

**ALPINE SPRINGS COUNTY WATER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**

Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held Friday, March 11, 2016, at 9:00 a.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 President Grant called the meeting to order at 9:00 a.m.

3 **PLEDGE OF ALLEGIANCE**

4 Those attending joined in reciting the Pledge of Allegiance.

5 **ROLL CALL**

6 Directors Present: Janet S. Grant, President; Jon Northrop; Evan Salke; Dave
7 Smelser; Christine York.

8 Directors Absent: None.

9 Staff Present: John Collins, General Manager; Buz Bancroft, Operations &
10 Maintenance; Mike Dobrowski, District CPA (by telephone); Pam Zinn, Office
11 Manager; Jancis Martin, Recording Secretary.

12 Guests Present: Chief Schwartz/NTFPD; Tim Alameda/NTFPD; Nita
13 Wracker/NTFPD; Erik Gustafson/NTFPD; Chris Nelson/Capstone Partners LLC;
14 Doug Clyde/consultant for Chris Nelson; Troy Caldwell/White Wolf.

15 **2. PUBLIC PARTICIPATION**

16 Chris Nelson made a short presentation on the status of the Chalet Road Project,
17 a proposed redevelopment of the property currently known as the Stanford
18 Chalet. Chris's company, Capstone Partners LLC, is helping Stanford with the
19 land use process, but is not the developer. So far a developer has not been
20 identified. Chris made a presentation to the North Tahoe Regional Advisory
21 Council last night and they voted unanimously to approve the project. The public
22 comment period for the project's EIR started March 9. The project will go before
23 the Placer County Planning Commission April 28 for approval of a tentative site
24 plan; the developer can still modify the plan in the future. Chris left copies of the
25 site plan and Mitigated Negative Declaration with Pam. Stanford told Chris they
26 would close down the Chalet after the ski season this spring.

27 With respect to Chris Nelson's other project in the valley, Alpine Sierra, he still
28 owes Placer County some information for its EIR. Hopefully by April the draft
29 EIR will be done, after which there will be a 45-day public comment period,
30 followed by presentation to the Placer County Planning Commission, and then
31 another update.

32 **3. ITEMS FOR BOARD DISCUSSION & ACTION**

33 **A. Financial Reports:**

34 Mike Dobrowski, District CPA, participated in discussion of this agenda
35 item by telephone. He reported that the District's cash position was down
36 (due to work on capital projects, primarily the AME Well rehab), revenues
37 were higher than budgeted, and in general finances were tracking better
38 than the prior fiscal year on a net income basis.

39 i. **February Financial Statements:** Director Northrop made a MOTION
40 that the Board accept the February 29 month-end financial reports.
41 Director York SECONDED the motion. Directors Northrop, Salke,
42 Smelser and York being in favor, the motion was APPROVED.

43 ii. **February Expenses Paid & Payable:** The Directors reviewed the
44 monthly check register. Director York made a MOTION that the
45 Board approve the Expenses Paid & Payable (the debits for payroll
46 and checks 28544 through 28590). Director Northrop SECONDED
47 the motion. Directors Northrop, Salke, Smelser and York being in
48 favor, the motion was APPROVED.

49 **B. Approval of Minutes:**

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1 Director Northrop made a MOTION that the Board approve the minutes of
2 the February 12, Regular Board of Directors Meeting. Director Smelser
3 SECONDED the motion. Directors Northrop, Salke, Smelser and York
4 being in favor, the motion was APPROVED.

5 **C. Fire Department Report:**

6 NTFPD's Chief Schwartz, Tim Alameda, Nita Wracker and Erik Gustafson
7 were in attendance for this agenda item.

- 8 • Chief's Report: Chief Schwartz attended the Wildland-Urban Interface
9 Conference in Reno. CalFire made a report there on the extreme
10 conditions that contributed to historic fire runs during the large
11 regional fires last year. In addition to conditions like adverse weather,
12 the fire runs were heavily influenced by topography and fuels (bark
13 beetle, etc.), features that are pertinent to fire-fighting at Tahoe.
- 14 • Personnel: NTFPD's three new fire academy graduates have started
15 working and are currently doing paramedic training. Chief Schwartz
16 introduced to the Board Erik Gustafson, one of the new graduates.
- 17 • Dispatch Calls: This was the busiest month of the year. Throughout
18 its district, NTFPD had 230 dispatch calls. Of those, 22 were from
19 Alpine Meadows, all except 3 being EMS calls from the ski area.
- 20 • Fire Prevention: Tim reported that there are a lot of big construction
21 projects coming up, both commercial and residential. NTFPD has
22 been doing hotel and motel inspections from Meeks Bay to Kings
23 Beach and Alpine Meadows.
- 24 • Administration: Nita reported that the NTFPD newsletter is finished; as
25 soon as it is printed, she will provide ASCWD with copies. Ron
26 Carson, NTFPD's new Public Information Officer, is working on an
27 education campaign. The new Fire Ordinance will allow NTFPD to
28 better control warming fires during burn bans.
- 29 • Defensible Space: Chief Schwartz told the Board to expect an
30 aggressive defensible space effort this season. NTFPD's Forester
31 Forest Schafer will determine how to spend the grant funds. In a
32 month or two, Forest will make a presentation to the ASCWD Board.

33 **D. Audit Engagement Letter for Fiscal Year 2015-2016:**

34 Director York made a MOTION that the Board approve Hamric Damore &
35 Schneider's engagement letter to perform the District's audit for fiscal
36 year 2015-2016, in the amount of \$16,800. Director Northrop
37 SECONDED the motion. Directors Northrop, Salke, Smelser and York
38 being in favor, the motion was APPROVED.

39 Director Northrop made a MOTION that the Board approve Hamric
40 Damore & Schneider's engagement letter to express an opinion on the
41 District's Appropriations Limit calculation for fiscal year 2015-2016, in the
42 amount of \$800. Director York SECONDED the motion. Directors
43 Northrop, Salke, Smelser and York being in favor, the motion was
44 APPROVED.

45 **E. Presentation on White Wolf Project:**

46 Troy Caldwell, developer of the White Wolf Project and valley resident,
47 was in attendance for this agenda item, and made a presentation to the
48 Board regarding the current status of the project.

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- 1 • Troy provided a brief history of the White Wolf parcel, including a
2 proposed subdivision in 1963 called Alpine Vista and various
3 proposed large residential projects. After Squaw Valley and Northstar
4 built their large villages, developers came to Troy with proposals for
5 large villages on the parcel, including 800-unit hotels, but Troy did not
6 consider any of their proposals to be right for the valley. Troy said
7 White Wolf's low density fits better with the character of Alpine
8 Meadows.
- 9 • The project is a residential community consisting of 38 lots in three
10 pods, with 460 acres of green belt. The lots are each around an acre.
11 There is a common area with pond, clubhouse, ranch house, tennis
12 courts, and swimming pool. As an indication of the size of the project,
13 Squaw Village would fit in the project's valley floor. White Wolf is
14 outside the jurisdiction of BCPC. JK Architecture, and Molly and Rob
15 Olsen will be involved with the high-end residential buildings. Most
16 lots will have views, good sun access, and will be ski-in/ski-out.
- 17 • There will be connections to the ski areas. A gondola project is
18 planned to connect Squaw Valley with Alpine Meadows via White
19 Wolf. White Wolf will also have two chair lifts (fixed grip triples,
20 potentially upgradable to quads), one going to the top of Estelle Peak.
21 The lifts will be run by Squaw/Alpine staff, who will be paid by White
22 Wolf. KSL, the owner of the Squaw Valley and Alpine Meadows ski
23 resorts, decided the gondola was the best way to get people between
24 the two resorts, rather than having them ski on connecting runs.
- 25 • Verizon has approached Troy about putting up a cell tower. It would
26 be near the entrance to White Wolf. Another carrier would probably
27 use the same tower.
- 28 • There will be a chained-off fire road, not anticipated to be used except
29 in emergencies. The roads are steep, not quite to Placer County's
30 standards. One of the residential pods will not be accessible by road
31 during the winter; its residents will access their properties via
32 Snowcats. Director Smelser asked how fire access would work during
33 the winter. Troy said a full-time pump engine may be positioned
34 within the project. The houses will be made of concrete and steel and
35 will have fire suppression sprinklers. The pond – with a pump house
36 and capacity of 1.5 million gallons - is dip-able for aerial fire
37 suppression. During the winter, there will probably be a medic on
38 staff full-time for the pod not accessible by road.
- 39 • Director York asked how the main hillside drainage affected the pod
40 closest to it. Troy said the drainage is seasonal and goes into an
41 underground lake. They are avoiding it in positioning the building
42 sites. They put a small well in the area with the idea of using it for
43 irrigation. The project will have to include tanks, and they will likely be
44 underground.
- 45 • There is an avalanche zone where the road goes to one of the pods,
46 so they will not be putting building sites there.
- 47 • Troy will work with ASCWD, NTFPD and TTSD to see what services
48 they can provide to White Wolf.

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- 1 • President Grant asked for a time frame. Troy said he hoped
- 2 construction would start in 5 years.
- 3 • Director Salke asked for a PDF of the maps Troy used during the
- 4 presentation. Troy said he would work on it. Pam said she could
- 5 help.

6 **F. Review of Draft Spring Newsletter:**

7 The Board reviewed the draft spring newsletter and made the following

8 comments:

- 9 • Director York said Michael Graf would prefer to do the Flower Walk
- 10 Sunday, July 3, rather than Saturday, June 25. She has not heard
- 11 back from Warren Bray regarding the Bird Walk.
- 12 • Director Smelser expressed concern about people and dogs getting
- 13 injured by bear nail boards. He pointed out that there were liability
- 14 issues involved. As an example, a woman on Old County Road
- 15 stepped on a nail board, then fell on it, sued the property owner and
- 16 won. Pam suggested that owners investigate alternate bear barriers.
- 17 Director Smelser said owners should be warned about the liability
- 18 issue. Director York suggested that a brief notice be included in the
- 19 newsletter along the lines of "Bear season is coming so be alert for
- 20 electric fences and nail boards".
- 21 • The Directors agreed that the reminder about billing should be placed
- 22 as the last item on the newsletter, just above the address box, in a
- 23 large, bold font. The warning about bear season would go right above
- 24 the billing notice.
- 25 • Director Salke suggested providing a link on the District web site to
- 26 resources for bear barriers.
- 27 • Buz suggested that an item be included in the newsletter regarding
- 28 the green waste dumpsters for Memorial Day weekend.

29 **G. Defensible Space Program Update:**

30 The Board discussed the issue of defensible space.

- 31 • Manager Collins said his perspective was that the District should start
- 32 with defensible space on District properties (Office and greenbelts).
- 33 He did not feel the Board should get into the business of doing
- 34 chipping for residents.
- 35 • Director Salke agreed that District property was the top priority, but
- 36 added that he would like the NTFPD forester to do an inspection in
- 37 Alpine Meadows sooner rather than later.
- 38 • President Grant agreed with the priority, but pointed out that residents
- 39 have come to expect assistance with residential chipping. She said
- 40 the Board should have a plan for how to use potential grant funds and
- 41 that if the Board was not going to support chipping, they needed to
- 42 notify the homeowners. Director Salke said the Board could not
- 43 formulate a plan until the forester had done his work. He suggested
- 44 that the newsletter contain a notice that residents should log their
- 45 work in case the District ends up having funds to support chipping.
- 46 • Pam said one problem is that people have come to expect chip piles
- 47 to be dealt with by NTFPD.

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- 1 • Director Salke said the District should post on its web site an
- 2 explanation that the District is working on its own properties first, and
- 3 that the results would be a benefit to the whole valley.
- 4 • President Grant summarized that the Board's plan would be to use its
- 5 budgeted funds to do defensible space work on District properties,
- 6 and that if the District were to receive grant funding, it would use the
- 7 funds to assist with chipping on District properties. Director York
- 8 reminded the Board that sometimes funds are directed for residential
- 9 chipping only, so the decision on how to apply grant funds might be
- 10 made for them.
- 11 • Manager Collins said the Board needed to have input from the
- 12 forester before making definitive decisions. After discussion about
- 13 potential wording for a notice in the newsletter, Manager Collins
- 14 proposed replacing the current section on chipping with a heading of
- 15 "Chipping this Summer" followed by "Each homeowner is responsible
- 16 for chipping on own property. Details for any chipping program are
- 17 not available at this time." He added that the likely consequence of
- 18 such a notice was that residents would delay their chipping.
- 19 • Jesse was able to obtain a grant for \$8,000. It requires matching
- 20 funds, so the District can do \$16K worth of work for \$8K.
- 21 • Manager Collins reminded the Board that a CWPP (Community
- 22 Wildfire Protection Plan) for the valley was just completed. He said he
- 23 would read it to see what relevant information was in it.
- 24 • Other entities doing defensible space work in the valley have been the
- 25 Fire Safe Council and USFS. Manager Collins said the USFS has
- 26 disavowed their responsibility for cleaning up after the Fire Safe
- 27 Council's work projects, so from now on the Fire Safe Council will
- 28 have to take responsibility for its own chipped materials. Manager
- 29 Collins will remind the Fire Safe Council.
- 30 **H. CSDA Board of Directors Call for Nominations:**
- 31 President Grant asked if any of the Directors would like to be considered
- 32 for the position. Nobody was interested so no action was taken.
- 33 **I. General Manager's Report:**
- 34 John Collins, General Manager, provided a written report on his activities
- 35 during the month of February with discussion on the following topics:
- 36 • White Wolf Subdivision: There was no activity (see agenda item 3E).
- 37 • Alpine Meadows Road Bridge Replacement: The project is complete.
- 38 Manager Collins is waiting for the final invoice from Placer County.
- 39 • Alpine Sierra Subdivision: There was no activity (see agenda item 2).
- 40 • AME Well Re-drill: The project is in its final stages. Start-up was
- 41 completed. The well was pumped to waste for several days. The
- 42 final water quality sampling were taken the first week in March. The
- 43 two existing wells still need to be abandoned. Stantec is preparing
- 44 the final punch list. Painting still needs to be done, but that work
- 45 awaits warmer, drier weather.
- 46 • Tanks 4 & 4A Replacement: There was no activity but Manager
- 47 Collins will report on storage issues next month.
- 48 • Stanford Chalet Subdivision: There was no activity (see agenda item
- 49 2).

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- 1 • Other business: Manager Collins worked with the auditors; started
2 work on the annual operating budget; monitored the garbage disposal
3 area; continued work on the Special Use Permit (USFS has now
4 completed its review); delivered water samples for laboratory testing;
5 attended the Park, Recreation & Greenbelt Committee meeting;
6 attended the annual Utility Management Conference; met with
7 Northstar staff to learn about their chipping program (like ASCWD,
8 they prioritize performing defensible space on their own property, but
9 also saw a lot of improvement after starting a new policy of suggesting
10 that defensible space work be done when house sales take place).
- 11 **J. Operations & Maintenance Department Report:**
12 Buz presented his written report for the month of February that included
13 status updates on water, sewer, garbage, and other services provided by
14 the District.
- 15 • Maintenance performed: Staff performed snow removal; worked with
16 the contractor for the AME Well rehab; and participated in budget
17 preparation for the 2016-2017 fiscal year.
- 18 • All routine water samples were absent coliform bacteria.
- 19 • President Grant asked if this month’s high sewer flow affected the
20 District’s capacity in the TRI. Buz said no, the District flow was low
21 compared to that of other districts.
- 22 • President Grant asked what time of year the District typically had
23 coliform issues. Buz said during rainy autumns.
- 24 **K. TTSA Report:**
25 Director Northrop provided the agenda and his own written report for the
26 March 9, TTSA Board meeting.
- 27 • The plant is operating normally and efficiently.
- 28 • All waste water discharge requirements are being met.
- 29 The next TTSA Board meeting is scheduled for April 13.
- 30 **L. Committee Reports:**
- 31 i. **Budget & Finance Committee:** President Grant presented a written
32 report of yesterday’s Committee meeting.
- 33 a. **Non-standard Transactions:** None.
- 34 b. **Investments/cash:** A CD is up for renewal April 6, prior to next
35 month’s Board meeting. The Committee discussed whether to roll
36 it over, or transfer the funds to the Placer County Treasurer’s
37 account where it could earn more interest. Manager Collins
38 researched current interest rates. As of yesterday, a Wells Fargo
39 CD would earn 0.65-0.75%, and the Placer County Treasurer’s
40 account would earn 1.27%. Director York asked if Placer
41 County’s yield varied; Manager Collins said yes. Director Smelser
42 made a MOTION that the funds from the CD maturing April 6 be
43 transferred to the Placer County Treasurer’s account. Director
44 Northrop SECONDED the motion. Directors Northrop, Salke,
45 Smelser and York being in favor, the motion was APPROVED.
- 46 c. **Requests from Customers for Adjustments to their Bills:**
47 None.
- 48 d. **Requests for Unbudgeted Expenses:** None.

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- 1 e. **Draft Budget:** The Committee reviewed with Staff preliminary
2 budget items.
- 3 f. **Discussion of CalPERS Retirement System:** President Grant
4 has been in correspondence with Michael Battey, former District
5 Board Director, regarding CalPERS alternatives. The Committee
6 will discuss the topic again next month.
- 7 g. **Member's Comments:** Director Salke emailed a financial
8 spreadsheet last month. Manager Collins reviewed it, said it was
9 similar to his and will provide his for discussion at the April
10 meeting.
- 11 h. **Next meeting:** Thursday, April 7 at 9:30 a.m.
- 12 ii. **Administration & Personnel Committee:** No meeting.
- 13 iii. **Park, Recreation & Greenbelt Committee:** Director York presented
14 a written report of the Committee's meeting on February 11.
- 15 a. **Policy 6.2.0:** Item 2, Guest Use, was discussed at length. The
16 issue is that season pass holders bring in non-paying guests and
17 they tie up use of the tennis courts. Director York's proposed
18 solution was to put up a well-placed sign reminding everyone that
19 non-pass holders need to pay their fees. Director Northrop made
20 a MOTION that the Board authorize the acquisition and placement
21 of a well-placed sign reminding everyone that non-pass holders
22 need to pay their fees. Director Salke SECONDED the motion.
23 Directors Northrop, Salke, Smelser and York being in favor, the
24 motion was APPROVED.
25 Under Item 5a, it was suggested that the wording of "Saturdays
26 and Sundays" be changed to "Saturdays or Sundays" to clarify
27 that only one Group can be scheduled per weekend. Director
28 Smelser made a MOTION that the Board approve the modification
29 of Item 5a to replace "Saturdays and Sundays" with "Saturdays or
30 Sundays". Director York SECONDED the motion. Directors
31 Northrop, Salke, Smelser and York being in favor, the motion was
32 APPROVED.
- 33 b. **Rates:** The only recommended change was increasing the Family
34 Season Pass to \$150, which was approved at last month's Board
35 meeting.
- 36 c. **Application:** There were no changes.
- 37 d. **Amenities:** The Committee would like a brief survey attached to
38 the Park application so that season pass purchasers can respond
39 about whether they are interested in a bocce court and whether
40 they would still be interested if it came with a rate increase. The
41 Committee also discussed the status of landscaping, beach sand
42 and barbeque grills; the removal of the children's play area; and
43 the status of defensible space with respect to the greenbelt areas.
- 44 e. **Easter Egg Hunt:** The Easter Egg Hunt is scheduled for
45 Saturday, March 26, at 10:00 a.m.
- 46 f. **Bird Walk:** The Bird Walk is scheduled for Saturday, June 11, at
47 8:00 a.m.

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1 g. **Flower Walk:** The Flower Walk is scheduled for Saturday, June
2 25, at 9:00 a.m. but will probably be rescheduled to Sunday, July
3 3.

4 h. **Next meeting:** February 2017.

5 iv. **Long Range Planning Committee:** No meeting.

6 **M. Open Items:** None.

7 **N. Correspondence to the Board:** Merritt Cutten sent President Grant a
8 letter of appreciation for Resolution 1-2016, asking her to extend his
9 gratitude to the other Directors.

10 **4. DIRECTORS' COMMENTS:**

- 11 • The next Board meeting is scheduled to be held at its normal date and time:
12 Friday, April 8, at 9:00 a.m.

13 **5. ADJOURNMENT**

14 There being no further business before the Board, at 10:59 a.m. Director York
15 made a MOTION that the meeting be adjourned. Director Smelser SECONDED
16 the motion. Directors Northrop, Salke, Smelser and York being in favor, the
17 motion was APPROVED.

18

19

20 Respectfully Submitted,

approved as submitted 4/8/16

21

22

23 Jancis Martin

24 Recording Secretary