NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, APRIL 17, 2024

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 April 17, 2024, 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/86787625238?pwd=CS40dFrLUacxxUNEMYRUNyZG9ABwLY.1

Phone Number: **1 669-444-9171**
Meeting ID: **867 8762 5238**
Passcode: **351168**

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, APRIL 17, 2024

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 (March 20, 2024) – **for possible action.**
7. Authority Manager's Report (Rob Hopkins)
    A. General Status Report
8. Engineer's Report
    A. General Projects Status Report.
9. Controller's Report
    A. General Status Report

B. Discussion and possible adoption of the Authority's Capital Development Plan for Fiscal Years 2025 through 2029 – **for possible action.**

C. Investment Report

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

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

12. Final Public Comment

13. 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 12th day of April, 2024.

_____

Print Name: Paula East-Janicki
Title: DCLTSA Controller

MINUTES OF REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Marrch 20, 2024

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, March 20, 2024, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

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

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. Representatives of the Elk Point Sanitation District (EPSD), Bradley Oneto and Ann Harry were present. Also present were approximately six other members of the public.

PUBLIC COMMENT:

Six members of the public spoke about impacts to beavers in the Burke Creek Rabe Meadow area, expressing concerns about any activity in the area that has a negative impact on the beavers and their habitat.

Brad Oneto of the EPSD reported that EPSD was continuing to work on funding to fully take over the Elks Point collection system and he thanked Authority staff for the ongoing cooperation.

APPROVAL OF AGENDA:

It was moved by Trustee Nelson, seconded by Trustee Rice that, with Item 11.B. removed (at the request of Rob Hopkins), the meeting agenda as presented be approved. The motion carried unanimously.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Huckbody, seconded by Trustee Nelson and carried unanimously that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated February 21, 2024, be approved as presented.

Discussion and possible acceptance of contract with Casey Neilon for a two-year period for Auditing the Fiscal Year 2024 and 2025, for the Maximum Price of Forty Thousand Dollars ($40,000) in 2024 and Forty-Two Thousand Dollars ($42,000) in 2025

Authority Controller, Paula East-Janicki reported that in response to a Request for Proposal for auditing services, three proposals were received. Ms. East-Janicki indicated that the proposal from the Authority's current auditor, Eide Bailly, provided for next year's audit to be completed for the cost of approximately $67,000 with 7% annual increases thereafter. Ms. East-Janicki added that Eide Bailly completed the most recent audit for approximately $43,000. The proposal from Clifton Larson Allen (CLA) was to complete the 2024 audit for the price of $43,470 with 4% annual increases thereafter. Ms. East-Janicki stated that her concern with the CLA proposal was that the audit was to be conducted by individuals who had conducted audits for California agencies in the past but not for Nevada government entities.

Finally, Ms. East-Janicki stated that the proposal from Casey Neilon, an accounting firm from Carson City, provide that the 2024 audit would be completed for $40,000 and the next year for $42,000, with an option for an additional three years with annual CPI adjustments not to exceed 5% each year. Ms. East-Janicki recommended that the Board accept the proposal from Casey Neilon.

Following a brief discussion among the Trustees in which Trustee Huckbody indicate that TDD uses Casey Neilon for its annual audits and has been very satisfied, it was **moved by Trustee Huckbody, seconded by Trustee Nelson that the proposal for auditing services from Casey Neilon be accepted as presented.** Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. **The motion carried unanimously.**

Discussion and possible extension of contract for South Tahoe Refuse biosolids trucking, a sole source provider, at a rate of $423.00 per trip, an increase of .24%

Ms. East-Janicki indicated that Tahoe Basin Container & Recycling Services (TBC&R) has offered to renew its agreement with the Authority for the hauling of biosolids from the plant. The offer is for one-year from April 1, 2024 through March 31, 2025 for the price of $423 per trip which is only $1 higher than the current price. As a sole source provider of this service, Ms. East-Janicki stated that no other proposals had been received and she recommended that the Board accept to the proposal.

Following a brief discussion among the Trustees, **it was moved by Trustee Huckbody, seconded by Trustee Rice that the contract with TBC&R be approved as presented.** Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. **The motion carried unanimously.**

Discussion and possible adoption of the Tentative Budget for Fiscal Year 2024-2025

Ms. East-Janicki presented the Board with a Tentative Budget for Fiscal Year 2024-2025 and asked Authority Accountant, Ying Johnson to summarize the budget for the Trustees. Specifically, Ms. Johnson reported that the budget includes a 3.1% increase in salaries over the previous year, power and utilities costs are up $45,000, solid waste removal costs are budgeted to be up approximately 8.2% based on the vendor's price increase and water costs are budgeted to be down based on improvements at the main pump station that significantly reduce the need for water.

Ms. Johnson stated that approximately $112,000 for engineering expenses related to the ongoing assessment of the Authority's collection lines is not in the tentative budget as that work is anticipated to be completed in the current fiscal year. Ms. East-Janicki stated that the tentative budget reflects a reduction in legal and accounting costs based on the lower auditing fees in the upcoming fiscal year.

Ms. Johnson added that casualty insurance costs are expected to increase by 10% in the upcoming fiscal year, that the media used in the plant odor scrubber is slated to be replaced at the cost of approximately $45,000 and that $50,000 is budgeted to replace manholes as part of the Nevada Department of Transportation's planned repaving projects. Overall, Ms. East-Janicki indicated that the operations and maintenance budget is set to increase by approximately 1.5%.

Ms. Johnson then proceeded to walk the Trustees through some specific provisions of the tentative budget, pointing out that operating revenues are anticipated to be up by approximately $54,000 over the current year, that out of Authority sewer fees are budgeted to increase based on a reduction in flows from in-Authority users and that the depreciation expenses are budgeted to increase based on certain completed projects being capitalized in the upcoming year.

Ms. Johnson also stated that nonoperating revenues are estimated to be lower based on an anticipated reduction in interest income. In the cash-flow statement, Ms. Johnson pointed out that that this schedule budgets $4.1 million for work on the effluent line replacement and $100,000 for other capital equipment.

Ms. Johnson proceeded to describe changes in rates for the contributing districts, explaining that KGID's rate will increase by 8.3%, RHGID's rate will decrease by 6%, TTD's rate will decrease by 1.41% and the in-Authority rate will increase by approximately 3%.

In response to a question from Trustee Nelson, Ms. East-Janicki stated that the budgeted increase in wages was low compared to the current year's budget because the health insurance costs in the current budget were overestimated and the Authority is not planning on hiring any additional staff.

In response to inquiries from Trustee Huckbody, Ms. East-Janicki indicated that the number of in-Authority residential users was approximately 811 and that currently the in-Authority hookup rate is very low based on the fact it has not been revised in decades. Ms. East-Janicki added that increasing the hook-up rate has been considered and should probably be done in the near future.

Following a brief discussion among the Trustees, **it was moved by Trustee Nelson, seconded by Trustee Rice that the Tentative Budget for Fiscal Year 2024-2025 be approved as presented.** Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. **The motion carried unanimously.**

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 the Authority's 2024 Hazardous Material Permit has been completed and submitted to the appropriate state agencies. Mr. Hopkins indicated that Authority staff has met with Brad Oneto of EPSD and he thanked Mr. Oneto for his efforts in moving toward EPSD's takeover of full responsibility for EPSD's collection system. Mr. Hopkins stated that he was continuing to work on planning for the Export Force Main Replacement Project.

With regard to a plan to construct three new high-end condominiums in Lake Village, Mr. Hopkins reported that application fees have been submitted to DCLTSA for its review of the plans. Mr. Hopkins stated that all plans will be reviewed by the Authority's engineer to ensure that there are no conflicts with DCLTSA's infrastructure.

Mr. Hopkins stated that carbon media in the Authority's odor control facilities is scheduled to be replaced in the upcoming fiscal year and he thanked Authority staff for efforts in finding the product at the best price possible.

Mr. Hopkins reported that the Authority staff has arranged to enter into a cooperative purchasing agreement with STPUD for polymer coagulant that should result in significant saving. Mr. Hopkins specifically thanked Maintenance and Operations Superintendent Nikolai Nikolov for his work on this.

Finally, Mr. Hopkins stated that installation of an access hatch at the Beach Pump Station in order to allow for installation of a channel grinder has recently been completed and the grinder itself will be installed in the near future.

In response to a question from Trustee Huckbody regarding potential flooding at the Beach Pump Station, Mr. Hopkins indicated that as a result of snow melt, water was accumulating near the pump station and accordingly he contacted the Nevada Division of Wildlife about removing a small portion of beaver dam in the area to reduce the risk of flooding. In order to create some flow a small section of the dam was removed but at no time did he or staff consider removing the beaver dam. The flooding risk was avoided, and the dam remains in place. Authority Engineer, Rob Anderson added that he has inspected the area and believes that there is a simple way to increase the drainage and significantly reduce the risk of flooding at the pump station.

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 March 18, 2024, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The March 18, 2024, correspondence is incorporated in these minutes by this reference.

Mr. Anderson stated that his office had reviewed improvement plans for the Kahle Drive street improvement project and provided comments to Mr. Hopkins, to be shared with the contractor. His office is also working to respond to STPUD's requests relative to that agency's ongoing master planning efforts.

Mr. Anderson provided the Trustees with the most current influent flow data indicating that total flows are up slightly over last year with some variations among the contributing districts. Mr. Anderson indicated that work is ongoing to reconcile flows from RHGID based on RHGID's recently installed new meter.

Mr. Anderson reported that the private sewer lateral for the new Edgewood cart barn was recently approved by the Authority. Additionally, with regard to Edgewood, Mr. Anderson stated that he was continuing to work with Edgewood and Mr. Hopkins on the realigned emergency intertie with STPUD. At this time, Mr. Anderson indicated that the improvements were not ready for acceptance by DCLTSA.

In response to a question from Trustee Nelson regarding the proposed revised access to the Beach Pump Station and communications between the USFS and the Tahoe Beach Club, Mr. Hopkins and Mr. Anderson both stated that they had no new information since the Board's February meeting.

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 are approximately 2.9% under budget through January. Ms. East-Janicki reported that payment of approximately $64,000 was recently made for the in-line camera assessment of collection lines, which was originally budgeted to be paid in last year's budget. Ms. East-Janicki indicated that electrical costs at the plant are continuing to trend downward.

With regard to accounts receivable, Ms. East-Janicki reported that the Authority has a $19,800 credit balance based on some customers paying in advance.

Finally, Ms. East-Janicki provided a description of the continuing efforts to reconcile the calculation of influent flows from the various districts, explaining that the data available shows a pretty dramatic increase in flows from KGID. She is of the opinion that there may be an issue with KGID's meter and she has notified KGID's district manager.

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

B. Investment Report

Ms. East-Janicki made a written summary of the Authority's investments available and reported that the Authority has more than $17 million currently invested in the Local Government Investment Pool (LGIP) and laddered certificates of deposit (CDs). Ms. East-Janicki stated that the LGIP paid interest of more than 5.29% per annum in January. Ms. East-Janicki indicated that the only change in the total amount invested since last month was the addition of interest.

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.

Trustee Nelson 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 TDD is currently working on its budget and is also working with some homeowners at Marla Bay who have sewer laterals near the beach that are exposed. Trustee Huckbody indicated that these laterals are the owners' responsibility and TDD was encouraging owners to connect directly to the sewer main in the street and no longer rely on the laterals near the beach.

Trustee Nelson reported that KGID had its board meeting the previous night and that KGID had moved into its new building as of March 1st. Trustee Nelson stated that KGID was continuing to deal with the issue of responsibility for clearing snow around fire hydrants.

Trustee Rice reported that the federal funding for Kahle Drive has been restored and work is set to begin this year. Also, Trustee Rice reported that legitimate qualified board members are now in place for Oliver Park General Improvement District and EPSD.

Chairman McLaughlin reported that renovation work at the Golden Nugget has begun and that a new restaurant is scheduled to open in April at Harvey's with additional renovations continuing at Harvey's. Chairman McLaughlin stressed that this expenditure of capital in the casino core is good news for business at Stateline.

Trustee Nelson opened the floor to public comment regarding the matter. There was no public comment.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

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

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APPROVED

_____

4894-2315-5633, v. 1

Meeting Date: April 17, 2024

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – April 2024
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. We have ordered new activated carbon media for the three foul air / odor scrubbers at the Treatment Plant. Carbon media is typically effective for three to five years, depending on the level of noxious gases present. We hope to have the new media placed in service by mid-May 2024.

2. We have met with staff from Nevada Energy to discuss NV Energy contributions to road maintenance and paving repairs. NVE has agreed to contribute a percentage of routine paving and maintenance costs to repair certain paved areas around the Plant which are used by NVE service vehicles to access the substation and lay-down yard behind the Plant.

3. Performance testing of the new Engine-Driven Emergency Backup Pump and the new Emergency Generator at the Main Pump Station has been completed. The units are now in full-time service.

4. Our staff is working with our Engineer, R.O. Anderson, to design runoff and silt mitigation methods for the existing Beach Pump Station access road. Proposed design will be submitted to the U.S. Forest Service for approval.

5. Mr. Anderson met with our staff here at the Treatment Plant to develop a scope of work and bid specifications for the upcoming Treatment Plant Repaving Project. Project includes repairs to the main access road shoulders, Plant parking lots and the Reservoir access road east of the Plant.

6. Both of our 600,000-gallon Export Effluent Storage Tanks have been cleaned this month. We do this annually to keep settled sludge from accumulating and negatively impacting our discharged water quality. (Photo attached).

7. Both of our Aeration Trains fine-air diffuser assemblies were also cleaned this month. This is done every spring as routine maintenance and in preparation for bringing both Aeration Trains online for the high-flow summer season. (Photo attached).

8. We have been working in close cooperation with RHGID to get flow data from the new RHGID sewer flowmeter transmitted back to the Treatment Plant. We wish to thank Round Hill GID management and staff for their good work in getting this accomplished.



Staff cleaning tube-type fine air diffuser grid in Basin 8.



Staff cleaning settled sludge out of Export Effluent Tank #2.

CONTROLLER'S GENERAL STATUS REPORT

April 17, 2024

- Operating expenses through February were 3.4% under budget. Electricity costs here at the Plant are now only 1.4% over budget, down from 4.9% in January.

- Influent flows through March of this year were down 6.25% over the same period last year. The authority's Beach Pump Station is down 1.1%, but TDD is down 16.6%. It's hard to pin down with Round Hill because their reporting doesn't match the time frames of the other districts, but it appears they may be significantly down as well. KGID is still showing 12% over last year, but it's my understanding from Paul Kearney that the meter is being replaced.

Discussion of the Capital Development Plan for the coming 5 fiscal years

- As Rob Hopkins has told you over the last months, the Authority has entered into agreements with Wright Tree Service and NV Energy for the use of the Authority's property outside the back gate, to park equipment. Those 2 agreements net $12,000 income per month. Additionally, NV Energy paid the Authority $88,509 for prior years' damage to the roadways. Up until now, as those monies were received, we recorded them as Miscellaneous Revenue.

- However, as Rob told you earlier in his report, he has started working with Rob Anderson to put the repaving and concrete repairs out to bid for the coming season. Mr. Anderson has suggested that the work could go as high as $800,000. Therefore, I have put it on the Capital Development Plan for next year, and I would propose

shifting the property rental income to the Construction Fund, both that already received and to be received in the future to offset those paving and concrete costs.

- In the past, only the Special Assessment portion of rates was credited to the Construction Fund, to pay for capital projects. However, because the paving can be largely tied to the large equipment over our roads, it seems reasonable to me that the income would be used for the same purpose. As you can see on the plan, I added the project for $800,000, and also the funding (4th line item from the bottom).

- In the proposed capital development plan, I have also set the Effluent Pipeline replacement back one year. A very minimal amount of design is taking place this year, and it's estimated that for permitting to go smoothly, mainly tree removal and surveying should take place in the first year after design.

- If you agree that what I've described is a reasonable way to handle the paving project, and with pushing back construction of the Effluent Pipeline for a year, I'd ask that the Board adopt this plan so we can use these figures in the final budget. While we don't have to stick with the plan if problems arise, the budget figures do need to exactly match it when we submit it to the State.

Investment Report

The Authority's investments total more than $17 million, with $12.6 million of that being held in the Local Government Investment Pool (LGIP). LGIP paid more than 5.29% interest again last month. The only change in investments since the last Board meeting 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 - FEBRUARY 2023-2024 BUDGET VS. ACTUAL

	FEBRUARY	Budgeted	Variance	Comments
Salaries	$ 805,834.62	$ 832,162.67	$ 26,328.05	
OT/Callback	$ 23,547.25	$ 33,786.00	$ 10,238.75	
Holiday	$ 319.00	$ 13,143.33	$ 12,824.33	9 Holidays of 12
Longevity	$ 2,685.00	$ 1,790.00	$ (895.00)	Paid Annually in December
Stand-By Pay	$ 13,044.75	$ 13,104.00	$ 59.25	
Health Insurance	$ 202,337.88	$ 217,302.67	$ 14,964.78	
State Retirement (PERS)	$ 264,199.01	$ 283,764.00	$ 19,564.99	
SIIS (Workers Comp)	$ 13,089.33	$ 13,800.00	$ 710.67	
Medicare Tax	$ 12,527.98	$ 12,962.67	$ 434.69	
Unemployment Insurance	$ 39.00	$ 33.33	$ (5.67)	Ann.Fee - EMRB
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 16,666.67	$ 16,666.67	$ -	Estimated
Salaries/Benefits	**$ 1,354,290.49**	**$ 1,438,515.33**	**$ 84,224.84**	
Electric Power	$ 225,574.32	$ 222,425.33	$ (3,148.99)	
Electric Power - BPS	$ 13,009.60	$ 14,700.00	$ 1,690.40	
Electric Power - MPS	$ 55,449.59	$ 61,950.00	$ 6,500.41	

JULY - FEBRUARY 2023-2024 BUDGET VS. ACTUAL

	FEBRUARY	Budgeted	Variance	Comments
Natural Gas	$ 12,374.70	$ 10,333.33	$ (2,041.37)	Working there with door open
Natural Gas - BPS	$ 1,011.71	$ 1,133.33	$ 121.62	
Natural Gas - MPS	$ 241.82	$ 243.33	$ 1.51	Base rate - No useage
Water	$ 7,827.54	$ 8,266.67	$ 439.13	
Water - BPS	$ 1,679.20	$ 2,333.33	$ 654.13	
Water - MPS	$ 88.59	$ 733.33	$ 644.74	
Solid Waste Removal	$ 6,530.60	$ 4,770.00	$ (1,760.60)	Green waste cleanup behind plant/Rate increase
Utilities	**$ 323,787.67**	**$ 326,888.67**	**$ 3,101.00**	
Chemicals	$ 62,777.35	$ 67,000.00	$ 4,222.65	
Lab Supplies	$ 9,417.49	$ 5,166.67	$ (4,250.82)	Testing all 7 week days
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 72,194.84**	**$ 72,166.67**	**$ (28.17)**	
Legal Services	$ 36,645.00	$ 30,000.00	$ (6,645.00)	Re: EPSD & USFS
Accounting	$ 43,147.74	$ 42,866.67	$ (281.07)	Audit Fees/Will Smooth
Legal/Accounting	**$ 79,792.74**	**$ 72,866.67**	**$ (6,926.07)**	

JULY - FEBRUARY 2023-2024 BUDGET VS. ACTUAL

	FEBRUARY	Budgeted	Variance	Comments
Engineering	$ 38,078.75	$ 34,666.67	$ (3,412.08)	Estimated - No Jan or Feb ROA bill
Engineering - BPS		$ -	$ -	
Engineering - MPS		$ -	$ -	
Engineering - In-District	$ 31,082.49	$ 74,690.00	$ 43,607.51	HDR Collection Line Study
Consulting	$ 3,000.00	$ 4,000.00	$ 1,000.00	Debt Mngmnt Policy/Payroll Study
Engineering/Consulting	**$ 72,161.24**	**$ 113,356.67**	**$ 41,195.43**	
Maintenance Export Line	$ -	$ 6,333.33	$ 6,333.33	
Maintenance Collection System	$ 106,504.46	$ 50,000.00	$ (56,504.46)	Camera Line Assessment not in current yr budget
Repairs Collection System	$ -	$ 8,333.33	$ 8,333.33	
Computer Maintenance/Supplies	$ 4,183.15	$ 3,666.67	$ (516.48)	
Annual Software Licenses	$ 32,206.51	$ 17,666.67	$ (14,539.84)	Pre-Paid - Will Smooth
SCADA Support	$ 212.02	$ 2,333.33	$ 2,121.31	
Repairs - Vehicles	$ 4,158.09	$ 13,366.67	$ 9,208.58	
Repairs - Mechanical	$ 33,181.37	$ 32,666.67	$ (514.70)	
Repairs - Mechanical BPS	$ 933.88	$ 1,333.33	$ 399.45	
Repairs - Mechanical MPS	$ 3,336.55	$ 17,333.33	$ 13,996.78	
Emergency Repairs	$ -	$ -	$ -	

JULY - FEBRUARY 2023-2024 BUDGET VS. ACTUAL

	FEBRUARY	Budgeted	Variance	Comments
Repairs Bldg & Grounds	$ 8,610.28	$ 3,700.00	$ (4,910.28)	Reservoir Erosion Repair Not Budgeted
Repairs Bldg & Grounds - BPS	$ -	$ 333.33	$ 333.33	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ 592.70	$ 550.00	$ (42.70)	
Repairs Heating	$ -	$ 333.33	$ 333.33	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 2,651.72	$ 5,950.00	$ 3,298.28	
Repairs Electrical	$ 28.99	$ 566.67	$ 537.68	
Repairs Electrical	$ 35.19	$ 333.33	$ 298.14	
Repairs Instruments	$ 11,323.80	$ 8,000.00	$ (3,323.80)	SmarCover Support Annual - Will Smooth
Equipment Rental	$ 18,885.50	$ 2,000.00	$ (16,885.50)	Reservoir Erosion Repair Not Budgeted
Maintenance Supplies	$ 10,622.65	$ 13,066.67	$ 2,444.02	
Safety & Safety Equipment	$ 6,292.87	$ 5,333.33	$ (959.54)	
Odor Control System Maintenance	$ 4,722.50	$ 1,333.33	$ (3,389.17)	Media Clean Out Not Budgeted
Repairs/Maintenance	**$ 248,482.23**	**$ 194,533.33**	**$ (53,948.90)**	
Casualty Insurance	$ 69,627.04	$ 72,736.00	$ 3,108.96	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 69,627.04**	**$ 72,736.00**	**$ 3,108.96**	

JULY - FEBRUARY 2023-2024 BUDGET VS. ACTUAL

	FEBRUARY	Budgeted	Variance	Comments
Telephone	$ 13,542.66	$ 13,000.00	$ (542.66)	Incl'd On-Call Cell
Telephone	$ 345.45	$ 266.67	$ (78.78)	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 8,899.31	$ 8,350.00	$ (549.31)	
Laundry and Linen	$ 1,466.17	$ 1,666.67	$ 200.50	Once Yearly Uniform Shirts/Sweatshirts
Forest Svc. Fee	$ 389.05	$ 333.33	$ (55.72)	
Training, Dues & Subscriptions	$ 1,393.87	$ 4,333.33	$ 2,939.46	
Office Expenses	$ 5,383.80	$ 5,500.00	$ 116.20	
Travel	$ -	$ -	$ -	
Sample Testing	$ 35,445.22	$ 33,816.67	$ (1,628.55)	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 29,872.08	$ 35,947.33	$ 6,075.25	
Underground Service Alert	$ 563.40	$ 400.00	$ (163.40)	Underground Svc Alert Annual Fee
Permit Fees	$ 12,795.80	$ 8,166.67	$ (4,629.13)	Annual Fees Paid Up-Front/Will Smooth
Misc Exp and Bank Fees	$ (32.00)	$ 800.00	$ 832.00	
Other Operating Expenses	**$ 110,064.81**	**$ 112,580.67**	**$ 2,515.86**	

JULY - FEBRUARY 2023-2024 BUDGET VS. ACTUAL

	FEBRUARY	Budgeted	Variance	Comments
Fuels and Lubricants	$ 15,888.53	$ 25,240.00	$ 9,351.47	
Fuels & Lubricants	**$ 15,888.53**	**$ 25,240.00**	**$ 9,351.47**	
Total Operating Expenses Thru Feb	**$ 2,346,289.59**	**$ 2,428,884.00**	**$ 82,594.41**	
			3.40%	

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
CAPITAL DEVELOPMENT PLAN

Preliminary For Presentation to the Board - Fiscal Year 2024-2025

Project		Actual Prior 17 Years	Actual 2022/2023	Estimated 2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	Total
Priority Projects										
Main and Beach Pump Station Electrical and Equipment Improvements	Design/Permits			$50,000						$50,000
	Construction		$307,154	$1,142,846						$1,450,000
	Total	$0	$307,154	$1,192,846						$1,500,000
Aeration Basin, Grit and Headworks Improvements	Design/Permits	$1,639,029								$1,639,029
	Construction	$7,306,054	$46,794	$100,000						$7,452,848
	Total	$8,945,083	$46,794	$100,000						$9,091,877
Effluent Pipeline Replacement	Design/Permits	$637,914		$50,000	$240,000					$927,914
	Construction	$1,100,000				$4,000,000	$5,000,000			$10,100,000
	Total	$1,737,914	$0	$50,000	$240,000	$4,000,000	$5,000,000	$0	$0	$11,027,914
Pavement/Concrete Improvements to Plant Road and Admin Area	Design/Permits			$20,000						$20,000
	Construction				$780,000					$780,000
	Total	$0	$0	$20,000	$780,000	$0	$0	$0	$0	$800,000
Lower Priority - To Be Deferred										
Metering for IS-2 Energy	Total									
Pine Nut Reservoir Rebuild/Line (Future $12,000,000 not represented here)	Design/Permits	$579,518								
	Construction									
	Total	$579,518								
Completed Projects										
Reservoir Sludge Removal	Total	$1,078,607								$1,078,607
Main Pump Station Rehabilitation	Total	$2,210,198								$2,210,198
Underground Emergency Storage (Initial)	Total	$2,317,557								$2,317,557
STPUD Inter-tie		$1,411,476								$1,411,476
Muller Effluent Line Relocation (Per NDOT)	Total	$701,835								$701,835
Automated Sampling	Total	$616,993								$616,993
Reservoir Sludge Removal	Total	$1,078,607								$1,078,607
Beach Pump Station Rehabilitation	Total	$453,810								$453,810
Sodium Hypochlorite Conversion	Total	$830,594								$830,594
Reservoir Lining Design	Total	$750,277								$750,277
Back-up Centrifuge	Total	$258,196								$258,196
SCADA System/Fiber Connectivity	Total	$514,157								$514,157
Thickener Project	Total	$215,431								$215,431
Prior Years' Completed Projects	Total	$13,730,700								$13,730,700
Expenditures: Projects		$37,430,953	$353,948	$1,362,846	$1,020,000	$4,000,000	$5,000,000	$0	$0	$44,060,474
Debt Service		$2,058,529	$545,488	$771,733	$771,733	$771,733	$680,950	$656,093	$631,236	$6,887,495
Resources: USACE Grant		$8,069,648								$8,069,648
EPA Grant (STAG)		$382,300								$382,300
SRLF		$10,491,595	$748							$10,492,343
Transfer from GF/PR Fund		$2,770,000								$2,770,000
Assessments		$19,500,002	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$2,250,000	$35,250,002
Site Rental Toward Road				$181,509	$144,000	$144,000	$144,000	$144,000	$144,000	$901,509
Interest Earned		$1,593	$27,745	$160,000	$0	$0				$189,338
Difference in Year End Payables										
Ending Cash Balance		**$4,835,568**	**$6,214,625**	**$6,671,555**	**$7,129,822**	**$4,608,089**	**$1,177,139**	**$2,771,046**	**$4,389,810**	**$4,389,810**

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 3/17/2024 to 4/17/2024

Check No.	Date	Status*		Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING						**101.1000**
12452	03/25/24	P		ARC01	ARCTIC ELECTRICIANS	$44,117.26
12453	03/25/24	P		ATT01	AT&T MOBILITY	$303.20
12454	03/25/24	P		BA17	BARTON HEALTHCARE SYSTEM	$394.00
12455	03/25/24	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$1,342.46
12456	03/25/24	P		CA12	CARSON VALLEY OIL CO., INC.	$1,634.19
12457	03/25/24	P		CA25	CASHMAN EQUIPMENT COMPANY	$147,730.02
12458	03/25/24	P		CH15	CHARTER COMMUNICATIONS	$284.95
12459	03/25/24	P		CODALE	CODALE ELECTRIC SUPPLY	$14,393.01
12460	03/25/24	P		CONWAY	CONWAY COMMUNICATIONS INC	$23.37
12461	03/25/24	P		GR13	GRAINGER	$2,965.91
12462	03/25/24	P		HAEN	THOMAS HAEN COMPANY INC.	$1,550.00
12463	03/25/24	P		HDR01	HDR, ENGINEERING, INC.	$18,536.36
12464	03/25/24	P		HYDR01	HYDRAULIC INDUSTRIAL SERVICES	$1,196.93
12465	03/25/24	P		SIERRA	DBA SIERRA OFFICE SOLUTIONS	$414.63
12466	03/25/24	P		BOU11	BOULDER EXTERMINATORS, INC	$150.00
12467	03/25/24	P		KI11	KINGSBURY GENERAL IMP. DIST.	$1,152.14
12468	03/25/24	P		AGUILA	MANNY AGUILAR	$524.10
12469	03/25/24	P		MC10	MCMASTER-CARR SUPPLY	$315.31
12470	03/25/24	P		MUNI	MUNIQUIP, LLC	$1,870.00
12471	03/25/24	P		LA11	NAPA AUTO PARTS	$269.48
12472	03/25/24	P		OREILL	O'REILLY AUTOMOTIVE, INC.	$286.91
12473	03/25/24	P		OFFICE	OFFICE 1	$8,747.00
12474	03/25/24	P		RO12	ROUND HILL GENERAL IMP. DIST.	$7.69
12475	03/25/24	P		SIL4	SILVER STATE ANALYTICAL LAB	$1,683.00
12476	03/25/24	P		SO13	SOUTHWEST GAS	$3,493.39
12477	03/25/24	P		NE42	STATE OF NV. P.E.B.P.	$1,414.94
12478	03/25/24	P		UN18	UNIVERSAL ENGINEERING SCIENCES	$6,000.00
12479	03/25/24	P		US12	USABLUEBOOK / HD SUPPLY, INC.	$354.37
12480	03/25/24	P		WE18	WESTERN NEVADA SUPPLY CO.	$175.16
12481	03/25/24	P		JOHN	YING H. JOHNSON	$285.38
12482	04/09/24	V	4/9/24	ONETIM	Test Alignment Chk: 12482	
12483	04/09/24	P		AL17	ALHAMBRA	$118.52
12484	04/09/24	P		AL01	ALLISON MACKENZIE, Ltd.	$7,000.00
12485	04/09/24	P		ART01	ARTISTIC FENCECO, INC.	$3,070.00
12486	04/09/24	P		AZUL01	AZUL ELECTRICAL SUPPLY	$1,306.90
12487	04/09/24	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$535.64
12488	04/09/24	P		CA12	CARSON VALLEY OIL CO., INC.	$1,350.43
12489	04/09/24	P		CA25	CASHMAN EQUIPMENT COMPANY	$1,454.33
12490	04/09/24	P		CODALE	CODALE ELECTRIC SUPPLY	$292.17
12491	04/09/24	P		CONWAY	CONWAY COMMUNICATIONS INC	$23.37
12492	04/09/24	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$206.50
12493	04/09/24	P		GI20	DOUGLAS GIBSON	$299.28
12494	04/09/24	P		FREDH	FRED HOWARD	$282.21
12495	04/09/24	P		FR01	FRONTIER	$49.92
12496	04/09/24	P		GR13	GRAINGER	$1,273.18
12497	04/09/24	P		HOMETO	HOMETOWN HEALTH	$18,539.21
12498	04/09/24	P		PH12	JOHN PHILLIPS	$482.86
12499	04/09/24	P		IKE01	KELVIN IKEHARA	$156.22
12500	04/09/24	P		KI11	KINGSBURY GENERAL IMP. DIST.	$985.56
12501	04/09/24	P		KI12	KINGSBURY HARDWARE	$26.77
12502	04/09/24	P		LIBERT	LIBERTY UTILITY CA	$61.69
12503	04/09/24	P		PR02	LINDE GAS & EQUIPMENT INC.	$162.59
12504	04/09/24	P		MET11	METLIFE - GROUP BENEFITS	$1,963.25
12505	04/09/24	P		HOL1	MICHAEL HOHL MOTOR COMPANY	$167.24
12506	04/09/24	P		KIMB01	KIMBALL MIDWEST	$346.44
12507	04/09/24	P		LA11	NAPA AUTO PARTS	$20.99

*** 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: 3/17/2024 to 4/17/2024

Check No.	Date	Status*		Vendor ID	Payee Name	Amount
12508	04/09/24	P		NV01	NV ENERGY	$32,504.94
12509	04/09/24	P		OFFICE	OFFICE 1	$290.00
12510	04/09/24	P		PACMAC	PAC MACHINE CO., INC.	$2,010.00
12511	04/09/24	P		EA13	PAULA EAST-JANICKI	$705.01
12512	04/09/24	P		POL10	POLYDYNE INC.	$7,774.00
12513	04/09/24	P		VAN1	RICK VAN HORN	$264.21
12514	04/09/24	P		KI13	Shaun Thomas DBA	$1,038.89
12515	04/09/24	P		SIL4	SILVER STATE ANALYTICAL LAB	$620.00
12516	04/09/24	P		SO10	SOUTH TAHOE REFUSE, INC.	$742.00
12517	04/09/24	P		SO13	SOUTHWEST GAS	$2,767.00
12518	04/09/24	P		ST09	STANDARD INSURANCE COMPANY	$667.19
12519	04/09/24	P		NE42	STATE OF NV. P.E.B.P.	$1,414.94
12520	04/09/24	P		SU13	SUMMIT PLUMBING CO., LLC	$9,450.00
12520	04/09/24	V	4/9/24	SU13	SUMMIT PLUMBING CO., LLC	($9,450.00)
12521	04/09/24	P		TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,202.50
12521	04/09/24	V	4/9/24	TA01	TAHOE BASIN CONTAINER SVC.,INC	($2,202.50)
12522	04/09/24	P		THATCH	THATCHER COMPANY OF NV, INC.	$11,792.07
12522	04/09/24	V	4/9/24	THATCH	THATCHER COMPANY OF NV, INC.	($11,792.07)
12523	04/09/24	P		US12	USABLUEBOOK / HD SUPPLY, INC.	$1,211.56
12523	04/09/24	V	4/9/24	US12	USABLUEBOOK / HD SUPPLY, INC.	($1,211.56)
12524	04/09/24	P		VER	VERIZON	$316.22
12524	04/09/24	V	4/9/24	VER	VERIZON	($316.22)
12525	04/09/24	P		VI12	VISION SERVICE PLAN - (AT)	$286.96
12525	04/09/24	V	4/9/24	VI12	VISION SERVICE PLAN - (AT)	($286.96)
12526	04/09/24	P		WF01	WELLS FARGO	$3,519.47
12526	04/09/24	V	4/9/24	WF01	WELLS FARGO	($3,519.47)
12527	04/09/24	P		WE18	WESTERN NEVADA SUPPLY CO.	$181.11
12527	04/09/24	V	4/9/24	WE18	WESTERN NEVADA SUPPLY CO.	($181.11)
12528	04/09/24	P		JOHN	YING H. JOHNSON	$20.00
12528	04/09/24	V	4/9/24	JOHN	YING H. JOHNSON	($20.00)
12529	04/09/24	P		AGUILA	MANNY AGUILAR	$174.70
12530	04/09/24	P		SU13	SUMMIT PLUMBING CO., LLC	$9,450.00
12531	04/09/24	P		TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,202.50
12532	04/09/24	P		THATCH	THATCHER COMPANY OF NV, INC.	$11,792.07
12533	04/09/24	P		US12	USABLUEBOOK / HD SUPPLY, INC.	$1,211.56
12534	04/09/24	P		VER	VERIZON	$316.22
12535	04/09/24	P		VI12	VISION SERVICE PLAN - (AT)	$286.96
12536	04/09/24	P		WF01	WELLS FARGO	$3,519.47
12537	04/09/24	P		WE18	WESTERN NEVADA SUPPLY CO.	$181.11
12538	04/09/24	P		JOHN	YING H. JOHNSON	$20.00
					BANK WFCHK REGISTER TOTAL:	**$381,743.20**
					GRAND TOTAL :	**$381,743.20**

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Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 3/20/2024 - 4/17/2024

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 8552	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2024 - 10**	**CREATED: 04/09/24 by YHJ**			
148493	04/15/24			414.1100	MARCH PERS CONTRIBS	$15,313.87	$0.00	$15,313.87
148494	04/15/24			415.1100	MARCH PERS CONTRIBS	$15,313.86	$0.00	$30,627.73
148495	04/15/24			101.1000	MARCH PERS CONTRIBS	$0.00	$30,627.73	$0.00
					BATCH 8,552 TOTALS:	**$30,627.73**	**$30,627.73**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$30,627.73**	**$30,627.73**	