

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **April 13, 2018**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held
5 Friday April 13, 2018 in the District Board Room, 270 Alpine Meadows Road
6

7 **I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

8 President Grant called the meeting to order at 9:03 AM at the District Office Board Room. All joined in
9 reciting the Pledge of Allegiance.

10 Directors Present: Janet S. Grant, President; Jon Northrop; and Christine York

11 Directors Absent: David Smelser and Evan Salke.

12 Staff Present: John Collins, General Manager; Buz Bancroft, Operations & Maintenance; Judy Friedman,
13 Recording Secretary.

14 Guests Present: Chief Steve Simons, Chief Todd Conradson, and Chief Alan Whisler from North Tahoe
15 Fire Protection District (NTFPD)
16

17
18 **II. PUBLIC COMMENT**

19 There were no comments on items not on today's agenda.
20

21 **III. ITEMS FOR BOARD DISCUSSION & ACTION**

22 **A. FINANCIAL REPORT A**

23 District CPA Mike Dobrowski attended this portion of the meeting via teleconference. He presented the
24 financial reports as of March 31, 2018. He is working on quarter-end financials and has been coordinating
25 with General Manager Collins to prepare the budget.
26

27 **It was moved by Director Northrop and seconded by Director York to approve the March 2018**
28 **Financial Reports as presented. Motion carried unanimously.**

29
30 **It was moved by Director York and seconded by Director Northrop to approve debits for payroll and**
31 **checks 29885 - 29931. Motion carried unanimously.**
32

33 **B. APPROVAL OF MINUTESB**

34 **It was moved by Director Northrop and seconded by Director York to approve the minutes of the**
35 **March 9, 2018 Regular Board of Directors meeting as presented. Motion carried unanimously.**
36

37 **C. FIRE DEPARTMENT REPORT.....C**

38 Chief Simons reported:

- 39 • Grants have been submitted for a rescue vehicle, new changeable message signs, and other
40 equipment. The District is requesting Placer County funds to help replace the Homewood, Kings
41 Beach, and Dollar Hill stations.
- 42 • Chief Schwartz has been working on getting state legislation passed. In response to recent large
43 fires in California, the Governor included \$100 million in the current budget to address disaster
44 preparedness, including pre-positioning personnel, increased communications, and improvements
45 for staffing and apparatus for large scale incidents.
- 46 • Calfire is hoping to transition to a year-round staffing model. Because that could take some time,
47 local Districts are stepping in to assist as necessary.
- 48 • NTFPD will celebrate 25 years since the merger of Tahoe City and Kings Beach fire departments
49 at its awards dinner on May 4, 2018. All Board members and staff are invited.
- 50 • Alpine Meadows, Tahoe City, and Truckee assisted Squaw Valley with a large propane explosion
51 resulting in a major structure fire. Two victims were transported to burn units.
- 52 • Battalion Chiefs are updating the Response Plan.

1 Chief Conradson reported:

- 2 • Mike Vollmer is working to identify grants for chipping in Alpine Meadows.
- 3 • The District is ramping up for the coming fire season and summer activities. A Defensible Space
- 4 Inspector should be hired soon and depending on weather, inspections could begin in May.
- 5 Personnel will attend homeowner associations to describe the service.
- 6 • Work continues on the Environmental Impact Report (EIR) for the Alpine Sierra project. NTFPD
- 7 is considering fire concerns, fuels management, and evacuations. The “shelter in place” building is
- 8 scheduled for Phase 2 of the project. In the meantime, the proposal is to use parking areas as
- 9 “safety zones.” Developers are investigating options for a Federal Informer Communication
- 10 system (reverse 911).

11
12 Chief Whisler reported:

- 13 • He is conducting refresher training for wildfires and swift water rescues.
- 14 • NTFPD is instituting a drone program to spot smoke and fires and for use in search and rescue
- 15 operations. Personnel is being trained.

16
17 **D. GENERAL MANAGER’S REPORT.....D**

18 General Manager John Collins presented the March 2018 Manager’s Report. Highlights included:

- 19 • The Operating and Capital budgets are being prepared for the new fiscal year.
- 20 • An Engineering Analysis is being done for the White Wolf Subdivision to prepare the will-serve
- 21 letter.
- 22 • Collins is assisting the Alpine Sierra developer to determine coverage requirements and best
- 23 location for the cell tower for the Federal Informer system.
- 24 • Collins submitted comments to Stantec regarding the Tank 4 and 4A replacement. He received an
- 25 email from the US Forest Service that the “wetland” created as a result of a leak at the base of the
- 26 tank does not need to be maintained.
- 27 • Notices required by Proposition 218 regarding rates have gone to customers. Three protest letters
- 28 have been received to date. The public hearing will be next month.

29
30 **E. OPERATIONS & MAINTENANCE DEPARTMENT REPORTE**

31 Operations Manager Buz Bancroft presented the Water/Sewer Report for March 2018. Almost 25,000,000

32 gallons of water were pumped for snowmaking this season. Bancroft explained the sewer flows for the

33 month and maintenance done in March.

34
35 **F. TTSA REPORTF**

36 Northrop reported this month’s meeting is scheduled for April 18, 2018. All systems are operating

37 normally and efficiently.

38
39 **G. REVIEW OF THE DRAFT SPRING NEWSLETTER..... G**

40 The Board reviewed the draft Spring Newsletter. There were some corrections made, but no additional

41 comments or questions on content.

42
43 **H. REVIEW PROPOSAL FROM TOTAL COMPENSATION SYSTEMS, INC. FOR**

44 **GASB 74/75 ACTUARIAL VALUATION SERVICES..... H**

45 **It was moved by Director Northrop and seconded by Director York to approve the agreement with**

46 **Total Compensation Systems, Inc. in the amount of \$3,780.00 as presented. Motion carried**

47 **unanimously.**

48
49 **I. RESOLUTION 1-2018 – REQUESTING COLLECTION OF CHARGES ON THE**

50 **PLACER COUNTY TAX ROLL FOR TAX YEAR 2018/2019.....I**

1 It was moved by Director Northrop and seconded by Director York to adopt Resolution 1-2018
2 requesting collection of charges on the Placer County tax roll for tax year 2018-2019.

3 **ROLL CALL VOTE:**

4 **AYES: Grant, Northrop, and York**

5 **NOES: None**

6 **Motion carried unanimously.**

7

8 **J. COMMITTEE REPORTS..... J**

9 **1. BUDGET & FINANCE COMMITTEE (DIRECTOR GRANT)**

- 10 a. Discuss, if necessary, non-standard transactions.
- 11 b. Discuss monthly reports and status of investments/cash and vote to
- 12 approve, if necessary, new investments.
- 13 c. Review, discuss and vote to approve, if necessary, requests from customers
- 14 regarding billing issues.
- 15 d. Review, discuss and vote to approve, if necessary, requests for unbudgeted
- 16 expenses and capital expenditures.
- 17 e. Reviewed the draft CIP and Operating budgets.

18 Grant presented the report of the April 12, 2018 Budget and Finance Committee. There are two CDs due
19 in April and May. The Committee recommends rolling them into 3-12 month CDs.

20 **It was moved by Director Northrop and seconded by Director York to roll the CD due April 27,**
21 **2018 and another CD due May 8, 2018 into 3-12 month CDs, whichever has the best return, and to**
22 **include interest earned in increments of \$1000. Motion carried unanimously.**

23

- 24 f. Discuss the proposal from TCS, Inc. regarding the GASB 74/75 proposal
- 25 and provide a recommendation to the Board of Directors on how to
- 26 proceed.

27 See Item 3H above for action.

28

29 **2. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)**

- 30 a. Discuss the Districts Mission Statement – the committee doesn't
- 31 recommend any changes.
- 32 b. The Goals & Objectives for 2017/2018 for the BOD was distributed to the
- 33 board in February and will be coalesced and discussed at this meeting in
- 34 open session.

35 This item was tabled.

36

37 **3. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

38 York presented the report of the Committee's March 8 meeting. The Committee recommends revising
39 sections of Park Policy 6.6.0 for clarity. A brief discussion followed. York was asked to present the Board
40 with suggested wording for review and possible adoption at the May meeting.

41

42 York reported the Easter Egg Hunt on March 31 was much busier than past years, possibly because the
43 holiday was so early this year. She described the logistics of the event and suggestions for next year.
44 Overall, the March event was a big success.

45

46 **4. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

47 This Committee did not meet.

48

49 **K. OPEN ITEMS.....K**

50 No additional items were presented.

51

52 **L. CORRESPONDENCE TO THE BOARD.....L**

1 No correspondence was submitted for Board review.

2

3 **IV. DIRECTORS' COMMENTS**

4 Grant will not be in attendance at the June 8, 2018 meeting.

5

6 **V. ADJOURNMENT**

7 **There being no further business to come before the Board, at 10:01 AM, it was moved by Director**
8 **Northrop and seconded by Director York to adjourn today's meeting. Motion carried unanimously.**

9

10 **VI. CLOSED SESSION**

11 **GOV'T CODE SECTION 54957: PUBLIC EMPLOYEE PERFORMANCE**
12 **EVALUATION.**

13 **Review the General Manager's performance for the fiscal year 2017/2018.**

14 This item was tabled.

15

16 The next regularly scheduled Board meeting is Friday, May 11, 2018 at 9:00 a.m.

17

18 Respectfully Submitted,

approved as submitted 5/11/18

19 Judy Friedman, Recording Secretary

20 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

21

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