
ALPINE SPRINGS COUNTY WATER DISTRICT

Directors: Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York

General Manager: Joe Mueller

PUBLIC NOTICE

Regular Meeting of the Board of Directors Alpine Springs County Water District

Date: Tuesday, May 14th, 2024
Location: District Office, Board Room
270 Alpine Meadows Road
Alpine Meadows, CA 96146
Time: 9:00 a.m.

AGENDA

NOTE: THE DISTRICT BOARD OF DIRECTORS MAY TAKE FORMAL ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW. AGENDA ITEMS MAY OR MAY NOT BE TAKEN IN THE SEQUENCE PRESENTED BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED BELOW PRIOR TO THE MEETING.

Meetings are held in person in the ASCWD boardroom at 270 Alpine Meadows Rd. and are open to the general public. Public comment is accepted by the board only in the following ways, in person at 270 Alpine Meadows Rd., Alpine Meadows, CA, in writing submitted to the Board Secretary by email to info@alpinesprings.org, or by mail before Thursday May 9th, 2024 @ 9:00 a.m.

A ZOOM broadcast is provided when available through the following link. No public participation or comment is provided through ZOOM.

ZOOM: At the specified time, 9:00 a.m., connect to ZOOM. Mtg. ID: 842 8934 4474; passcode: 233781; Times listed are approximate.

Join Zoom Meeting:

<https://us06web.zoom.us/j/84289344474?pwd=kNbPnbIbzD4P7CfbiVoB5S2NfCIIvK.1>

ALPINE SPRINGS COUNTY WATER DISTRICT

Directors: Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York

General Manager: Joe Mueller

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

B. PUBLIC COMMENT

It is the policy of the Alpine Springs County Water District to give the public the opportunity to address any item of interest which is relevant to the district's activities. The public may speak on any agenda item at this time or after the Board has discussed the item, but prior to a vote. No action can be taken on items addressed under Public Comment that are not on the agenda. Individual public participation will be limited to five minutes in duration.

C. APPROVAL OF MINUTES

C1) APRIL REGULAR BOARD MEETING

The Board shall review and vote to approve the minutes of the Regular Board meeting of April 9th, 2024.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

Mike Dobrowski, CPA, shall discuss the April 2024 monthly and yearly financial statements highlighting outstanding issues. The Chair of the Budget & Finance Committee shall comment on the Committee's review of the statements. The Board shall vote to accept the financial statements and to approve the monthly (reports) expenditures.

D2) FIRE DEPARTMENT REPORT

Chief Leighton, or his designee, shall report on the activities of North Tahoe Fire Protection District, with special regard to those which impact Alpine Meadows, including April 2024 dispatch report and the staffing of the Alpine Meadows Fire Station 56.

D3) GENERAL MANAGER'S REPORT

Joe Mueller, the General Manager, shall report on his activities during the month of April 2024.

D4) OPERATION & MAINTENANCE DEPARTMENT REPORT

The Operations Staff shall report on issues regarding water, sewer, parks, garbage, and other services provided by the district. Staff shall comment on and answer questions regarding the April 2024 Water/Sewer Report.

D5) TTSA REPORT

The Board of Directors meeting was held on April 17th, 2024, meeting summary attached.

E. COMMITTEE REPORTS

E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)

Met May 13th, the previous month April 8th, 2024, B&F report is attached.

E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)

No Meeting

E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)

No Meeting

E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)

No Meeting

ALPINE SPRINGS COUNTY WATER DISTRICT

Directors: Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York

General Manager: Joe Mueller

F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

- F1) FIRE PROTECTION, EMERGENCY MEDICAL, AND RELATED SERVICES RECOMMENDATIONS FROM THE COMMUNITY ADVISORY BOARD
Receive, discuss, and provide direction to staff on the Fire Protection and Emergency Medical Services recommendations from the community advisory board.
- F2) DRAFT FISCAL YEAR 2024/2025 OPERATIONS AND CAPITAL BUDGET
Review and discuss the FY 2024/2025 Operations and Capital Improvement Budgets
- F3) GOALS AND OBJECTIVES 2023/2024
Review the Board of Directors self-evaluations of the 2023/2024 District Goals and Objectives
- F4) SPRING SUMMER 2024 ASCWD NEWSLETTER
Review and consider for approval the content of the spring summer 2023 ASCWD Newsletter.

G. FUTURE AND OPEN AGENDA ITEMS

- District Budget 2024/2025 / CIP project reprioritization
- Fire Protection and Emergency Medical Agreement

H. CORRESPONDENCE TO THE BOARD

All correspondence to the Board received at the District Office more than 72 hours before the scheduled Board meeting shall be discussed at the meeting. The Board may dispense with any item immediately, direct investigation of any item to a Board or ad-hoc Committee and/or table any item until the next regularly scheduled Board meeting.

I. CLOSED SESSION

- I1) GOVERNMENT CODE SECTION 54954.2(a) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
General Manager performance evaluation for fiscal year 2023/2024

J. DIRECTORS' COMMENTS

In accordance with Government Code Section 54954.2(a), Directors may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

K. ADJOURNMENT

The Board of Directors of Alpine Springs County Water District, as a general rule, would like to complete its regular meetings within four hours. If it appears that the meeting will extend beyond four hours, the Board President shall poll the Directors as to their wishes on finishing Board business. A majority of the Directors shall decide whether to complete all items on the agenda at this meeting, postpone the meeting or move remaining agenda items to the next regularly scheduled meeting.

Next regularly scheduled Board meeting – Friday June 14th, 2024, at 9:00 a.m.

I certify that on or before Thursday May 9th, 2024, at 9:00 a.m., I personally posted and forwarded agendas as requested.

Joe Mueller, General Manager
Alpine Springs County Water District

270 Alpine Meadows Road, Alpine Meadows, CA 96146
Phone: (530) 583-2342 • Fax: (530) 583-0228 • www.alpinesprings.org

EXHIBIT C1

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **April 9, 2024**
4

5 **A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

6 President Grant called the meeting to order at 9:00 AM.

7
8 Directors Present: President Janet S. Grant, David Smelser, Jan Ganong, Evan Salke, and Christine
9 York.

10 Directors Absent: None

11 Staff Present: General Manager Joseph Mueller, Miguel Ramirez, and Office Manager Laurie Axell

12
13 Guests included CPA Mike Dobrowski and Scott Sedgwick from NTFPD
14

15 **B. PUBLIC COMMENT**

16 There were no comments on items not on today's agenda.
17

18 **C. APPROVAL OF MINUTES**

19 **C1) MARCH REGULAR BOARD MEETING**

20 **It was moved by Ganong and seconded by York to approve the minutes of the March 8, 2024**
21 **Regular Board meeting as modified. Motion carried unanimously.**
22

23 **D. DEPARTMENT REPORTS**

24 **D1) FINANCIAL REPORT**

25 District CPA Mike Dobrowski presented the financial reports through March 2024. He has been
26 working with Mueller and Axell to finalize the budget.
27

28 **It was moved by Ganong and seconded by York approve payment of checks #33703 – 33722,**
29 **payroll, and electronic fund transfers. Motion carried unanimously.**
30

31 **D2) FIRE DEPARTMENT REPORT**

32 NTFPD Battalion Chief Sedgwick reported on the calls responded to in the past month. He was asked
33 to make sure the specific location of responses be correct. Sedgwick said all shifts are now fully
34 staffed.
35

36 **D3) GENERAL MANAGER'S REPORT**

37 Mueller presented his written report for March 2024. He has put the Alpenglow investors in touch with
38 Carollo to update the technical memorandum to make sure it complies with the new Master Plan.
39

40 Mueller reported on the recent Nevada Water Environmental Association conference that he attended,
41 which was very beneficial. Mueller's co-presented on the importance of master planning for small
42 utilities.
43

44 The letter of recommendations from the Community Advisory Committee is out for committee
45 member's signatures. When it is returned to Mueller, it will be sent to the Board and should be the
46 May agenda for consideration.
47

48 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

49 Miguel Ramirez presented the Water/Wastewater Report for March 2024, including maintenance
50 issues addressed during the month.
51

1 Two leaks were identified during the month. There was a brief conversation about what constitutes a
2 leak as opposed to an owner or renter not understanding how to operate the home’s water system.
3

4 Included in Ramirez’s photos was a picture of the gravel found in the booster pump feed from the R-2
5 well used for snowmaking.
6

7 **D5) TTSA REPORT**

8 Smelser presented the report of the March 20, 2024 TTSA Board meeting. He and Mueller explained
9 the Master Plan will be updated given new technologies to be considered.
10

11 **E. COMMITTEE REPORTS**

12 **E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

13 Grant reported on the April 8, 2024 Budget & Finance Committee meeting.
14

15 The Treasurer’s Report was reviewed. The Committee asked that the bonds and CDs include the dollar
16 amount of each investment.
17

18 Mueller noted the positive cash position and said Reserves are fully funded.
19

20 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

21 York reported on the March 25 Committee meeting. Although the Committee had a robust discussion
22 about the tennis courts, it is not ready to make a recommendation at this time. The Committee
23 suggested including adding a question about pickleball on the on the pass applications.
24

25 Discussion followed as Mueller reported on his investigation into Placer County funds for pickleball,
26 the pros and cons of adding striping for those courts, and the options to be considered for resurfacing
27 the tennis courts. The revenues and policy adopted last year for park passes were reviewed.
28

29 Mueller reported the Fire Safe Council asked if there is any ASCWD property to be addressed during
30 the spring clean-up. There may be some areas that could be treated. Mueller noted ASCWD donated
31 dumpsters to last year’s efforts. The Council is also asking for “cutting” funds, which are unknown at
32 this time. Mueller will advise the Council that the Park, Recreation, & Greenbelt Committee is
33 considering options and will get back to them with a recommendation.
34

35 Depending on the weather, the park should open for Memorial Day.
36

37 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

38 This Committee did not meet.
39

40 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

41 Ganong presented the report of the March 27, 2024 Committee meeting. The Committee’s
42 recommendations for revisions to the Goals and Objectives and Matrix were considered. Grant noted
43 the Budget & Finance Committee also had some revisions that are not included in today’s
44 consideration under Item F3 below. The updated matrix should be included on the District website.
45

46 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

47 **F1) RESOLUTION #3-2024 REQUESTING COLLECTION BY PLACER COUNTY**
48 **FOR UNPAID ACCOUNTS ON TAX ROLL**

49 **It was moved by York and seconded by Ganong to approve Resolution #3-2024 requesting the**
50 **County of Placer collect on the County tax rolls ASCWD delinquent charges, fees, and**
51 **assessments.**

1 **ROLL CALL VOTE**
2 **AYES: Salke, York, Ganong, Smelser, Grant**
3 **NAYES: None**
4 **Motion carried unanimously.**

5
6 **F2) RESOLUTION #4-2024 ANNUAL ADOPTION OF THE DISTRICT**
7 **INVESTMENT POLICY**
8 There was a brief conversation about how the investments are shown on the monthly Treasurer's
9 Report.
10 **It was moved by York and seconded by Ganong to adopt Resolution #4-2024, Annual Adoption**
11 **of the District Investment Policy.**

12 **ROLL CALL VOTE**
13 **AYES: Salke, York, Ganong, Smelser, Grant**
14 **NAYES: None**
15 **Motion carried unanimously.**

16
17 **F3) GOALS AND OBJECTIVES 2024/2025**
18 Ganong reported the only change to the Goals and Objectives are the dates. She reviewed
19 recommended updates to the Matrix. Any revisions from the other Committees can be considered at a
20 later date.

21
22 **It was moved by York and seconded by Smelser to approve the District 2024/2025 Goals and**
23 **Objectives Statement as presented. Motion carried unanimously.**
24
25 **It was moved by Ganong and seconded by Smelser to approve the revisions to the Goals and**
26 **Objectives Matrix as presented. Motion carried unanimously.**

27
28 **F4) DISTRICT PARK POLICY AND PARK USE FEES**
29 **It was moved by Salke and seconded by Smelser to approve the District Park Use Fees and the**
30 **2024 Fee Schedule as discussed and recommended by the Park, Recreation, and Greenbelt**
31 **Committee. Motion carried unanimously.**

32
33 **F5) DISTRICT POLICY 4.12.0, 4.14.0, AND 4.16.0**
34 Ganong presented the policy revisions and rationale for each. Discussion followed as the
35 recommendations were clarified. No action was taken on Policy 4.16.0.
36 **It was moved by Ganong and seconded by Smelser to approve update to the District Policy**
37 **4.12.0 as discussed and recommended by the Administration and Personnel Committee at its**
38 **March 27th meeting. Motion carried unanimously.**
39
40 **It was moved by Smelser and seconded by Ganong to approve update to the District Policy**
41 **4.14.0 as discussed and recommended by the Administration and Personnel Committee at its**
42 **March 27th meeting. Motion carried unanimously.**

43
44 **F6) SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) CALL**
45 **FOR NOMINATIONS**
46 No ASCWD Board member expressed interest being nominated to the SDRMA Board.

- 47
48 **G. FUTURE AND OPEN AGENDA ITEMS**
49 • District Budget 2024/2025
50 • Fire Protection and Emergency Medical Agreement
51 • CIP project reprioritization

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H. CORRESPONDENCE TO THE BOARD

No correspondence was presented.

I. CLOSED SESSION

Closed Session was not convened.

J. DIRECTORS' COMMENTS

Grant suggested including a brief description of each Committee in the newsletter as a means of encouraging additional participation.

K. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 11:40 AM. The next regularly scheduled Board meeting is **Tuesday May 14, 2024** at 9:00 AM.

Respectfully Submitted,
Judy Friedman
Recording Secretary
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

EXHIBIT D1

Subject: *April 2024 Month End Review*

For: *Alpine Springs County Water District*

To: *The Board of Directors*

Prepared by: *Michael J. Dobrowski, CPA 05/01/24*

On a year-to-date basis our net income was \$240,406 less than the prior fiscal year. The primary reason for the difference is the timing of the receipt of information regarding the property tax revenue. Net income was \$240,497 favorable to budget on a year to date basis.

Our cash position has increased by \$643,711 from 04/30/2023 and decreased by \$68,130 from the prior month.

Reports Included: Profit and Loss Previous Year Comparison (Condensed)
Profit and Loss Budget Performance
Balance Sheet Previous Year and Month Comparison
Cash Flow Year to Date
Check Register for Current Month
Subsequent Payments Listing
Quarterly Balanced Fund and P&L Reports (Sept, Dec, Mar, June)

Procedures Performed: Made monthly depreciation entry.
Reconciled Bank Accounts to last available statement.
Payroll entries completed.
Prepaid account adjusted to actual.
Leave accrual adjusted on statements.
County A/R adjustment.
Accrued items to budget.

Outstanding Information: Placer County & Wells Fargo Prior Month statements.

Cash reserved for Capital – \$0 + \$192,438= \$192,438

Prior Year + (10% of annual revenues (\$2,282,877-358,499) less Garbage)

Cash available for operations – \$1,813,081

(Remaining balance \$2,005,519-192,438)

In Transit Timing Differences

No significant differences.

Work in Progress Accounts	Current Year	Total
Overlay Front Half Circle	22,000	22,000
Bear Creek Armoring Project	67,876	67,876
Upgrade Backup Battery Tank 2&5	<u>0</u>	<u>3,598</u>
Total	\$ 89,876	\$ 93,474

Accounts Payable		
NTFPD Contract		\$ <u>0</u>
Total		\$ 0

Sick and General Leave		
Sick leave Hours	352.50 Hrs.	
General leave Hours and Dollars	363.69 Hrs.	\$ 23,721.83

Prepays		
Sun Life Dental (5103&04) (68.77+212.89) 0 month		\$ 0.00
Garbage Contract (5404.02) 0 Mo. @ \$17,815.40		\$ 0.00
Healthplan Services (51031&41) (171.45+208.05) 0 month		\$ 0.00
SDRMA Insurance (5120.00) 2 months @ 3,706.99		\$ 7,713.97
SDRMA (5120.00) Worker's Comp 2 months @ 1,051.09		\$ 2,102.17
Cal Special Districts Assoc (5168) 8 months @ 682.25 (Jan-Dec)		\$ 5,458.00
Core Software (5167.00) 2 Mo. @ \$52.50		\$ <u>105.00</u>
Total		\$ 15,079.14

Stale-Dated Checks

<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>
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Last disbursement issued from prior financial reports.

<u>Date</u>	<u>Check or EFT #</u>	<u>Amount</u>	<u>Vendor</u>
04/02/24	33722	985.00	Alpine Meadows Ski Area

Benefits Breakdown (YTD)

Health & Life Ins. (Active)	\$47,657.56
Health & Life Ins. (Retired)	18,535.13
Pension (Employee 7.75%)	27,641.57 (Employer 7.68% Effective 07/01/23)
Payroll Taxes	9,002.40
Health plan co-ins.	<u>1,694.70</u>
Total	\$104,531.66

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
 July 2023 through April 2024

	<u>Jul '23 - Apr 24</u>	<u>Jul '22 - Apr 23</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Water Revenue	897,786	639,677	258,109
Connection Fees	39,773	27,166	12,607
Sewer Revenue	388,499	329,675	58,824
Garbage Revenue	358,499	267,381	91,119
Park Revenue	21,505	16,720	4,785
Fire Mitigation Fees	19,105	14,857	4,247
Fire Fuel Management Fees	0	25,604	(25,604)
Property Tax Revenue	531,378	879,834	(348,457)
Other Revenue	26,332	20,208	6,124
Total Income	<u>2,282,877</u>	<u>2,221,122</u>	<u>61,754</u>
Gross Profit	2,282,877	2,221,122	61,754
Expense			
Salaries and Wages - Admin	202,915	176,052	26,863
Salaries and Wages - O&M	195,016	165,845	29,171
Benefits - Office	26,696	21,392	5,304
Benefits - O&M	76,141	59,595	16,546
Health Plan Co-Insurance	1,695	7,758	(6,064)
Directors' Fees	9,300	9,475	(175)
Insurance - Administration	47,951	35,223	12,728
Park Expenditures	3,665	4,437	(772)
Parts/Tools/Misc. Equip	7,983	15,324	(7,341)
Postage and Delivery	2,332	3,556	(1,225)
Cleaning	2,963	2,475	488
Newsletter and Printing	1,601	294	1,307
Office Expense	10,053	12,786	(2,733)
Dues and Subscriptions	4,917	9,882	(4,965)
Bank and Collection Fees	4,356	2,589	1,767
Analytical Testing	10,066	2,281	7,785
Accounting Fees	58,789	55,993	2,796
Audit	22,145	20,500	1,645
Legal Fees	6,431	7,995	(1,564)
Consultants-Misc.	5,137	3,521	1,617
NTFD Contract	477,502	408,469	69,033

8:30 AM
05/01/24
Accrual Basis

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
July 2023 through April 2024

	<u>Jul '23 - Apr 24</u>	<u>Jul '22 - Apr 23</u>	<u>\$ Change</u>
Fire Fuel Management Fee	0	(20,102)	20,102
Building Maintenance	7,792	4,893	2,899
Equipment Maintenance - Ad...	7,142	8,119	(977)
Vehicle Maintenance and Rep.	7,740	9,288	(1,548)
Maintenance Water and Sewer	106,754	35,244	71,509
Gas and Electric - Admin	65,727	41,755	23,972
SCADA System	16,401	11,214	5,188
Travel and Entertainment	1,873	342	1,532
Education Staff/Board	1,036	522	514
Uniforms	2,294	939	1,355
ASCWD Fuel	6,885	5,778	1,107
Telephone - Administration	2,962	2,688	273
Government Mandates	17,107	20,867	(3,761)
Garbage Services	178,154	131,658	46,496
Depreciation Expense	218,990	218,990	0
Miscellaneous - O&M	833	1,486	(653)
Total Expense	<u>1,819,342</u>	<u>1,499,125</u>	<u>320,217</u>
Net Ordinary Income	463,535	721,997	(258,463)
Other Income/Expense			
Other Income			
Interest Revenue	40,018	21,893	18,125
Total Other Income	<u>40,018</u>	<u>21,893</u>	<u>18,125</u>
Other Expense			
Interest Expense	157	89	68
Total Other Expense	<u>157</u>	<u>89</u>	<u>68</u>
Net Other Income	<u>39,861</u>	<u>21,804</u>	<u>18,057</u>
Net Income	<u><u>503,395</u></u>	<u><u>743,801</u></u>	<u><u>(240,406)</u></u>

Alpine Springs County Water District
Profit & Loss Budget Performance 2023/2024
April 2024

	Apr 24	Budget	Jul '23 - Apr ...	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
Water Revenue	0	0	897,786	910,129	1,034,237
Connection Fees	0	2,101	39,773	21,012	25,214
Sewer Revenue	121	0	388,499	339,570	385,875
Garbage Revenue	125	0	358,499	328,824	373,663
Park Revenue	0	0	21,505	17,500	35,000
Fire Mitigation Fees	2,079	1,000	19,105	10,000	12,000
Property Tax Revenue	0	0	531,378	549,143	915,239
Other Revenue	0	1,782	26,332	17,820	21,400
Total Income	2,326	4,883	2,282,877	2,193,998	2,802,628
Gross Profit	2,326	4,883	2,282,877	2,193,998	2,802,628
Expense					
Salaries and Wages - Admin	20,047	20,719	202,915	207,190	248,615
Salaries and Wages - O&M	14,464	20,577	195,016	205,770	246,914
Benefits - Office	3,492	4,145	26,696	41,450	49,741
Benefits - O&M	7,862	9,903	76,141	99,030	118,841
Health Plan Co-Insurance	0	749	1,695	7,490	8,988
Directors' Fees	1,225	990	9,300	9,900	11,850
Insurance - Administration	4,758	4,692	47,951	46,920	56,304
Park Expenditures	0	6,083	3,665	24,332	36,500
Parts/Tools/Misc. Equip	-10,275	2,250	7,983	22,500	27,000
Postage and Delivery	92	573	2,332	5,730	6,870
Cleaning	0	533	2,963	5,330	6,400
Newsletter and Printing	0	1,525	1,601	3,050	3,050
Office Expense	501	1,965	10,053	19,650	23,575
Dues and Subscriptions	903	972	4,917	9,720	11,668
Bank and Collection Fees	1,381	208	4,356	2,080	2,500
Analytical Testing	2,349	583	10,066	5,830	7,000
Accounting Fees	6,001	5,915	58,789	59,150	70,950
Audit	0	0	22,145	23,000	23,000
Legal Fees	0	1,252	6,431	12,520	15,000
Consultants-Misc.	419	1,311	5,137	13,110	15,735
NTFD Contract	0	61,016	477,502	610,160	732,191
Fire Fuel Management Fee	0	833	0	8,330	10,000
OPEB Trust - Annual Funding	0	0	0	0	30,000

Alpine Springs County Water District
 Profit & Loss Budget Performance 2023/2024
 April 2024

	<u>Apr 24</u>	<u>Budget</u>	<u>Jul '23 - Apr ...</u>	<u>YTD Budget</u>	<u>Annual Bud...</u>
Building Maintenance	4,342	1,994	7,792	19,940	23,925
Equipment Maintenance - A...	389	801	7,142	8,010	9,610
Vehicle Maintenance and Rep.	1,950	908	7,740	9,080	10,900
Maintenance Water and Sew...	0	11,884	106,754	118,840	142,600
Gas and Electric - Admin	16,202	4,774	65,727	47,740	57,310
SCADA System	0	1,002	16,401	10,020	12,015
Travel and Entertainment	0	25	1,873	250	300
Education Staff/Board	0	292	1,036	2,920	3,500
Uniforms	562	251	2,294	2,510	3,000
ASCWD Fuel	2,781	792	6,885	7,920	9,500
Telephone - Administration	208	283	2,962	2,830	3,400
Government Mandates	1,120	2,068	17,107	20,680	24,817
Garbage Services	17,815	17,828	178,154	178,280	213,936
Depreciation Expense	21,899	21,899	218,990	218,990	262,775
Miscellaneous - O&M	0	163	833	1,630	1,950
Total Expense	<u>120,488</u>	<u>211,758</u>	<u>1,819,342</u>	<u>2,091,882</u>	<u>2,542,230</u>
Net Ordinary Income	-118,162	-206,875	463,535	102,116	260,398
Other Income/Expense					
Other Income					
Interest Revenue	<u>3,729</u>	<u>210</u>	<u>40,018</u>	<u>2,100</u>	<u>2,500</u>
Total Other Income	<u>3,729</u>	<u>210</u>	<u>40,018</u>	<u>2,100</u>	<u>2,500</u>
Other Expense					
Interest Expense	<u>13</u>	<u>0</u>	<u>157</u>	<u>0</u>	<u>0</u>
Total Other Expense	<u>13</u>	<u>0</u>	<u>157</u>	<u>0</u>	<u>0</u>
Net Other Income	<u>3,716</u>	<u>210</u>	<u>39,861</u>	<u>2,100</u>	<u>2,500</u>
Net Income	<u><u>-114,446</u></u>	<u><u>-206,665</u></u>	<u><u>503,395</u></u>	<u><u>104,216</u></u>	<u><u>262,898</u></u>

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
As of April 30, 2024

	Apr 30, 24	Mar 31, 24	\$ Change	Apr 30, 23	\$ Change
ASSETS					
Current Assets					
Checking/Savings					
Petty Cash	352	352	0	101	252
Bank of the West	0	0	0	10,155	(10,155)
Plumas Bank Checking	109,652	181,512	(71,860)	0	109,652
Placer County - Interest App.	169,415	169,415	0	360,085	(190,669)
Wells Fargo Advisors	1,373,322	1,373,322	0	352,492	1,020,830
LAIF Accounts	352,777	349,047	3,729	638,976	(286,199)
Total Checking/Savings	2,005,519	2,073,649	(68,130)	1,361,808	643,711
Accounts Receivable					
Accounts Receivable	31,689	40,492	(8,803)	20,378	11,311
Total Accounts Receivable	31,689	40,492	(8,803)	20,378	11,311
Other Current Assets					
Placer - Agency Taxes 390-770	374	374	0	385,192	(384,818)
Other Accounts Receivable	0	0	0	24,071	(24,071)
Interfund Receivable - Enterp	0	0	0	0	0
Prepaid Expenses	15,079	20,572	(5,493)	34,139	(19,060)
County Collection Accounts	0	0	0	1,717	(1,717)
Deferred Pension Outflows	76,080	76,080	0	43,042	33,038
Deferred OPEB Outflows	29,960	29,960	0	6,572	23,388
Total Other Current Assets	121,494	126,987	(5,493)	494,734	(373,241)
Total Current Assets	2,158,701	2,241,128	(82,426)	1,876,919	281,782
Fixed Assets					
Land	360,436	360,436	0	360,436	0
Firehouse	376,338	376,338	0	376,338	0
Firehouse Vehicles & Equipment	343,336	343,336	0	343,336	0
Park	403,391	403,391	0	403,391	0
Park Improvements Depreciable	21,728	21,728	0	21,728	0
Land Improvements	129,444	129,444	0	129,444	0
Alpine Springs Interceptor	58,095	58,095	0	58,095	0
Water System	6,646,779	6,646,779	0	6,459,766	187,013
SCADA System	172,423	172,423	0	146,548	25,875
Sewer System	1,046,201	1,046,201	0	1,022,026	24,175
Building Improvements	357,090	357,090	0	357,090	0
Office Equipment	81,011	81,011	0	81,011	0
Vehicles	128,749	128,749	0	128,749	0
Maintenance Equipment	293,229	293,229	0	293,229	0
Truckee River Interceptor	358,524	358,524	0	358,524	0
Inflow and Infiltration	26,031	26,031	0	26,031	0
Work in Progress	93,474	93,474	0	208,006	(114,532)
Accumulated Depreciation	(5,753,215)	(5,731,316)	(21,899)	(5,477,709)	(275,507)

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
As of April 30, 2024

	Apr 30, 24	Mar 31, 24	\$ Change	Apr 30, 23	\$ Change
Total Fixed Assets	5,143,064	5,164,963	(21,899)	5,296,040	(152,976)
Other Assets					
Net Pension Asset	(1)	(1)	0	28,378	(28,379)
Land Usage and Easement Right	17,436	17,436	0	17,436	0
Total Other Assets	17,435	17,435	0	45,814	(28,379)
TOTAL ASSETS	7,319,200	7,423,525	(104,325)	7,218,773	100,427
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	17,815	0	17,815	0	17,815
Total Accounts Payable	17,815	0	17,815	0	17,815
Other Current Liabilities					
Accounts Payable - 05	54,005	54,005	0	0	54,005
OPEB Liability	368,622	368,622	0	374,816	(6,194)
Accrued Payroll & Payroll Tax	0	1,482	(1,482)	1,988	(1,988)
Accrued Vacation Payable	23,722	25,432	(1,711)	16,616	7,106
Deferred Pension Inflows	1,145	1,145	0	31,598	(30,453)
Deferred OPEB Inflows	54,695	54,695	0	47,787	6,908
Net Pension Liabilities	26,467	26,467	0	0	26,467
HRA Plan Payable	4,966	4,966	0	5,000	(33)
Total Other Current Liabilities	533,622	536,815	(3,193)	477,805	55,818
Total Current Liabilities	551,438	536,815	14,623	477,805	73,633
Long Term Liabilities					
Caterpillar Financial Serv	36,192	40,695	(4,503)	144,188	(107,996)
Total Long Term Liabilities	36,192	40,695	(4,503)	144,188	(107,996)
Total Liabilities	587,630	577,509	10,120	621,992	(34,363)
Equity					
Retained Earnings	375,195	375,195	0	0	375,195
Retained Earnings - Garbage	485,759	485,759	0	519,082	(33,323)
Retained Earnings - Park	(173,813)	(173,813)	0	(181,351)	7,538
Retained Earnings - Sewer	1,576,303	1,576,303	0	1,609,737	(33,434)
Retained Earnings - Water	(1,561,741)	(1,561,741)	0	(1,737,234)	175,493
Fund balance Undesignated	411,854	411,854	0	395,443	16,411
Investment in plant & equip	5,114,618	5,114,618	0	5,247,303	(132,685)
Net Income	503,395	617,841	(114,446)	743,801	(240,406)
Total Equity	6,731,570	6,846,016	(114,446)	6,596,780	134,790
TOTAL LIABILITIES & EQUITY	7,319,200	7,423,525	(104,325)	7,218,773	100,427

Alpine Springs County Water District
Statement of Cash Flows
July 2023 through April 2024

	<u>Jul '23 - Apr 24</u>
OPERATING ACTIVITIES	
Net Income	503,395
Adjustments to reconcile Net Income to net cash provided by operations:	
1150.00 · Accounts Receivable - 05 Fund	114,007
1550.00 · Prepaid Expenses	(1,599)
1600.05 · County Collection Accts	28,458
1041.00 · Placer Co - Taxes 770	53,684
1850.00 · Accumulate Depreciation:1850.02 · Accumulated Deprec...	9,090
1850.00 · Accumulate Depreciation:1850.03 · Accumulated Deprec...	9,090
1850.00 · Accumulate Depreciation:1850.04 · Accumulated Deprec...	27,330
1850.00 · Accumulate Depreciation:1850.05 · Accumulated Deprec...	159,420
2010.00 · Accounts Payable - 06 Fund	17,568
2010.00 · Accounts Payable - 06 Fund:2010.06 · Accounts Payable...	(346,186)
2070.00 · Accrued Payroll & Taxes - 05 Fu	(8,939)
2075.00 · Accrued Vacation Pay - 05 Fund	3,239
Net cash provided by Operating Activities	568,558
INVESTING ACTIVITIES	
1751.05 · SCADA System	(16,940)
1830.05 · Work in Progress	(22,000)
1830.05 · Work in Progress:1832.04 · Bear Creek Armoring Project ...	(67,876)
1850.00 · Accumulate Depreciation:1850.06 · Accumulated Deprec. ...	14,060
Net cash provided by Investing Activities	(92,756)
FINANCING ACTIVITIES	
2095.05 · Caterpillar Financial Serv - 05	(44,998)
Net cash provided by Financing Activities	(44,998)
Net cash increase for period	430,804
Cash at beginning of period	1,574,715
Cash at end of period	2,005,519

**Alpine Springs County Water District
Check Register for Current Month**

April 4 - 30, 2024

8:55 AM
05/01/24

Date	Num	Name	Memo	Amount	Balance
04/08/2024	Ach04/08/...	AT&T {319907901}	Account #319907901	-208.03	-208.03
*** Missing numbers here ***					
04/15/2024	Ach04/15/...	Tahoe Truckee Sierra Disposal Co., Inc.	Customer #000355	-370.71	-578.74
*** Missing numbers here ***					
04/17/2024	Ach04/17/...	SDRMA	Member #7084 May 2024	-885.75	-1,464.49
*** Missing numbers here ***					
04/21/2024	Ach04/21/...	Caterpillar Financial Services Corp	Contract #001-70093002	-4,515.56	-5,980.05
*** Missing numbers here ***					
04/22/2024	Ach04/22/...	Liberty 1402 Beaver Dam	1402 Beaver Dam TRL	-543.46	-6,523.51
*** Missing numbers here ***					
04/15/2024	33723	Badger Meter	Customer #23930 Inv. #801549...	-346.83	-6,870.34
04/15/2024	33724	Big Bear Automotive Repair Inc.	Invoices #36790 & #36987	-835.50	-7,705.84
04/15/2024	33725	Bushwackers Tree Service, Inc.	Invoice #100-3319	-3,775.00	-11,480.84
04/15/2024	33726	FedEx	Account #1834-0409-1	-45.99	-11,526.83
04/15/2024	33727	Flyers Energy	Account ID: 31116	-2,781.27	-14,308.10
04/15/2024	33728	Hunt Propane	Account #5385	-2,826.31	-17,134.41
04/15/2024	33729	Janet Grant	Apr 2024 Bdgt., Fin., & BoD Mt...	-275.00	-17,409.41
04/15/2024	33730	Janice Ganong	Mar 24 PR&G, Admin&Personn...	-300.00	-17,709.41
04/15/2024	33731	Evan Salke {1}	Mar 24 Admin.&Personnel, Apr ...	-250.00	-17,959.41
04/15/2024	33732	David Smelser {1}	Apr 2024 Board of Directors Mtg.	-150.00	-18,109.41
04/15/2024	33733	Christine York	Mar 24 PR&G, & Apr 24 Board ...	-250.00	-18,359.41
04/16/2024	33734	Kelsie Fire Extinguisher Service, LLC	Invoice #5070 4/11/2024	-345.01	-18,704.42
04/16/2024	33735	L.A. Perks Petroleum Specialist, Inc.	Invoice #886260	-1,120.00	-19,824.42
04/16/2024	33736	Professional Communications Messaging	Account #193072 Serv. 04/01/2...	-42.40	-19,866.82
04/16/2024	33737	Silver State Analytical Laboratories	Inv. #RN313302 & Inv.#RN313...	-2,285.00	-22,151.82
04/29/2024	33738	FedEx	Account #1834-0409-1	-46.05	-22,197.87
04/29/2024	33739	Independent Technologies	Invoice #6030	-150.00	-22,347.87
04/29/2024	33740	Miguel G. Ramirez	Uniforms	-194.94	-22,542.81
04/29/2024	33741	North Lake Auto Parts	Acct. #300	-82.92	-22,625.73
04/29/2024	33742	Robert Pascarella	Uniform Reimbursement	-366.97	-22,992.70
04/29/2024	33743	Silver State Analytical Laboratories	Inv. #RN313978	-64.00	-23,056.70
04/30/2024	33744	Swigard's True Value Hardware, Inc.	Customer #11050	-155.63	-23,212.33
04/30/2024	33745	Tahoe City Chevron, Inc.	Customer #12177	-1,077.95	-24,290.28
04/30/2024	33746	Tahoe City Lumber	Invoice #2404-761957	-20.06	-24,310.34

8:55 AM
05/01/24

Alpine Springs County Water District
Check Register for Current Month
April 4 - 30, 2024

Date	Num	Name	Memo	Amount	Balance
04/30/2024	33747	Thatcher Company Of Nevada, Inc.	Chlorine Delivery Date 04/18/2...	-546.10	-24,856.44
04/30/2024	33748	The Paper Trail	04/09/2024 Board Meeting	-418.75	-25,275.19

8:56 AM
05/01/24

Alpine Springs County Water District
Subsequent Payments Listing

May 1, 2024

Date	Num	Name	Memo	Amount	Balance
05/01/2024	Ach05/01/24	CalPERS (Active)	Customer ID: 2668620501 Health Insurance...	-4,908.54	-4,908.54
*** Missing numbers here ***					
05/01/2024	Ach05/0124	CalPERS (Retired)	CalPERS ID: 2668620501 Health Insurance...	-899.17	-5,807.71
*** Missing numbers here ***					
05/01/2024	33749	Michael J. Dobrowski, CPA, LLC	Invoice #24300 May 2024	-6,000.68	-11,808.39

EXHIBIT D2

NTPD-ASCWD Response Calls
April 2024

Basic Incident Number (FD1)	Basic Incident Date Time	Basic Incident Full Address	Basic Incident Postal Code (FD1.19)	Basic Incident Type (FD1.21)	Basic Apparatus Call Sign List	Basic Primary Action Taken (FD1.48)	Basic Additional Actions Taken 2 (FD1.66)
2024009356	4/2/2024 10:40	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51	Transport person	Provide advanced life support (ALS)
2024009722	4/6/2024 10:35	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Emergency medical services, other	Transport person
2024009726	4/6/2024 11:01	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51	Provide advanced life support (ALS)	Transport person
2024009728	4/6/2024 11:22	2600 ALPINE MEADOWS Road	96146	Emergency medical service, other	M53	Provide advanced life support (ALS)	Transport person
2024009822	4/7/2024 10:43	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51, M67	Provide advanced life support (ALS)	Transport person
2024009832	4/7/2024 12:04	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	Transport person
2024011089	4/21/2024 11:11	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	Transport person
2024011770	4/28/2024 11:38	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Transport person	Transport person

Total Calls= 8

EXHIBIT D3



AGENDA NO: D3

MEETING DATE: 05/14/2024

General Managers Report

TO: ASCWD Board of Directors Date: May 06, 2024
FROM: Joe Mueller, General Manager
SUBJECT: General Manager and Office Activities for the Month of April 2024

Projects

1) Alpenglow (Previously Alpine Sierra) Subdivision

Connected a potential project investment team with Carollo Engineers to discuss water capacity engineering, capital project needs and steps needed to update the plan.

Upcoming project activity

The District's team anticipates the need to continue to work with the current or new development team to assist in project development.

2) White Wolf Subdivision

No activity this month

Upcoming project activity

The District's team anticipates the need to continue to work with Placer County and the development team to assist in project development.

General Business

- Toured the TTSA plant with the General Manager and Operations staff to get a better understanding of the treatment process, the challenges the facility faces currently and in the near future, and how the TTSA staff is preparing to address them.
- Investigated a possible insurance claim for a resident stated water damages, turned the findings into our insurance company.
- Worked on preparing the Draft 2024 / 2025 budget.
- Prepared the articles for the Spring Newsletter
- Researched additional options for the rehab of the District Tennis Courts.
- Worked with the Community Advisory Board on their letter of recommendations pertaining to the Fire and Emergency medical agreement.
- Continued working on potential paths forward on fire protection and emergency medical services.

- Reviewed building and/or remodeling plans with Operations staff for potential conflicts with District water or sewer lines.
- Assisted Operations with the evaluation of water losses and / or leak identification.
- Attended the monthly area General Managers meeting.

Office Activities Performed by Office Manager

- Continued to work with AWAXX on preparations to update the park card reader system.
- Performed additional research on tennis court repair contractors.
- Attended numerous Utility Billing software program demos.
- Completed needed updates and formatting to the Customer Email List
- Sent out Past Due Letters for Collections – received 5 past due payments.
- Completed the CSDA Commercial Credit Card Application
- File a third-party insurance claim with SDRMA.
- Worked on the Draft FY 2024/25 Budget

EXHIBIT D4

**ASCWD OPERATIONS REPORT
WATER / WASTEWATER
FOR 4-1-24 THRU 4-30-24**

TO: Board of Directors
DATE: May 14th, 2024
FROM: Miguel Ramirez, Operations & Maintenance

Wastewater Flows: 30 Days / April 2024 normal operation throughout the month.

<u>Minimum Flow</u>	<u>Maximum Flow</u>	<u>Average Flow</u>
66,000 GPD	222,000 GPD	136,000 GPD

Operations / Maintenance / Repairs:

- All routine water zone samples came back absent from Coliform and E-coli.
- We worked with Alpine Meadows Ski Area and Carson pump on troubleshooting our R-2 snowmaking well. (It looks like we may have an issue on the well side and will be investigated in June with Carson pump.)
- We have started our annual Infiltration and Inflow investigation. (We note the upstream flows in the Collection system, and inspect the interior of the manholes/barrel/grade rings/bench etc. (Then note major problems for next months Cleaning and Tv work).
- We started working on parts of the park that have melted out. (There is still a lot of snow in the park as of last week preventing pond draining and cleaning).
- Scheid has been working on the new Lead and Copper report that is due in October. (He has been going through the files and reporting what type of water line every single homeowner has which is now required through the EPA and reported to the State.)



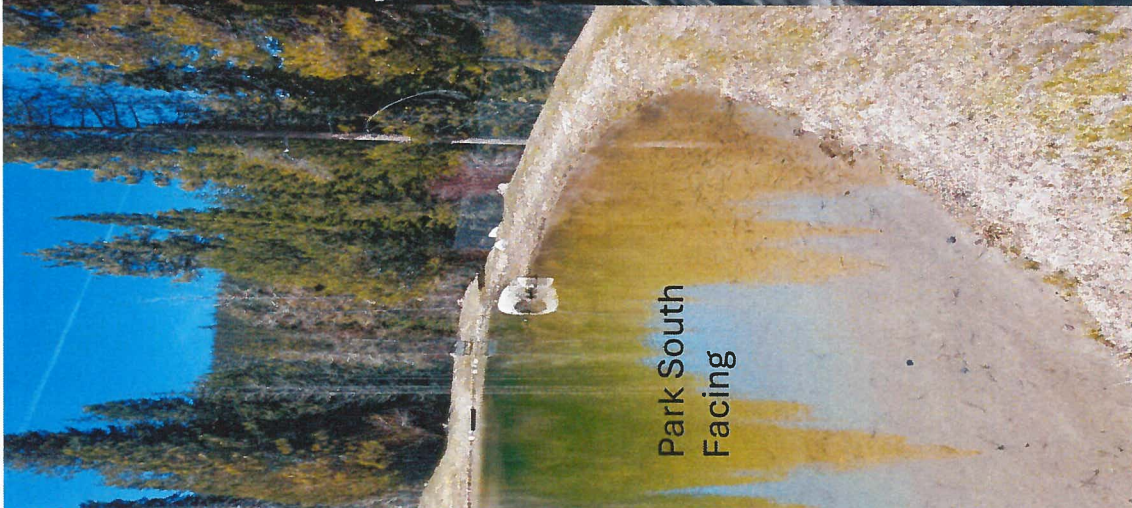
Broken
Mortar



R-2 Packing
Gravel



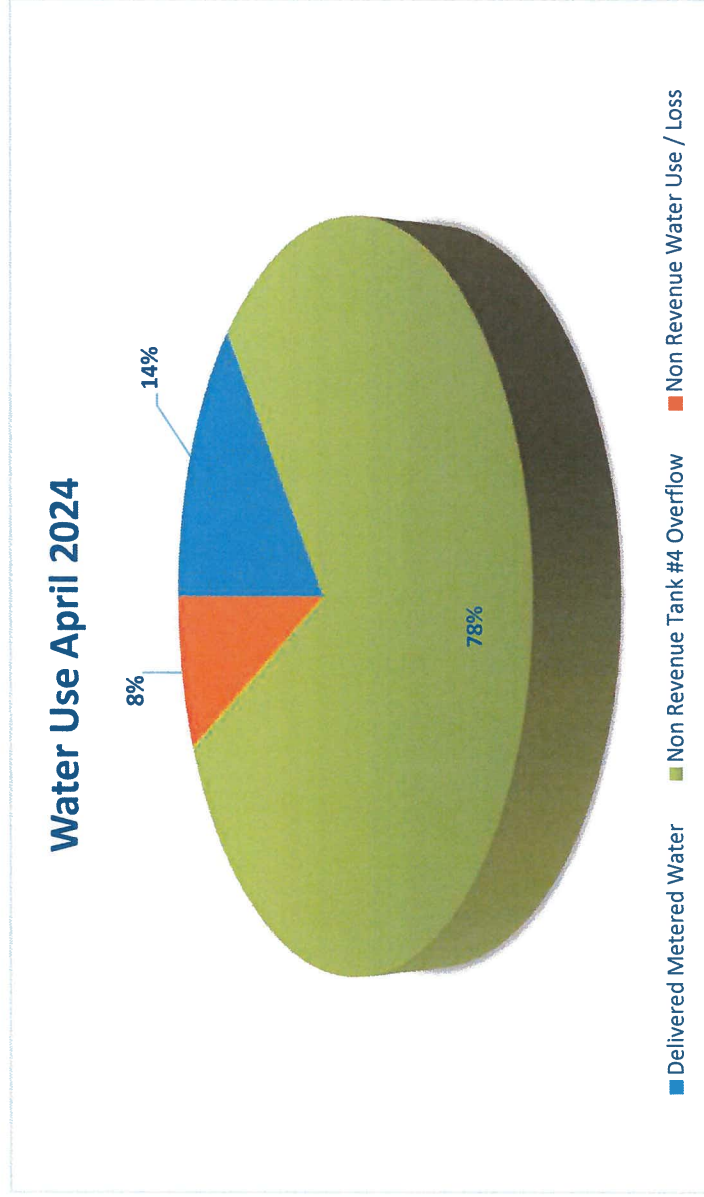
Park North
Facing



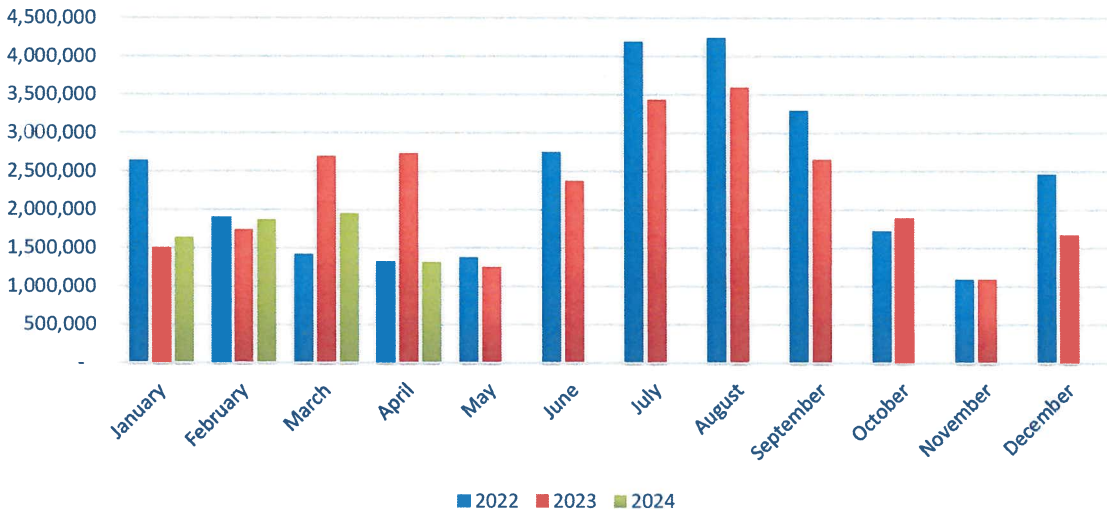
Park South
Facing

ALPINE SPRINGS COUNTY WATER DISTRICT APRIL 2024 WATER REPORT

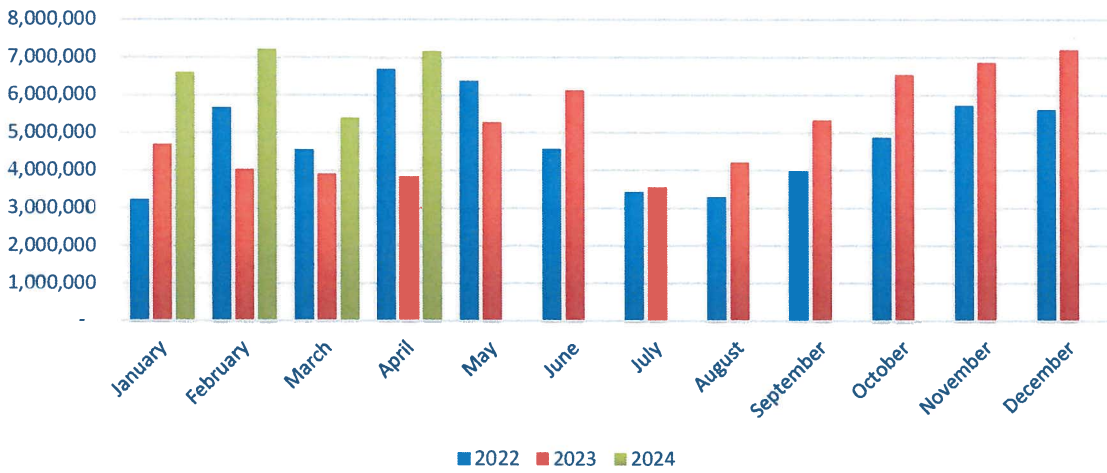
Total Potable Water Production	9,184,586	Gallons
Delivered Metered Water	1,311,531	Gallons
Non Revenue Tank #4 Overflow	7,164,576	Gallons
Non Revenue Water Use / Loss	708,479	Gallons



Delivered Metered Water per Month (gallons)



Non Revenue Tank #4 Overflow to Bear Creek per Month (gallons)



Total Water Production per Month (gallons)

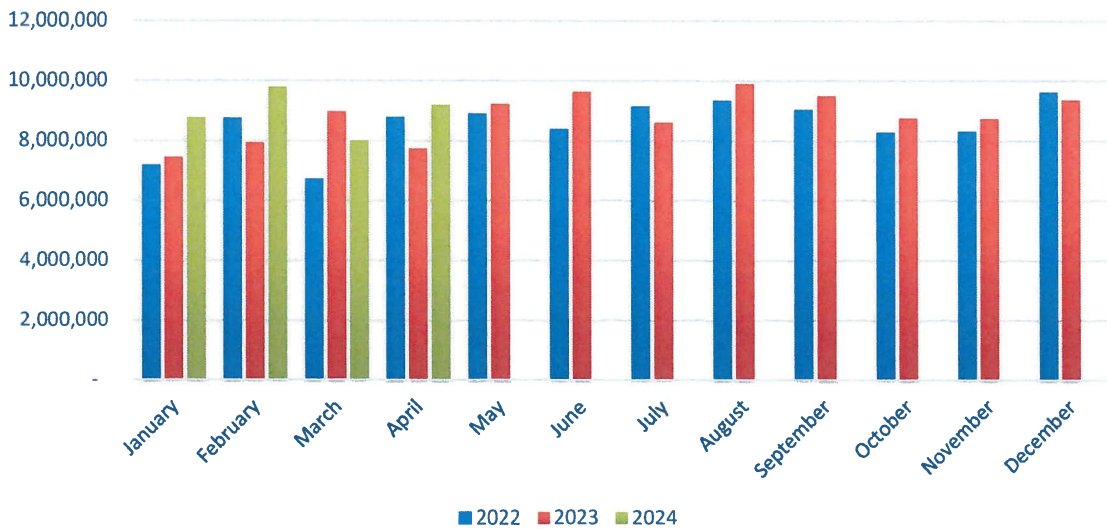


EXHIBIT D5

T-TSA BOARD MEETING SUMMARY

04/17/2024 Regular BOD Meeting

1) The April 17, 2024 Board meeting was held in person and via Zoom:

- T-TSA Board Meeting Videos available at: <https://vimeo.com/user183648821>

2) Public Comment (provided during Public Comment or Agenda items).

- None

3) No Sanitary Sewer Overflows.

4) Status Report:

a) Operations Report:

- All plant waste discharge requirements were met, and the plant performed well in February.
- Staff continued discussions with the Lahontan Water Board regarding the revision of the Waste Discharge Permit. They are requesting additional plant studies.
- Cleaned chem, recarb, and associated basins on side two chem treatment.

b) Laboratory Report:

- Appointed Kristin Davis as Laboratory Director.
- Staff attended the CWEA Conference in Sacramento.

c) Public Outreach:

- Participated with TSD and TDPUD for Alder Creek Middle School Presentations.
- Planned attendance in Palisades Tahoe (Olympic Valley) for the Tahoe Truckee Earth Day Festival on 4/20/24.

d) Capital Projects Report:

- Sodium Hypochlorite Foundation Project: Tanks have been installed and handed over for the next steps. The Digestion Improvements service agreement is in place, and a kickoff meeting is scheduled. The TRI Alpine Meadows to Olympic Valley Rehabilitation Project (MH33-MH35) service agreement is in place, and a kickoff meeting is scheduled. The Front Parking & Landscaping Improvements Project is in design and intends to go out for bid on construction in early April 2024. Finally, the Nutrient Removal Alternatives Study service agreement is in place, and the kickoff meeting was recently held. Which went very well.
- Please visit the "Projects" page on the Agency website for updates on ongoing projects by using the following link: <https://www.ttsa.ca.gov/home/pages/construction-projects>

e) Other Items Report: The Board Approved:

- Approval of the Regular Board meeting minutes from March 20, 2024.
- Ratification of payment of General Fund warrants and Financial Statements.
- Approval to purchase two (2) RAV4 AWD Hybrid SUV Agency Fleet Vehicles.
- Approval to Receive and File the Annual Financial Audit for Fiscal Year 2022-2023 (FY23).
- Confirmation of the Adoption of Sewer Service Charges for Fiscal Year 2025.
- Additionally:
 - Discussion and Update on the Classification and Compensation Study with Gallagher Consulting Company (Formerly Koff & Associates).
 - Review and Discussion of Agency Connection Fee with Cash Flow Presentation. The intent is to proceed with increasing the Agency connection fees. Staff will return to the May Board meeting with an update.
 - Input and feedback on New Mission, Vision, and Guiding Principles for the Agency.
 - Discussion of in-person Board of Directors meeting for May through July.

EXHIBIT E1

Alpine Springs County Water District
Budget and Finance Committee Report
Monday April 8, 2024

Members: Janet Grant, District Director, Chair
Evan Salke, District Director
Joe Mueller, General Manager
Advisors: Mike Dobrowski, CPA, District Accountant
Staff: Laurie Axell, Office Manager
Guests: None

1. PUBLIC COMMENT

a. No public comment.

2. ITEMS FOR COMMITTEE DISCUSSION AND RECOMMENDED ACTION

a. Monthly Financial Reports

i. The committee recommends approving the March 2024 financials.

b. Treasurer's Report

i. The tweak requested by B&F has been implemented (separately showing for CD's and T-bills with Wells Fargo). The committee is requesting further tweaking by showing dollar amounts invested in both Wells Fargo accounts.

c. Requesting Collection by Placer County for Unpaid Accounts on Tax Roll.

i. The committee recommends approving Resolution No 3-2024, Requesting collection of charges on tax rolls for tax year 2024-25.

d. District Investment Policy

i. The committee recommends adoption of Resolution 4-2024. This resolution is for Policy Number 2.20.0 our Investment Policy of the Alpine Springs County Water District. The only changes in the policy are the addition of Plumas Bank and the deletion of Bank of the West.

e. Unbudgeted Expenses

i. There are no unbudgeted expenses this month.

3. MEMBERS' COMMENTS

a. There were no members comments.

4. CORRESPONDENCE

a. There was no correspondence.

5. ADJOURNMENT

a. The committee adjourned at 9.58 a.m.

6. NEXT MEETING

a. Next B&F meeting: May 13, 9:30 a.m.

ALPINE SPRINGS COUNTY WATER DISTRICT MAY 2024 TREASURERS REPORT FY 23/24

	Account Balance	Report Date	Interest
Checking Plumas Bank	\$ 114,572	5/1/2024	0.00%
LAIF	\$ 352,777	5/1/2024	4.232%
Placer County Treasurer	\$ 169,415	3/31/2024	3.339%
CERBT	\$ 114,162	4/30/2024	-3.510%
Wells Fargo Bonds	\$ 270,000	9/28/2023	4.800%
Wells Fargo CDs	<u>\$ 1,080,000</u>	9/28/2023	5.500%
	<u>\$ 2,100,926</u>		

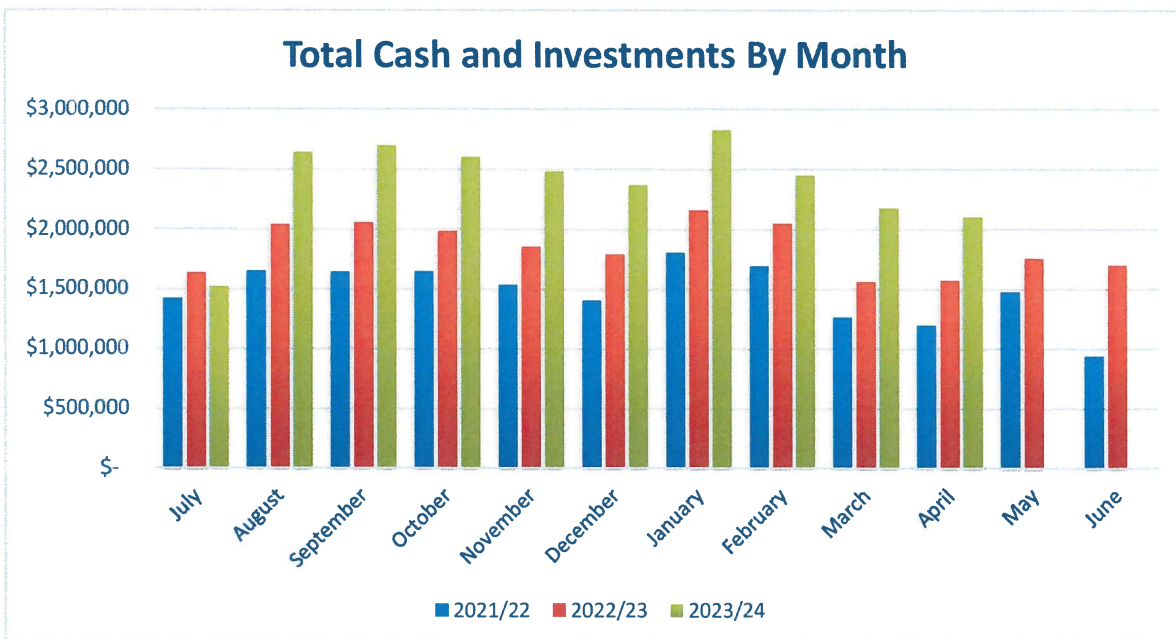
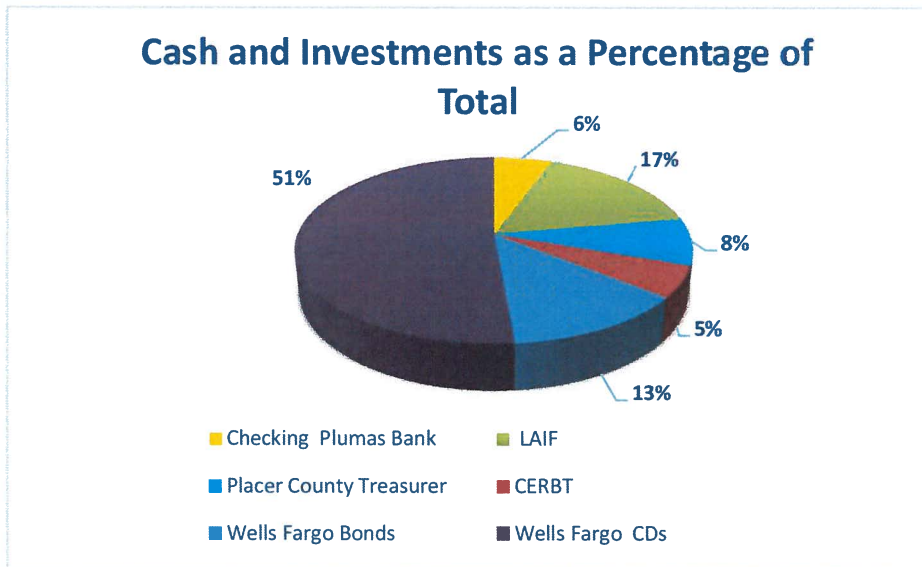


EXHIBIT F1



AGENDA NO: F1

MEETING DATE: 5/14/2024

Staff Report

TO: ASCWD Board of Directors

Date: May 6, 2024

FROM: Joe Mueller, General Manager

SUBJECT: FIRE PROTECTION, EMERGENCY MEDICAL AND RELATED SERVICES
RECOMMENDATIONS FROM THE AD-HOC COMMUNITY ADVISORY
BOARD

BACKGROUND:

North Tahoe Fire Protection District (NTFPD) is the Agency responsible for Fire Protection and Emergency Medical services throughout Alpine Meadows under a Contract Agreement that runs through October 2026.

In anticipation of the October 2026 agreement termination date, the District has been focused on identifying the community's expectations, needs, and wants along with evaluating the current tax revenues and other revenue streams that may provide for these important services. The District is committed to providing the community with a newly drafted contract that will accurately reflect current practices, clearly define the scope and level of services, and total financial compensation for performing said services. Providing a transparent well documented agreement that reflects our community's needs and expectations for both districts to manage and work from cohesively is essential in providing this important service to our community.

In January 2024 the ASCWD General Manager formed a community ad-hoc advisory committee, with five Alpine Meadows community members, reviewing the existing fire service contract and providing input as to the future needs of Fire Protection, Emergency Medical and related services for our community. I would like to thank Liz Hobart Zang, John Moise, Don Fulda, Steve Siig and Ricky Holak, for their service on this ad-hoc committee and for openly sharing their thoughts and advice for District staff and the Board to consider in negotiating a new, transparent service agreement. The ad-hoc Committee's recommendations were based on the reasoning that any agreement should accurately reflect staffing conditions and Scope of services, aligning the community's needs and expectations while still providing operational flexibility for the service provider and a path for ASCWD to make contractual changes if conditions change in Alpine Meadows or the greater area at large. The ad-hoc committee drafted the attached letter of recommendation to the ASCWD Board for consideration, which was also forwarded to NTFPD. As of May 6, 2024, ASCWD staff had not received a response from NTFPD regarding the letter of recommendations.

While not a separate topic for discussion as part of this staff report, it should be noted that effective May 1, 2024, NTFPD de-staffed the ASCWD fire station, as allowed under the current agreement.

The ASCWD understands the decision to staff or de-staff a station is not an easy one and needs to be based on available resources and the needs of the area served. Much of the community advisory board discussion and recommendations focused on the value the community has placed on staffing the Alpine Meadows station and NTFPD's historic staffing practices and the perception that NTFPD would be able to continue those practices well into the future. With the de-staffing of the local Fire Station and the services to Alpine Meadows now being provided from other NTFPD locations, less differentiates NTFPD from other service providers.

DISCUSSION:

Receive and discuss recommendations from the community advisory board, provide direction on staff's continuing efforts in securing a new agreement for fire protection and emergency medical services past 2026.

It should be noted that, while the ad-hoc committee utilized the current contract agreement with NTFPD as a starting point for their recommendations, as noted, this agenda item is not a discussion or action on the current ASCWD/NTFPD contract agreement for services, nor was the community advisory committee tasked with any form of contract negotiations. The ad-hoc community advisory committee was formed and tasked to provide a community perspective for the Board of Directors and staff to consider with respect to fire protection and emergency medical services within the District.

Next Steps: Staff is seeking direction from the Board, for action moving forward. Options include, and not mutually exclusive:

- a. Direct staff to continue their efforts looking at all options for fire protection and emergency medical services past 2026 mindful of the advisory committee's recommendations and stated community priorities.
- b. Direct staff to request a formal response from NTFPD on the advisory committee's full recommendations, highlighting the key terms outlined in their recommendations letter to determine if there is mutual agreement and a basis for negotiating a new agreement solely with NTFPD (Staffing and Lease of Fire Station). Provide NTFPD until August 1, 2024, to provide written response to the recommendations, and notification, to assess if there is mutual interest and agreement for negotiations. Should the August 1, 2024, deadline pass without written communication with direction from NTFPD, ASCWD will move forward with negotiating services from other providers.
- c. Other direction as deemed appropriate by the Board.

RECOMMENDATION:

Staff recommends that the Board Receive the recommendations from the community advisory board, and provide direction to staff in their continued efforts in securing a new agreement for Fire Protection and Emergency Medical Services

ATTACHMENTS:

- 1. ASCWD Community Advisory Board Recommendations to ASCWD Board Regarding Fire Contract.

ASCWD Community Advisory Board Recommendation to ASCWD Board Regarding Fire Contract

Thank you very much for the opportunity to provide community input on the Agreement for Fire Protection, Emergency Medical, and Related Services and to help shape the future of these important services for the Alpine Meadows community.

The following summarizes this Community Advisory Board's thoughts and recommendations on this matter. While a good faith effort has been made by members of this board, these recommendations are not the work of experts, and we recommend that ASCWD employ experts as may be deemed necessary to determine final scopes and terms of any agreement.

Recommendation:

The Committee recommends that Alpine Springs Community Water District (ASCWD) proceed with further good faith negotiations with North Tahoe Fire Protection District (NTFPD) toward a mutually agreeable contract with key terms as outlined below before issuing a request for proposals (RFP) or seeking services from other providers.

If terms can not be mutually agreed upon, or should NTFPD wish to revert to early 2000's staffing levels as stated in the terminated agreement, we would then recommend ASCWD fully vet all Fire and Emergency Medical service providers to establish the best fit for the community.

Key Contract Terms:

A new Agreement for Fire Protection, Emergency Medical, and Related Services should address the following terms of importance to the ASCWD community:

1. **Staffing:** The advisory committee feels the agreement should acknowledge current staffing conditions, community expectations on time of year staffing, and allow for contractual changes should those staffing levels change.
 - i. **Suggested Agreement Language:** Staff the Fire Station with a two-person crew with the minimum qualifications of an engine company, at least 150 days each calendar year, 24 hours each day, during the months of June through November, unless otherwise mutually agreed to in writing by both parties. NTFPD shall make commercially reasonable efforts to staff the Fire Station more than 150 days per a calendar year; the 150-day contract requirement will only be accumulated in the months June through November.
 - ii. Should staffing fall below the historical precedence of NTFPD staffing of the Alpine Meadows station for 365 days per a calendar year, ASCWD will have the option to terminate the Agreement for cause with a minimum of 12 months' notice.
2. **Lease of Station:** Should staffing fall below the historical precedence of NTFPD staffing of the Alpine Meadows station of 365 days per a calendar year, in addition to the option

to terminate the Agreement as outlined above, ASCWD will also have the option to continue all terms of the Agreement except for lease of the station; lease can be immediately cancelled at ASCWD option with a minimum of 30-day notice to vacate. Under this scenario, this would allow ASCWD to leverage the Alpine Meadows station, a valuable asset to the community, for higher or better use than being vacant for the majority of the year under a 150 day staffing scenario, and NTFPD would continue providing fire protection services from its other stations year-round.

Rationale:

Our recommendation is based on what we believe to be the community's desire to preserve and maintain the current and historic year-round staffing of a highly trained ambulance transport crew and ambulance operating out of the Alpine Springs Fire station. If contractual language can be established that:

- a) reflects the current and historical staffing model (staffed 365 days per year), while still allowing NTFPD operational flexibility, and
- b) provides ASCWD a path to make contractual changes if staffing is altered below the current community expected levels,

then, the recommendation is to proceed in good faith toward a new contract with NTFPD.

While recognizing the value the community places on NTFPD staging an ambulance from the Alpine Meadows station, it is important to acknowledge that Ambulance service is not only outside the scope of our fire contract, but also outside the Mission of the District. This Board's understanding is that NTFPD is able to provide this service to our community because ambulance service in Alpine Meadows is included in the NTFPD jurisdiction.

The rationale for not vetting other service providers at this time is the recognition that it is unlikely that another neighboring fire protection district would have the same incentive as NTFPD to staff our station. Other providers would likely propose a different weighting of services that fall under fire protection, and it would be important but difficult to evaluate such proposals as direct comparisons. An example of differently weighted services could be potentially including more focus on Preventative Services focused on Defensible Space than is currently provided by NTFPD, which is a high priority for some in our community. If an agreement on staffing terms with NTFPD cannot be reached, it would be important to understand other providers' capabilities and interest in providing fire protection services to Alpine Meadows.

Additional Details:

In addition to these specific terms above, the following statements represent the consistent themes expressed through community feedback:

- A more tightly defined contract, rather than a loosely defined contract, is preferred.
- Written reports and review protocols are seen as value to the community to allow for transparency and accountability.
- Preventative Fire Services, including Defensible Space programs – and associated applications for grant funding for Alpine Meadows – is seen as very important.
- Response times are important to members of the community.

Appendix

Additionally, attached as Appendix A, and incorporated herein by reference, is a matrix that identifies other scopes and terms that an agreement with NTFPD would need to address and be further negotiated if the main terms of staffing and lease of the station are generally agreed upon.

Thank you again for your partnership with the community.

The ASCWD ad-hoc Community Advisory Board:

Liz Hobart Zang, John Moise, Don Fulda, Steve Siig, Ricky Holak



Liz Hobart Zang (Apr 4, 2024 12:57 PDT)

Liz Hobart Zang



John Moise (Apr 4, 2024 17:00 PDT)

John Moise



Don Fulda (Apr 9, 2024 11:57 PDT)

Don Fulda



Steven Siig (Apr 9, 2024 15:17 PDT)

Steve Siig



Ricky Holak (Apr 9, 2024 21:34 PDT)

Ricky Holak

Appendix A
Scoping Matrix
(attached)

Appendix A

Scoping Matrix

Location	Scope/Term	Current Agreement	New Contract
header	FIRE PROTECTION	No Definition	Need definition.
header	EMERGENCY MEDICAL	No Definition	Need definition.
header	RELATED SERVICES	No Definition	Need definition.
1a	Fire Protection	Inc.	Define scope more clearly. Define scope more clearly.
			Move Defensible Space and Grants for defensible space to be subsets of prevention.
			Scope to include: Get FD input on what they see as our overall Preventative Services Needs, (ex. defensible space program) even if they aren't going to provide them. What fire prevention services are provided in their North Tahoe Service area? Are there other preventative services provided by other entities in addition to FD provided services (e.g. county funded or through tax-funded program or grant funded)
1a	Fire Prevention	Inc.	Define scope more clearly.
1a	Fire Suppression	Inc.	Inc. Typical.
1a	Rescue	Inc.	Define scope more clearly. Define where emergency medical "stops" and ambulance "begins".
1a	Emergency Medical Services	Inc.	Inc. Typical.
1a	Hazardous Materials Services and Response	Inc.	Inc. Typical.
1a	Enforcement of the Fire Codes and other Fire Protection Ordinances	Inc.	Inc. Typical.
1a	Fire Origin and Arson Investigation	Inc.	Inc. Typical.
1a	Plan Checks and Inspections	Inc.	Inc. Typical.
1a	Training and Related Administrative Services	Inc.	This is overhead and not a service being provided. This should not be listed in scope.
			Define scope more clearly.
			Move structure to be a subset of prevention.
			Include grants available (specific focus on defensible space and prevention grants) in monthly report (see also reporting line) and advise Alpine as to what grants Alpine should apply for and support Alpine in such efforts. Provide additional information as requested by Alpine as to the costs of pursuing such grants. Partner in good faith on grants that Alpine applies for. If Alpine elects to apply for grants or pay FD to apply for such grants proceed in good faith.
1a	Including grant application and grant administration	Inc.	This is overhead and not a service being provided. This should not be listed in scope. GM/Legal advise how to define outside of scope.
1a	fire district support services. Including, but not limited to, supervision and management, dispatching, training, and equipment procurement and maintenance services: procurement and maintenance of adequate stocks of supplies and materials	Inc.	OK to remove.
1a	advertising providing and supporting the Chipper Program,	Inc.	Remove "advertise" and "support".
			Move to a subset of Prevention.
1a	advertise, provide and support the Defensible Space Program	Inc.	FD to provide recommended Defensible space program.
1a	public information and fire safety education	Inc.	Remove
1a	emergency preparedness planning	Inc.	Remove
1a	and other necessary services	Inc.	Inc. Typical.
1a	all on the same basis and to the same extent as provided in the North Tahoe service area.	Inc.	Remove
			Define the minimum qualifications of crew.
			Define what a staffing day is.
			i. Suggested Agreement Language: Staff the Fire Station with a two-person crew with the minimum qualifications of an engine company, at least 150 days each calendar year, 24 hours each day, during the months of June through November, unless otherwise mutually agreed to in writing by both parties. NTFPD shall make commercially reasonable efforts to staff the Fire Station more than 150 days per a calendar year; the 150-day contract requirement will only be accumulated in the months June through November.
			ii. Should staffing fall below the historical precedence of NTFPD staffing of the Alpine Meadows station for 365 days per a calendar year, ASCWD will have the option to terminate the Agreement for cause with a minimum of 12 months' notice
4b	Staffing	150 days	

Appendix A

Scoping Matrix

			Mutually agreeable Monthly written report to be provided in advance of monthly Alpine Springs Board of Directors meeting.
1d	Reporting	Oral monthly, quarterly questions, annual operating plan including staffing schedule.	Reporting to include: staffing, grant opportunities, defensible space program KPIs.
	supplemental fire, emergency medical or related service funding with Placer County and/or the Alpine Meadows Ski Inc.,		No part of this agreement will prevent NTFPD from collecting additional fees from the Ski Resort (Palisades), or other sources, for additional staffing or services requested by the ski resort. And ASCWD will not take exception to the staging of Crew or equipment/apparatus at another location within the District (i.e. Palisades Tahoe Alpine Meadows Base Area).
1f			Review of the Contract (not the Chief) between the Chief and GM annually.
10	Review by Alpine Springs BOD	7th year	
1e	Fire water	Alpine Springs responsible	No change.
1e	Fire hydrant testing	Alpine Springs responsible	Update to reflect how is actually being completed.
1e	Fire hydrant snow removal	Alpine Springs responsible	No change.
exhibit	Payment	45 days after	Add industry standard language for nonperformance.
add	Mechanism for max payment	not included	An annual cap on increase should be added to the Agreement, formula to be discussed
6b	if drops 95% annually	Inc.	Renegotiate term to take into account historical growth in tax revenue and CPI over multiple years vs this one year trigger
	Term	15 years, no option to extend included.	5 year with 2 or 3 extensions.
	Termination	36 months, either party. Pay until end.	If FD terminates, or if Alpine terminates FD for cause, Alpine should not need to pay FD full value for last months. Alpine should be able to remove the expenses of finding and implementing a new FD. Reduced funding equal to the actual start up costs and a OH % for Alpine GM.
	Fire station lease		Recommend exhibit attached to agreement with a lease document. Recommend structure of lease to coordinate with \$1 mechanisms for canceling of contract.
	Title to apparatus, tools and equipment	Inc.	Any equipment, or include fees, that is provided by a developer or similar as a Condition of Approval should be the property of Alpine at the end of term.
	Station main.	Inc.	inc.
Inc.	Capital Facilities Plan	Inc.	inc.
	9 Insurance	Inc.	Include a mechanism for these values increasing with CPI or similar given the length of term being proposed. Perhaps part of the annual contract review to assure an in conformance with industry standard.
9t	Insurance: failure to maintain cover	This is the only holdback provision in the agreement.	Not only withhold payment, but also to employ supplemental private coverage at North Tahoe's sole expense if they fail to provide required insurance.
"Below the line"	ambulance	NTF per State Zones	This should be recognized in the agreement. recommend legal advise how. NTF will be responding to ambulance calls in the district regardless of agreement, and that NTF receives strategic advantage of this location to their revenue in general.

EXHIBIT F2



AGENDA NO: F2

MEETING DATE: 05/14/2024

Staff Report

TO: ASCWD Board of Directors Date: May 5, 2024
FROM: Joe Mueller, General Manager
SUBJECT: Draft Review Alpine Springs County Water District Operating and Capital Improvement Projects Budget for Fiscal Year July 1, 2024, through June 30, 2025.

DISCUSSION:

Attached for Board Review is the proposed Fiscal Year (FY) 2024-2025 Alpine Springs County Water District Annual Operating Budget, Operations Budget Breakdown, and Capital Improvement Budget. The proposed budget maintains operations at levels similar to prior years while including funding for capital projects, and anticipated repair and replacement.

This data will have been reviewed by the B&F Committee on May 13th, 2024, and their comments and recommendations will also be presented to the Board.

All adjustments discussed and agreed upon will be incorporated into the documents and brought back to the Board for possible adoption at the June 14th, 2024, Regular Board of Directors Meeting.

Things of note for the FY24/25 Budgets:

- Under the proposed FY24/25 the Operations Budget projected revenues minus projected expenses net a positive variance of \$271,606.
- Fully funding of the identified FY24/25 Master Plan and District identified CIP projects along with fully funding depreciation will result in a total of \$328,105 needed from reserves.
- Total Proposed CIP Budget for FY24/25 - \$599,711 which includes both Master Plan and District identified needs.
- The Operations Budget is carrying a depreciation expense of \$262,775.
- FY24/25 CIP is carrying forward \$11,000 for projects not completed in FY23/24, AME well drainage improvements, and Park signage and handrails.
- CIP replacement of a District service vehicle has been pushed to later years as staff continues to monitor cost and availability.
- Budgeted increases have been added throughout the expense line items to account for known and anticipated cost of goods and services.

FISCAL IMPACT:

The proposed FY24/25 Operating Budget Expenses total \$2,734,573 and the Capital Improvement Projects Budget totals \$599,711. Budgeted revenues based on the FY24/25 rates are expected to meet operating and depreciation expenses with partial funding of capital needs and full funding with an anticipated use of reserves.

RECOMMENDATION:

Review and provide comments to staff on the Draft Alpine Springs County Water District Operating FY24/25 Annual Operating and Capital Budget.

ATTACHMENTS:

- 1- Alpine Springs County Water District DRAFT Annual Operating Budget for FY24/25
- 2- Alpine Springs County Water District DRAFT Operations Budget Breakdown for FY24/25
- 3- Alpine Springs County Water District DRAFT Annual Capital Improvement Budget for FY24/25

Draft Alpine Springs County Water District FY 2023/24 Budget Draft

	Draft Budget	Approved Budget	Percent Change	Actual	Actual	Actual
	2024/25	2023/24		2022/23	2021/22	2020/21
Revenue						
4010 Water Revenue	\$1,163,017	\$1,034,237	12.5	\$ 799,189	\$ 768,110	\$761,645
4050 Connection Fees	\$25,214	\$25,214	0.0	\$ 27,166	\$ 47,609	\$27,166
4100 Sewer Revenue	\$396,138	\$385,875	2.7	\$ 329,675	\$ 312,653	\$296,261
4150 Garbage Revenue	\$377,496	\$373,663	1.0	\$ 267,381	\$ 257,010	\$245,942
4175 Park Revenue	\$40,000	\$35,000	14.3	\$ 33,169	\$ 31,819	\$54,581
4200 Fire Mitigation Fees	\$12,000	\$12,000	0.0	\$ 17,166	\$ 41,119	\$17,258
4300 Fire Fuel Management Fees	\$0	\$0	0.0	\$ 25,604	\$ 24,827	\$24,124
4510 Property Tax Revenue	\$965,915	\$915,239	5.5	\$ 933,541	\$ 847,350	\$777,642
4999 Other Revenue	\$21,400	\$21,400	0.0	\$ 20,286	\$ 22,241	\$37,666
4850 Interest Revenue	\$5,000	\$2,500	100.0	\$ 25,995	\$ 2,365	\$2,500
Total Revenue	\$3,006,180	\$2,805,128	7.2	\$2,479,172	\$2,355,103	\$2,244,786
Expense						
5020 Salaries and Wages - Admin	\$265,601	\$248,615	6.8	\$ 223,942.00	\$ 196,376	\$111,690
5032 Salaries and Wages - O&M	\$261,487	\$246,914	5.9	\$ 211,087	\$ 201,522	\$208,652
5103 Benefits - Admin	\$94,252	\$49,741	89.5	\$ 27,650	\$ 25,461	\$22,048
5104 Benefits - O&M	\$112,078	\$118,841	-5.7	\$ 64,034	\$ 58,063	\$73,574
5106 HRA	\$11,984	\$8,988	33.3	\$ 9,626	\$ 7,386	\$4,747
5110 Directors' Fees	\$11,850	\$11,850	0.0	\$ 11,275	\$ 8,250	\$9,200
5120 Insurance - Administration	\$69,000	\$56,304	22.5	\$ 42,611	\$ 42,011	\$45,268
5145 Park Expenditures	\$37,250	\$36,500	2.1	\$ 8,888	\$ 10,542	\$18,443
5151 Parts/Tools/Misc. Equip	\$32,700	\$27,000	21.1	\$ 18,842	\$ 12,958	\$14,795
5162 Postage and Delivery	\$4,720	\$6,870	-31.3	\$ 5,033	\$ 5,497	\$4,981
5165 Cleaning	\$2,000	\$6,400	-68.8	\$ 3,195	\$ 2,850	\$2,145
5166 Newsletter and Printing	\$3,200	\$3,050	4.9	\$ 1,092	\$ 1,021	\$3,306
5167 Office Expense	\$24,925	\$23,575	5.7	\$ 15,324	\$ 13,337	\$15,543
5168 Dues and Subscriptions	\$13,424	\$11,668	15.0	\$ 12,032	\$ 9,919	\$8,564
5169 Bank and Collection Fees	\$3,500	\$2,500	40.0	\$ 2,709	\$ 2,009	\$1,925
5170 Analytical Testing	\$10,000	\$7,000	42.9	\$ 3,262	\$ 2,682	\$2,375
5180 Accounting Fees	\$73,433	\$70,950	3.5	\$ 67,589	\$ 64,252	\$62,588
5181 Audit	\$23,000	\$23,000	0.0	\$ 20,500	\$ 19,250	\$18,450
5190 Legal Fees	\$15,000	\$15,000	0.0	\$ 8,307	\$ 8,978	\$7,436
5195 Consultants-Management	\$0	\$0	0.0	\$ -	\$ -	\$69,870
5196 Consultants-Misc.	\$15,735	\$15,735	0.0	\$ 4,989	\$ 5,018	\$8,497
5220 NTFD Contract	\$772,732	\$732,191	5.5	\$ 704,841	\$ 658,068	\$596,796
5221 Fire Fuels Management Fee	\$10,000	\$10,000	0.0	\$ 3,969	\$ 27,613	\$12,469
5225 OPEB Trust - Annual Funding	\$30,000	\$30,000	0.0	\$ 30,000	\$ 30,000	\$20,000
5231 Building Maintenance	\$35,925	\$23,925	50.2	\$ 7,177	\$ 17,312	\$14,271
5232 Equipment Maintenance - Admin	\$8,910	\$9,610	-7.3	\$ 8,899	\$ 8,243	\$6,751
5239 Vehicle Maintenance and Rep.	\$11,900	\$10,900	9.2	\$ 11,024	\$ 5,475	\$8,730
5240 Maintenance Water and Sewer	\$145,100	\$142,600	1.8	\$ 58,883	\$ 55,093	\$77,061
5311 Gas and Electric - Utilities	\$76,310	\$57,310	33.2	\$ 53,996	\$ 38,049	\$45,283
5312 SCADA System	\$17,585	\$12,015	46.4	\$ 16,242	\$ 16,413	\$20,400
5320 Travel	\$1,200	\$300	300.0	\$ 412	\$ 276	\$516
5323 Education Staff/Board	\$3,500	\$3,500	0.0	\$ 522	\$ 231	\$270
5324 Uniforms	\$3,000	\$3,000	0.0	\$ 1,667	\$ 4,323	\$4,807
5342 ASCWD Fuel	\$9,500	\$9,500	0.0	\$ 5,929	\$ 4,873	\$4,951
5371 Telephone - Administration	\$3,400	\$3,400	0.0	\$ 3,257	\$ 10,790	\$15,163
5394 Government Mandates	\$26,817	\$24,817	8.1	\$ 22,355	\$ 18,882	\$17,141
5404 Garbage Contract	\$228,830	\$213,936	7.0	\$ 158,051	\$ 148,168	\$140,097
5513 Depreciation Expense	\$262,775	\$262,775	0.0	\$ 275,507	\$ 284,447	\$213,348
5602 Miscellaneous - O&M	\$1,950	\$1,950	0.0	\$ 1,810	\$ 1,255	\$2,196
Total Expense	\$2,734,573	\$2,542,231	7.6	\$ 2,128,338	\$ 2,001,968	\$1,914,343
Net Operating Surplus	\$271,606	\$262,897		\$350,834	\$353,135	\$330,442

Alpine Springs County Water District FY 24/25 Draft Budget				Details		
Expense	Description	DRAFT FY24/25	Approved Budget FY23/24	Percent Change		
5020	Salaries & Wages - Admin	Salary (Office Mgr.)	\$75,571	\$62,350	21.2	Estimated April COLA increase of 3.5 % based last two posted COLA % of 3.3% in Dec 2023 and 3.2% in Feb 2024 New hire with additional skill set Estimated COLA increase. Change to benefits included in base pay
		Salary (General Mgr.)	\$190,030	\$168,636	12.7	
		TOTAL	\$265,601	\$230,986	15.0	
5032	Salaries & Wages - O&M	Salaries	\$205,562	\$152,789	34.4	Estimated COLA and new flex time schedule Staff flex time schedule no seasonal staff
		Overtime	\$23,725	\$23,725	0.0	
		Flex (Seasonal) Standby/On-Call	\$0 \$32,400	\$38,000 \$32,400	-100.0 0.0	
	TOTAL	\$261,487	\$246,914	5.9		
5103	Benefits - Admin	Benefits Retiree	\$40,896	\$0	N/A	Removed from O&M Staff 11% Increase in CalPERS Health and reduction in other benefits due to change to SDRMA
		Benefits Admin	\$53,356	\$49,741	7.3	
		TOTAL	\$94,252	\$49,741	89.5	
5104	Benefits - O&M	Benefits - O&M	\$112,078	\$118,841	-5.7	Removal of Retiree Benefits to Admin 11% Increase in CalPERS Health and reduction in other benefits due to change to SDRMA
		TOTAL	\$112,078	\$118,841	-5.7	
5106	HRA	Co-Insurance (Office Mgr.)	\$2,397	\$2,247	6.7	Increase in insurance premiums Increase in insurance premiums and one additional staff
		Co-Insurance (O&M)	\$9,587	\$6,741	42.2	
		TOTAL	\$11,984	\$8,988	33.3	
5110	Directors' Fees	Directors' Pay	\$11,850	\$11,850	0.0	
		TOTAL	\$11,850	\$11,850	0.0	
5120	Insurance	Insurance - SDRMA (Property & Liability)	\$45,000	\$43,689	3.0	Reflects estimated 2024/2025 SDRMA rates from April 16, 2024 SDRMA Estimated Contribution letter Reflects estimated 2024/2025 SDRMA rates from April 16, 2024 SDRMA Estimated Contribution letter
		Insurance - SDRMA (Workman's Compensation)	\$24,000	\$12,615	90.2	
		TOTAL	\$69,000	\$56,304	22.5	
5145	Park Expenditures	Bathroom Plumbing Fixtures	\$500	\$500	0.0	Reflects actual cost Replacement and Updating needed Recommendation from ADA Compliance inspection will be considered as a CIP in out years Will be considered as a part of CIP Removing Fountain Currently the Park has one table that meets the requirement Will be considered as a part of CIP Recommendation from ADA Compliance inspection will be considered as a CIP in out years Reflects actual cost
		Sprinkler System Parts & Repair	\$2,400	\$2,400	0.0	
		Extra Park Cards (50)	\$0	\$0	0.0	
		BEQ Propane	\$100	\$100	0.0	
		BBQ Maintenance and Replacement	\$1,200	\$1,200	0.0	
		Chemicals (Chlorine, Fertilizer)	\$3,100	\$3,100	0.0	
		Miscellaneous Supplies	\$200	\$200	0.0	
		Flower Walk	\$200	\$200	0.0	
		Bird Walk	\$0	\$0	0.0	
		Landscaping Maintenance and Replacement	\$300	\$300	0.0	
		Easter Egg Hunt	\$200	\$200	0.0	
		Tennis Court Repairs	\$6,000	\$6,000	0.0	
		Fence repair	\$10,000	\$10,000	0.0	
		Crack seal, seal, stripe parking lot	\$4,000	\$4,000	0.0	
		Pathway and lawn maintenance	\$3,000	\$3,000	0.0	
		Beach sand / Pathway sand	\$3,000	\$1,500	100.0	
		Metal signs for park information	\$2,000	\$0	0.0	
		Misc. Card Reader repairs	\$500	\$500	0.0	
		ADA Compliant Portable Beach Path	\$0	\$0	0.0	
		ADA Compliant Hand Rails	\$0	\$2,000	2000.0	
		ADA Compliant Drinking Fountain	\$0	\$0	0.0	
		ADA Compliant Table(s) \$2,400	\$0	\$0	0.0	
		ADA Compliant Signs	\$0	\$1,000	-100.0	
		ADA Compliant Path for Bocce Ball Court \$8500	\$0	\$0	0.0	
		5 yards top soil	\$400	\$150	166.7	
		Bocce	\$150	\$150	0.0	
		TOTAL	\$37,250	\$36,500	2.1	
5151	Parts/Tools/Misc. Equip	Tools	\$3,500	\$1,800	94.4	Replacement of metal detector that is past useful life Increasing water meters in stock due to long lead times
		Sierra Blue Chlorine	\$7,000	\$7,000	0.0	
		Distribution System Parts and Supplies Misc.	\$10,000	\$6,000	66.7	
		Collection System Parts and Supplies Misc.	\$5,000	\$5,000	0.0	
		Gas Detector	\$400	\$400	0.0	
		Generator	\$1,600	\$1,600	0.0	
Unscheduled Rental	\$1,200	\$1,200	0.0			

Alpine Springs County Water District FY 24/25 Draft Budget				Details	
Expense	Description	DRAFT FY24/25	Approved Budget FY23/24	Percent Change	
	Hydrant Repair Service and Parts	\$4,000	\$4,000	0.0	
	TOTAL	\$32,700	\$27,000	21.1	
5162	Postage & Delivery(Shipping)	\$1,570	\$1,570	0.0	Reflects actual cost
	Actual Postage here & from Print Art	\$800	\$1,950	-59.0	No longer used
	Postage for bill mailings	\$0	\$0	0.0	
	Pitney Bowes Lease	\$750	\$750	0.0	
	CCR Newsletter (Printing & Postage)	\$1,600	\$2,600	-38.5	Reduced usage
	UPS/Fed Ex	\$4,720	\$6,870	-31.3	
	TOTAL	\$0	\$4,400	-100.0	Preformed in house
5165	Cleaning	\$1,000	\$1,000	0.0	
	Semi-Monthly Carpets	\$1,000	\$1,000	0.0	
	Windows	\$2,000	\$6,400	-68.8	
	TOTAL	\$3,200	\$1,550	106.5	Estimated on full printing spring and fall
5166	Newsletter & Printing	\$0	\$1,500	-100.0	Current stock is adequate
	Semi-Annual newsletter postcard	\$3,200	\$1,550	106.5	
	Envelopes - Printing	\$3,200	\$3,950	-4.9	
	TOTAL	\$1,000	\$1,000	0.0	Accounting Software annual charge
5167	Office Expense	\$800	\$800	800.0	
	Paper Supplies - Copier	\$4,000	\$4,000	0.0	
	Software - QuickBooks	\$2,000	\$2,000	0.0	
	General	\$2,000	\$2,000	10.0	
	Misc. Office Equipment	\$840	\$840	0.0	
	Office Internet	\$2,850	\$1,700	67.6	
	Software Read Center Route Management Software - National Meter	\$135	\$135	0.0	
	ACE Payroll use to be Paychex	\$6,000	\$6,000	0.0	
	Notary Services (\$45 per recording)	\$600	\$600	0.0	
	IT Services to optimize office computers and email system	\$2,500	\$2,500	0.0	
	Core Support	\$24,925	\$23,575	5.7	
	Safety Lunch / Christmas Dinner	\$490	\$490	0.0	
	TOTAL	\$2,300	\$760	202.6	Inclusion of park pass on line
5168	Dues & Subscriptions	\$800	\$700	14.3	Increased fee
	Website Hosting & Management(May) - includes redesign max amt.	\$8,200	\$8,200	0.0	
	CRWA (August)	\$684	\$768	-11.1	
	CSDA (Calendar year invoice Dec)	\$310	\$310	0.0	
	Staff CWEA membership	\$80	\$80	0.0	
	Business Radio Licensing for SCADA communications	\$70	\$70	0.0	
	Dept. of Public Health - Drinking Water Program Op. Cert.(D2)	\$70	\$70	0.0	
	Dept. of Public Health - Drinking Water Program Op. Cert.(T1)	\$80	\$80	0.0	
	Dept. of Public Health - Drinking Water Program Op. Cert.(T1)	\$140	\$140	0.0	
	Dept. of Public Health - Drinking Water Program Op. Cert.(D2)	\$13,424	\$11,668	15.0	
	Staff CWEA Certifications-Renewal	\$500	\$500	0.0	
	TOTAL	\$3,000	\$2,000	50.0	Actual usage recovered under other revenue
5169	Bank Service Charges/Tax Collection Fees	\$3,500	\$2,500	40.0	
	Late Fees/Interest	\$10,000	\$7,000	42.9	
	Credit Card fees - merchant services	\$10,000	\$7,000	42.9	
	TOTAL	\$73,433	\$70,950	3.5	Additional testing required this cycle
5170	Analytical Testing	\$73,433	\$70,950	3.5	
	Testing required this budget cycle	\$73,433	\$70,950	3.5	
	TOTAL	\$22,000	\$22,000	0.0	Represents a 3.5%COLA
5180	Accounting Fees	\$1,000	\$1,000	0.0	
	Mike Dobrowski	\$23,000	\$23,000	0.0	
	TOTAL	\$15,000	\$15,000	0.0	
5181	Audit	\$0	\$0	0.0	
	Audit Fees	\$10,000	\$10,000	0.0	
	Appropriations Limit	\$1,200	\$1,200	0.0	
	TOTAL	\$15,000	\$15,000	0.0	
5190	Legal Fees	\$0	\$0	0.0	
	Legal Fees	\$10,000	\$10,000	0.0	
	TOTAL	\$1,200	\$1,200	0.0	
5196	Consultants - Miscellaneous	\$0	\$0	0.0	
	Consultant to review rates	\$10,000	\$10,000	0.0	
	On Call Engineering services	\$1,200	\$1,200	0.0	
	Temporary help (60 hrs @ \$20/hr.)	\$1,200	\$1,200	0.0	

Alpine Springs County Water District FY 24/25 Draft Budget				Details	
Expense	Description	DRAFT FY24/25	Approved Budget FY23/24	Percent Change	
	Board Secretary	\$4,535	\$4,535	0.0	
	TOTAL	\$15,735	\$15,735	0.0	
5220	NTPFD Contract				
	NTPFD Contract 1st Payment (65%)*(80%)	\$425,003	\$402,705	5.5	Projected increase in property tax revenues
	NTPFD Contract 2nd Payment (40%)*(80%)	\$309,093	\$292,876	5.5	Projected increase in property tax revenues
	NTPFD Contract 3rd Payment (5%)*(80%)	\$38,637	\$36,610	5.5	Projected increase in property tax revenues
	TOTAL (80% of Property Taxes)	\$772,732	\$732,191	5.5	
5221	Fire Fuel Management				
	Fire Fuel Management	\$10,000	\$10,000	0.0	Fire fuels management around water and sewer infrastructure
	Total Fire Fuel Management	\$10,000	\$10,000	0.0	
5225	OPEB Trust - Annual Funding				
	OPEB Funding	\$30,000	\$30,000	0.0	
	TOTAL	\$30,000	\$30,000	0.0	
5231	Building Maintenance				
	Repairs/Supplies	\$3,000	\$3,000	0.0	
	Paving	\$10,000	\$10,000	0.0	
	Crack Seal	\$15,000	\$3,000	400.0	Reflects actual cost
	Yard Maintenance	\$2,500	\$2,500	0.0	
	Snow Removal	\$2,500	\$2,500	0.0	
	Fire Extinguishers	\$375	\$375	0.0	
	Backflow Testing	\$700	\$700	0.0	
	Office electrical repairs	\$400	\$400	0.0	
	Paint Office Building	\$0	\$0	0.0	Performed in FY21/22
	Road Base	\$500	\$500	0.0	
	Cleanup, trucking for debris piles	\$500	\$500	0.0	
	VSB Fire/Smoke Alarm System	\$0	\$0	0.0	Not needed, redundant system.
	Pest Control	\$450	\$450	0.0	
	TOTAL	\$35,926	\$23,325	50.2	
5232	Equipment Maintenance - Administration				
	Copier (Sierra Office Solutions)includes color copies & ink	\$3,500	\$3,500	0.0	
	Phone System/AVAYA	\$1,300	\$2,000	-35.0	Switched phone service to reduce cost
	Professional Communications Messaging - Answering Service	\$550	\$550	0.0	
	3 Cell Phones	\$2,000	\$2,000	0.0	
	Badger Meter Service Agreement (billed every 6 months)	\$1,560	\$1,560	0.0	
	TOTAL	\$8,910	\$9,610	-7.3	
5239	Vehicle Maintenance				
	Chevy Service Truck	\$2,250	\$2,250	0.0	
	Ford Ranger	\$1,500	\$500	200.0	Tires replacement due
	Ford F550 Dump Truck	\$600	\$600	0.0	
	Chevy Sewer 71	\$150	\$150	0.0	
	Cat.907m Loader	\$2,500	\$2,500	0.0	
	Cat. 416 Backhoe	\$4,500	\$4,500	0.0	
	Miscellaneous Vehicle Parts	\$400	\$400	0.0	
	TOTAL	\$11,900	\$10,900	9.2	
5240	Maintenance - Water & Sewer Dept				
	Pres. Gt. Leaks	\$5,000	\$5,000	0.0	
	Sewer Pipe Liners (4)	\$4,000	\$4,000	0.0	
	Annual Cleaning	\$18,000	\$18,000	0.0	
	Clean & TV Project	\$15,000	\$15,000	0.0	
	Line Repairs	\$10,000	\$10,000	0.0	
	Manhole repairs	\$21,500	\$21,500	0.0	
	Sewer Service Repairs/Replacements	\$2,500	\$2,500	0.0	
	Repair 1 service box	\$3,000	\$3,000	0.0	
	TV Services	\$800	\$800	0.0	
	Paving	\$7,500	\$7,500	0.0	
	Water Leak Repairs	\$12,000	\$12,000	0.0	
	Repair Manholes	\$4,500	\$4,500	0.0	
	Tank 1	\$200	\$200	0.0	
	Tank 2	\$200	\$200	0.0	
	Tank 3	\$200	\$200	0.0	
	Tank 4	\$200	\$200	0.0	
	Tank inspection and clean if necessary	\$0	\$0	0.0	Proposed under CIP
	Tank 5	\$200	\$200	0.0	
	Spring 3	\$3,000	\$3,000	0.0	
	Remove snow water tanks	\$4,000	\$4,000	0.0	

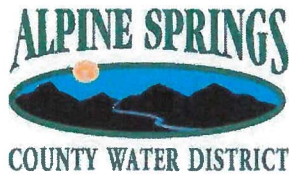
Alpine Springs County Water District FY 24/25 Draft Budget				Details	
Expense	Description	DRAFT FY24/25	Approved Budget FY23/24	Percent Change	
	Tree Removal Well # R-1 Spring 1 Rehab Juniper Min Vault rehab Springs 2 & 4 AME Well Well # R-2 Reproduce water & sewer plans Cla-Vai Inspection, repairs and rebuild service Repair and Ladder for Spring 3 Vault TOTAL	\$10,000 \$8,000 \$0 \$3,000 \$5,000 \$0 \$100 \$200 \$4,000 \$3,000 \$145,100	\$10,000 \$8,000 \$0 \$3,000 \$2,500 \$0 \$100 \$200 \$4,000 \$3,000 \$142,600	0.0 0.0 0.0 100.0 0.0 0.0 0.0 0.0 0.0 0.0 1.8	Tree removal that are interfering with water and sewer lines Waterproof electrical box and lines/Vault Replace bad valves on well head Moved to a CIP project
5311 Gas & Electric - Utilities	Electrical (incl. Snowmaking Power, ASCWD Office & O&M) Propane (inc. O&M) Sewer (TTSA) Office Sewer (TTSA) Park Garbage Service Office Garbage (Memorial Day Cleanup Dumpsters) TOTAL	\$50,000 \$17,000 \$1,100 \$1,100 \$4,110 \$3,000 \$76,310	\$31,000 \$17,000 \$1,100 \$1,100 \$4,110 \$3,000 \$57,310	61.3 0.0 0.0 0.0 0.0 0.0 33.2	Rate increase Reflects actual cost Reflects actual cost
5312 Telemetry System (SCADA)	Annual RTU Field Maintenance SCADA, Support, computer and software HMI Preventative Maintenance Three (3) Service Trips radio or transducer repair and maintenance Scada Repairs & Improvements Net streaming remote access to SCADA computer TOTAL	\$4,600 \$5,000 \$935 \$1,850 \$4,200 \$0 \$1,000 \$17,585	\$4,000 \$3,480 \$935 \$1,850 \$1,500 \$0 \$250 \$12,015	15.0 43.7 0.0 0.0 1500.0 0.0 300.0 46.4	Reflects actual cost Reflects actual cost Replacement of one transducer Reflects actual cost
5320 Travel	Travel - All Staff TOTAL	\$1,200 \$1,200	\$300 \$300	300.0 300.0	Travel to training events
5323 Education Staff/Board	Education - All Staff Staff Safety Training TOTAL	\$2,500 \$1,000 \$3,500	\$2,500 \$1,000 \$3,500	0.0 0.0 0.0	
5324 Uniforms	Uniforms - O&M Tee Shirts TOTAL	\$3,000 \$0 \$3,000	\$3,000 \$0 \$3,000	0.0 0.0 0.0	
5342 ASCWD - Fuel	Unleaded Diesel Special Fluids TOTAL	\$6,000 \$2,500 \$1,000 \$9,500	\$6,000 \$2,500 \$1,000 \$9,500	0.0 0.0 0.0 0.0	
5371 Telephone - Administration	Phone - AT&T incl. O&M ZOOM Conferencecall.com Intrado Enterprise Collaboration, Inc. TOTAL	\$3,200 \$200 \$0 \$3,400	\$3,200 \$200 \$0 \$3,400	0.0 0.0 0.0 0.0	No longer needed
5394 Government Mandates	USFS Permit Fee (12" Water Main) AB2156 HDS Fee (PWS - ID 3110029) Now State Water Resources Control Board Fuel Tank Test PC Air Qual Permit (Placer Co. APCD) Placer County Haz. Mat. Permit (Facility ID FA0004004) Under Ground Service Alert Placer County road encroachment fees (4) Generator Permit PCLAFCC Placer County Elections State Water Resources Control Board 7-1-21 to 6-30-22 - PWS 6SSO11101 USC Backflow Certifications (payable to USC Foundation Office) Placer Co. Sheriff Office (WARN) emergency system or enforcement activities Placer County Recorder GASB-68/7475 Report & Schedules TOTAL	\$3,500 \$6,285 \$950 \$630 \$1,300 \$300 \$220 \$315 \$1,687 \$2,000 \$3,500 \$120 \$185 \$150 \$4,850 \$34,400	\$3,500 \$6,285 \$950 \$630 \$1,300 \$300 \$220 \$315 \$1,687 \$0 \$3,500 \$120 \$185 \$150 \$4,850 \$34,400	0.0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 2000.0 0.0 0.0 0.0 0.0 0.0 0.0 0.0	November Elections

Alpine Springs County Water District FY 24/25 Draft Budget					
Expense	Description	DRAFT	Approved	Percent	Details
		FY24/25	Budget		
	Diamond Maps	\$325	\$325	0.0	
	Newspaper/Legal Notices	\$500	\$500	0.0	
	TOTAL	\$26,817	\$24,817	8.1	
5404	Garbage Contract				
	Annual Garbage Contract	\$227,330	\$212,436	7.0	
	Hazard Waste Disposal 3 at \$500 each	\$1,500	\$1,500	0.0	
	TOTAL	\$228,830	\$213,936	7.0	Per TTSD increase outlined in an April 26, 2024 Email
5513	Depreciation Expense				
	Depreciation Expense	\$262,775	\$262,775	0.0	
	TOTAL	\$262,775	\$262,775	0.0	
5602	Miscellaneous Safety - O&M				
	Traffic Control Safety Signs	\$300	\$300	0.0	
	Emergency Eye Wash	\$250	\$250	0.0	
	Personnel Protective Safety Gear	\$1,000	\$1,000	0.0	
	Barricades with lights	\$250	\$250	0.0	
	36" Safety Cones	\$150	\$150	0.0	
	TOTAL	\$1,950	\$1,950	0.0	

Alpine Springs County Water District
DRAFT Water and Sewer Capital Improvement Budget DRAFT
Fiscal Year 2024/25

Project Description	Fiscal Year 2024/25	Future Budget Years 2025/26	Future Budget Years 2026/27	Future Budget Years 2027/28	Future Budget Years 2028/29
Cat 907M Tractor and snow blower	\$54,548				
Cat 907M Snow plow blade	\$8,000				
AME well drainage upgrade	\$5,000				
Park ADA Compliance Activities (Signs and Handrails)	\$6,000				
Water meter install to service Park, ASCWD office and Fire house	\$25,000				
Park entrance paving	\$50,000	\$16,000			
Telemetry box at Tank 2 & 3, to upgrade operations during power outages		\$60,000			
New Service Vehicle		\$25,000			
Blow Off & Check Valve Replacement Well R-2		\$140,000			
Resurface Tennis courts					
Booster Pump Station & PRV Zone 3 to 2 - Upper Bench					\$1,000,000
Construction					\$200,000
Construction Management & Inspection					
Booster Pump Station & PRV Zone 3 to 2 - Cub Lane					
Construction					\$1,000,000
Construction Management & Inspection					\$200,000
Booster Pump Station & PRV Zone 2 to 1					
Construction					\$1,000,000
Construction Management & Inspection					\$200,000
District Identified Project Totals	\$148,548	\$241,000	\$0	\$0	\$3,600,000
Alpine Meadows Estates Well Number 1 upgrades	\$25,000	\$65,920			
Ongoing water service lateral rehabilitation and replacement 1%	\$51,825	\$53,380	\$54,981	\$56,631	\$58,330
Ongoing wastewater service lateral rehabilitation and replacement upper 1%	\$34,532	\$35,568	\$36,635	\$37,734	\$38,866
Ongoing wastewater service lateral rehabilitation and replacement lower 1%	\$17,293	\$17,811	\$18,346	\$18,896	\$19,463
Ongoing sewer gravity main rehabilitation and replacement 1%	\$134,734	\$138,776	\$142,940	\$147,228	\$151,645
Alpine Meadows Estates Well Number 1 upgrades - backup generator		\$169,950			
Tank 2 rehabilitation or replacement	\$62,593	\$450,000			
Tank 3 rehabilitation or replacement	\$62,593	\$450,000			
Tank 5 rehabilitation or replacement	\$62,593	\$450,000			
Water main from new Juniper Mountain booster PS to Kloster Court Pre Con design work			\$20,762		
Water main upslope along Kloster Court Pre Con design work			\$50,265		
Water main upslope along Juniper Mountain Road Pre Construction design work			\$36,060		
New Juniper Mountain booster pump station Pre Con design work			\$3,278		
New Tank 6 Pre Con design work			\$154,075		
Master Plan Identified Project Totals	\$451,163	\$1,831,405	\$517,342	\$260,489	\$268,304
Totals	\$599,711	\$2,072,405	\$517,342	\$260,489	\$3,868,304

EXHIBIT F3



AGENDA NO: F3

MEETING DATE: 05/14/2024

Staff Report

TO: ASCWD Board of Directors

Date: May 6, 2024

FROM: Joe Mueller, General Manager

SUBJECT: Goals and Objectives - Board Directors self-evaluations of the 2023/2024 District Goals and Objectives.

BACKGROUND:

Per Policy 4.6.0, the Board of Directors and the General Manager are to develop annually a list of goals and objectives for the fiscal year. These goals and objectives can be directed towards staff, the General Manager and/or the Board itself and will be used to measure the overall performance of each. This list, per the policy, is to be completed prior to the start of the fiscal year and was completed at the April 2023 Board of Directors meeting and adopted at the July 2023 Board of Directors meeting. Additionally, annually each Director of the ASCWD Board performs a self-evaluation on the ASCWD Goals and Objectives reviewing those appropriate to their role and provides a written evaluation of specific progress in each area.

DISCUSSION:

Review the Board Directors self-evaluations of the FY 2023/2024 Goals and Objectives.

FISCAL IMPACT:

Funds are allocated annually in the District's budget for Goals and Objectives.

Attachments:

1. FY2023/24 Goals and Objectives Statement
2. FY2023/24 Goals and Objectives Matrix

ASCWD 2023/2024 GOALS AND OBJECTIVES STATEMENT

Per Policy 4.6.0, the Board of Directors and the General Manager are to develop annually a list of goals and objectives for the fiscal year. These goals and objectives can be directed towards staff, the General Manager and/or the Board itself and will be used to measure the overall performance of each. This list, per the policy, is to be completed prior to June 1 so that it will coincide with the fiscal year.

Also, per the policy, ambiguous and subjective goals or objectives are excluded since the objective of the policy is to provide measurable criteria.

The following list has been created as a collaborative effort between the Administration & Personnel Committee, the General Manager, and the Board of Directors.

Board Goals and Objectives

1. Review the District's Mission Statement and the Goals and Objectives in spring of each year.
2. Review existing policies at the Committee and Board level and make new policies as required for the management and operation of the District at a committee and board level.
3. Review the District Board Goals and Objectives Matrix semi-annually.
4. Budget resources to ensure that money, staff, and facilities are available for the District to operate within all the policies of the Board.
5. Provide the public with information about the District's activities, goals, and objectives through the District website, semi-annual newsletter, annual valley-wide meeting, Board meetings and on-the-street communications.
6. Always communicate with each other, the General Manager, and the public in a polite and respectful manner.

General Manager Goals and Objectives

1. Personnel:
 - a. Provide a work environment for staff that promotes employee retention.
 - b. Provide guidance to the Board regarding the resources necessary for adequate training and continuing education of staff as it pertains to succession planning and future District needs.
2. Budget & Finance:
 - a. Provide guidance to the Board regarding the budgetary needs of the District, both in annual operations and future capital expenditures.
 - b. Provide guidance to the Board regarding the financial condition of the District and manage the District's financial resources in a fiscally efficient way.
3. Planning and Implementation:
 - a. Prepare and carry out the necessary plans and actions to implement the approved operating and capital improvement budgets.
 - b. Carry out the following tasks not specified in the operating or capital budgets.

- i. Implement the recommendations in the water and sewer Master Plan and continue to refine and update the plan to keep relevant.
- ii. Continue to retroactively obtain easements for installed water and sewer facilities, including consultation with Legal regarding lot transfers.
- iii. Take a proactive role with development projects within the valley providing clear and concise steps for District approvals while protecting and enhancing district infrastructure to insure adequate services.
- iv. Assist in efforts to address valley wide fire risk and defensible space activities.

4. Communications:

- a. Communicate with the Board regarding: Operation and management of the District.
 - i. Follow-up items from Board meetings.
 - ii. Legal, financial, and operational impacts of projects
- b. Communicate to the public District activities including:
 - i. Newsletters
 - ii. Web page
 - iii. If possible, attendance at the annual All-Valley Meeting
 - iv. Other outreach to improve public information.

Evaluation Summary:

Prior to the evaluation, the General Manager will provide the Board with a written summary of ongoing project areas and progress to date on each.

Effective: 7/1/23

Alpine Springs County Water District Board Goals/Objectives 2023/24 Matrix

Reviewed Semi Annually; December 2023 and July 2024

GOAL	OBJECTIVE (ACTION PLAN)	WHO	WHEN/ % COMPLETE	December 2023 Review	July 2024 Review
1. Review District's Mission Statement and Goals and Objectives annually	1.1 Review and revise as needed the District's Mission Statement and Board Goals and Objectives (Policy 4.6.0)	Administration and Personnel Committee, GM, Board	May 2024/100%	On track to be reviewed before May 2024	
	1.2 Review of General Manager	Administration and Personnel Committee, GM, Board	May 2024/ 100%	On track to be reviewed before May 2024	
2. Review existing policies at the Committee and Board level and make new policies as required for the management and operation of the District.	2.1 Maintain a long term strategic plan and update it every 3-5 years. Long Range Planning committee to review the District Master plan (Strategic Long-Range Plan) as it pertains to capital improvement projects and timelines for implementation. (Policy 1.0.0) (Policy 8.0.0) (Policy 8.1.0) (Policy 8.3.0)	Long Range Planning Committee, Board, GM	November 2024/ 100%	September 18, 2023 a LRPC meeting was held discussing the Districts Master plan including CIP planning and the sequencing of projects	

	stewardship of District owned greenbelt lands. Through Community events, workshops, and the evaluation of a parcel tax for defensible space. <i>(Policy 6.6.0)</i>	Park, Recreation, Greenbelt Committee, Board GM		Greenbelt Committee and the community at large to evaluate opportunities for District green belt lands	
3. Budget resources to ensure that money, staff, and facilities are available for the District to operate within all the policies of the Board.	3.1 Approve fiscal budget each year. <i>Policy 2.6.0)</i>	Budget and Finance Committee, Board, GM	June 2024/ 100%	On track to be developed and approved before June 2024	
	3.2 Review a list of all active District Contracts which will include: service provided, amount, inception date, and expiration date,	Budget and Finance Committee, Board, GM	February 2024/ 100%	A review of active District Contracts is part of the January 2024 Board of Directors Meeting	
4. Provide the public with Information about the District's activities including goals and objectives.	4.1 Provide information to the public via the park bulletin board, the District website, semi-annual newsletter, annual valley-wide meeting, and on the street communications.	Board, GM	Continuous 100%	The Fall newsletter was published in October, the District hosted a Holiday open house, and the District General Manager participated in the Annual valley	

	<p>5. Always communicate with each other, and the public in a polite and respectful manner.</p>		<p>5.1 Provide opportunity for residents to enter and attend meetings and events in person at the District office.</p>		<p>Board, GM</p>		<p>Continuous 100%</p>	<p>wide Meeting and the Annual Valley Evacuation Drill.</p> <p>Board meetings are currently being held in person at the District office. As an added service the District continues to provide a zoom link for the community to view the meetings</p>		
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EXHIBIT F4



AGENDA NO: F4

MEETING DATE: 05/14/2024

Staff Report

TO: ASCWD Board of Directors
FROM: Joe Mueller, General Manager
SUBJECT: Spring / Summer 2024 ASCWD Newsletter

Date: May 6, 2024

Recommendation:

Review, discuss and provide direction to staff on the content, layout, and distribution of the ASCWD Spring / Summer Newsletter.

DISCUSSION

This year's spring newsletter is almost seven pages if printed front and back.

As in the past the District newsletter will be posted on our website, on the announcement board at the park, and with hard copies available for pickup at the District office.

Beginning in 2021, as a result of expanding the size of the newsletter, being environmentally and fiscally conscious as to the use of resources the newsletter went paperless as an electronic newsletter. A postcard announcement had been mailed to all customers to alert the community that the newsletter is paperless and available on the District's website. The postcard list the topics covered in the newsletter edition. As such, hard copies of the newsletter are always available at the District office for pick-up, or community members may call or e-mail to request a hard copy be mailed to them.

In the fall of 2023, the District Board directed staff to mail the fall newsletter to all customers recognizing that many customers may still prefer a hard copy, that not all residents have internet access, or are internet savvy. At the Boards direction the Spring / Summer 2024 newsletter could again be mailed to each customer address on file with the District or maintain the electronic version with a postcard announcement mailed.

Printing and mailing of the fall and spring newsletters is budgeted annually at \$2500 per event.

Attachments:

1- Spring / Summer 2024 ASCWD Newsletter

DIRECT FROM THE DISTRICT

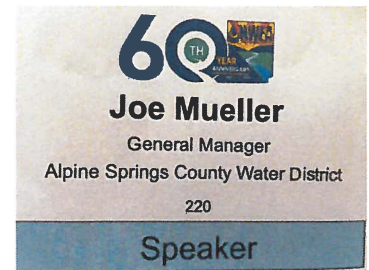


GENERAL MANAGER'S MESSAGE

I hope you all have enjoyed the winter, the holidays and had opportunity to make many memories with your friends and family. A lot has been happening here at the District, and we have tried to capture all of the important notifications and updates in this newsletter. We have great news that the community Park is opening Memorial Day weekend, May 25th -- just a few short weeks away. And I am excited to personally invite you to join me for a picnic in the park, as I will be cooking

hotdogs and hamburgers, courtesy of the district, to share in celebration of opening day! And in other great news, park fees are staying the same as last year ... no price increase! More details in this newsletter but wanted to highlight this upfront. Also, please read carefully the important update regarding our Fire Protection service agreement with North Tahoe Fire Protection District. A lot of has been happening on this front and we hope everyone in our community will stay aware and be involved in this important discussion.

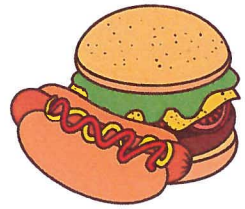
This past March, I was proud to represent the District at the Nevada Water Environmental Associations annual conference, partnering with Carollo Engineers, on “How Rural Utilities Can Leverage Planning Tools to Optimize Limited Resources.” This opportunity arose due to the work the District has done with the Master Planning efforts, with support and leadership from the Board and community, we are setting the example for small districts and smart resource planning. My sincere appreciation to the Board and community for supporting this effort and leading the way!



How Rural Utilities Can Leverage Planning Tools to Optimize Limited Resources; Timothy Loper (Carollo), Joe Mueller Alpine Springs Country Water District, Carollo

See you May 25th at the Park!
Joe Mueller, General Manager

PARK OPENING DAY & COMMUNITY PICNIC - MEMORIAL DAY WEEKEND MAY 25, 2024



Have you experienced our community park? Whether you are a regular visitor at our park or new, we hope you will come out and enjoy the park starting **May 25, 2024!** To celebrate opening day, join the District's General Manager, Joe Mueller, for a park picnic, from 12:00-2:00! Joe will be cooking hotdogs and hamburgers, courtesy of the District, and looks forward to seeing you and your families out at the park celebrating and enjoying this beautiful community space.

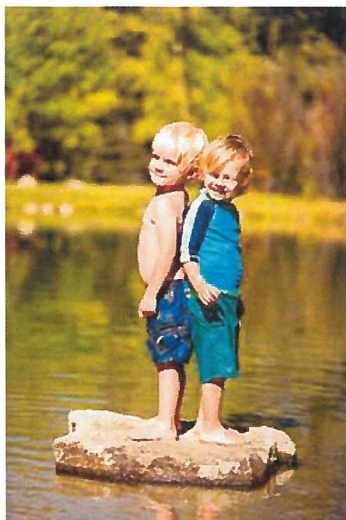


SAVE THE DATE

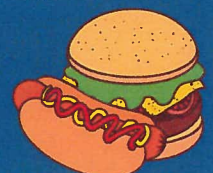


Purchase your Park Pass Now!

Great news, we are excited to share that the District will be keeping the park pass purchase price the same as last year -- there is no increase in cost this year! If you haven't purchased your pass yet, do so quickly so that you can join us for the opening day park picnic! As a reminder, we have transitioned to a fully web based purchase program, you can purchase your tickets on the District's webpage at alpinesprings.org.



- Single User Day Pass (only available to Alpine property owners) - \$20
- Family Day Pass (only available to Alpine property owners) - \$40
- Daily Guest Fee (Guests who are NOT staying at the home of the pass holder when accompanied by the pass holder) - \$5.00 per child - \$10 per adult Day Pass
- Alpine Resident Family Season Pass (Property Owners and Long-term Renters) - \$200
- Non-Resident Family Season Pass (Nonresident Passes restricted to those that held a season pass the previous year) - \$300



FIRE PROTECTION SERVICES UPDATE:

A lot has been happening here at the District, most notably involving our Fire Protection Services contract. North Tahoe Fire Protection District (NTFPD) is the agency responsible for Fire Protection and Emergency Medical services throughout Alpine Meadows under a contract agreement that runs through October 2026. I'd like to provide you with a bit of an overview of the work being done to secure fire protection services for our community past 2026.

The District team has been working with NTFPD to amend the existing fire protection service contract to be reflective of actual services received, this included services such as staffing, chipping, grant tracking and defensible space. These discussions did not yield the needed results, and therefore, in late fall the District provided notice to NTFPD, that we would be terminating the existing contract, which provides the District with the ability to begin negotiating a new service contract, with either NTFPD or another provider. Under our contract, NTFPD will continue to provide Fire Protection services through October 2026. In January I formed a community ad-hoc advisory committee, with five Alpine Meadows community members, reviewing the existing fire service contract and providing input as to the future needs of Fire Protection, Emergency Medical and related services. I would like to thank Liz Hobart Zang, John Moise, Don Fulda, Steve Siig and Ricky Holak, for their service on this ad-hoc committee and for openly sharing their thoughts and advice for myself and the Board to consider in negotiating a new Fire Protection service agreement. The ad-hoc Committee's recommendations were based on the reasoning that any agreement should actually reflect current staffing level, while still providing operational flexibility for NTFPD and provides a path for ASCWD to make contractual changes if staffing is altered below the staffing model. The ad-hoc committee drafted a letter of recommendation to the ASCWD Board which was also forwarded to NTFPD for consideration. The District did not receive a written response from NTFPD. You may review the Committee recommendation letter on the District's website.

On May 1st NTFPD de-staffed /closed the Alpine Meadows station as allowed under the existing contract. The Alpine Meadows station remains functional with equipment and resources; however, staff are currently no longer present at the station.

Per the contract, NTFPD is required to staff the Alpine Meadows fire station for at least 150 days a year, staffing is at the sole discretion of the NTFPD Chief. Staffing predictability and certainty is one area that the District Board and the community have been focused on, trying to include in the existing contract, and will continue to be focused on, and required in, future contracts for fire protection services.



FIRE PROTECTION SERVICES CONT.

Seasonal or part-time stations are not unique to our area with both NTFPD and Truckee Fire operating seasonal stations. Typically, they are staffed during the fire season where the threat of fire is highest. However, calls for medical aid and transport service are highest in the winter months around Alpine Meadows, Olympic Valley and the surrounding area coinciding with the operation of the ski resorts.

To reiterate, the decision to de-staff the fire station is in compliance with the current fire agreement between NTFPD and Alpine Springs County Water District, and at the sole discretion of the NTFPD Chief, as such, questions regarding staffing of the Alpine Meadows station should be directed to NTFPD. As always in the case of an emergency, call 911 and watch for updates regarding fire services on the District's webpage.

Thank you, Joe Mueller

Get Defensive. Defensible Space increases the likelihood of your home surviving a wildfire. Properties within the State Responsibility Area (SRA) are required to create and maintain Defensible Space around structures.

Are you planning Defensible Space and Green Waste cleanup around your property? Instead of just having that pile of branches chipped consider a better alternative of a green waste dumpster.

Green waste dumpsters allow you to dispose of branches, tree needles, and cones completely by removing them from your property.

TTSD offers a 6-yard Green Waste only dumpster delivered to your door at a special rate for District Residents. Effective July 1st through October at the rate of \$154.79. Call TTSD directly to order (530) 583-0148

REMINDER ALERT: The District has a green waste dumpster reimbursement program -- for more information contact the district at 530-583-2342 to find out more!

Defensible Space and Green waste
Clean-Up!



Understanding Your Water Meter!

By: Miguel Ramirez

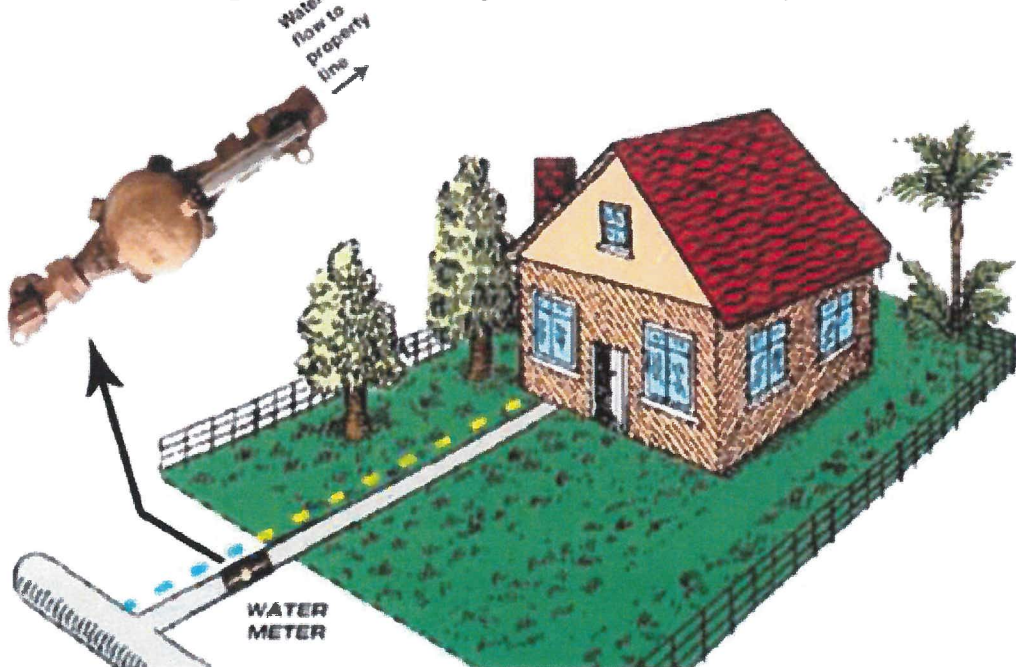
Welcome to Spring from the ASCWD Operations staff!

The construction season is right around the corner, and we wanted the homeowners of Alpine to be informed on your water system and who is responsible for what parts and who is allowed to operate the valves. So, I have come up with a little introduction called “**UNDERSTANDING YOUR WATER METER**”.

As a property owner or resident, it's important to become familiar with the water pipes and valves within your property and if you rent out your place or let people stay there you will want to have some good, detailed instructions on how everything works and the operational procedures for turning the water off and on. Water emergencies, such as leaks, happen without notice and can cause damage and unexpected expenses if repairs aren't made in a timely manner. The following information will help you to be prepared and may save you both time and money in the future.

How to locate your water meter?

Every resident should know where their home's water meter is located. It's helpful to know where it is in case you see water coming out of the ground or think that there might be a leak. The water meter box is usually located in a driveway or in the dirt close to the property line. It usually has a concrete lid or metal lid and sometimes will say “water” across the top. Even if you know where the water box is located, homeowners, contractors, and plumbers are prohibited from opening or entering this water box. Only ASCWD staff or representatives of



How to locate your water meter?

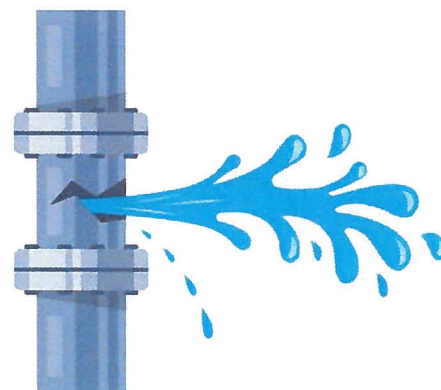
the District may open this box. ASCWD owns the box and homeowners will be liable and charged with any damages that occur from non-authorized persons accessing this box. If a homeowner needs their water off, you can call (530) 583-2342 during normal business hours. In an emergency, we have a 24/7 Emergency hotline Phone Number 1-866-696-9608. Every homeowner is encouraged to have this number for after-hours emergencies. My direct cell phone for normal business hours is (530) 902-3190. If you see anything out of the ordinary or see water flowing, please call the office or if it's after hours, please call the hotline.



Who owns the pipe?

ASCWD is responsible for the street side of the pipes. Including all service lines and water mains throughout the community. We take responsibility up to the water meter and as soon as the water passes through the meter it becomes the resident's responsibility. If anyone needs help identifying the responsibilities and where they end or begin, please feel free to call the district.

How to check for household leaks this summer!



Call the ASCWD operations staff and we will locate your water meter. We can work with you on a simple procedure to make sure your household plumbing is sound and tight. We read our water meters monthly, and everyone is welcome to give us a call and request a report or water usage. We suggest you call as soon as you suspect a leak.



Who do I call for help?

The ghostbusters won't be able to help you with this one, but don't worry, we have a few suggestions for you. Just as you maintain your house, property owners are responsible for maintaining their plumbing system. This includes all interior plumbing, outside irrigation and basically everything all the way down to the water meter. If a leak occurs between the water meter and the house, or inside the house itself, it is the property owner's responsibility to repair it, and it is recommended that you call a plumber and communicate with them on the ASCWD ownership of the water meter. Please do not let anyone in the water box and encourage the plumber to call us for assistance with shutting off the water.

Plumber!



ASCWD!

If you notice a leak in the street or in the vicinity of the water meter, please call us and we will send someone out to investigate. If you need the water turned off for any reason, call us. Summer is the perfect time to check for leaks in your residence and we can assist with that too.

Please feel free to call the ASCWD offices with any questions, and we would love to help you in any way that we can.

Thank you from the ASCWD Operations Staff.



**BACK TO BACKFLOW -- BUT
FIRST: A HUGE THANK YOU!**





BACKFLOW PREVENTION DEVICE TESTING

*Backflow
Prevention
Device*

We wanted to say **thank you** from the ASCWD operations staff for everyone getting their backflow devices tested this year. We encourage everyone to get their devices tested in July or August even if it has already been tested for the year. If you're living at your residence full time and you have an easily accessible backflow device this may not be an issue but if you are not at your residence full time or have an outside backflow device, you will want to make it easier on yourself and us by changing the testing date to the summer.

***Residential Cross-Connection Survey to be mailed with your water bill.**

Lookout for a residential Cross-Connection Survey that will be sent out with the billing this July. This is a survey we would like every homeowner to complete and mail back with their water bill or you can e-mail it directly to the District. This is a very important survey for the protection of the potable drinking water system. Thank you in advance for taking the time to protect your water system.



WHAT IS A CROSS CONNECTION YOU MIGHT ASK?

A cross connection is an actual or potential connection between a public water system or consumer's potable (drinking) water system or any source or system containing non-potable water or other substances. (Non-potable water is water that is unfit or unsafe to drink.)



WHAT IS BACKFLOW?



Water normally flows in one direction, from the ASCWD water system through your water service, to your plumbing fixtures. However, under certain conditions water can flow in reverse direction-creating "backflow." Backflow can contaminate the water supply and cause serious health issues. Backflow is the reverse flow of non-potable water or other substances through a cross-connection hazard into the piping of the consumer's potable water system or the public water system.



WHAT CAUSES BACKFLOW?

1. **Backsiphonage**- occurs due to loss or deduction of pressure in the public water system providing your water. This can be caused by a rapid withdrawal of a high volume of water from the system due to a system shutdown, a break in the supply mains, or active fire protection. This reduction of pressure creates a vacuum in the piping which draws water back into your home from your irrigation lines, hot tub, or any plumbing fixture with a submerged inlet. These sources of water can contaminate your home's drinking water and even enter the public system contaminating other's potable water.

2. **Backpressure**- is created when the source of pressure, such as a household pump, creates pressure greater than that supplied through the public water system. A pump from a landscape pond, pool, hot tub, hydronic heating system, fire sprinkler system or other system containing non- potable water supply affecting your home, and even the entire public drinking system.



HOW CAN I PREVENT CONTAMINATION OF MY OWN HOME AND THE PUBLIC WATER SYSTEM?

You can determine if your property has any potential cross connections by completing the Cross Connection Survey with your water bill. The District maintains a database for testing, and we support the testing process as needed.

If you think you have a backflow device, and it hasn't been tested or you may need a backflow device at your residence please contact the Alpine Springs County Water District at (530) 583-2342.

Thank you from the ASCWD operations staff.



ASCWD Committees - What are they all about?

Did you know that ASCWD has four Board established committees that are comprised of Board members and/or community volunteers -- all working on your behalf. We would like to thank all of our committee members and volunteers for their participation and service to the community - it is through volunteerism such as this that we learn what is important to our community members and how to best serve the Alpine Springs Community.

Want to know more -- Please see below for information about each of our committees.



Budget & Finance Committee

The Budget and Finance Committee works in close liaison with the District CPA and Board Treasurer to maintain prudent and efficient financial controls relating to district operations and long-range capital planning. The committee works to maintain adequate operational and long-range liquidity. The Committee also evaluates drafts of the annual budget, to help make sensible recommendations to the Board of Directors as well as evaluates the annual audit from an independent CPA firm. Committee members consist of: Janet Grant, District President and Committee Chair and Evan Salke, District Director.



Administration & Personnel Committee

The Administration and Personnel Committee is responsible for recommending policy to the District Board in the areas of administration (contracts, rules, procedures, responsibilities, etc.) and personnel (wages and salaries, employee relations, etc.). The Committee is comprised of two Board members and the General Manager and meets to discuss, evaluate, draft, edit or revise policy within the responsibility areas. Committee members consist of Janice Ganong, District Director and Committee Chair and Evan Salke, District Director.

ASCWD Committees - What are they all about Cont.?



Long Range Planning Committee

The Long Range Planning Committee is responsible for recommending policy to the Board regarding the development of the Strategic Long Range Plan and its maintenance in the areas of water resources, sewer systems and watershed maintenance as it pertains to the District's infrastructure and assets. Committee members include: David Smelser, District Director and Committee Chair, Christine York, District Director, Vince Baldrige, Robert Spencer, Doug Boling, Melissa Siig, Michael Lightbody and David Bourke.



Park, Recreation and Greenbelt Committee

This Committee is responsible for recommending policy to the Board regarding Park and Recreation, including state of the park, use and fee policy, annual fee schedule, park amenities policy and operational policy, including level of maintenance. In addition, the Committee recommends greenbelt policy to continue conservation of the undeveloped lands and provide the appropriate monitoring of greenbelt lands by providing defensible fire safe space. Committee Members include: Christine York, District Director and Committee Chair, Janice Ganong, District Director, Ingrid Bourke, Michael Cadra, Felicia Cole, Don Fulda, Ursula Hirsbrunner and Lisa Peck.

Annual Bills Processed In July - Please Update Your Billing and E-mail Address

Did you know you can pay your utility bill throughout the year? Some customers prefer to make multiple service payments throughout the year instead of waiting for the year end bill to arrive. ASCWD can help you determine a schedule the best fits your individual circumstances, be it monthly, quarterly, or semiannually just contact the district office to learn more about payment options.

Bills are issued July 1st of each year; make sure the District has your correct billing address as the District will not be responsible for any mail that comes back as undeliverable and you will incur a 10% penalty if payment is not received by the due date. The due date is July 31st, and there is a grace period until August 14th before penalties go out. ASCWD also has a payment plan, but you need to set up a payment plan with the District no later than August 13, 2024 with your first payment. If you would like more information contact Laurie Axell (530)583-2342 x101 between the hours of 9am to 3pm or send an email to info@alpinesprings.org.

HELP TAHOE BREAK UP WITH PLASTIC!

With 99.994% purity, Tahoe Tap water has been voted the best tasting water in the country by the National Rural Water Association. The DRINK TAHOE TAP initiative is a program of the Tahoe Water Suppliers Association. It was designed to reduce the use of single-use plastics and increase accessibility to drinking water filling stations throughout the region. This initiative is working to encourage people to purchase and use reusable water bottles instead of single-use versions that end up in the landfill or worse — in Lake Tahoe.



#facts

Tahoe Tap is far, far, far more rigorously tested than anything you might buy in a plastic bottle.

The World's Best Water.

Don't forget your reusable water bottle!

Every molecule of plastic ever created still exists.

CTA | Climate Transformation Alliance

As a reminder, ASCWD is a member of the CTA, a regional public-private partnership of local governments, special districts, community organizations, businesses, and individuals committed to collaboration, innovation, and accountability through a governing body and shared vision for the North Tahoe-Truckee community to achieve carbon neutrality by 2045. The CTA is committed to the development of local policy and initiatives that will promote the resilience of the community, recognizing that more can be achieved for the community together. To learn more about CTA, you can visit their website at: <https://www.sierrabusiness.org/archives/climate-transformation-alliance?>





*Annual Bear Box
Reminder*

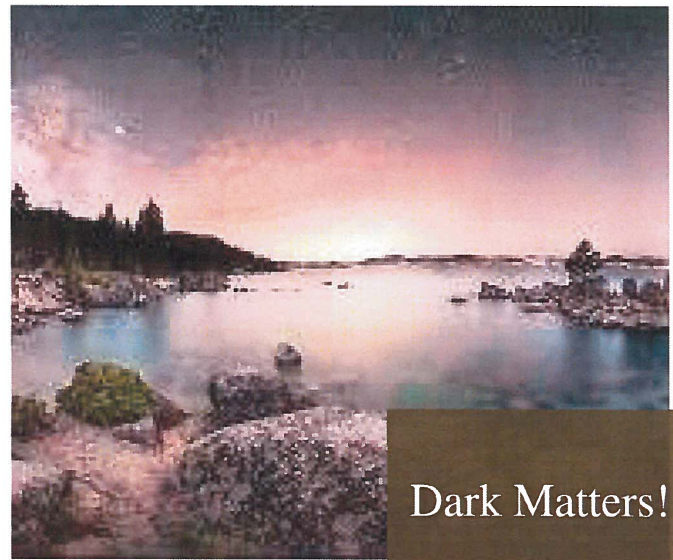
It's worth repeating - Be Bear Aware! The Board of Directors adopted an ordinance requiring all persons who rent their home on a part time or full-time basis to install a "Bear Box". The size of the Bear Box is determined by the size of your house. If the residential unit is less than 2,500 square feet you need a minimum of 1 bear box capable of holding 2 thirty-two (32) gallon cans. For residential units between 2,500 to 3,500 square feet you need a minimum of 1 bear box capable of holding 3 thirty-two (32) gallon cans.

For residential units greater than 3,500 square feet you need a minimum of 1 bear box capable of holding 4 thirty-two (32) gallon cans. Curb side trash pickup is every Monday.

DARK SKIES

Do you know about Dark Skies?

Placer County regulates lighting — to minimize both impacts on neighborhoods and light pollution that diminishes our shared enjoyment of the night sky. Described broadly, Placer County's policy is to discourage the use of outdoor lighting that shines unnecessarily onto adjacent properties or into the night sky. You may wonder why this is important --- light pollution effects everyone!



Dark Matters!

If you are interested in learning more about the Dark Skies movement, visit darksky.org, but also, we ask you to remember to honor our dark skies and be aware of outdoor lighting! Enjoy your star gazing evenings!

Light Pollution Affects Us All!



Wildlife



Health



Energy



Heritage



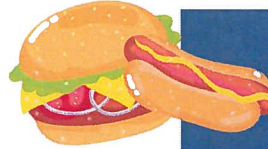
Safety



ASCWD GENERAL INFORMATION

Board meetings are now offered in a hybrid format - both in person and available virtually via zoom. Upcoming Board Meetings are:

- Friday, July 12th, at 9:00 a.m.
- Friday, August 9th, at 9:00 a.m.
- Friday, September 13th, at 9:00 a.m.
- Friday, October 11th, at 9:00 a.m.
- Friday, November 8th, at 9:00 am



*Save the Date:
Community Park
Opening day and
Picnic.
May 25, 2024
12:00-2:00*



Board Of Directors

- Janet S. Grant, President
- Janice Ganong, Vice-President
- Evan Salke
- Dave Smelser
- Christine York

District Staff

- Joe Mueller, General Manager
- Laurie Axell, Office Manager
- Miguel Ramirez, Operations & Maintenance Supervisor
- Scheid Limbird, Operations Specialist
- Robb Pascarella, Operations Specialist



EXHIBIT H1

Joe Mueller

From: Laurie Axell
Sent: Tuesday, April 16, 2024 3:06 PM
To: Joe Mueller
Subject: FW: recent bill

Hi Joe,

Chris called today, and I told him his only option was to write a letter to the board. There are no address changes in his file, nor was his mail returned, and he insists it's a clerical error on our part... there are also a couple of requests for prior years to remove finance charges.

Laurie Axell
Office Manager
Alpine Springs County Water District (ASCWD)
270 Alpine Meadows Rd.
Alpine Meadows, CA 96146
office: (530)583-2342 x101
24/7 after hours emergency # (866) 696-9608
Office hours Monday - Friday 9am - 3pm, closed weekends
www.alpinesprings.org

From: Chris [REDACTED]
Sent: Tuesday, April 16, 2024 2:35 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: recent bill

I am contacting you regarding my bill.
My home is 1611 Trapper McNutt, Alpine Meadows.
I received a bill for 2023 approximately 1 week ago.
It is the first I have seen of this.
It was sent to 453 Broadway, Millbrae, 94030.
I have not been at that address for 4 years and I do not receive mail from that address.

I have always paid my bill.
With respect to the attached bill I never received it until now via email.
I received the past bills to my new address.
Why this old address reappeared is a mystery to me and probably to you as well.
I would like to pay the bill. As for the surcharges I would appreciate that they be removed.

The final bill should be $\$3,038.98 - \$458.61 = \$2,580.37$
Once I receive an adjusted bill I will immediately pay the $\$2,580.37$ in full.