NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, SEPTEMBER 18, 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 September 18, 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/84807290942?pwd=OU1oSq0Iln8udCwzX4Warcad1Ipbpj.1

Meeting ID: **848 0729 0942**
Passcode: **249433**
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, SEPTEMBER 18, 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 (August 21, 2024) – **for possible action.**

7. Consideration and Possible Appointment of John McLaughlin for a three-year term beginning October 1, 2024, as Trustee representing the business community of Stateline, Nevada, pursuant to Nevada Revised Statute Section 335, Section 26(e) – **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 regarding possible revisions to the Authority's general operational ordinance regulating operations and services, as well as fees for services provided by the Authority – **for discussion only.**

   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 September, 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
August 21, 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, August 21, 2024, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

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

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. Bradley Oneto and Anne Harry of the Elk Point Sanitation District (EPSD) were also in attendance.

PUBLIC COMMENT:

Brad Oneto of EPSD reported that EPSD's preliminary engineering report of the sewer collection system was recently completed and EPSD was hoping to proceed with the planned improvements in the near future.

APPROVAL OF AGENDA:

It was moved by Trustee Rice, seconded by Trustee Fertala and carried unanimously (5-0) that the meeting agenda as presented be approved.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Rice, seconded by Trustee Huckbody and carried (4-0-1) that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated June 26, 2024, be approved as presented. Trustee Nelson abstained from the vote because she was not in attendance at the June 26, 2024 meeting.

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 in connection with fine-tuning the treatment plant's aeration systems, staff was working closely with the manufacturer of the control program for those systems.

Mr. Hopkins indicated that he and other Authority personnel recently met with Nevada Division of Transportation (NDOT) and Nevada Tahoe Conservation District personnel to discuss the possibility of locating a decant facility at the treatment plant. Mr. Hopkins added that the conceptual design includes two decant bays and a sand and oil separator.

With regard to the planned Phase 2 of the Export Pipeline Replacement Project, Mr. Hopkins stated that as the result of two site visits/inspections, it was discovered that a portion of the existing force main is only covered 12 to 20 inches of fill. Mr. Hopkins indicated that the Authority has reached out to the United States Forest Service (USFS) about placing fill over the line in certain locations in order to protect it.

Mr. Hopkins reported that 2024 second quarter Discharge Monitoring Reports have been successfully submitted to the Nevada Department of Environmental Protection (NDEP) and the Environmental Protection Agency (EPA).

Mr. Hopkins indicated that when the plant primary backup generator failed to start during a planned NV Energy power outage recently, staff discovered that the transfer switch gear between NV Energy's main substation and the treatment plant was not working properly, needing repair and partial replacement. The cost of the necessary repairs will be added to the Authority's capital development plan.

Mr. Hopkins stated that a project is being initiated to replace approximately 360 feet of gravity sewer main near the Harvey's concert venue. Mr. Hopkins explained that the line in that area "sags" and as a result a spill recently occurred despite monthly cleaning of the line. Until the line is replaced, cleaning will now take place twice per month and an electronic sensor has been installed on the manhole to provide a warning in advance of a sewer spill.

Mr. Hopkins reported that connection fees have been paid for phase 2 of the Golden Nugget remodeling work that is ongoing.

Mr. Hopkins indicated that two large evaporative coolers have been acquired to maintain an appropriate temperature for the hybrid blowers at the plant.

Mr. Hopkins explained that the main centrifuge bowl assembly at the plant is being removed and sent for regular maintenance, and that while that maintenance is completed, the plant back-up centrifuge will be used for solids removal.

Finally, Mr. Hopkins stated that he and the Plant Superintendent/Maintenance Supervisor Nikolov recently attended the 39th Annual Tri-State Wastewater Conference during which they received required continuing education hours as well as information about how other wastewater treatment agencies are operating.

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 August 20, 2024, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The August 20, 2024, correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that a plan has been completed for a sediment/snow storage basin adjacent to the access road to the beach pump station and the plan will now be submitted to the USFS for approval.

With regard to the Tahoe Beach Club, Phase III, Mr. Anderson indicated that review of the improvement plans had recently been completed.

Mr. Anderson explained that his office had completed the review of plans for three buildings on the Werbin family property in Lake Village. As a result of the review, Mr. Anderson has requested that the plans be modified to accommodate the Authority's existing sewer main and that adequate easements are in place to ensure future access for maintenance of the sewer main.

Mr. Anderson stated that design and permitting work with regard to the repaving project at the plant was continuing. Mr. Anderson explained that in communicating with the Tahoe Regional Planning Agency (TRPA), it was discovered that the Authority had an old TRPA permit still open related to the lining of the plant reservoir that never took place. Additionally, Mr. Anderson indicated that based on the unavailability of contractors to complete the paving project this year, the project would now be put out to bid in the spring of 2025.

Finally, Mr. Anderson provided the Board with a summary of sewer flows for 2024, reporting that the average daily flows for 2024 are approximately 6% less than flows in 2023 and the correlation between the plant flow meter and the contributing district meters was excellent with a difference of only about 1%.

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 were approximately 8% under budget through the end of the previous fiscal year. Ms. East-Janicki also stated that total influent flows are down compared to last year, which included a very wet winter.

Ms. East-Janicki also reported that she and the Authority Accountant, Ying Johnson, were beginning preparations for the annual audit scheduled to begin on September 15th.

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

B. Investment Report

Ms. East-Janicki provided the Board with a written summary of the Authority's investments and reported that the Authority has approximately $18 million invested, with approximately $13.1 million of that amount in the Local Government Investment Pool (LGIP) that paid 5.1% in interest in the previous month. Ms. East-Janicki indicated that approximately $700,000 was recently moved from the construction account to the LGIP and that five certificates of deposits are maturing soon and will be reinvested.

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.

Trustee Nelson inquired about few specific items and Ms. East-Janicki explained that nature of each item to Trustee Nelson's satisfaction.

The claims were signed off on by Trustee Rice as the Board Treasurer.

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 stated that the TRPA has recently required Tahoe Douglas District (TDD) to decommission the Marla Bay sewer main along the beach and relocate the main, requiring the

adjacent homeowners to relocate the lateral sewer lines. Trustee Huckbody also indicated that his term on the TDD Board was expiring at the end of the year and that a new member of the TDD Board would be appointed to serve on the Authority Board.

A brief discussion ensued among the Trustees and the Authority Controller about the fact that Chairman McLaughlin's term on the Board would be expiring in October and that he would either need to be reappointed or another representative of the Stateline business community would need to be appointed. Chairman McLaughlin expressed his willingness to serve another term on the Board and there appeared to be a consensus among the Trustees to reappoint Chairman McLaughlin.

Trustee Nelson indicated that her final term on the KGID Board would be ending in December and that KGID would have three new board members in January. Trustee Nelson also reported that KGID is replacing water lines in the Ponderosa mobile home park and that KGID is also working on an issue with their water treatment facilities.

Trustee Fertala reported that RHGID's new manager was doing a great job and was updating a number of policies at RHGID.

Trustee Rice reported that all of the funding for the Kahle Drive "complete streets" project is in place. Trustee Rice inquired of the EPSD representatives about the ongoing parking issues on Elks Point Road. Mr. Oneto indicated that the parking in the area remains a serious issue for residents, often blocking access to the Elks Point community.

Chairman McLaughlin reported that there was a record turnout for the celebrity golf tournament with more than 75,000 visitors with extensive media coverage for Lake Tahoe. Chairman McLaughlin added that the Harvey's concerts have been very well attended and things are looking great for upcoming events at the Tahoe South Events Center.

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

PUBLIC COMMENT: None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:35 a.m.

_____

APPROVED

_____

4878-5331-1712, v. 1

Meeting Date: September 18th, 2024

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – September 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. DCLTSA has received proposals to replace the aging Treatment Plant Automatic Transfer Switch (ATS) and upgrade the Programmable Logic Controller (PLC) for the ATS unit. The proposal considers replacing the old internal ATS components with new components of the same type from the same manufacturer. The PLC will be modernized with updated components. Lead times for the equipment range from 6 to 16 weeks.

2. Our maintenance staff are putting together a replacement parts list for some failing bulkhead fittings on our bulk sodium hypochlorite tanks. The fittings are over 10 years old and are due for replacement as a routine preventative maintenance item.

3. We removed the package headworks system from service to conduct inspection and service activities. Based on the inspection, we will be ordering replacement wear bars for the grit collection augers and some additional fittings which are showing signs of wear. SAFECO, provider of the package headworks equipment, has offered to send out a technician to look over the unit when we are ready to replace the wear bars and other parts. We intend to take SAFECO up on their offer of assistance.

4. Quotes have been received to perform the bypass of the old electrical components at the Main Pump Station (MPS). The work will require removing the MPS from utility power for about a week while the electrical systems are rebuilt. The project will involve powering the station using rental generators tied into temporary electrical panels, and those panels then running our existing sewer pumps.

5. In the first week of September, the Department of Occupational Safety and Health conducted a routine inspection of the Treatment Plant. A formal report

back from OSHA is pending at the time of this writing, however staff has been diligently working to address punch list items that were identified during the OSHA walk thorough. We will be upgrading some of our emergency equipment, such as emergency eye-wash and emergency showers to modern standards in the near future in order to stay current with OSHA standards.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

JULY 2024-2025 BUDGET VS. ACTUAL

	JULY	Budgeted	Variance	Comments
Salaries	$ 100,650.45	$ 113,069.92	$ 12,419.47	
OT/Callback	$ 3,718.54	$ 3,392.08	$ (326.46)	
Holiday	$ -	$ 648.58	$ 648.58	1 Holidays of 12
Longevity	$ -	$ 275.83	$ 275.83	Paid Annually in December
Stand-By Pay	$ 1,573.87	$ 1,638.00	$ 64.13	
Health Insurance	$ 25,255.25	$ 24,533.17	$ (722.08)	
State Retirement (PERS)	$ 46,856.86	$ 35,239.33	$ (11,617.53)	3 Pay Periods - Will Smooth
SIIS (Workers Comp)	$ 1,475.50	$ 1,800.00	$ 324.50	
Medicare Tax	$ 1,538.21	$ 1,725.83	$ 187.62	
Unemployment Insurance	$ 42.00	$ 4.17	$ (37.83)	Ann.Fee - EMRB
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 2,083.33	$ 2,083.33	$ 0.00	Estimated Maximum
Salaries/Benefits	**$ 183,194.01**	**$ 184,410.25**	**$ 1,216.24**	
Electric Power	$ 30,347.92	$ 31,553.17	$ 1,205.25	
Electric Power - BPS	$ 1,774.35	$ 1,670.83	$ (103.52)	
Electric Power - MPS	$ 6,416.03	$ 7,577.08	$ 1,161.05	

JULY 2024-2025 BUDGET VS. ACTUAL

	JULY	Budgeted	Variance	Comments
Natural Gas	$ 404.29	$ 1,708.33	$ 1,304.04	
Natural Gas - BPS	$ 31.49	$ 183.33	$ 151.84	"
Natural Gas - MPS	$ 31.20	$ 30.42	$ (0.78)	Base rate - No useage
Water	$ 1,020.17	$ 1,033.33	$ 13.16	
Water - BPS	$ 463.85	$ 208.33	$ (255.52)	
Water - MPS	$ -	$ 29.17	$ 29.17	
Solid Waste Removal	$ 1,057.10	$ 645.17	$ (411.93)	
Utilities	**$ 41,546.40**	**$ 44,639.17**	**$ 3,092.77**	
Chemicals	$ 20,564.41	$ 9,583.33	$ (10,981.08)	May smooth at Quarter
Lab Supplies	$ 2,732.22	$ 1,229.17	$ (1,503.05)	3 months supplies
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 23,296.63**	**$ 10,812.50**	**$ (12,484.13)**	
Legal Services	$ 2,380.00	$ 3,750.00	$ 1,370.00	
Accounting	$ 454.21	$ 4,166.67	$ 3,712.46	No Audit Charge Yet
Legal/Accounting	**$ 2,834.21**	**$ 7,916.67**	**$ 5,082.46**	

JULY 2024-2025 BUDGET VS. ACTUAL

	JULY	Budgeted	Variance	Comments
Engineering	$ 6,000.00	$ 5,166.67	$ (833.33)	Estimated
Engineering - BPS		$ -	$ -	
Engineering - MPS		$ -	$ -	
Engineering - In-District	$ 8,760.09	$ -	$ (8,760.09)	HDR Collection Line Study - In Last Year's Budget
Consulting	$ -	$ 333.33	$ 333.33	
Engineering/Consulting	**$ 14,760.09**	**$ 5,500.00**	**$ (9,260.09)**	
Maintenance Export Line	$ -	$ 791.67	$ 791.67	
Maintenance Collection System	$ 5,250.00	$ 6,250.00	$ 1,000.00	
Repairs Collection System	$ -	$ 4,166.67	$ 4,166.67	
Computer Maintenance/Supplies	$ 374.07	$ 500.00	$ 125.93	
SCADA Support	$ -	$ 291.67	$ 291.67	
Repairs - Vehicles	$ 2,037.06	$ 837.50	$ (1,199.56)	Tool Box & Tool Bag '21 Chevy Truck
Repairs - Mechanical	$ 5,634.25	$ 4,083.33	$ (1,550.92)	4 ISO Splitters @ Export Bldg
Repairs - Mechanical BPS	$ -	$ 166.67	$ 166.67	
Repairs - Mechanical MPS	$ 458.13	$ 500.00	$ 41.87	
Emergency Repairs	$ -	$ -	$ -	

JULY 2024-2025 BUDGET VS. ACTUAL

	JULY	Budgeted	Variance	Comments
Repairs Bldg & Grounds	$ 688.03	$ 587.50	$ (100.53)	
Repairs Bldg & Grounds - BPS	$ -	$ 41.67	$ 41.67	
Repairs Bldg & Grounds - MPS	$ -	$ -	$ -	
Repairs Heating	$ -	$ 102.08	$ 102.08	
Repairs Heating	$ -	$ 41.67	$ 41.67	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 65.52	$ 452.08	$ 386.56	
Repairs Electrical	$ -	$ 37.50	$ 37.50	
Repairs Electrical	$ -	$ 41.67	$ 41.67	
Repairs Instruments	$ 10,152.00	$ 1,083.33	$ (9,068.67)	SmarCover Support Annual - Will Smooth
Repairs Instruments	$ -		$ -	
Equipment Rental	$ -	$ 250.00	$ 250.00	
Maintenance Supplies	$ 792.99	$ 1,466.67	$ 673.68	
Safety & Safety Equipment	$ 126.00	$ 666.67	$ 540.67	
Odor Control System Maintenance	$ -	$ 166.67	$ 166.67	
Repairs/Maintenance	**$ 25,578.05**	**$ 22,525.00**	**$ (3,053.05)**	
Casualty Insurance	$ 9,066.77	$ 9,092.00	$ 25.23	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 9,066.77**	**$ 9,092.00**	**$ 25.23**	

JULY 2024-2025 BUDGET VS. ACTUAL

	JULY	Budgeted	Variance	Comments
Telephone	$ 2,129.95	$ 1,791.67	$ (338.28)	
Telephone	$ 79.65	$ 75.00	$ (4.65)	FirstNet Services
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 1,301.71	$ 1,043.75	$ (257.96)	Air Conditioner for Lab & Chairs in OP Room
Annual Software Licenses	$ 16,050.91	$ 2,208.33	$ (13,842.58)	Pre-Paid - Will Smooth
Laundry and Linen	$ -	$ 208.33	$ 208.33	
Forest Svc. Fee	$ 194.53	$ 41.67	$ (152.86)	Annual Fee
Training, Dues & Subscriptions	$ 1,295.22	$ 541.67	$ (753.55)	PERS Conference & Tri-State Seminar
Office Expenses	$ 850.22	$ 687.50	$ (162.72)	
Travel	$ -	$ -	$ -	
Sample Testing	$ 4,299.00	$ 5,634.67	$ 1,335.67	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 5,704.42	$ 3,838.25	$ (1,866.17)	
Underground Service Alert	$ 964.68	$ 50.00	$ (914.68)	Annual Fee Doubled
Permit Fees	$ 12,450.33	$ 1,062.50	$ (11,387.83)	Annual Fees Paid Up-Front - Will Smooth
Misc Exp and Bank Fees	$ -	$ -	$ -	
Other Operating Expenses	**$ 45,320.62**	**$ 17,183.33**	**$ (28,137.29)**	

JULY 2024-2025 BUDGET VS. ACTUAL

	JULY	Budgeted	Variance	Comments
Fuels and Lubricants	$ 2,570.53	$ 2,738.33	$ 167.80	
Fuels & Lubricants	**$ 2,570.53**	**$ 2,738.33**	**$ 167.80**	
Total Operating Expenses Thru July	**$ 348,167.31**	**$ 304,817.25**	**$ (43,350.06)**	
			-14.22%	

CONTROLLER'S GENERAL STATUS REPORT

September 18, 2024

- The Budget to Actual Spreadsheet in your packet shows that we finished the first month of the fiscal year 14% over budget. However, annual software, Smartcover and permit expenses have been prepaid so the amounts should come in line over the year. Those three line items account for more than $34,000 of the $43,000 overage. Additionally, the $8,700 spent in July for HDR's collection line assessment was not in this fiscal year budget at all as it was scheduled to be completed last June.

- Ying and I have been busy preparing for the audit which is underway.

- **Investment Report**

The Authority's investments total more than $18.1 million, with $13.1 million of that being held in the Local Government Investment Pool (LGIP). LGIP paid more than 5.76% interest in August. The only change in the investment accounts since the last Board meeting was 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.

CONTROLLER'S REPORT ON REVISION OF THE AUTHORITY'S ORDINANCE

The general operational Ordinance which regulates the Authority's operations and services, as well as fees for those services was last revised in 2003. It has frequently been discussed at Board level that the Authority's connection fees, in particular, are no longer adequate. To change that, as well as other provisions that may be outdated, it is necessary to adopt a new Ordinance.

A survey of 7 other districts, Round Hill, Kingsbury, Tahoe Douglas District, Minden Gardnerville Sewer District, Indian Hills, Douglas County and STPUD, indicated that the average residential connection fee is currently $5,054. The Authority's connection fee for a 3-bedroom house is currently $800.

Jim Cavilia, Rob Hopkins, Rob Anderson and I have reviewed the existing ordinance. If the Board concurs, my suggested revisions would include:

- Utilizing a fixture unit count for determining residential connection fees, as we have always done with businesses. Doing this ensures smaller houses pay less and larger ones pay more. The existing Ordinance has a fixed fee per bedroom.

- Increasing the "per fixture unit" cost by 50%, from $2 per gallon per day to $3. That change would result in a $4,320 connection fee for a 2-bathroom home. This increase is based on a "capacity calculation" dividing the capital cost of the treatment plant today divided by the gallons per day of permitted capacity. Since 2006, that cost has increased 65%.

- Adding a provision for monitoring and fining commercial establishments that do not properly maintain grease interceptors.

- Combining the Plant Expansion and Emergency Repair Fund with the Construction Fund as they are designated for accounting purposes. The combined fund would still be restricted for use on large repair and replacement projects.

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 8/21/2024 - 9/18/2024

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 8748	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2025 - 3**	**CREATED: 08/27/24 by YHJ**			
150821	09/13/24			414.1100	AUGUST PERS CONTRIBS	$15,847.26	$0.00	$15,847.26
150822	09/13/24			415.1100	AUGUST PERS CONTRIBS	$15,847.26	$0.00	$31,694.52
150823	09/13/24			101.1000	AUGUST PERS CONTRIBS	$0.00	$31,694.52	$0.00
					BATCH 8,748 TOTALS:	**$31,694.52**	**$31,694.52**	**$0.00**
BATCH: 8751	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2025 - 2**	**CREATED: 08/28/24 by YHJ**			
150838	08/27/24			486.1100	CHECK ENVELOPES - AUG	$213.57	$0.00	$213.57
150839	08/27/24			101.1000	CHECK ENVELOPES - AUG	$0.00	$213.57	$0.00
					BATCH 8,751 TOTALS:	**$213.57**	**$213.57**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$31,908.09**	**$31,908.09**	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 8/21/2024 to 9/18/2024

Check No.	Date	Status*		Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING						**101.1000**
12828	08/21/24	P		AL17	ALHAMBRA	$109.53
12829	08/21/24	P		AUTO01	AUTOMATIONDIRECT.COM, INC.	$382.00
12830	08/21/24	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$713.30
12831	08/21/24	P		CA12	CARSON VALLEY OIL CO., INC.	$562.47
12832	08/21/24	P		CA25	CASHMAN EQUIPMENT COMPANY	$2,184.73
12833	08/21/24	P		CH15	CHARTER COMMUNICATIONS	$274.95
12834	08/21/24	P		CHAS01	CHASE INT'L PROPERTY MGMT	$621.19
12835	08/21/24	P		CODALE	CODALE ELECTRIC SUPPLY	$26.48
12836	08/21/24	P		CONWAY	CONWAY COMMUNICATIONS INC	$23.37
12837	08/21/24	P		FASTEN	FASTENAL COMPANY	$14.32
12838	08/21/24	P		GR13	GRAINGER	$368.19
12839	08/21/24	P		HDR01	HDR, ENGINEERING, INC.	$26,930.49
12840	08/21/24	P		BOU11	BOULDER EXTERMINATORS, INC	$150.00
12841	08/21/24	P		KI11	KINGSBURY GENERAL IMP. DIST.	$1,484.02
12842	08/21/24	P		PARODI	MASON PARODI	$74.00
12843	08/21/24	P		MO19	MOTION INDUSTRIES, INC.	$436.53
12844	08/21/24	P		MOU02	MOUNTAIN ALARM	$189.00
12845	08/21/24	P		OREILL	O'REILLY AUTOMOTIVE, INC.	$214.94
12846	08/21/24	P		PACMAC	PAC MACHINE CO., INC.	$120.00
12846	08/26/24	V	8/26/24	PACMAC	PAC MACHINE CO., INC.	($120.00)
12847	08/21/24	P		SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
12848	08/21/24	P		WE12	Western Envir. Testing Lab	$621.00
12849	08/21/24	P		WE18	WESTERN NEVADA SUPPLY CO.	$258.12
12850	08/21/24	P		JOHN	YING H. JOHNSON	$285.38
12851	09/05/24	P		AL01	ALLISON MACKENZIE, Ltd.	$3,325.00
12852	09/05/24	P		ATT01	AT&T MOBILITY	$131.71
12853	09/05/24	P		AX10	AXELSON IRON SHOP, INC.	$600.00
12854	09/05/24	P		AZUL01	AZUL ELECTRIC SUPPLY LLC	$1,490.04
12855	09/05/24	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$655.48
12856	09/05/24	P		SE45	BRADLEY SEALS	$502.84
12857	09/05/24	P		CA12	CARSON VALLEY OIL CO., INC.	$1,494.03
12858	09/05/24	P		CA25	CASHMAN EQUIPMENT COMPANY	$1,566.73
12859	09/05/24	P		BLAKE	CHARLES DAVID BLAKE	$601.98
12860	09/05/24	P		NA12	CHERYL NAFIE	$615.72
12861	09/05/24	P		CLA	Griswold Industries	$4,064.80
12862	09/05/24	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$221.49
12863	09/05/24	P		GI20	DOUGLAS GIBSON	$323.19
12864	09/05/24	P		FREDH	FRED HOWARD	$282.21
12865	09/05/24	P		FR01	FRONTIER	$49.88
12866	09/05/24	P		GR13	GRAINGER	$113.72
12867	09/05/24	P		HDR01	HDR, ENGINEERING, INC.	$5,149.32
12868	09/05/24	P		HOMETO	HOMETOWN HEALTH	$16,904.39
12869	09/05/24	P		PA13	JAMES PADILLA	$572.73
12870	09/05/24	P		PH12	JOHN PHILLIPS	$482.86
12871	09/05/24	P		IKE01	KELVIN IKEHARA	$288.77
12872	09/05/24	P		LIBERT	LIBERTY UTILITY CA	$56.69
12873	09/05/24	P		AGUILA	MANNY AGUILAR	$174.70
12874	09/05/24	P		MET11	METLIFE - GROUP BENEFITS	$1,953.50
12875	09/05/24	P		NE2334	NV DIV OF ENVIR PROTECTION	$110.00
12876	09/05/24	P		NV01	NV ENERGY	$36,129.44
12877	09/05/24	P		OREILL	O'REILLY AUTOMOTIVE, INC.	$83.76
12878	09/05/24	P		OFFICE	OFFICE 1	$40.00
12879	09/05/24	P		EA13	PAULA EAST-JANICKI	$758.79
12880	09/05/24	P		PDMSTE	PDM STEEL SVC. CENTERS, INC.	$2,900.88
12881	09/05/24	P		POL10	POLYDYNE INC.	$7,774.00

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT**
**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 8/21/2024 to 9/18/2024

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
12882	09/05/24	P	VAN1	RICK VAN HORN	$272.46
12883	09/05/24	P	SIL4	SILVER STATE ANALYTICAL LAB	$408.00
12884	09/05/24	P	SO10	SOUTH TAHOE REFUSE, INC.	$779.10
12885	09/05/24	P	SO13	SOUTHWEST GAS	$468.42
12886	09/05/24	P	ST09	STANDARD INSURANCE COMPANY	$667.19
12887	09/05/24	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,630.50
12888	09/05/24	P	US12	USABLUEBOOK / HD SUPPLY, INC.	$80.75
12889	09/05/24	P	VER	VERIZON	$316.30
12890	09/05/24	P	VI12	VISION SERVICE PLAN - (AT)	$286.96
12891	09/05/24	P	WF01	WELLS FARGO	$3,833.40
12892	09/05/24	P	WE12	Western Envir. Testing Lab	$2,503.00
12893	09/05/24	P	WE18	WESTERN NEVADA SUPPLY CO.	$7,618.29
12894	09/05/24	P	JOHN	YING H. JOHNSON	$54.87
				BANK WFCHK REGISTER TOTAL:	**$149,986.90**
				GRAND TOTAL :	**$149,986.90**

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