MINUTES OF REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
February 19, 2025

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, February 19, 2025, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees John McLaughlin, Wes Rice, and Marge Hauge. Trustee Keith Fertala was in attendance via audio and video internet connection by which he could hear everyone at the meeting, and everyone could hear him.

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

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

It was moved by Trustee Rice, seconded by Trustee Hauge 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 Hauge and carried unanimously (4-0) that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated January 15, 2025, be approved as presented.

Discussion and possible extension of the contract for Tahoe Basin Container Service Inc. for bio-solids trucking, a sole source provider, at a rate of $431.86 per trip, an increase of 2.09%.

Authority Controller, Paula East-Janicki, presented the Board with a written proposal from Tahoe Basin Container and Recycling Services (TBC) to continue hauling the Authority's bio-solids from

the plant to the Carson Valley at the cost of $431.86 per trip for a one-bin or two-bin load. Ms. East Janicki explained that TBC has been performing this service for the Authority for many years and that TBC remains as the only bio-solids hauler in the area. Ms. East-Janicki stated that the proposed price was an increase of only 2.09% over the current cost. Ms. East-Janicki recommended that the contract extension be approved. Following a brief discussion among the Trustees, **it was moved by Trustee Rice and seconded by Trustee Hauge that the contract with Tahoe Basin Container and Recycling Services be extended through March 31, 2026, at the rate of $431.86 per trip.** There was no public comment. **The motion was approved 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 the Authority's Discharge Monitoring Reports for the fourth quarter of 2024 have been completed and successfully submitted to the Nevada Division of Environmental Protection (NDEP) and the Environmental Protection Agency (EPA).

Mr. Hopkins explained that Authority staff have been working with Wilson Engineers (formerly R.O. Anderson Engineering) on gathering biosolids data for the 2024 EPA Biosolids Report due to be submitted at the end of February.

Mr. Hopkins expressed his appreciation to Authority staff and particularly Nikolai Nikolov, Superintendent of Maintenance and Operations, for the efforts in getting the electrical service rates for the Authority's effluent export pumps changed to an agricultural rate based on the effluent ultimately being utilized for agricultural irrigation in the Carson Valley. Mr. Hopkins explained that the rate per kilowatt hour will go from approximately $0.73 to $0.06, which should result in significant savings for the Authority.

Mr. Hopkins reported that Authority staff is in the progress of rebuilding the electrical motor on one of the four effluent export pumps. Mr. Hopkins explained that rebuilding the motor is significantly less expensive than purchasing new motors and that the plan is to rebuild each of the four motors over the next four 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 of Wilson Engineers presented correspondence dated February 18, 2025, briefly summarizing various issues that Wilson Engineering has been involved with on behalf of the Authority. The February 18, 2025, correspondence is incorporated in these minutes by this reference.

Mr. Anderson stated that he has recently completed the review of plans for the construction of three residences on the Werbin property in Lakeview to ensure adequate separation from the Authority's existing sewer line. Mr. Anderson indicated that the most recent design of the planned structures provides for a minimum of ten feet of separation from the Authority's improvement.

Mr. Anderon reported that he and his staff have been assisting Authority staff with the preparation of the Authority's annual Discharge Monitoring Report, which has been finalized and submitted to NDEP.

Me. Anderson provided the Board with a summary of influent flows for the month of January 2025 and indicated that flows reported by the contributing districts correlates very closely with the flow measured by the meter at the plant.

Mr. Anderson indicated that work is continuing on the design of the re-paving project planned for the plant site, with submission to the Tahoe Regional Planning Authority (TRPA) likely to take place in the upcoming weeks. An updated cost estimate is being prepared and will be reviewed with Mr. Hopkins and Ms. East-Janicki.

In response to a question from Trustee Hauge, Mr. Anderson indicated that TRPA coverage mitigation fees for the paving project have already been paid by the Authority.

Finally, Mr. Anderson stated that, as part of the efforts to obtain agriculture electrical rates from NV Energy, he assisted Mr. Hopkins in communicating with the Nevada Department Agriculture about the fact that the Authority's effluent is approved by NDEP for the use as irrigation on agriculture land in the Carson Valley.

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 1.6% under budget through December of 2024. Ms. East-Janicki stated that she was somewhat concerned with the audit only

being completed at the last minute but that she was very satisfied with the working relationship she has with the auditor.

Ms. East-Janicki stated the expenses through this point in the fiscal year are nearly $100,000 more than last year. Ms. East-Janicki explained that expenses are high in part because the 27th pay Period in 2025 (which occurs every 14 years) was not budgeted for and engineering costs are higher than budgeted as a result of the work related to the assessment of the Authority's collection system not being completed in the prior fiscal year and being carried over into this fiscal year.

Ms. East-Janicki also reported that Publics Employee Retirement System (PERS) rates are increasing by 3.25% in the upcoming fiscal year.

Finally, Ms. East Janicki indicated that the tentative budget and capital development plan for the upcoming fiscal year would be presented at the March Board meeting.

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 $18.4 million invested, with approximately $13.3 million in the Local Government Investment Pool, which paid 4.35% interest in December. Ms. East-Janicki added that the only change in the Authority's investments since December 2024 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 Trustee Rice.

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

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

Trustee Hauge reported that TDD did not meet this month and she had nothing to report.

Trustee Rice reported that Douglas County recently approved the purchase of the movie theater in Minden, with the facility to be run by Arts Council in Carson Valley. Trustee Rice indicated that he has begun to receive some positive comments from the public about Barton's plans to build a new hospital at the site of the Lakeside Inn and he has also heard concerns about run-off to the

lake from the site when it is developed. Trustee Rice stated that the Kahle Drive "Complete Street" project should be starting soon. Finally, Trustee Rice reported that the County recently approved the conversion of some agricultural land adjacent to U.S. Highway 395 in the Cason Valley to commercial zoning.

Trustee Fertala stated that he had nothing to report, as RHGID did not have a board meeting this month.

Truste McLaughlin reported that things in the casino core have been a little slow in recent weeks because of the lack of snow, but that the commercial activity was very good over the Presidents' Day weekend. Trustee McLaughlin also indicated that the business community was continuing its efforts to reduce the restrictions on the number of events allowed at the Tahoe South Events Center (TSEC). He stated that events at the TSEC have been very well attended without all the anticipated impacts related to parking and traffic.

Trustee McLaughlin added that Harvey's and the Golden Nugget are both in full remodel mode and that Harrah's has recently added a new brew pub.

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

PUBLIC COMMENT: Brad Oneto of Elk Point Sanitation District (EPSD) reported that EPSD is in the process of completing the financing of its system improvements, with work likely to begin in May or June.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:05 a.m.

APPROVED

4924-3377-2069, v. 1

Meeting Date: February 19th, 2025

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report: February 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 2024 Discharge Monitoring Reports for the Treatment Plant and Park Ranch have been completed and successfully submitted to the NDEP and EPA.

2. DCLTSA staff are working with Wilson Engineers to gather biosolids laboratory data and gross tonnage figures for preparation of the 2024 EPA / CDX Biosolids Report, due at the end of this month.

3. I wish to thank staff, in particular DCLTSA Superintendent of Maintenance and Operations Nikolov, for the dedicated and persistent work pursuing changing our Export Pump electrical service charge rate from the Medium General Service GS-1 electrical rate to the Agricultural Intermittent Service IS-2 rate. DCLTSA's treated effluent has been historically used for agricultural purposes only, and we have been trying for the entire decade I have worked here to get all the information together to convince NV Energy to give us the discounted electrical rate. The Export Pumps are 400 horsepower each, and they are, by far, the biggest energy consumer we own. Our "All Kilowatt Hour" rate for these pumps should drop from 0.07299 per KWH to 0.06531 per KWH under the IS-2 rate, amounting to about a 10.5% reduction in electrical costs for the big Export pumps.

4. DCLTSA staff are in the process of rebuilding the electrical motors for our 400 horsepower Export pumps. The motors are long due for service, and we intend to refurbish one per year until all four are refurbished. We are also working on quotes to have the main Export pump bodies (impellers, bowls and bushings) rebuilt over the same period. Several of the pumps have not been rebuilt since they were installed in the late 1960's. We expect the rebuilt pumps to perform much more efficiently with new tolerances. (Photos attached)



Export Pump #4 with motor removed for service.

WILSON ENGINEERS
Formerly R O Anderson

February 18, 2025

Via Email

Board of Directors
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
P.O. Box 578
Zephyr Cove, NV 89448

Authority Engineer's Monthly Report – February 2025

Dear Members of the Board:

The following report presents a summary of activities undertaken on behalf of the Sewer Authority since our last meeting together on January 15, 2025. During this period, we provided general engineering support as requested. The following paragraphs provide a brief description of these efforts and progress related to each specific task.

General Engineering Services
In addition to general consulting services and attendance at the Board meeting, Wilson Engineers, formerly R.O. Anderson (Wilson), assisted and participated with Authority personnel on various engineering-related assignments on an as-requested basis.

Werbin Family Residences, 199 and 120 Snowbird Court, Lake Village Unit No. 2C
The applicant re-submitted updated design documents for the two proposed residences on the subject properties. These parcels are served by an existing sanitary sewer main located within an existing utility easement. Lots within Lake Village Unit No. 2 were originally configured as future building footprints. As you might expect, the proposed building designs for these two lots do not fit with the original concept when the subdivision map was recorded. As a result, the application includes a proposed boundary line adjustment to reflect the new building design. The proposed structures have been designed to provide a minimum separation to the existing sewer main of 10 feet.

Annual DMR's and Biosolids Reports
During the period we have reviewed and summarized the discharge monitoring reports maintained by Authority personnel. The Authority's Annual Discharge Monitoring Reports (DMRs) were finalized and were timely submitted on January 31, 2025, to NDEP-Bureau of Water Pollution Control for both Park Cattle Company and DCLTSA. In addition to compiling the Discharge Monitoring Reports, we also prepared and submitted the required calculations to document nitrogen loading on lands owned by Park Ranch Holdings.

Summary of Influent Flows – Year to Date:
Utilizing flow data collected and submitted to us by Paula East-Janicki, we have reviewed and compiled that data for January 2025. Based on our review of the flow data, the variation in flow received at the plant compared to the sum of the flows received from the contributing districts is about 0.27%. That is, the sum of the flows from the contributing districts is slightly greater than the volume of flow measured at the plan.

The average daily flow during January 2025 was calculated to be 1.06 million gallons per day (1.06 MGD). This daily influent flow volume is slightly lower than the average daily flow (1.13 MGD) measured in 2024.

2024 Sewer Plant Site Re-Paving Project – Design and Permitting Efforts:
During this period, we continued our efforts on the design of the paving improvements. Our geotechnical sub-consultant, Black Eagle Consulting, has been on-site collecting core samples to document pavement and aggregate base thicknesses throughout the site. This data will be used to provide pavement design recommendations.

Based on their investigation and analysis completed to date, Black Eagle has informed us that the existing pavement thickness is generally 4" and the base thickness varies from 2.5" to 8". It appears that the original site paving was completed using a pavement thickness of 2", and then the site was overlayed as part of project constructed in mid to late 2000s. Preliminarily, and subject to further analysis, the recommendation is to perform a full depth pulverize of the existing pavement section, regrade to rectify existing drainage deficiencies, and then re-pave that portion of the project site exposed to truck traffic with 4" AC pavement on a minimum pulverized base section of 8". For those areas not subject to heavy loads/truck traffic, the recommendation is to re-pave with 3" AC pavement thickness on a minimum pulverized base section of 6".

We have also computed the proposed new coverage area and updated the historic coverage area that has been verified by Tahoe Regional Planning Agency (TRPA) to reflect the areas within the proposed designed. TRPA verified the total coverage (hard and soft) across the site during its review of the Plant Reservoir Lining Project at about 608,977 square feet (SF). Based on the soils within the site and the assigned Land Capability Districts, the allowable coverage at the site was previously determined to be about 184,004 SF, meaning that the site was found then to have almost 425,000 SF of excess coverage. The pavement project will add about 1,300 SF of hard coverage and 952 SF of soft coverage to these totals.

Assistance Resolving Matters with the Department of Agriculture:
Finally, during the period we assisted the Plant Manager confirm and prove to the representative of Nevada Department of Agriculture that the effluent water generated at the treatment plant and disposed of on land owned by both Park Ranch Holdings and Bently Ranch, is approved by NDEP-BSDW and used for agricultural purposes in accordance with permit terms issued by Nevada's State Engineer. The state's certification that the effluent water is being used for agricultural purposes was needed so that NV Energy would allow the Sewer Authority to be billed at the agricultural power rate for our export pumps.

I will be present at the Board meeting and available then to review this information in greater detail, as well as address any specific questions or concerns Board members might have relative to these subjects. Thank you for your continued confidence and the opportunity to provide these services.

Yours faithfully,

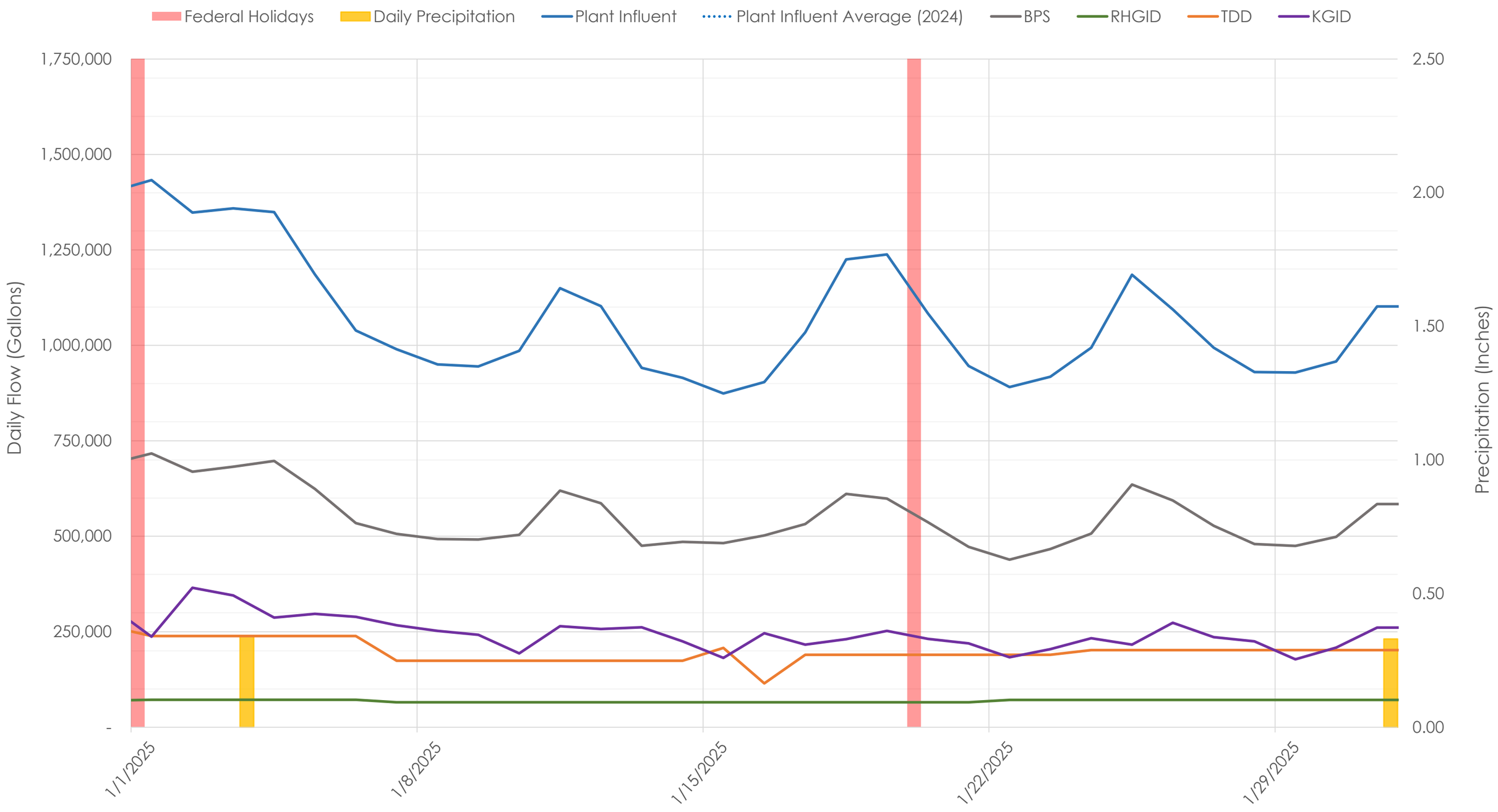
WILSON ENGINEERS, formerly R.O. Anderson

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

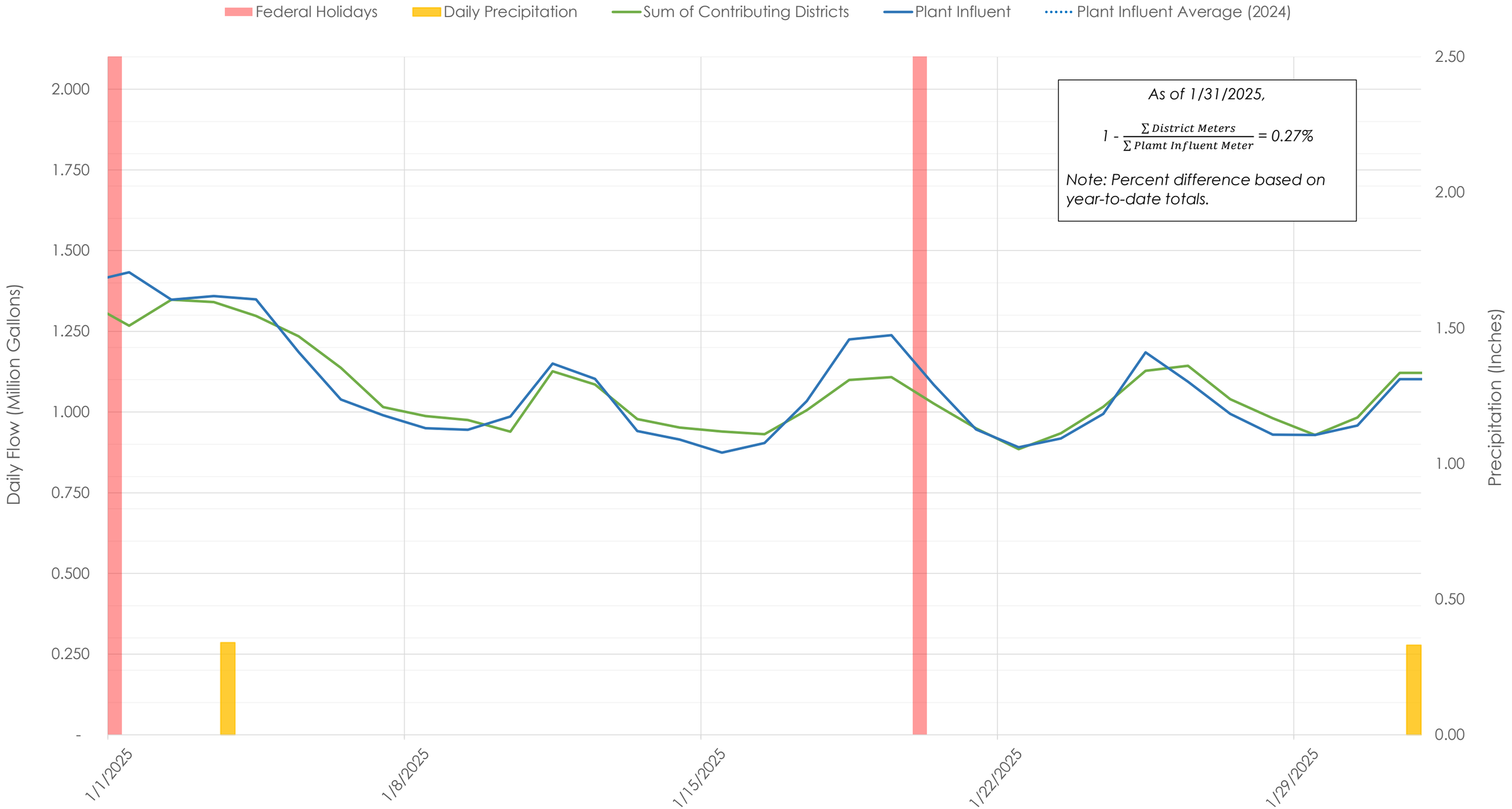
Attachments

cc: Jim Cavilia, Esq.
Paula East-Janicki
Rob Hopkins

DCLTSA Flow Comparison with Daily Precipitation
1/1/2025 - 1/31/2025



Plant Influent Meter VS. Sum of Contributing District Meters with Daily Precipitation
1/1/2025 - 1/31/2025

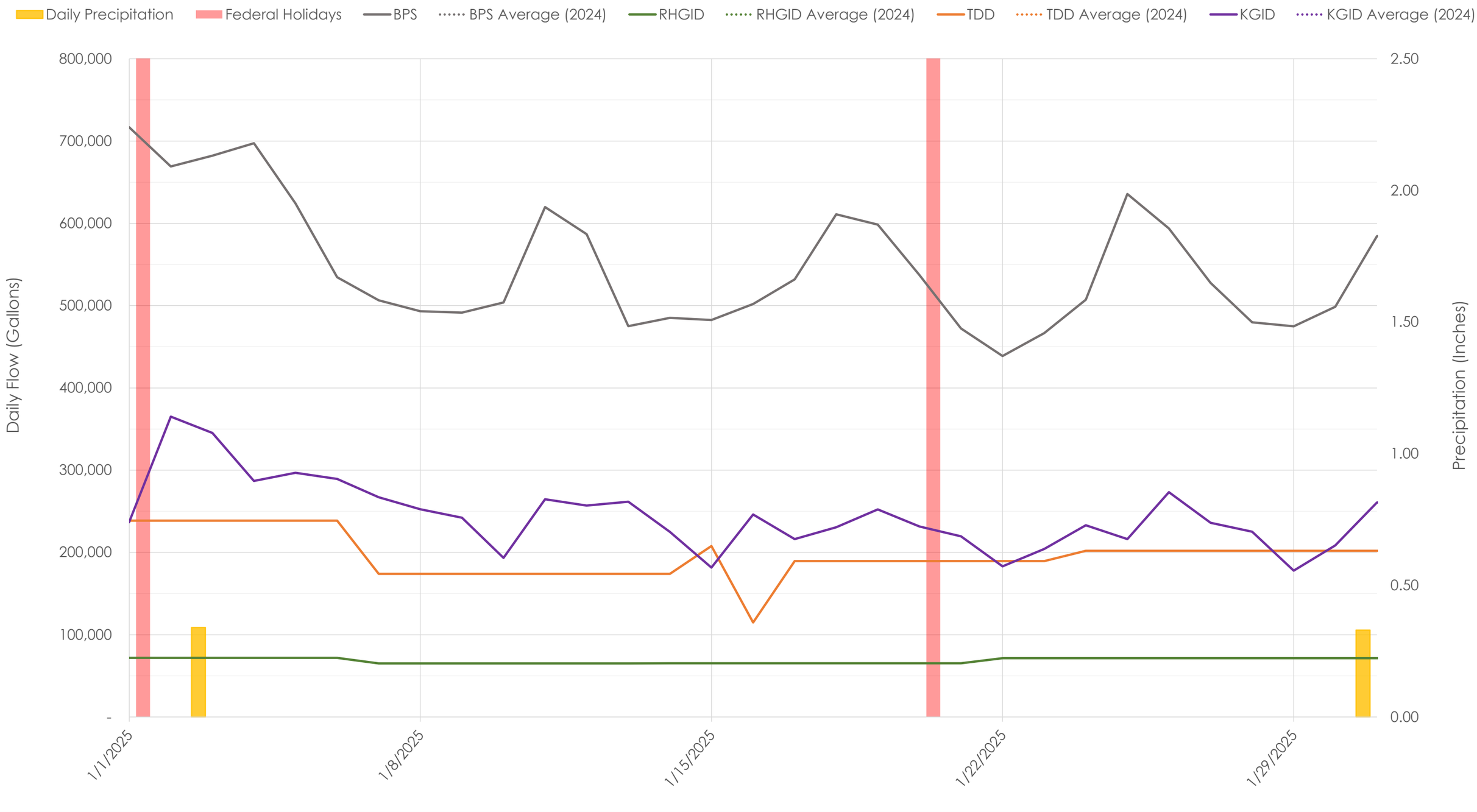


As of 1/31/2025,

$$1 - \frac{\sum District\ Meters}{\sum Plamt\ Influent\ Meter} = 0.27\%$$

Note: Percent difference based on year-to-date totals.

Contributing Districts Comparison with Daily Precipitation
1/1/2025 - 1/31/2025



CONTROLLER'S GENERAL STATUS REPORT

February 19, 2025

- The Budget to Actual Spreadsheet in your packet shows that we finished December 1.06% under budget. The auditors' bill for $40,000 finally came in and has been paid, and quarterly accruals recorded, so this is an accurate picture of our financial position. Expenses are almost $100,000 more than at the same time last year and we had budgeted for that. We did NOT budget for the 27th pay period in the year, so that shows up in the Salaries and Benefits category. Also the Engineering expenses are running high because we anticipated that HDR's assessment of our collection system would be finished by the end of the last fiscal year. That project is within its budget but it wasn't represented in the fiscal year budget at all.

- We are seeing a number of significant cost increases, especially for sample testing, chemicals, and grit handling. Nevada PERS has announced its rates are increasing by 3.25% (to 36.75%) on July 1, and employee health insurance costs are increasing 13.9%. We have begun work on the budget for the next fiscal year and those increases will be accounted for.

- The tentative Budget and Capital Development plan will be presented to the Board at next month's meeting on March 19.

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 CD interest rate now is 4.6% and in December LGIP paid 4.53%. Due to the Treasury Department's new accounting system, they have not yet distributed either January or February 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.