NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, JANUARY 15, 2025

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 January 15, 2025, 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/89372173672?pwd=sfCFyZ5ZhLpmasmfba3Iiukiak3EGK.1

Meeting ID: 893 7217 3672

Passcode: 230597

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, JANUARY 15, 2025

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. Acknowledgment of appointment of Trustee to serve on Douglas County Lake Tahoe Sewer Authority Board by the Board of Trustees of Tahoe Douglas District (TDD); swearing in of Trustee Marge Lugo Hauge (Oath of Office) – **for possible action.**

3. Roll Call

4. Recognition of Others in Attendance

5. Public Comment - for discussion only

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

7. Minutes of Prior Meeting of the Board of Trustees (November20, 2024) – **for possible action.**

8. Discussion and possible action to set a connection fee rate per fixture unit pursuant to the ordinance adopted by the Authority's Board on November 20, 2024. **– 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 10th day of January, 2025.

_____
Print Name: Paula East-Janicki
Title: DCLTSA Controller

MINUTES OF REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
November 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, November 20, 2024, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present at the beginning of the meeting were Trustees John McLaughlin, Andy Huckbody, Jodie Nelson and Wes Rice. Trustee Keith Fertala arrived at 9:50 a.m.

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 Burkett of the Elk Point Sanitation District (EPSD), Marge Lugo Hauge of Tahoe Douglas District (TDD) and Tracy Bedgood of Casey Neilon were also in attendance.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

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

MINUTES OF PRIOR MEETING:

It was moved by Trustee Nelson, seconded by Trustee Huckbody and carried unanimously (4-0) that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated October 16, 2024, be approved as presented.

Presentation of Audited Financial Statements for Fiscal Year 2023-2024 by Auditing Firm Casey Neilon.

Authority Controller, Paula East-Janicki, introduced Tracy Bedgood, senior audit manager of Casey Neilon, who presented the Board with a summary of the audited financial statements of the

Authority. Ms. Bedgood presented the Board with the written audit report for the year ending June 30, 2024 and stated that it was the best result possible as it is an "unmodified" opinion.

Ms. Bedgood stated that the report was prepared in accordance with generally accepted accounting practices and there are no findings to report. Ms. Bedgood stated that, in completing the audit, there were no disagreements with management, and that they had no difficulties in completing the audit. Ms. Bedgood specifically thanked Ms. East-Janicki and Authority staff for their cooperation.

In response to a question from Chairman McLaughlin, Ms. Bedgood explained how lease income is accounted for in the audit. Following a brief discussion among the Trustees, **it was moved by Trustee Rice, seconded by Trustee Huckbody and approved unanimously (4-0), that the audited financial statement be adopted as presented.**

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.

Authority Controller, Paula East-Janicki, provided the Board with a written summary of the proposed ordinance including the revisions most recently proposed by the Authority Engineer, Rob Anderson. With the assistance of Mr. Anderson, Ms. East-Janicki proceeded to explain the proposed ordinance and how it differs from the current ordinance adopted in 2003. Mr. Anderson explained how the ordinance sets fees based on the number of fixture units and how the number of fixture units impacts the amount of collection and treatment capacity the Authority must have available.

Based on the Authority's expenses and looking at the rates of similar providers, Mr. Anderson recommended a hook-up rate of $170 per fixture unit with a minimum fee of $3,750 for each residential unit. Mr. Anderson emphasized that this minimum fee is much lower than the seven other sewer service providers that were surveyed.

Other changes included in the proposed ordinance is a provision that allows for the monitoring of the maintenance of grease interceptors and the ability to fine property owners for failing to maintain the interceptors. The ordinance additionally combines the Plant Expansion and Emergency Repair Fund with the Construction Fund for accounting purposes. Ms. East-Janicki explained that these funds are set aside for use on large-scale repair and replacement projects. Explaining that the Authority, as currently organized, cannot, without legislative action, expand its boundaries, Ms. East-Janicki added that the proposed ordinance also removes a provision that addressed the annexation of property into the Authority. Finally, Ms. East-Janicki stated that the new ordinance provides for a stand-by fee for commercial users that can be utilized during prolonged periods of non-operation.

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

Following brief comments by the Trustees, **it was moved by Trustee Nelson, seconded by Trustee Huckbody and approved unanimously (4-0), that the proposed ordinance be adopted as presented.**

MANAGER'S REPORT:

A. General Status Report

Mr. Hopkins presented the Board with a written summary of various general matters related to the Authority and briefly summarized some items in the written report. The written report is incorporated in these minutes by this reference.

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

Mr. Hopkins explained how Authority staff recently moved the Headworks Blower System at the plant to a location outside in order to eliminate the discharge of hydrogen sulfide gas within the headworks building. As part of that work, staff also installed a variable frequency drive on the blower that will help extend the life of the unit.

Mr. Hopkins indicated that delivery of treated effluent to Park Cattle stopped as of October 29, 2024 in conjunction with the end of seasonal irrigation at the ranch.

Mr. Hopkins stated that staff recently transferred aerated liquid from the treatment plant to the Incline Village General Improvement District (IVGID) treatment facility in order to "jump-start" IVGID's sewage treatment process.

(Trustee Keith Fertala arrived at the meeting at approximately 9:50 a.m.)

Mr. Hopkins reported that adjustments have been made to the times that the Authority's automatic samplers and export pumps operate in order to maximize efficiency based on NV Energy's "Peak Demand" electrical rates.

Mr. Hopkins stated that a Variable Frequency Drive (VFD) at the Main Pump Station recently failed, likely as the result of a connection issue related to the NV Energy transformer. As a result of this failure, a new VFD has been installed by staff and NV Energy has replaced the transformer. Mr. Hopkins added that a claim has been made with the Authority's insurance carrier to recover the associated costs of approximately $16,000.

Mr. Hopkins described the recent installation by Authority staff of a hydraulic masticating grinder at the Beach Pump Station. Mr. Hopkins explained that this equipment should help to reduce clogging in the pumps and thereby reduce the need for overtime and the risk of sewer overflows.

Finally, Mr. Hopkins reported that repairs to an air relief valve and vault on the Export Force Main were recently completed after damage had been caused by rockslide earlier in the year.

In response to a question from Trustee Fertala about recent power shutdowns in the area by NV Energy, Mr. Hopkins indicated that the Authority has not experienced any such shutdowns this fall and that if a shutdown were to occur, the Authority has backup power for everything.

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 November 19, 2024, briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The November 19, 2024, correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that planning continues for the Plant repaving project and that the updated plans are now ready for review by the Tahoe Regional Planning Authority (TRPA).

Mr. Anderson provided the Board with a report of influent flows to-date for 2024 and indicated that there is now virtually no variance between the participating districts' meters and the inflow meter at the plant.

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% under budget through October of 2024 but that much of that relates to audit fees that have not yet been paid.

Ms. East-Janicki stated that Harvey's and the Golden Nugget have both submitted plans for upcoming remodeling work.

Ms. East-Janicki also reported that each of the contributing districts would be receiving a rebate this year with KGID receiving approximately $46,000, TDD receiving approximately $8,600 and RHGID receiving approximately $24,200.

Finally, Ms. East-Janicki indicated that, except for the final report being completed a little late, the audit process was very smooth and she stated that the new auditor was very good to work with.

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. Ms. East-Janicki added that two CDs matured in the previous month and they were reinvested at the rate of 4%.

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 reported that permits have been issued for removal of the sewer line on the beach in Marla Bay and that sewer laterals for 22 homes are having to be relocated with some already completed. Finally, Trustee Huckbody stated that this would be his last DCLTSA meeting as a Trustee, and he expressed his appreciation to the Authority staff during his time on the Board.

Trustee Nelson reported that this would also be her last meeting as a Trustee and that Kingsbury General Improvement District (KGID) would be appointing a new Trustee to the Authority Board. Trustee Nelson also indicated that KGID would be considering new sewer and water rates in the upcoming month and that oral argument has been scheduled in KGID's case with the Tahoe Douglas Fire Protection District regarding responsibility for snow removal around fire hydrants. Finally, Trustee Nelson stated that KGID's general manager recently resigned and that a committee has been formed to find a new general manager.

Trustee Fertala reported that RHGID will review its audit at its next meeting and that an agreement with RHGID's new manager is currently being negotiated. Trustee Fertala stated that RHGID's new flow meter has been installed and will soon be reporting directly to the Authority. Trustee Fertala also stated that actions to reduce inflows in the Pinewood area are being undertaken and the RHGID has recently had a review of its pump stations and other infrastructure completed by an outside engineering firm.

Trustee Rice reported that federal funding in the amount of approximately $4.3 million has been obtained for the Kahle Drive Complete Streets project which will include the relocation of certain

underground utilities. Trustee Rice also stated that the County is dealing with issues related to a general improvement district in the Carson Valley with only twenty homes in it. The County is also attempting to address an issue regarding a lot in Elk Point that was apparently never properly approved. Trustees Rice indicated that the County will be considering an ordinance that will place certain limits on adult entertainment in the county. Finally, Trustees Rice reported that the assistant County Manager, Scott Morgan, has recently retired and Wendy Lang has been appointed to fill the position.

Chairman McLaughlin stated that things at the Tahoe South Events Center (TSEC) are going great with concerts and hockey creating positive activity within the casino core.

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

PUBLIC COMMENT: Anne Harry of Elk Point Sanitation District (EPSD) reported that EPSD was securing funding to complete the necessary improvement to EPSD's sewage collection system and that she anticipates work beginning in the spring.

ADJOURNMENT:

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

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APPROVED

_____

4931-9133-9272, v. 1

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: January 15th, 2025

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report: December 2024 – January 2025
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 Q4 2024 Discharge Monitoring Reports for the Treatment Plant are being prepared. We are working with staff from Rob Anderson / Wilson Engineers to generate the Annual Biosolids report and to report the Nitrogen loading data for our effluent outfall to the Park Cattle ranch.

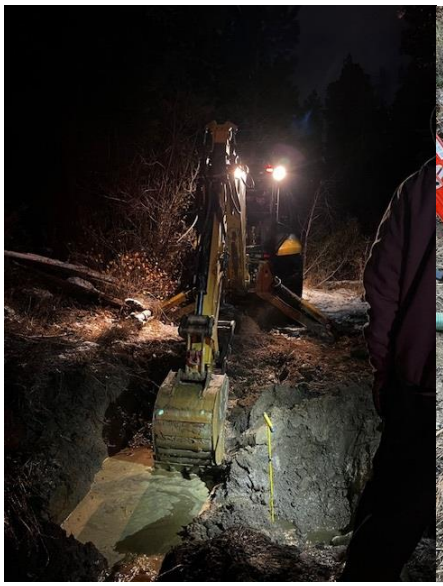
2. DCLTSA staff are working with Royal Electric / Tesco Controls on the Master Control Center (MCC) replacement project at the Main Pump Station. We are targeting substantial completion of the project no later than Memorial Day, 2025.

3. We are reviewing the data collected by Summit Plumbing and HDR Engineering for the DCLTSA Collection System Assessment Project.

4. DCLTSA Maintenance Staff are obtaining price quotes to upgrade the PLCs, control panels and variable frequency drives for both of our dewatering centrifuges. The replacement is necessary due to one of the existing centrifuge control systems becoming obsolete and unsupported. This work will upgrade and synchronize the controls systems of both our centrifuges.

5. DCLTSA IT staff are working with Round Hill GID and IT services provider E-Squared-C to bring the new Round Hill flow meter data into the treatment plant telemetry system. Round Hill will be the first Participating District to upgrade to the new modem / telemetry system. Our IT staff will be in contact with the other Participating Districts (Tahoe Douglas and Kingsbury GID) to discuss setup and installation of compatible communication equipment. DCLTSA will be moving away from Frontier landlines to transmit flowmeter data as of the start of the Fiscal 2025-26 year on July 1, 2025.

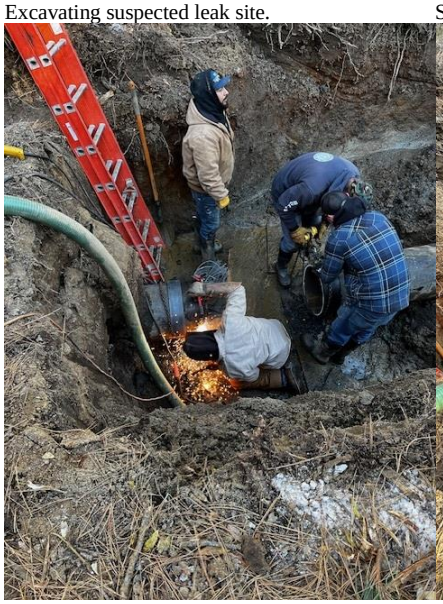
6. Pressure sensors detected a potential leak on our Export Force Main, fortunately occurring when the export pumps were off. Staff investigated and found a leak on the main, about 100 yards from the location of a larger leak in 2017. Effluent in the export line was contained to the site with no discharge to drainages or waterways. Repairs took place throughout the night, with a new section of line being welded in to replace the failed portion. Inspection of the failed line segment indicates that external corrosion combined with internal wear along a bell and spigot joint created a weak point where the failure occurred. This problematic section of export force main is due to be replaced as part of the Export Force Main Replacement Project – Phase 2, scheduled for 2025-26. (Photos attached).



Excavating suspected leak site.



Staff sectioning out bad pipe.



Welding in replacement segment.



New section welded in place.

CONTROLLER'S GENERAL STATUS REPORT

January 15, 2025

- The Budget to Actual Spreadsheet in your packet shows that we finished November almost 4.2% under budget. That's good news because many of the overages on a year-to-date basis are from prepaid expenses so they will come into line as the fiscal year progresses. We do still have audit fees that have not been charged, as well as costs for manhole replacing if NDOT proceeds with their repaving project in the Spring.

- One of the Harvey's remodeling projects, the Lobby Bar, resulted in connection fees of $20,300 paid to the Authority. There are additional Harvey's and Golden Nugget projects ready for our review and they will be assessed the current connection fee of $160 per fixture unit.

- **Investment Report**

The Authority's investments total more than $18.4 million, with $13.3 million of that amount being held in the Local Government Investment Pool (LGIP). The only change to the investment accounts since the last meeting has been the addition of interest. The average of our CD interest rate now is 4.6% and in November LGIP paid 4.66%. They have not yet distributed December 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

OCTOBER 2024-2025 BUDGET VS. ACTUAL

	OCTOBER	Budgeted	Variance	Comments
Salaries	$ 522,629.79	$ 565,349.58	$ 42,719.79	
OT/Callback	$ 21,203.42	$ 16,960.42	$ (4,243.00)	MPS Transfer Switch Blowout
Holiday	$ -	$ 3,242.92	$ (4,617.70)	2 Holidays of 12
Longevity	$ -	$ 1,379.17	$ 1,379.17	Paid Annually in December
Stand-By Pay	$ 7,860.62	$ 8,190.00	$ 329.38	
Health Insurance	$ 126,234.11	$ 122,665.83	$ (3,568.28)	Underbudgeted
State Retirement (PERS)	$ 174,062.81	$ 176,196.67	$ 2,133.86	
SIIS (Workers Comp)	$ 7,377.50	$ 9,000.00	$ 1,622.50	
Medicare Tax	$ 8,360.62	$ 8,629.17	$ 268.55	
Unemployment Insurance	$ 42.00	$ 20.83	$ (21.17)	Ann.Fee - EMRB
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 10,416.67	$ 10,416.67	$ (0.00)	Estimated Maximum
Salaries/Benefits	**$ 878,187.54**	**$ 922,051.25**	**$ 36,003.09**	
Electric Power	$ 125,139.91	$ 157,765.83	$ 32,625.92	
Electric Power - BPS	$ 6,653.15	$ 8,354.17	$ 1,701.02	
Electric Power - MPS	$ 29,984.33	$ 37,885.42	$ 7,901.09	

OCTOBER 2024-2025 BUDGET VS. ACTUAL

	OCTOBER	Budgeted	Variance	Comments
Natural Gas	$ 3,978.03	$ 8,541.67	$ 4,563.64	Lowest use time of year
Natural Gas - BPS	$ 361.14	$ 916.67	$ 555.53	"
Natural Gas - MPS	$ 150.07	$ 152.08	$ 2.01	Base rate - No useage
Water	$ 4,543.38	$ 5,166.67	$ 623.29	
Water - BPS	$ 1,169.03	$ 1,041.67	$ (127.36)	
Water - MPS	$ -	$ 145.83	$ 145.83	
Solid Waste Removal	$ 4,254.60	$ 3,225.83	$ (1,028.77)	Highest Flows = Highest Grit
Utilities	**$ 176,233.64**	**$ 223,195.83**	**$ 46,962.20**	
Chemicals	$ 39,641.16	$ 47,916.67	$ 8,275.51	
Lab Supplies	$ 4,385.25	$ 6,145.83	$ 1,760.58	
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 44,026.41**	**$ 54,062.50**	**$ 10,036.09**	
Legal Services	$ 23,170.00	$ 18,750.00	$ (4,420.00)	
Accounting	$ 2,513.31	$ 20,833.33	$ 18,320.02	No Audit Charge Yet
Legal/Accounting	**$ 25,683.31**	**$ 39,583.33**	**$ 13,900.02**	

OCTOBER 2024-2025 BUDGET VS. ACTUAL

	OCTOBER	Budgeted	Variance	Comments
Engineering	$ 22,532.50	$ 25,833.33	$ 3,300.83	Estimated. No November bill yet.
Engineering - BPS		$ -	$ -	
Engineering - MPS		$ -	$ -	
Engineering - In-District	$ 28,290.66	$ -	$ (28,290.66)	HDR Collection Line Study - In Last Year's Budget
Consulting	$ 1,025.00	$ 1,666.67	$ 641.67	
Engineering/Consulting	**$ 51,848.16**	**$ 27,500.00**	**$ (24,348.16)**	
Maintenance Export Line	$ 3,570.00	$ 3,958.33	$ 388.33	
Maintenance Collection System	$ 28,200.00	$ 31,250.00	$ 3,050.00	
Repairs Collection System	$ -	$ 20,833.33	$ 20,833.33	Budgeted for NDOT Manhole Replace
Computer Maintenance/Supplies	$ 3,718.87	$ 2,500.00	$ (1,218.87)	Pump Station Modems
SCADA Support	$ -	$ 1,458.33	$ 1,458.33	
Repairs - Vehicles	$ 12,587.94	$ 4,187.50	$ (8,400.44)	Underbudgeted
Repairs - Mechanical	$ 17,544.98	$ 20,416.67	$ 2,871.69	
Repairs - Mechanical BPS	$ -	$ 833.33	$ 833.33	
Repairs - Mechanical MPS	$ 983.13	$ 2,500.00	$ 1,516.87	
Emergency Repairs	$ -	$ -	$ -	
Repairs Bldg & Grounds	$ 5,261.86	$ 2,937.50	$ (2,324.36)	OSHA Re Doors that Open : -)
Repairs Bldg & Grounds - BPS	$ -	$ 208.33	$ 208.33	

OCTOBER 2024-2025 BUDGET VS. ACTUAL

	OCTOBER	Budgeted	Variance	Comments
Repairs Bldg & Grounds - MPS	$ 1,600.00	$ -	$ (1,600.00)	Fire Dept Required "Dry Fuels" Removal
Repairs Heating	$ -	$ 510.42	$ 510.42	
Repairs Heating	$ -	$ 208.33	$ 208.33	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 671.78	$ 2,260.42	$ 1,588.64	
Repairs Electrical	$ -	$ 187.50	$ 187.50	
Repairs Electrical	$ -	$ 208.33	$ 208.33	
Repairs Instruments	$ 10,152.00	$ 5,416.67	$ (4,735.33)	Smart Cover Maintenance - Will Smooth
Repairs Instruments	$ -		$ -	
Equipment Rental	$ -	$ 1,250.00	$ 1,250.00	
Maintenance Supplies	$ 4,064.53	$ 7,333.33	$ 3,268.80	
Safety & Safety Equipment	$ 23,765.66	$ 3,333.33	$ (20,432.33)	OSHA Requirements
Odor Control System Maintenance	$ 90.21	$ 833.33	$ 743.12	
Repairs/Maintenance	**$ 112,210.96**	**$ 112,625.00**	**$ 414.04**	
Casualty Insurance	$ 45,333.33	$ 45,460.00	$ 126.67	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 45,333.33**	**$ 45,460.00**	**$ 126.67**	

OCTOBER 2024-2025 BUDGET VS. ACTUAL

	OCTOBER	Budgeted	Variance	Comments
Telephone	$ 8,463.06	$ 8,958.33	$ 495.27	
Telephone	$ 403.84	$ 375.00	$ (28.84)	
Telephone	$ -	$ -	$ -	
Small Tools & Equipment	$ 8,299.94	$ 5,218.75	$ (3,081.19)	Air Conditioner for Lab & Gas Detector
Annual Software Licenses	$ 18,657.69	$ 11,041.67	$ (7,616.02)	Prepaids w/Smooth at Quarter
Laundry and Linen	$ 1,390.74	$ 1,041.67	$ (349.07)	Yearly Uniform/Jacket Purchases -Will Smooth
Forest Svc. Fee	$ 592.53	$ 208.33	$ (384.20)	
Training, Dues & Subscriptions	$ 1,929.61	$ 2,708.33	$ 778.72	
Office Expenses	$ 2,558.36	$ 3,437.50	$ 879.14	
Travel	$ -	$ -	$ -	
Sample Testing	$ 29,584.00	$ 28,173.33	$ (1,410.67)	
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 19,421.76	$ 19,191.25	$ (230.51)	Highest Flows of Year
Underground Service Alert	$ 964.68	$ 250.00	$ (714.68)	Annual Fee Doubled
Permit Fees	$ 13,620.33	$ 5,312.50	$ (8,307.83)	Prepaids - W/Smooth at Quarter
Misc Exp and Bank Fees	$ -	$ -	$ -	
Other Operating Expenses	**$ 105,886.54**	**$ 85,916.67**	**$ (19,969.87)**	
Fuels and Lubricants	$ 13,117.13	$ 13,691.67	$ 574.54	
Fuels & Lubricants	**$ 13,117.13**	**$ 13,691.67**	**$ 574.54**	

OCTOBER 2024-2025 BUDGET VS. ACTUAL

	OCTOBER	Budgeted	Variance	Comments
Total Operating Expenses Thru NOV	**$ 1,452,527.02**	**$ 1,524,086.25**	**$ 63,698.61**	
			4.18%	

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 11/20/2024 - 1/15/2025

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 8840	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2025 - 6**	**CREATED: 11/19/24 by YHJ**				
151929	12/13/24			414.1100	NOV PERS CONTRIBS	$16,014.35	$0.00	$16,014.35
151930	12/13/24			415.1100	NOV PERS CONTRIBS	$16,014.36	$0.00	$32,028.71
151931	12/13/24			101.1000	NOV PERS CONTRIBS	$0.00	$32,028.71	$0.00
					BATCH 8,840 TOTALS:	**$32,028.71**	**$32,028.71**	**$0.00**
BATCH: 8873	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2025 - 7**	**CREATED: 12/10/24 by YHJ**				
152519	01/02/25			265.4000	SRF LOANS DEBT SVC	$66,073.68	$0.00	$66,073.68
152520	01/02/25			705.4000	SRF LOANS DEBT SVC	$4,174.90	$0.00	$70,248.58
152521	01/02/25			270.4000	SRF LOANS DEBT SVC	$231,399.11	$0.00	$301,647.69
152522	01/02/25			706.4000	SRF LOANS DEBT SVC	$84,218.95	$0.00	$385,866.64
152523	01/02/25			101.4000	SRF LOANS DEBT SVC	$0.00	$385,866.64	$0.00
					BATCH 8,873 TOTALS:	**$385,866.64**	**$385,866.64**	**$0.00**
BATCH: 8896	**JOURNAL: B**	**STATUS: Posted**	**PERIOD: 2025 - 7**	**CREATED: 01/08/25 by YHJ**				
152816	01/15/25			414.1100	DEC PERS CONTRIBS	$24,420.00	$0.00	$24,420.00
152817	01/15/25			415.1100	DEC PERS CONTRIBS	$24,420.01	$0.00	$48,840.01
152818	01/15/25			101.1000	DEC PERS CONTRIBS	$0.00	$48,840.01	$0.00
					BATCH 8,896 TOTALS:	**$48,840.01**	**$48,840.01**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$466,735.36**	**$466,735.36**	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 11/20/2024 to 1/15/2025

Check No.	Date	Status*		Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING						**101.1000**
12928	12/10/24	V	12/10/24	GI20	DOUGLAS GIBSON	($323.19)
**13041	11/21/24	P		AL17	ALHAMBRA	$113.41
13042	11/21/24	P		AX10	AXELSON IRON SHOP, LLC	$3,570.00
13043	11/21/24	P		AZUL01	AZUL ELECTRIC SUPPLY LLC	$573.25
13044	11/21/24	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$490.98
13045	11/21/24	P		CA12	CARSON VALLEY OIL CO., INC.	$460.06
13046	11/21/24	P		CEN01	CENTRISYS CORPORATION	$23,475.00
13047	11/21/24	P		CORE	CORE UTILITIES, INC.	$700.00
13048	11/21/24	P		DIY	DIY HOME CENTER	$73.96
13049	11/21/24	P		GR13	GRAINGER	$1,740.40
13050	11/21/24	P		HDR01	HDR, ENGINEERING, INC.	$8,204.11
13051	11/21/24	P		HOMEDE	HOME DEPOT	$363.55
13052	11/21/24	P		BOU11	BOULDER EXTERMINATORS, INC	$150.00
13053	11/21/24	P		KI11	KINGSBURY GENERAL IMP. DIST.	$1,117.86
13054	11/21/24	P		MOU02	MOUNTAIN ALARM	$189.00
13055	11/21/24	P		NTCD	NEVADA TAHOE CONSERVATION DIST	$174.82
13056	11/21/24	P		SIL4	SILVER STATE ANALYTICAL LAB	$272.00
13057	11/21/24	P		NE42	STATE OF NV. P.E.B.P.	$1,475.20
13058	11/21/24	P		US12	USABLUEBOOK / HD SUPPLY, INC.	$279.35
13059	11/21/24	P		USFOR	USDA FOREST SERVICE	$398.00
13060	11/21/24	P		WE12	Western Envir. Testing Lab	$1,242.00
13061	11/21/24	P		WE18	WESTERN NEVADA SUPPLY CO.	$10,019.55
13062	11/21/24	P		WILS01	WILSON ENGINEERS	$16,171.25
13063	12/05/24	P		AERZEN	AERZEN USA CORP	$1,104.49
13064	12/05/24	P		AL01	ALLISON MACKENZIE, Ltd.	$4,480.00
13065	12/05/24	P		ATT01	AT&T MOBILITY	$131.74
13066	12/05/24	P		BE15	BENTLY FAMILY LTD PARTNERSHIP	$432.32
13067	12/05/24	P		CA12	CARSON VALLEY OIL CO., INC.	$1,579.06
13068	12/05/24	P		BLAKE	CHARLES DAVID BLAKE	$601.98
13069	12/05/24	P		CH15	CHARTER COMMUNICATIONS	$274.95
13070	12/05/24	P		NA12	CHERYL NAFIE	$615.72
13071	12/05/24	P		CONWAY	CONWAY COMMUNICATIONS INC	$23.37
13072	12/05/24	P		CY10	CYMA SYSTEMS, INC.	$62.50
13073	12/05/24	P		DTS	DIGITAL TECHNOLOGY SOLUTIONS	$221.49
13074	12/05/24	P		GI20	DOUGLAS GIBSON	$323.19
13075	12/05/24	P		EMPI01	EMPIRE SOUTHWEST, LLC	$348.12
13076	12/05/24	P		FREDH	FRED HOWARD	$564.42
13077	12/05/24	P		GR13	GRAINGER	$2,749.22
13078	12/05/24	P		HOMETO	HOMETOWN HEALTH	$16,904.39
13079	12/05/24	P		PA13	JAMES PADILLA	$735.83
13080	12/05/24	P		PH12	JOHN PHILLIPS	$482.86
13081	12/05/24	P		IKE01	KELVIN IKEHARA	$288.77
13082	12/05/24	P		AGUILA	MANNY AGUILAR	$174.70
13083	12/05/24	P		MET11	METLIFE - GROUP BENEFITS	$1,810.28
13084	12/05/24	P		LA11	NAPA AUTO PARTS	$201.74
13085	12/05/24	P		NV01	NV ENERGY	$27,370.11
13086	12/05/24	P		OREILL	O'REILLY AUTOMOTIVE, INC.	$606.40
13087	12/05/24	P		OFFICE	OFFICE 1	$40.00
13088	12/05/24	P		PISC01	PATRICIA J PISCITELLI	$136.00
13089	12/05/24	P		EA13	PAULA EAST-JANICKI	$758.79
13090	12/05/24	P		VAN1	RICK VAN HORN	$272.46
13091	12/05/24	P		SO10	SOUTH TAHOE REFUSE, INC.	$667.80
13092	12/05/24	P		ST09	STANDARD INSURANCE COMPANY	$667.19
13093	12/05/24	P		TA01	TAHOE BASIN CONTAINER SVC.,INC	$1,784.50
13094	12/05/24	P		THATCH	THATCHER COMPANY OF NV, INC.	$682.04

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**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 11/20/2024 to 1/15/2025

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
13095	12/05/24	P	VER	VERIZON	$316.28
13096	12/05/24	P	VI12	VISION SERVICE PLAN - (AT)	$277.02
13097	12/05/24	P	WF01	WELLS FARGO	$2,405.21
13098	12/05/24	P	WE12	Western Envir. Testing Lab	$2,544.00
13099	12/05/24	P	WE18	WESTERN NEVADA SUPPLY CO.	$368.25
13100	12/05/24	P	JOHN	YING H. JOHNSON	$285.38
13101	12/18/24	P	LES10	LES SCHWAB TIRE CENTER	$1,657.80
13102	12/18/24	P	AL17	ALHAMBRA	$113.41
13103	12/18/24	P	ASBURY	DBA WORLD OIL ENVIRONMENTAL	$45.00
13104	12/18/24	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$205.80
13105	12/18/24	P	SE45	BRADLEY SEALS	$201.70
13106	12/18/24	P	CODALE	CODALE ELECTRIC SUPPLY	$174.43
13107	12/18/24	P	CONWAY	CONWAY COMMUNICATIONS INC	$23.37
13108	12/18/24	P	GI20	DOUGLAS GIBSON	$323.19
13109	12/18/24	P	EMPI01	EMPIRE SOUTHWEST, LLC	$178.38
13110	12/18/24	P	FASTEN	FASTENAL COMPANY	$71.99
13111	12/18/24	P	GR13	GRAINGER	$117.67
13112	12/18/24	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
13113	12/18/24	P	KI11	KINGSBURY GENERAL IMP. DIST.	$806.80
13114	12/18/24	P	KI12	KINGSBURY HARDWARE	$35.22
13115	12/18/24	P	NTCD	NEVADA TAHOE CONSERVATION DIST	$127.70
13116	12/18/24	P	KI13	Shaun Thomas DBA	$190.97
13117	12/18/24	P	SIN01	SINNETT CONSULTING SERVICES	$215.00
13118	12/18/24	P	SO13	SOUTHWEST GAS	$2,557.48
13119	12/18/24	P	NE42	STATE OF NV. P.E.B.P.	$1,475.20
13120	12/18/24	P	SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
13121	12/18/24	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$250.00
13122	12/18/24	P	THATCH	THATCHER COMPANY OF NV, INC.	$12,495.86
13123	12/18/24	P	WE12	Western Envir. Testing Lab	$621.00
13124	12/18/24	P	WESTER	WESTERN INDUSTRIAL PARTS, INC.	$765.27
13125	12/18/24	P	WE18	WESTERN NEVADA SUPPLY CO.	$13,104.95
13126	12/18/24	P	WILS01	WILSON ENGINEERS	$22,145.00
13127	01/08/25	P	AL17	ALHAMBRA	$100.92
13128	01/08/25	P	AL01	ALLISON MACKENZIE, Ltd.	$1,435.00
13129	01/08/25	P	KELLYP	KELLY PETTIT	$480.00
13130	01/08/25	P	ATT01	AT&T MOBILITY	$131.74
13131	01/08/25	P	AZUL01	AZUL ELECTRIC SUPPLY LLC	$1,190.83
13132	01/08/25	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$416.92
13133	01/08/25	P	SE45	BRADLEY SEALS	$198.70
13134	01/08/25	P	CA12	CARSON VALLEY OIL CO., INC.	$1,455.37
13135	01/08/25	P	CH15	CHARTER COMMUNICATIONS	$274.95
13136	01/08/25	P	CITI	CITI CARDS	$1,629.08
13137	01/08/25	P	CLA	Griswold Industries	$240.00
13138	01/08/25	P	CODALE	CODALE ELECTRIC SUPPLY	$1,399.88
13139	01/08/25	P	DELL	DELL MARKETING, L.P.	$568.72
13140	01/08/25	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$221.49
13141	01/08/25	P	GI20	DOUGLAS GIBSON	$323.19
13142	01/08/25	P	EMPI01	EMPIRE SOUTHWEST, LLC	$6,312.50
13143	01/08/25	P	FREDH	FRED HOWARD	$282.21
13144	01/08/25	P	HDR01	HDR, ENGINEERING, INC.	$7,274.94
13145	01/08/25	P	HOMEDE	HOME DEPOT	$1,469.25
13146	01/08/25	P	HOMETO	HOMETOWN HEALTH	$16,904.39
13147	01/08/25	P	WRENN	IAN WRENN	$150.00
13148	01/08/25	P	PH12	JOHN PHILLIPS	$482.86
13149	01/08/25	P	IKE01	KELVIN IKEHARA	$288.77
13150	01/08/25	P	LIBERT	LIBERTY UTILITY CA	$57.69

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Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 11/20/2024 to 1/15/2025

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
13151	01/08/25	P	MORAN	MARK MORAN	$125.45
13152	01/08/25	P	MET11	METLIFE - GROUP BENEFITS	$1,881.89
13153	01/08/25	P	LOBA	NIKOLINE LOBA	$150.73
13154	01/08/25	P	NV01	NV ENERGY	$26,346.96
13155	01/08/25	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$241.71
13156	01/08/25	P	EA13	PAULA EAST-JANICKI	$902.50
13157	01/08/25	P	POL10	POLYDYNE INC.	$7,774.00
13158	01/08/25	P	SIL4	SILVER STATE ANALYTICAL LAB	$408.00
13159	01/08/25	P	SO10	SOUTH TAHOE REFUSE, INC.	$957.70
13160	01/08/25	P	SO13	SOUTHWEST GAS	$2,304.81
13161	01/08/25	P	ST09	STANDARD INSURANCE COMPANY	$667.19
13162	01/08/25	P	SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
13163	01/08/25	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$2,538.00
13164	01/08/25	P	UN18	UNIVERSAL ENGINEERING SCIENCES	$6,000.00
13165	01/08/25	P	US12	USABLUEBOOK / HD SUPPLY, INC.	$3,429.43
13166	01/08/25	P	VER	VERIZON	$316.20
13167	01/08/25	P	VI12	VISION SERVICE PLAN - (AT)	$277.02
13168	01/08/25	P	WF01	WELLS FARGO	$2,309.42
13169	01/08/25	P	WE12	Western Envir. Testing Lab	$2,171.00
				BANK WFCHK REGISTER TOTAL:	**$313,817.73**
				GRAND TOTAL :	**$313,817.73**

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