners.

Trustee Rice reported that he had been reappointed to the Authority Board of Trustees by the Douglas County Board of Commissioners on October 6, 2023. **It was moved by Trustee Nelson, seconded by Trustee Fertala and carried unanimously (4-0) that the reappointment of Trustee Rice to the Authority Board of Trustees be accepted.**

APPROVAL OF AGENDA:

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

MINUTES OF PRIOR MEETING:

It was moved by Trustee Rice, seconded by Trustee Nelson and carried unanimously (4-0) that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated September 20, 2023, be approved as presented.

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 representatives of NV Energy regarding work NV Energy will be doing adjacent to the sewer plant to ensure that the Authority's infrastructure in the area is protected while NV Energy's work is completed. Mr. Hopkins indicated that he is also in discussion with NV Energy about leasing space at the plant for the staging of NV Energy's timber clearing activities in the area.

Mr. Hopkins stated that the results of the treatment plant inspection by the Nevada Division of Environmental Protection (NDEP) show that the plant is in substantial compliance with all applicable NDEP requirements and that all issues raised in the last inspection in 2013 have been addressed. Mr. Hopkins expressed his appreciation for the hard work of the Authority staff.

With regard to the planned relocation of the access easement to the Beach Pump Station, Mr. Hopkins reported that he had received comments from the United States Forest Service (USFS) and that the USFS supports an access easement east of the current access location. Mr. Hopkins indicated that the Authority Engineer would be reviewing the USFS comments.

Mr. Hopkins reported that concrete and plumbing related to new backup generator for Main Pump Station has recently been completed and that the wiring and testing of the new generator was expected to be completed in November.

With regard to the recent dam inspections by the Nevada Division of Conservation and Natural Resources, Mr. Hopkins stated that written reports have been received and both the Buckeye and Round Hill dams are reported to be in fair condition with a few maintenance items to be addressed, mainly involving vegetation removal and repair of erosion.

Mr. Hopkins reported that Authority operation staff has taken one aeration train out of service during this low flow period in order to conduct routine maintenance work.

Finally, Mr. Hopkins reported in greater detail on a field meeting with NV Energy personnel to discuss the details of NV Energy leasing space at the site for the purpose of staging vegetation removal activities. Mr. Hopkins explained that by charging NV Energy for the use of the area, the Authority will be able to fund repairs to the plant access road that become necessary as the result of heavy truck and equipment activity.

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 October 16, 2023, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The October 16, 2023, correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that he participated in a site meeting at Edgewood relating to the relocation of the Authority's sewer interceptor in the area. Mr. Anderson indicated that some proposed piping modifications have resulted in simpler construction and have also reduced the potential for long-term maintenance issues.

Mr. Anderson also provided the Board with the third quarter flow meter reconciliations, pointing out a 10% increase in flows this year over last year.

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

AUTHORITY CONTROLLER'S REPORT:

A. General Status Report

The Authority Controller, Paula East-Janicki, provided the Board with a budget to actual spreadsheet and reported that operating expenses this year are approximately 2.2% over budget through August and that this number should continue to go down in subsequent months.

Ms. East-Janicki reported that the fieldwork portion of the Authority's annual audit had recently been completed and that audit may include a finding of "lack of internal controls" based on the Authority's designation of restricted funds. Ms. East-Janicki stated that she has explained to the auditor the basis for the restricted funds and the fact that the restrictions actually result in greater control of Authority funds.

Ms. East-Janicki stated that second-quarter invoices were sent on October 1st and are due in November.

After the recent issues with the telephone connections, Ms. East-Janicki explained that flow reporting has been brought up to date and that overall influent flows are up 12.3% through September with the greatest increase coming from Tahoe Douglas District (TDD) and Kingsbury General Improvement District (KGID).

Ms. East-Janicki reported that the in-authority camera assessment of sewer lines has been completed and that no serious issues have been identified that would require immediate attention. Ms. East-Janicki added that a summary of the condition of the Elk Point Sanitation District (EPSD)

collection system is being prepared and will be provided to EPSD, with summaries of the entire assessment being sent to HDR for its analysis.

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

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

Ms. East-Janicki explained that since prior to 2006 interest earned on money held in the Authority Construction Fund has been transferred to the Plant Repair and Maintenance Fund. Ms. East-Janicki indicated that she is not entirely sure why this has been done but it is her recommendation that interest earned on money in the Construction Fund should remain in the Construction Fund.

Following a brief discussion among the Trustees, **it was moved by Trustee Nelson and seconded by Trustee Fertala that going forward interest earned on money in the Construction Fund remain in the Construction Fund.** Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. **The motion carried unanimously (4-0).**

C. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available and indicated that the Local Government Investment Pool (LGIP) is currently paying interest of 4.8%. Ms. East-Janicki indicated that the Authority has approximately $3.43 million in laddered certificates of deposit.

Ms. East-Janicki reported that more than $6.5 million of the Authority's approximately $15.6 million in investments is held in the Authority's general fund and that those funds will eventually be needed to repair and replace in-authority collection lines. The balance of the invested funds is held in the Plant Emergency Repair Fund (approximately $4 million) and the Construction Fund (approximately $5).

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 Trustee 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 Nelson reported that KGID's ongoing water line work and road replacement was currently being cleaned up and would be completed in the spring. Trustee Nelson also reported that work on KGID's new building is continuing and should be completed in January. Finally, Trustee Nelson stated that an employee to assist with finances was recently hired by KGID but has already quit.

Trustee Fertala reported that Round Hill General Improvement District ("RHGID ") held a special meeting on October 7th and that Andrew Hickman was terminated as the District Manager. Trustee Fertala indicated that RHGID staff was working very hard to keep things going while the search for a new manager begins. Trustee Fertala stated that a subcommittee had been formed to vet potential candidates with the hope of hiring by January 1, 2024.

Trustee Fertala also reported that RHGID has contracted with an employee of the Authority with Level 3 Water Operator qualifications, to provide oversight at RHGID and ensure that RHGID remains in compliance with all applicable regulatory requirements. Finally, Trustee Fertala reported that RHGID's new sewer meter is finally scheduled to be installed in the current week.

Trustee Rice reported that the Douglas County Commission had an upcoming meeting to take place at the Tahoe Regional Planning Authority offices to discuss, among other things, the effort to abolish vacation home rentals (VHRs) at Lake Tahoe. Trustee Rice indicated that it appears that two County Commissioners wish to outlaw VHRs north of Cave Rock.

Trustee Rice also indicated that it appears that only one of EPSD's board members is a permanent resident of Elks Point and that other board members may not be eligible to serve on the EPSD board.

Trustee Rice indicated that he has been hearing from residents of the Tramway area about concerns related to parking during the ski season. Trustee Rice stated that the County is considering the possibility of increasing the fines for illegal parking in order to discourage the activity. Finally, Trustee Rice stated that the micro-transit at the Lake has been a huge success and that some funding is included in the County's budget, and he remains hopeful that the funding will eventually be approved by the County Commission.

Trustee McLaughlin reported that it has been a good summer for the business community with no smoke from fires and the recent opening of the Tahoe South Events Center (TSEC). Trustee McLaughlin added that the TSEC is off to a great start and has been a big boost to the tourist economy.

With regard to the attempts to ban VHRs at the Lake, Trustee McLaughlin stated that claims that such a ban would not have a negative financial impact are inaccurate.

Finally, Ms. East-Janicki reported on behalf of Trustee Huckbody that TDD recently increased its sewer rates from $165 per quarter to $195 per quarter and that TDD was also in the process of moving its investment funds from CDs to T-Bills.

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

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:30 a.m.

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APPROVED

_____

4874-6703-8607, v. 1

Meeting Date: November 15th, 2023

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – November 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 DCLTSA Treatment Plant Discharge Monitoring Report for the third quarter 0f 2023 has been submitted to and passed by both the Nevada Division of Environmental Protection and the Environmental Protection Agency.

2. Preliminary meetings have been held to develop the scope of and prepare for the start-up of the DCLTSA Export Force Main Replacement Phase 2 project. The project will be constructed using the same Construction Manager at Risk (CMAR) model which DCLTSA successfully used for the recently completed 9.5-million-dollar Treatment Plant Upgrades Project. A basic outline of the anticipated project is as follows:

   a. Project Concept:

      The project considers replacement of approximately 3,800 LF of the existing 16-inch spiral-welded steel force main from STA 51+50 on Terrace View in KGID, where Phase 1 ended in 2020, to STA 89+02, near air-relief valve #6, on DCLTSA maps. We would like to replace the existing pipe, which ranges from C-400 to C-250 with more robust cement mortar lined, cement mortar encased welded steel pipe, rated at C-400 for the entire run, if financially possible, subject to the recommendations of the design engineer, of course.

   b. Construction Conditions:

   c. DCLTSA wishes to do a parallel pipeline next to the existing so that we do not have to rely on our emergency storage reservoir for temporary impoundment of our treated effluent. The Nevada Division of Environmental Protection has previously indicated that our reservoir will

not likely be approved for planned storage of effluent pursuant to this project without the reservoir being upgraded with an HDPE liner. This requirement would change the scale and scope of the project, possibly making considerable changes to the overall cost of the project.

d. Construction should be much more efficient for Phase 2, as 100 percent of the construction will be done within our existing dirt road / easement with the U.S. Forest Service, and will encounter no conflicts with other utilities, require no traffic control, no replacement of asphalt, and the work may be performed from both ends of the pipeline, working toward the middle, shortening the construction timeline if desired.

e. Timeline:

Design and permitting are hoping to be completed in the current FY 2023-2024, with construction completed by the close of construction season on or around October 15, 2024, if possible.
We would like to pre-purchase pipe if practical to secure as low a unit cost as possible. If the above timeline is too optimistic, we would consider construction in the summer / fall of 2025.

3. DCLTSA I.T. / SCADA Specialist Heffernon has completed computer server migration and Windows software updates on all DCLTSA computer server infrastructure.

4. Staff have completed research on several types of flowmeters which we are considering installing to measure Mixed Liquor Return (MLR) pump flow rates. Recent experience with degraded MLR pump performance due to worn bearings and seals has shown us that having early warning of reduced MLR flow capacity will help us keep the plant operating at maximum treatment efficiency.

5. Paving work at the Main Pump Station has been completed (photos attached). The new Emergency Backup Generator is expected to be set on its pad in the next several days, with wiring and testing to take place likely after the Thanksgiving holiday.

6. A follow-up meeting with the U.S. Forest Service to review proposed plans to improve / relocate the southern access easement to the Beach Pump Station have been recently conducted. The outcome of the meeting appears to reflect modeling condition changes, unanticipated by DCLTSA, to the hydraulic analysis of various flood event impacts on the two easement alignment configurations, ruling out the use of the existing easement alignment. DCLTSA Engineer R.O. Anderson will provide a detailed summary of the meeting in his attached report.



New MPS pavement, looking east toward Fire Station.



New pavement looking west, showing new generator pad.

CONTROLLER'S GENERAL STATUS REPORT

November 15, 2023

- The Budget to Actual spreadsheet in the Board packet that shows operating expenses through September were 3.91% under budget. Yay, us as last month we were more than 2% over. Electricity here at the plant is still high. Since lower flows are here now, I'm hoping it will smooth out.

- The salary study numbers are in. We're in the process of analyzing the budget to determine how best to implement it, if the Board adopts it. Kay Tilzer will present the findings and an implementation plan at the January 17 Board meeting.

- There is a credit balance on the Authority's Accounts Receivable because so many customers paid their bills ahead of time.

- Influent flows are still up 11.9% over those of last year, with the increases being spread fairly evenly between the districts.

- Now that the audit is complete and the expense adjustment for the last fiscal year is done, with the next quarter's bills to the participating districts, refunds will be credited as follows:

    - KGID - $81,518
    - TDD - $10,716
    - RHGID - $23,711.

These credits are due because actual flow percentages were lower than estimated for the budget year.

Investment Report

At the time of writing this report, the Authority's investments total more than $16.6 million. Since the last Board meeting 2 CDs matured at 4.05% and 2% and they were reinvested at 5.35% and 5.45% each for 2 years. 2 new CDs were purchase of $245,000 each were purchased for 9 months and 10 months at 5.45% each. Those were purchased with Construction Fund accounts and the shorter terms will ensure that the money is available in time for the export pipeline project. A list of current CDs is in the Board packet.

Additionally, $510,000 of Construction Fund money was invested in LGIP, which is liquid. In September, LGIP paid 4.8%, but October interest has not yet been distributed.

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 - SEPTEMBER 2023-2024 BUDGET VS. ACTUAL

	SEPTEMEBER	Budgeted	Variance	Comments
Salaries	$ 303,285.59	$ 312,061.00	$ 8,775.41	
OT/Callback	$ 7,418.50	$ 12,669.75	$ 5,251.25	
Holiday	$ 319.00	$ 4,928.75	$ 4,609.75	2 Holidays of 12
Longevity	$ -	$ 671.25	$ 671.25	Paid Annually in December
Stand-By Pay	$ 4,912.87	$ 4,914.00	$ 1.13	
Health Insurance	$ 75,649.16	$ 81,488.50	$ 5,839.34	
State Retirement (PERS)	$ 98,973.83	$ 106,411.50	$ 7,437.67	
SIIS (Workers Comp)	$ 4,908.50	$ 5,175.00	$ 266.50	
Medicare Tax	$ 4,709.32	$ 4,861.00	$ 151.68	
Unemployment Insurance	$ 39.00	$ 12.50	$ (26.50)	Ann.Fee - EMRB
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 6,250.00	$ 6,250.00	$ -	Estimated
Salaries/Benefits	**$ 506,465.77**	**$ 539,443.25**	**$ 32,977.48**	
Electric Power	$ 105,657.27	$ 83,409.50	$ (22,247.77)	Highest flows/Empying reservoir
Electric Power - BPS	$ 4,964.21	$ 5,512.50	$ 548.29	"
Electric Power - MPS	$ 23,389.09	$ 23,231.25	$ (157.84)	"

JULY - SEPTEMBER 2023-2024 BUDGET VS. ACTUAL

	SEPTEMEBER	Budgeted	Variance	Comments
Natural Gas	$ 1,430.79	$ 3,875.00	$ 2,444.21	Lowest use time of year
Natural Gas - BPS	$ 91.33	$ 425.00	$ 333.67	"
Natural Gas - MPS	$ 94.52	$ 91.25	$ (3.27)	Base rate - No useage
Water	$ 2,925.30	$ 3,100.00	$ 174.70	
Water - BPS	$ 574.19	$ 875.00	$ 300.81	
Water - MPS	$ 64.70	$ 275.00	$ 210.30	
Solid Waste Removal	$ 2,743.10	$ 1,788.75	$ (954.35)	Green waste cleanup behind plant
Utilities	**$ 141,934.50**	**$ 122,583.25**	**$ (19,351.25)**	
Chemicals	$ 30,627.25	$ 25,125.00	$ (5,502.25)	Increased Polymer & Chlorine use for process
Lab Supplies	$ 3,834.75	$ 1,937.50	$ (1,897.25)	Testing all 7 week days
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 34,462.00**	**$ 27,062.50**	**$ (7,399.50)**	
Legal Services	$ 15,050.00	$ 11,250.00	$ (3,800.00)	Re: EPSD
Accounting	$ 16,287.04	$ 16,075.00	$ (212.04)	
Legal/Accounting	**$ 31,337.04**	**$ 27,325.00**	**$ (4,012.04)**	

JULY - SEPTEMBER 2023-2024 BUDGET VS. ACTUAL

	SEPTEMEBER	Budgeted	Variance	Comments
Engineering	$ 18,691.25	$ 13,000.00	$ (5,691.25)	
Engineering - BPS		$ -	$ -	
Engineering - MPS		$ -	$ -	
Engineering - In-District	$ -	$ 28,008.75	$ 28,008.75	HDR Collection Line Study not yet started
Consulting	$ 1,000.00	$ 1,500.00	$ 500.00	Ann. Debt MGMT Policy
Engineering/Consulting	**$ 19,691.25**	**$ 42,508.75**	**$ 22,817.50**	
Maintenance Export Line	$ -	$ 2,375.00	$ 2,375.00	
Maintenance Collection System	$ 15,750.00	$ 18,750.00	$ 3,000.00	
Repairs Collection System	$ -	$ 3,125.00	$ 3,125.00	
Computer Maintenance/Supplies	$ 559.38	$ 1,375.00	$ 815.62	
Annual Software Licenses	$ 4,545.79	$ 6,625.00	$ 2,079.21	
SCADA Support	$ -	$ 875.00	$ 875.00	
Repairs - Vehicles	$ 2,298.94	$ 5,012.50	$ 2,713.56	
Repairs - Mechanical	$ 10,762.94	$ 12,250.00	$ 1,487.06	
Repairs - Mechanical BPS	$ 449.94	$ 500.00	$ 50.06	
Repairs - Mechanical MPS	$ 1,490.54	$ 6,500.00	$ 5,009.46	
Emergency Repairs	$ -	$ -	$ -	

JULY - SEPTEMBER 2023-2024 BUDGET VS. ACTUAL

	SEPTEMEBER	Budgeted	Variance	Comments
Repairs Bldg & Grounds	$ 3,427.88	$ 1,387.50	$ (2,040.38)	Reservoir Erosion Repair Not Budgeted
Repairs Bldg & Grounds - BPS	$ -	$ 125.00	$ 125.00	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 206.25	$ 206.25	
Repairs Heating	$ -	$ 125.00	$ 125.00	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 1,676.27	$ 2,231.25	$ 554.98	
Repairs Electrical	$ -	$ 212.50	$ 212.50	
Repairs Electrical	$ -	$ 125.00	$ 125.00	
Repairs Instruments	$ 819.00	$ 3,000.00	$ 2,181.00	
Equipment Rental	$ 10,404.12	$ 750.00	$ (9,654.12)	Reservoir Erosion Repair Not Budgeted
Maintenance Supplies	$ 3,611.12	$ 4,900.00	$ 1,288.88	
Safety & Safety Equipment	$ 2,611.10	$ 2,000.00	$ (611.10)	Ann. Elevator Permits
Odor Control System Maintenance	$ 5,722.50	$ 500.00	$ (5,222.50)	Media Clean Out Not Budgeted
Repairs/Maintenance	**$ 64,129.52**	**$ 72,950.00**	**$ 8,820.48**	
Casualty Insurance	$ 26,110.14	$ 27,276.00	$ 1,165.86	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 26,110.14**	**$ 27,276.00**	**$ 1,165.86**	

JULY - SEPTEMBER 2023-2024 BUDGET VS. ACTUAL

	SEPTEMEBER	Budgeted	Variance	Comments
Telephone	$ 4,701.06	$ 4,875.00	$ 173.94	
Telephone	$ 105.86	$ 100.00	$ (5.86)	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 1,683.59	$ 3,131.25	$ 1,447.66	
Laundry and Linen	$ 1,445.18	$ 625.00	$ (820.18)	Once Yearly Uniform Shirts/Sweatshirts
Forest Svc. Fee	$ -	$ 125.00	$ 125.00	
Training, Dues & Subscriptions	$ 874.00	$ 1,625.00	$ 751.00	
Office Expenses	$ 1,918.72	$ 2,062.50	$ 143.78	
Travel	$ -	$ -	$ -	
Sample Testing	$ 12,474.00	$ 12,681.25	$ 207.25	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 12,304.10	$ 13,480.25	$ 1,176.15	
Underground Service Alert	$ 563.40	$ 150.00	$ (413.40)	Underground Svc Alert Annual Fee
Permit Fees	$ 9,358.00	$ 3,062.50	$ (6,295.50)	Annual Fees Paid Up-Front
Misc Exp and Bank Fees	$ -	$ 300.00	$ 300.00	
Other Operating Expenses	**$ 45,427.91**	**$ 42,217.75**	**$ (3,210.16)**	

JULY - SEPTEMBER 2023-2024 BUDGET VS. ACTUAL

	SEPTEMEBER	Budgeted	Variance	Comments
Fuels and Lubricants	$ 5,620.55	$ 9,465.00	$ 3,844.45	
Fuels & Lubricants	**$ 5,620.55**	**$ 9,465.00**	**$ 3,844.45**	
Total Operating Expenses Thru Sept.	**$ 875,178.68**	**$ 910,831.50**	**$ 35,652.82**	
			3.91%	
Capital Outlay	**$ 35,011.48**	**$ 25,000.00**	**$ (10,011.48)**	
Total Operating and Capital Outlay	**$ 910,190.16**	**$ 935,831.50**	**$ 25,641.34**	
		$ 11,229,978.00		
			2.74%	

CURRENT BROKERED CD MATURITY DATES

	Date	Rate	Amount	Fund
FY '23 - '24				
INTERNATIONAL BK CHICAGO	1/31/2024	4.45%	$ 245,000	PR
PARKWAY BANK & TRUST	2/14/2024	4.75%	$ 245,000	CF
PACIFIC PREMIER BK IRVINE	4/26/2024	4.40%	$ 245,000	CF
FLUSHING BANK	5/6/2024	4.65%	$ 245,000	PRF
ASSOC BANK GREEN BAY	5/21/2024	5.15%	$ 245,000	PR
TOTAL FY '23 - '24			**$ 1,225,000**	
FY '24 - '25				
BK OF CHINA/NEW YORK	7/19/2024	5.45%	$ 245,000	CF
FIRST NAT'L BANK OMAHA	8/14/2024	4.65%	$ 245,000	GF
BANK OF HAPOALIM NY	8/16/2024	4.65%	$ 245,000	PR
CHARLES SCHWAB BK	8/20/2024	5.35%	$ 245,000	CF
FIRST BK PUERTO RICO	8/20/2024	5.45%	$ 245,000	CF
BK OF AMERICA	8/22/2024	5.30%	$ 245,000	CF
MORGAN STANLEY BK NA	11/4/2024	4.70%	$ 245,000	GF
BANK OF BARODA	11/15/2024	5.05%	$ 245,000	PR
TOTAL FY '24 - '25			**$ 1,715,000**	
FY '25 - '26				
UBS BK USA	8/25/2025	5.05%	$ 245,000	CF
BARCLAYS BK/DELAWARE	10/27/2025	5.35%	$ 245,000	PR
DISCOVER BK	10/31/2025	5.45%	$ 245,000	PR
TOTAL FY '25 - '26			**$ 735,000**	
			$ 3,675,000	
		4.99%		

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 10/15/2023 to 11/15/2023

Check No.	Date	Status*		Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING						**101.1000**
12042	10/26/23	V	10/26/23	LES10	LES SCHWAB TIRE CENTER	($413.94)
**12108	10/19/23	P		AL17	ALHAMBRA	$162.99
12109	10/19/23	P		AL01	ALLISON MACKENZIE, Ltd.	$5,320.00
12110	10/19/23	P		AZUL01	AZUL ELECTRICAL SUPPLY	$269.05
12111	10/19/23	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$429.80
12112	10/19/23	P		BURNS	BURNS MACHINERY, INC.	$750.00
12113	10/19/23	P		CA25	CASHMAN EQUIPMENT COMPANY	$5,001.44
12114	10/19/23	P		CIN10	CINDERLITE TRUCKING CORP.	$1,005.00
12115	10/19/23	P		CODALE	CODALE ELECTRIC SUPPLY	$10,046.32
12116	10/19/23	P		CONWAY	CONWAY COMMUNICATIONS INC	$6,035.87
12117	10/19/23	P		CY10	CYMA SYSTEMS, INC.	$250.00
12118	10/19/23	P		FASTEN	FASTENAL COMPANY	$20.64
12119	10/19/23	P		SMARTC	SMARTCOVER SYSTEMS	$1,488.25
12120	10/19/23	P		HDR01	HDR, ENGINEERING, INC.	$15,970.24
12121	10/19/23	P		SIERRA	DBA SIERRA OFFICE SOLUTIONS	$1.76
12122	10/19/23	P		BOU11	BOULDER EXTERMINATORS, INC	$150.00
12123	10/19/23	P		IKE01	KELVIN IKEHARA	$312.44
12124	10/19/23	P		KI11	KINGSBURY GENERAL IMP. DIST.	$1,133.27
12125	10/19/23	P		MO19	MOTION INDUSTRIES, INC.	$153.04
12126	10/19/23	P		LA11	NAPA AUTO PARTS	$375.28
12127	10/19/23	P		NA20	NATIONAL TRENCH SAFETY	$280.00
12128	10/19/23	P		AN12	R.O. ANDERSON ENGINEERING, INC	$18,691.25
12129	10/19/23	P		SI27	SIERRA TAHOE READY MIX, INC.	$4,726.00
12130	10/19/23	P		SIL4	SILVER STATE ANALYTICAL LAB	$1,300.00
12131	10/19/23	P		SO13	SOUTHWEST GAS	$619.45
12132	10/19/23	P		NE42	STATE OF NV. P.E.B.P.	$1,414.94
12133	10/19/23	P		SU13	SUMMIT PLUMBING CO., LLC	$9,447.50
12134	10/19/23	P		TA01	TAHOE BASIN CONTAINER SVC.,INC	$339.00
12135	10/19/23	P		UNITED	UNITED RENTALS (NORTH AMERICA)	$1,067.20
12136	10/19/23	P		WE18	WESTERN NEVADA SUPPLY CO.	$3,315.67
12137	10/19/23	P		WHARTO	WHARTON CONCRETE FORMING SUPPL	$738.76
12138	11/02/23	P		ABBA	ABBA PUMP PARTS & SVC	$9,829.00
12139	11/02/23	P		AZUL01	AZUL ELECTRICAL SUPPLY	$590.67
12140	11/02/23	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$645.26
12141	11/02/23	P		CA12	CARSON VALLEY OIL CO., INC.	$423.01
12142	11/02/23	P		CA25	CASHMAN EQUIPMENT COMPANY	$250.21
12143	11/02/23	P		CH15	CHARTER COMMUNICATIONS	$274.95
12144	11/02/23	P		CIN10	CINDERLITE TRUCKING CORP.	$645.00
12145	11/02/23	P		CODALE	CODALE ELECTRIC SUPPLY	$126.86
12146	11/02/23	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$206.50
12147	11/02/23	P		DCWC	DOUGLAS COUNTY WEED CONTROL	$1,318.17
12148	11/02/23	P		GI20	DOUGLAS GIBSON	$299.28
12149	11/02/23	P		EIDEB	EIDE BAILLY LLP	$10,519.21
12150	11/02/23	P		FREDH	FRED HOWARD	$282.21
12151	11/02/23	P		FR01	FRONTIER	$49.96
12152	11/02/23	P		HOMETO	HOMETOWN HEALTH	$20,016.65
12153	11/02/23	P		SIERRA	DBA SIERRA OFFICE SOLUTIONS	$111.95
12154	11/02/23	P		PH12	JOHN PHILLIPS	$482.86
12155	11/02/23	P		IKE01	KELVIN IKEHARA	$156.22
12156	11/02/23	P		LEHR	LINDSAY S. LEHR	$1,233.98
12157	11/02/23	P		AGUILA	MANNY AGUILAR	$164.90
12158	11/02/23	P		MET11	METLIFE - GROUP BENEFITS	$1,991.82
12159	11/02/23	P		MORG01	MORGAN CONSTRUCTION INC	$1,969.88
12160	11/02/23	P		NV01	NV ENERGY	$37,136.25
12161	11/02/23	P		OREILL	O'REILLY AUTOMOTIVE, INC.	$679.98
12162	11/02/23	P		OLSE01	OLSEN PAVING & SEALCOATING	$21,200.00

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**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 10/15/2023 to 11/15/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
12163	11/02/23	P	EA13	PAULA EAST-JANICKI	$696.11
12164	11/02/23	P	VAN1	RICK VAN HORN	$264.21
12165	11/02/23	P	RO12	ROUND HILL GENERAL IMP. DIST.	$7.69
12166	11/02/23	P	SIL4	SILVER STATE ANALYTICAL LAB	$965.00
12167	11/02/23	P	ST09	STANDARD INSURANCE COMPANY	$639.56
12168	11/02/23	P	US12	USABLUEBOOK / HD SUPPLY, INC.	$616.87
12169	11/02/23	P	VER	VERIZON	$316.32
12170	11/02/23	P	VI12	VISION SERVICE PLAN - (AT)	$286.96
12171	11/02/23	P	WE18	WESTERN NEVADA SUPPLY CO.	$162.23
12172	11/02/23	P	WHARTO	WHARTON CONCRETE FORMING SUPPL	$630.00
				BANK WFCHK REGISTER TOTAL:	**$205,590.95**
				GRAND TOTAL :	**$205,590.95**

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Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 10/15/2023 - 11/15/2023

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 8351	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2024 - 4**	**CREATED: 10/23/23 by YHJ**				
146140	10/20/23			417.1100	Q1 FY 23-24 WORKERS' COMP	$4,908.50	$0.00	$4,908.50
146141	10/20/23			101.1000	Q1 FY 23-24 WORKERS' COMP	$0.00	$4,908.50	$0.00
					BATCH 8,351 TOTALS:	**$4,908.50**	**$4,908.50**	**$0.00**
BATCH: 8355	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2024 - 5**	**CREATED: 10/25/23 by YHJ**				
146161	11/15/23			414.1100	OCT. PERS CONTRIBS	$14,750.78	$0.00	$14,750.78
146162	11/15/23			415.1100	OCT. PERS CONTRIBS	$14,750.78	$0.00	$29,501.56
146163	11/15/23			101.1000	OCT. PERS CONTRIBS	$0.00	$29,501.56	$0.00
					BATCH 8,355 TOTALS:	**$29,501.56**	**$29,501.56**	**$0.00**
BATCH: 8371	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2024 - 4**	**CREATED: 10/31/23 by YHJ**				
146498	10/25/23			480.1100	BANK CHARGE - STOP PAY FEE	$31.00	$0.00	$31.00
146499	10/25/23			101.1000	BANK CHARGE - STOP PAY FEE	$0.00	$31.00	$0.00
					BATCH 8,371 TOTALS:	**$31.00**	**$31.00**	**$0.00**
BATCH: 8372	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2024 - 4**	**CREATED: 10/31/23 by YHJ**				
146500	10/25/23			101.1000	BANK CHARGE REVERSAL-CORRECT ERRO	$31.00	$0.00	$31.00
146501	10/25/23			480.1100	BANK CHARGE REVERSAL-CORRECT ERRO	$0.00	$31.00	$0.00
					BATCH 8,372 TOTALS:	**$31.00**	**$31.00**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$34,472.06**	**$34,472.06**	