NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, NOVEMBER 20, 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 November 20, 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/86592703029?pwd=pPUsYvkAULINbuv8RR7t9IJ5r3EpQC.1

Meeting ID: **865 9270 3029**
Passcode: **251299**
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 20, 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 (October 16, 2024) – **for possible action.**

7. Presentation of Audited Financial Statements for Fiscal Year 2023-2024 by Auditing Firm Casey Neilon– **for possible action.**

8. Discussion and possible action to adopt, on second reading, a proposed ordinance regarding the Authority's operations and services, as well as fees for providing services. The proposed ordinance is intended to fully amend and replace the Authority's current operating ordinance. – **for possible action.**

9. Report (Rob Hopkins)

    A. General Status Report

10. Engineer's Report

    A. General Projects Status Report

11. Controller's Report

    A. General Status Report

    B. Investment Report

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

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

14. Final Public Comment

15. 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 15th day of November, 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
October 16, 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, October 16, 2024, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees John McLaughlin, Andy Huckbody, Jodie Nelson and Wes Rice. 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. Anne Harry and Kylie Gerken of the Elk Point Sanitation District (EPSD), Bob Felton of Elk Point Country Club Homeowners Association and Marge Lugo Hauge, of Tahoe Douglas District (TDD) were also in attendance.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

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

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 18, 2024 (mistakenly identified in the agenda as minutes, dated August 21, 2024), be approved as presented.

Discussion and possible action to introduce, on first reading, a proposed ordinance regarding the Authority's operations and services, as well as fees for providing services. The proposed ordinance is intended to fully amend and replace the Authority's current operating ordinance.

Authority Controller, Paula East-Janicki, provided the Board with a written summary of the proposed ordinance highlighting the substantive differences in the proposed ordinance when compared to the Authority's existing ordinance which was last updated in 2003. Ms. East-Janicki explained that she reviewed the fees and processes of seven similar districts in northern Nevada. Ms. East-Janicki also explained that the proposed ordinance based new connection fees on Sewer Drain Fixtures Units (DFUs) rather than on the bedrooms in a new residential unit. Ms. East-Janicki stated that the Authority's current residential connection fee is $800 for a 3-bedroom home while the average connection fee among the seven other similar districts is $5,054 per unit.

A connection fee is determined by multiplying the number of DFUs by 80 gallons per day by the established rate for each Gallon Per Day (GPD). Ms. East-Janicki explained that setting the rate at $2.50 per GPD would result in a connection fee of $3,800 for a standard two-bedroom house with each additional bathroom adding $1,200 to the connection fee.

Ms. East-Janicki stated that the amount of the connection fee increase was up the Board but that some increase was justified base on the Authority's increasing capital costs associated with sewage treatment. Authority Manager, Rob Hopkins suggested that an increase in the connection fee could be implemented over a period of years. Mr. Hopkins believed that a 50% increase in the connection fee over a period of time was appropriate.

Ms. East-Janicki then summarized the changes being recommended in the proposed ordinance as follows:

- Addition of a provision for monitoring and fining commercial establishments that do not properly maintain grease interceptors;
- Combining of the Plant Expansion and Emergency Repair Fund with the Construction Fund for accounting purposes;
- Removing any provisions related to the annexation of properties into the Authority; and
- Addition of a stand-by capacity maintenance fee that would allow a commercial user to retain its capacity during a prolonged period of non-operation.

The Authority Engineer, Rob Anderson indicated that he would like to suggest some updated language for Article III of the proposed ordinance and that he would provide such language in advance of the new ordinance being considered for adoption in November.

Following a discussion among the Trustees, **it was moved by Trustee Huckbody, seconded by Trustee Nelson that the proposed ordinance be brought back to the Board for final adoption with the suggested revisions of Rob Anderson and with a 25% increase in the connection fee in 2025 and additional increases of 12.5% in both 2026 and 2027.** Chairman McLaughlin

opened the floor to public comment regarding the matter. There was no public comment. **The motion carried unanimously (4-0).**

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 an Authority service truck was recently involved in an accident in which the Authority employee suffered minor injuries and was on light duty for a short period of time. The Authority truck was an older vehicle and will likely be "totaled" as a result of the accident.

With regard to the OSHA inspection that took place in September, Mr. Hopkins indicated that all items identified by OSHA have been corrected and OSHA has been informed.

Mr. Hopkins explained that HDR is continuing its work in mapping the Authority's existing and proposed Export Force Main alignments as part of Phase 2 of the Export Force Main Replacement Project.

Mr. Hopkins stated that the Authority Engineer and Authority staff have been working with representatives of the United States Geological Survey to compile data regarding the amount and location of effluent exported annually to the Carson Valley by the Authority.

With regard to the package headworks grit auger at the plant, Mr. Hopkins indicated that new wear bars have been ordered.

Mr. Hopkins reported that installation of the channel grinder at the Beach Pump Station is underway and is anticipated to be completed by the end of October.

Also regarding the Beach Pump Station, Mr. Hopkins stated that quotes are being obtained for an elevated scaffold and secondary access ladder for the dry well in order to make normal maintenance activities easier and safer.

Mr. Hopkins stated that the Authority is working with the California Water Environment Association to get some locally sourced operator training for Authority staff that will be approved by the Nevada Division of Environmental Protection.

Finally, Mr. Hopkins reported that data is currently being gathered to complete the Authority's 2024 Third Quarter Discharge Monitoring Report.

In response to a question from Trustee Nelson about the Authority's storage capacity in the Carson Valley for effluent, the Authority Engineer, Rob Anderson explained that the Authority shares effluent storage capacity, which is utilized in the winter months, with the Minden Gardnerville

Sanitation District (MGSD) in a lined pond on Bently property. Mr. Anderson stressed that, based on historic growth rates, the Authority has sufficient storage capacity for many years.

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 15, 2024, briefly summarizing various issues that Wilson Engineers (formerly known as R.O. Anderson Engineering) has been involved with on behalf of the Authority. The October 15, 2024, correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that the Tahoe Regional Planning Authority (TRPA) permitting for the planned repaving project at the treatment plant is progressing and it is anticipated that the project can be completed in the spring of 2025.

Mr. Anderson provided the Board with a report of influent flows to-date for 2024 and indicated that the correlation between the participating districts' meters and the inflow meter at the plan was excellent.

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 3.2% over budget through August of 2024.

Ms. East-Janicki stated that fieldwork on the annual audit has been completed. Ms. East-Janicki added that the new auditor, Casey Neilon, has been great to work with and that the audit should be completed by the next Board meeting in November.

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 more than $18.1 million invested with approximately $13.1 million in the Local Government Investment Pool. The only change in the Authority's investments since the previous meeting of the Board is 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 Chairman McLaughlin.

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

Reports/updates from Board of Trustees concerning the areas or districts they represent

Trustee Huckbody introduced Marge Lugo Hauge of the TDD Board and indicated that Ms. Lugo Hauge had been selected to fill his position on the Authority Board beginning in January, 2025. Ms. Lugo Hauge indicated that she has lived in the Cave Rock area since 1989 and recently participated in a tour of the Authority treatment plant.

Trustee Huckbody reported that TDD was waiting for TRPA approval for the removal of TDD's sewer line on the beach at Marla Bay which must be completed by October of 2025. Trustee Huckbody explained that removal of the line will require 22 homeowners to relocate their sewer laterals.

Trustee Nelson reported that Kingsbury General Improvement District (KGID) recently reviewed proposed rate revisions and that a public workshop is being scheduled to discuss upcoming capital improvement projects in KGID. Trustee Nelson added that the KGID Board recently received information about a proposed bill in Congress to deal with potential liability as a result of "forever" chemicals in the water supply. Mr. Hopkins stated the risks from such chemicals in the local water supply were very low and Trustee Nelson stated that the proposed legislation was being proposed to shield local water suppliers from potential liability.

Trustee Rice summarized recent actions of the Douglas County Commission in settling a dispute regarding a proposed aggregate mine on tribal property in the Carson Valley, explaining that the County had no authority to preclude the proposed activity and that the County was able get certain concessions from the contractor requiring limited hours and the payment of royalties to pay for road maintenance.

Chairman McLaughlin stated that good weather in October was good for business in the casino core and that the new events center has been doing well moving into the fall when there is no limit on the number of events at the center. Chairman McLaughlin added that opening night for the new hockey team in November was already sold out with many other events planned.

Chairman McLaughlin stated that the Golden Nugget was continuing its work on one tower and that Harvey's/Harrah's are moving forward with capital improvement projects costing more than $130 million.

PUBLIC COMMENT: Bob Felton of Elks Point Country Club Homeowners Association asked Chairman McLaughlin a question about ownership of the new Tahoe South Events Center (TSEC). Chairman McLaughlin stated the TSEC is owned and operated by the Tahoe Douglas Visitor's Authority.

ADJOURNMENT:

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

_____

APPROVED

_____

4853-6094-8980, v. 1

CONTROLLER'S REPORT ON ADOPTION OF THE AUTHORITY'S OPERATIONS ORDINANCE

November 20, 2024

As we discussed last month, the general operational Ordinance which regulates the Authority's operations and services, as well as fees for those services, was last revised in 2003. Over the past months, we have worked with Jim Cavilia and Rob Anderson to change provisions in the 2003 Ordinance that are outdated, as well as connection fees.

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.

Based on last month's input from the Board, the Ordinance before you differs from the 2003 Ordinance as follows:

- Utilizing a drainage fixture unit (DFU) count, as defined in the International Plumbing Code 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.

  Rob Anderson has done additional research on the issue of connection fees and his memo of recommendation is included in the Board packet.

- 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.

- Removing the provision for properties annexing to the Authority.

- Adding a Stand-by Capacity Maintenance Fee provision for commercial users, during prolonged periods of non-operation.

R|O|Anderson
a WILSON ENGINEERS company

M E M O R A N D U M

Via E-mail

DATE: November 15, 2024

TO: Paula East-Janicki, Controller
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

FROM: Robert O. Anderson, PE, CFM, WRS
Principal Engineer

SUBJECT: DCLTSA: Review of Sewer Connection Fee Calculations

Paula,

Thank you, again, for your cooperation over the past couple of weeks working through these calculations and the draft ordinance in general. Your summary of the historical costs incurred by the Sewer Authority to construct its current capacity was invaluable and your research of current capacity/connection costs currently assessed by other similarly situated districts was also very helpful. We have reviewed those materials and compared them to the annual flow volumes that are realized at the treatment plant to determine the approximate cost per gallon of flow. We have also reviewed and previously provided comments and suggestions on the text of the draft ordinance.

As one element of the capacity/connection fee calculation, the current ordinance utilizes a flow rate per drainage fixture unit (DFU) of 80 GPD. This unit flow rate is now known and recognized to be excessively high and not representative of probable flows generated from current plumbing fixture units. As we discussed, the state's adoption of the requirement to use low flow plumbing fixtures several years ago results in the unit flows generated per fixture unit to be substantially less than 80 GPD.

From your spreadsheet that calculates and summarizes the cost of capacity purchased from 1981 – 2024, it seems that the total cost paid for the various expansions over time have totaled $69.2 million. The total flow realized at the plant in 2023 was about 450 MG, or 1.23 MGD. Assuming the current capacity of the plant and disposal facilities is 3.7 MGD, the cost of the plant capacity is about $18.7/gallon per day ($69.2M/3.7 MGD). Using an average of 9 GPD/DFU yields an average capacity cost of $168 per DFU.

Regionally, other sewer districts express their residential connection fees based on an "equivalent dwelling unit" (EDU). Unfortunately, in our observation few districts quantify or disclose what flow volume or number of drainage fixture units precisely constitute an EDU. This approach avoids the need to count fixture units within a planned residential structure and allows districts to simplify the response to the typical question of "…what is

the connection fee for a new home?" To establish and quantify a reasonable number of drainage fixture units that may be found in an "equivalent dwelling unit" (EDU), we evaluated three different residential structures that we have recently been involved in the design of and counted the planned number of drainage fixtures. The three structures included: a single family, 3-bedroom home; a 4,631-square-foot, 3-bedroom custom home; and what is an 8-bedroom "barn-dominium" type structure. The number of drainage fixture units planned within these structures ranged from 19 – 43.

From your research and summary of the capacity and connection fees assessed by other districts in the area ("Comparative Rates and Connection Fees"), it was noteworthy that only Indian Hills GID defined the number of DFUs (22) assumed to be within an EDU. If the Sewer Authority was to also adopt 22 DFUs as the definition of an EDU, the resulting connection fee per residence would be about $3,750.

Based on this review and summary, we suggest and recommend the Board adopt a minimum commercial connection fee of $170 per DFU, and a minimum residential connection fee of $3,750 (22 DFUs/residence). As we discussed, these minimum rates are generally lower than other surrounding districts; however, they are justifiable based on actual costs of constructing capacity and the annual flow volumes collected, treated and disposed of through the Sewer Authority's systems. Additionally, the approach of using the same charge per DFU for both commercial and residential connections is equitable. That is, if all other factors are treated as equal it costs about the same amount to collect, treat and dispose of a gallon of sewage generated from a residential connection as it does a gallon generated from a commercial connection.

As you review this summary, should you have additional questions or expect that further details of the methodology used to derive these values or the corresponding recommendations are needed, please do not hesitate to contact me.

cc. Jim Cavilia, Esq
Rob Hopkins

End of Memorandum

Meeting Date: November 20th, 2024

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – November 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.

1. The Q3 2024 Discharge Monitoring Reports for the Treatment Plant have been successfully submitted and passed by the NDEP and EPA.

2. Staff relocated the Headworks Blower System outside of the building to reduce the degradation of the unit by Hydrogen Sulfide gas present inside the Headworks Building. Staff also installed a Variable Frequency Drive on the blower. This will allow better fine-tuning of air flow, will save money on electricity, and extend the life of the unit.

3. Authority treated effluent flows to Park Cattle were halted on October 29th, concurrent with the end of seasonal irrigation at Park Ranch.

4. We transferred 21,000 gallons of aerated Mixed Liquor to the Incline Village GID Wastewater Treatment Plant. The transfer was requested by IVGID to try and "jump-start" their treatment process ahead of anticipated higher BOD loading to come over the Thanksgiving holiday.

5. Plant automatic samplers and export pumps have been adjusted to match NV Energy's "Time-of-Day / Peak Demand" criteria for the winter. Adjustments were made to accommodate Daylight Savings Time at the same time.

6. A Variable Frequence Drive suffered a catastrophic failure at the Main Pump Station. We believe the issue was with a loose connection on the Utility side of an old NV Energy transformer at the Station. This loose connection likely caused a "single-phase" event, leading to overload of the VFD. NV Energy replaced the old transformer, and our staff have installed a new VFD at the station. We have submitted a claim to our insurer, Warren-Reed, to mitigate the roughly $16,000 dollars in equipment and outside electrical assistance we needed to address the VFD failure. (Photo attached)



NV Energy replacing transformer at the Main Pump Station.

7. Staff has completed installation of the hydraulic masticating grinder system in the wet well at the Beach Pump Station. The grinder system will chop up large rags and other debris that ends up in our sewer system, clumps of which often clog our sewer pumps, creating overtime callouts and increasing risks of sewer overflows. (Photos attached.)





8. Repair of an Authority Air-Relief Valve and vault on the Export Force Main were conducted this month. The ARV and vault were damaged during a rockslide earlier this year, likely a result of accumulated erosion from runoff. (Photos attached.)



ARV vault prior to repair.



ARV Vault after repair / replacement.

CONTROLLER'S GENERAL STATUS REPORT

November 20, 2024

- The Budget to Actual Spreadsheet in your packet shows that we finished September 3.2% under budget. That's pleasing news but before we get carried away, note that $23,500 of the $29,500 we're under is due to audit fees not yet charged and collection line expenses that were budgeted but not yet incurred for the future NDOT project.

- Harvey's and the Golden Nugget have remodeling taking place and we are in the process of reviewing plans and assessing connection fees.

- **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). We had two CDs mature since the last Board meeting and I reinvested them for two years at 4% and 4.05% interest. The average of our CD interest rate now is 4.6%.

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

SEPTEMBER 2024-2025 BUDGET VS. ACTUAL

		SEPTEMBER	Budgeted	Variance	Comments
Salaries	401.11	$ 321,781.67	$ 339,209.75	$ 17,428.08	
OT/Callback	403.11	$ 8,436.72	$ 10,176.25	$ 1,739.53	
Holiday	405.11	$ -	$ 1,945.75	$ 1,945.75	2 Holidays of 12
Longevity	409.11	$ -	$ 827.50	$ 827.50	Paid Annually in December
Stand-By Pay	408.11	$ 4,784.37	$ 4,914.00	$ 129.63	
Health Insurance	413.11	$ 75,737.82	$ 73,599.50	$ (2,138.32)	Underbudgeted
State Retirement (PERS)	414/415.11	$ 110,265.84	$ 105,718.00	$ (4,547.84)	1 Extra Pay Period in 2024
SIIS (Workers Comp)	417.11	$ 4,426.50	$ 5,400.00	$ 973.50	
Medicare Tax	418.11	$ 4,876.32	$ 5,177.50	$ 301.18	
Unemployment Insurance	419.11	$ 42.00	$ 12.50	$ (29.50)	Ann.Fee - EMRB
Contract Svcs	496.11	$ -	$ -	$ -	
OPEB Expense	420.11	$ 6,250.00	$ 6,250.00	$ -	Estimated Maximum
Salaries/Benefits		**$ 536,601.24**	**$ 553,230.75**	**$ 16,629.51**	
Electric Power	421.11/.14	$ 85,578.69	$ 94,659.50	$ 9,080.81	
Electric Power - BPS	421.12	$ 4,103.36	$ 5,012.50	$ 909.14	
Electric Power - MPS	421.13	$ 18,557.28	$ 22,731.25	$ 4,173.97	

SEPTEMBER 2024-2025 BUDGET VS. ACTUAL

		SEPTEMBER	Budgeted	Variance	Comments
Natural Gas	423.11	$ 1,229.99	$ 5,125.00	$ 3,895.01	Lowest use time of year
Natural Gas - BPS	423.12	$ 97.65	$ 550.00	$ 452.35	"
Natural Gas - MPS	423.13	$ 91.33	$ 91.25	$ (0.08)	Base rate - No useage
Water	425.11	$ 2,936.87	$ 3,100.00	$ 163.13	
Water - BPS	425.12	$ 850.88	$ 625.00	$ (225.88)	
Water - MPS	425.13	$ -	$ 87.50	$ 87.50	
Solid Waste Removal	483.11	$ 2,540.60	$ 1,935.50	$ (605.10)	Highest Flows = Highest Grit
Utilities		**$ 115,986.65**	**$ 133,917.50**	**$ 17,930.85**	
Chemicals	470.11	$ 31,867.16	$ 28,750.00	$ (3,117.16)	Highest Flows = Highest Chem Costs
Lab Supplies	471.11	$ 2,769.17	$ 3,687.50	$ 918.33	
Supplies		$ -	$ -	$ -	
Chemicals/Supplies		**$ 34,636.33**	**$ 32,437.50**	**$ (2,198.83)**	
Legal Services	460.11	$ 12,950.00	$ 11,250.00	$ (1,700.00)	
Accounting	462.11	$ 1,543.94	$ 12,500.00	$ 10,956.06	No Audit Charge Yet
Legal/Accounting		**$ 14,493.94**	**$ 23,750.00**	**$ 9,256.06**	

SEPTEMBER 2024-2025 BUDGET VS. ACTUAL

		SEPTEMBER	Budgeted	Variance	Comments
Engineering	450.11	$ 13,862.50	$ 15,500.00	$ 1,637.50	
Engineering - BPS		$ -	$ -	$ -	
Engineering - MPS		$ -	$ -	$ -	
Engineering - In-District	450.19	$ 20,481.07	$ -	$ (20,481.07)	HDR Collection Line Study - In Last Year's Budget
Consulting	458.11	$ 1,025.00	$ 1,000.00	$ (25.00)	
Engineering/Consulting		**$ 35,368.57**	**$ 16,500.00**	**$ (18,868.57)**	
Maintenance Export Line	430.11	$ -	$ 2,375.00	$ 2,375.00	
Maintenance Collection System	430.19	$ 17,700.00	$ 18,750.00	$ 1,050.00	
Repairs Collection System	431.19	$ -	$ 12,500.00	$ 12,500.00	Budgeted for NDOT Manhole Replace
Computer Maintenance/Supplies	431/432.11/12	$ 2,553.44	$ 1,500.00	$ (1,053.44)	Pump Station Modems
SCADA Support	434.11	$ -	$ 875.00	$ 875.00	
Repairs - Vehicles	436.11	$ 7,009.18	$ 2,512.50	$ (4,496.68)	Backhoe Repairs
Repairs - Mechanical	440.11	$ 11,349.15	$ 12,250.00	$ 900.85	
Repairs - Mechanical BPS	440.12	$ -	$ 500.00	$ 500.00	
Repairs - Mechanical MPS	440.13	$ 458.13	$ 1,500.00	$ 1,041.87	
Emergency Repairs	440.3	$ -	$ -	$ -	

SEPTEMBER 2024-2025 BUDGET VS. ACTUAL

		SEPTEMBER	Budgeted	Variance	Comments
Repairs Bldg & Grounds	441.11	$ 976.32	$ 1,762.50	$ 786.18	
Repairs Bldg & Grounds - BPS	441.12	$ -	$ 125.00	$ 125.00	
Repairs Bldg & Grounds - MPS	441.13	$ -	$ -	$ -	
Repairs Heating	442.11	$ -	$ 306.25	$ 306.25	
Repairs Heating	442.12	$ -	$ 125.00	$ 125.00	
Repairs Heating	442.13	$ -	$ -	$ -	
Repairs Electrical	443.11	$ 620.69	$ 1,356.25	$ 735.56	
Repairs Electrical	443.12	$ -	$ 112.50	$ 112.50	
Repairs Electrical	443.13	$ -	$ 125.00	$ 125.00	
Repairs Instruments	444.11	$ 985.33	$ 3,250.00	$ 2,264.67	
Repairs Instruments	444.13	$ -		$ -	
Equipment Rental	447.11	$ -	$ 750.00	$ 750.00	
Maintenance Supplies	449.11	$ 1,811.10	$ 4,400.00	$ 2,588.90	
Safety & Safety Equipment	487.11	$ 16,623.21	$ 2,000.00	$ (14,623.21)	OSHA Requirements
Odor Control System Maintenance	491.11	$ -	$ 500.00	$ 500.00	
Repairs/Maintenance		**$ 60,086.55**	**$ 67,575.00**	**$ 7,488.45**	
Casualty Insurance	466.11	$ 27,200.31	$ 27,276.00	$ 75.69	
Pollution Liability Insurance	468.11	$ -	$ -	$ -	
Insurance		**$ 27,200.31**	**$ 27,276.00**	**$ 75.69**	

SEPTEMBER 2024-2025 BUDGET VS. ACTUAL

		SEPTEMBER	Budgeted	Variance	Comments
Telephone	427.11/14	$ 4,401.83	$ 5,375.00	$ 973.17	
Telephone	427.12	$ 228.88	$ 225.00	$ (3.88)	
Telephone	427.13	$ -	$ -	$ -	
Small Tools & Equipment	435.11	$ 3,984.08	$ 3,131.25	$ (852.83)	Air Conditioner for Lab & Gas Detector
Annual Software Licenses	433.11	$ 5,513.24	$ 6,625.00	$ 1,111.76	
Laundry and Linen	482.11	$ 1,246.74	$ 625.00	$ (621.74)	Yearly Uniform/Jacket Purchases -Will Smooth
Forest Svc. Fee	484.12	$ 97.27	$ 125.00	$ 27.73	
Training, Dues & Subscriptions	485.11	$ 1,929.61	$ 1,625.00	$ (304.61)	PERS Conference & Tri-State Seminar
Office Expenses	486.11	$ 1,804.82	$ 2,062.50	$ 257.68	
Travel	488.11	$ -	$ -	$ -	
Sample Testing	490.11	$ 17,626.00	$ 16,904.00	$ (722.00)	Higher Priced/More Reliable Lab
Operating Lease	494.11	$ -	$ -	$ -	
Biosolids Disposal	493.11	$ 13,565.58	$ 11,514.75	$ (2,050.83)	Highest Flows of Year
Underground Service Alert	495.11	$ 241.17	$ 150.00	$ (91.17)	Annual Fee Doubled
Permit Fees	497.11	$ 2,773.32	$ 3,187.50	$ 414.18	
Misc Exp and Bank Fees	499.11/480.11	$ -	$ -	$ -	
Other Operating Expenses		**$ 53,412.54**	**$ 51,550.00**	**$ (1,862.54)**	

SEPTEMBER 2024-2025 BUDGET VS. ACTUAL

		SEPTEMBER	Budgeted	Variance	Comments
Fuels and Lubricants	476.11 & 476.13	$ 7,152.67	$ 8,215.00	$ 1,062.33	
Fuels & Lubricants		**$ 7,152.67**	**$ 8,215.00**	**$ 1,062.33**	
Total Operating Expenses Thru SEPT		**$ 884,938.80**	**$ 914,451.75**	**$ 29,512.95**	
				3.23%	

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 10/16/2024 - 11/20/2024

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 8808	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2025 - 5**	**CREATED: 10/28/24 by YHJ**			
151527	11/15/24			414.1100	OCT PERS CONTRIBS	$15,884.13	$0.00	$15,884.13
151528	11/15/24			415.1100	OCT PERS CONTRIBS	$15,884.13	$0.00	$31,768.26
151529	11/15/24			101.1000	OCT PERS CONTRIBS	$0.00	$31,768.26	$0.00
					BATCH 8,808 TOTALS:	**$31,768.26**	**$31,768.26**	**$0.00**
BATCH: 8810	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2025 - 4**	**CREATED: 10/29/24 by YHJ**			
151534	10/28/24			417.1100	Q2 FY 24-25 WORKERS' COMP	$4,426.50	$0.00	$4,426.50
151535	10/28/24			101.1000	Q2 FY 24-25 WORKERS' COMP	$0.00	$4,426.50	$0.00
					BATCH 8,810 TOTALS:	**$4,426.50**	**$4,426.50**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$36,194.76**	**$36,194.76**	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 10/16/2024 to 11/20/2024

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
12963	10/23/24	P	AL17	ALHAMBRA	$113.41
12964	10/23/24	P	AL16	ALPINE SMITH, INC.	$20.80
12965	10/23/24	P	ARC01	ARCTIC ELECTRICIANS	$525.00
12966	10/23/24	P	ATT01	AT&T MOBILITY	$131.74
12967	10/23/24	P	AUTO01	AUTOMATIONDIRECT.COM, INC.	$1,822.00
12968	10/23/24	P	AZUL01	AZUL ELECTRIC SUPPLY LLC	$2,118.63
12969	10/23/24	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$675.22
12970	10/23/24	P	CA12	CARSON VALLEY OIL CO., INC.	$2,434.19
12971	10/23/24	P	CA25	CASHMAN EQUIPMENT COMPANY	$1,520.07
12972	10/23/24	P	CH15	CHARTER COMMUNICATIONS	$274.95
12973	10/23/24	P	CODALE	CODALE ELECTRIC SUPPLY	$813.14
12974	10/23/24	P	CONWAY	CONWAY COMMUNICATIONS INC	$23.37
12975	10/23/24	P	DYKMAN	DYKMAN ELECTRICAL INC.	$19,239.23
12976	10/23/24	P	GR13	GRAINGER	$1,083.20
12977	10/23/24	P	HDR01	HDR, ENGINEERING, INC.	$6,571.66
12978	10/23/24	P	HOMEDE	HOME DEPOT	$1,291.74
12979	10/23/24	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,177.17
12980	10/23/24	P	LES-SL	LES SCHWAB TIRES	$911.84
12981	10/23/24	P	MET11	METLIFE - GROUP BENEFITS	$1,953.50
12982	10/23/24	P	MO19	MOTION INDUSTRIES, INC.	$90.21
12983	10/23/24	P	LA11	NAPA AUTO PARTS	$107.25
12984	10/23/24	P	NTCD	NEVADA TAHOE CONSERVATION DIST	$932.83
12985	10/23/24	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$421.80
12986	10/23/24	P	OFFICE	OFFICE 1	$40.00
12987	10/23/24	P	EA13	PAULA EAST-JANICKI	$490.75
12988	10/23/24	P	PDMSTE	PDM STEEL SVC. CENTERS, INC.	$166.50
12989	10/23/24	P	POL10	POLYDYNE INC.	$7,774.00
12990	10/23/24	P	LAUZAT	SEAN & ILANA LAUZAT	$148.50
12991	10/23/24	P	KI13	Shaun Thomas DBA	$50.96
12992	10/23/24	P	SO13	SOUTHWEST GAS	$487.17
12993	10/23/24	P	NE42	STATE OF NV. P.E.B.P.	$1,475.20
12994	10/23/24	P	SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
12995	10/23/24	P	VI12	VISION SERVICE PLAN - (AT)	$277.02
12996	10/23/24	P	WE12	Western Envir. Testing Lab	$1,873.00
12997	10/23/24	P	WE18	WESTERN NEVADA SUPPLY CO.	$2,070.65
12998	10/23/24	P	WHARTO	WHARTON CONCRETE FORMING SUPPL	$446.17
12999	10/23/24	P	WILS01	WILSON ENGINEERS	$3,227.50
13000	10/23/24	P	JOHN	YING H. JOHNSON	$285.38
13001	11/07/24	P	AERZEN	AERZEN USA CORP	$761.48
13002	11/07/24	P	AL01	ALLISON MACKENZIE, Ltd.	$5,740.00
13003	11/07/24	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$450.66
13004	11/07/24	P	SE45	BRADLEY SEALS	$201.70
13005	11/07/24	P	CA12	CARSON VALLEY OIL CO., INC.	$2,252.64
13006	11/07/24	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$221.49
13007	11/07/24	P	DIY	DIY HOME CENTER	$28.07
13008	11/07/24	P	GI20	DOUGLAS GIBSON	$323.19
13009	11/07/24	P	ESC01	E SQUARED C, INC.	$525.00
13010	11/07/24	P	GR13	GRAINGER	$541.12
13011	11/07/24	P	HOMETO	HOMETOWN HEALTH	$16,904.39
13012	11/07/24	P	HYDR01	HYDRAULIC INDUSTRIAL SERVICES	$1,194.13
13013	11/07/24	P	INTEGR	INTEGRITY LOCKSMITH	$553.90
13014	11/07/24	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
13015	11/07/24	P	PH12	JOHN PHILLIPS	$482.86
13016	11/07/24	P	IKE01	KELVIN IKEHARA	$288.77
13017	11/07/24	P	KI12	KINGSBURY HARDWARE	$31.77
13018	11/07/24	P	LES-SL	LES SCHWAB TIRES	$975.84

*** 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: 10/16/2024 to 11/20/2024

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
13019	11/07/24	P	AGUILA	MANNY AGUILAR	$174.70
13020	11/07/24	P	HOL1	MICHAEL HOHL MOTOR COMPANY	$418.02
13021	11/07/24	P	LA11	NAPA AUTO PARTS	$186.99
13022	11/07/24	P	NE40	NEVADA DIVISION OF STATE LANDS	$250.00
13023	11/07/24	P	NV01	NV ENERGY	$30,973.24
13024	11/07/24	P	EA13	PAULA EAST-JANICKI	$758.79
13025	11/07/24	P	VAN1	RICK VAN HORN	$272.46
13026	11/07/24	P	KI13	Shaun Thomas DBA	$14,139.14
13027	11/07/24	P	SO10	SOUTH TAHOE REFUSE, INC.	$816.20
13028	11/07/24	P	SO13	SOUTHWEST GAS	$801.10
13029	11/07/24	P	ST09	STANDARD INSURANCE COMPANY	$667.19
13030	11/07/24	P	SU13	SUMMIT PLUMBING CO., LLC	$7,125.00
13031	11/07/24	P	SUNB01	SUNBASIN LANDSCAPE & NURSERY	$1,600.00
13032	11/07/24	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,207.50
13033	11/07/24	P	US12	USABLUEBOOK / HD SUPPLY, INC.	$1,616.08
13034	11/07/24	P	VER	VERIZON	$316.20
13035	11/07/24	P	WF01	WELLS FARGO	$10,197.30
13036	11/07/24	P	WE12	Western Envir. Testing Lab	$1,705.00
13037	11/07/24	P	WE18	WESTERN NEVADA SUPPLY CO.	$225.15
13038	11/07/24	P	WHITER	WHITE ROCK CONSTRUCTION, INC.	$11,000.00
13039	11/07/24	P	WILS01	WILSON ENGINEERS	$14,712.50
13040	11/07/24	P	JOHN	YING H. JOHNSON	$285.38
				BANK WFCHK REGISTER TOTAL:	**$199,865.70**
				GRAND TOTAL :	**$199,865.70**

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