

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

Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held  
Friday, June 12, 2015 in the District Board Room, 270 Alpine Meadows Road

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

President Grant called the meeting to order at 9:00 a.m. Everyone joined in reciting the Pledge of Allegiance.

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

Directors Absent: None

Staff Present: John Collins, General Manager; Mike Dobrowski, District CPA (by telephone); and Judy Friedman, Recording Secretary.

Guests Present: Chris Nelson and Doug Clyde, Alpine Sierra Project; LaRue Griffin, TTSA General Manager; Mike Schwartz, Tim Alameda, Steve Simons, Brian Wracker, and Nita Wracker of North Tahoe Fire Protection District (NTFPD); and David Rodriguez of Meeks Bay Fire Protection District (MBFPD)

AGENDA ITEMS MAY OR MAY NOT BE TAKEN IN THE SEQUENCE PRESENTED BELOW.

**II. PUBLIC COMMENT**

The new General Manager of the Truckee Tahoe Sanitation Agency (TTSA), LaRue Griffin, introduced himself.

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

**A. FINANCIAL REPORT**

District CPA Mike Dobrowski presented the financial reports. He is in the process of preparing and reviewing invoices, which will be mailed July 1. The payment due NTFPD for its portion of property taxes will be cleared up this month. Dobrowski reported he is preparing the year end review.

**i. May Financial Statements**

**Director Salke made a MOTION that the Board accept the May month-end financial reports. Director Northrop SECONDED the motion. The motion was APPROVED unanimously.**

**ii. May Expenses Paid & Payable:** The Directors reviewed the monthly check register.

**Director Northrop made a MOTION that the Board approve the Expenses Paid & Payable (the debits for payroll and checks 28005 through 28123). Director Salke SECONDED the motion. The motion was APPROVED unanimously.**

**B. APPROVAL OF MINUTES**

**Director Northrop made a MOTION that the Board approve the minutes of the May 8, 2015, Regular Board of Directors Meeting as presented. Director York SECONDED the motion. The motion was APPROVED unanimously.**

**C. FIRE DEPARTMENT REPORT**

Chief Mike Schwartz reported it's been a busy few months, particularly with the drought. The predicted fire season has resulted in a new level of work and meetings at an executive level at Governor Brown's office with various agencies to plan for what could be a volatile season. NTFPD staff has been working on local preparedness plans. Grants and federal funds are being investigated to deal with the additional costs, which tasks administrative personnel as well. A training drill with all fire agencies was held in Squaw Valley last week. Also, as summer has arrived, there have been many calls for assistance.

The District took delivery of 2 new fire trucks that are being tested and outfitted. They should be on the road by July 1, 2015.

Schwartz has been in Sacramento giving testimony on several bills before the legislature having to do with fire. He has been lobbying for the Governor to include funding in the budget for unfunded mandates, which could result in a few thousand dollars for Alpine Springs. He is also lobbying against charging sales tax on new fire trucks, which represents thousands of dollars. SB120 reduces the amount of tax paid on large, expensive fire apparatus.

Director Northrop asked about air support for fires this year. Schwartz said there is a lead plane in Grass Valley and a tanker available. Because of the lack of Calfire staffing, due to budget constraints, it may be difficult to get that support and local resources will be used as much as possible. There is a federal government plane in South Shore and it is expected that Grass Valley will be fully staffed.

Chief Steve Simons described the recent structure fire on the west shore. It was a long, intensive fight but there were no personal injuries. There was a regional response to the fire. Simons reported the 2 new engines will replace 29 year old and 30 year old vehicles. Computers are being installed on all rigs and station security is being improved. Simons discussed staffing levels for NTFPD.

Fire Marshall Tim Alameda agreed with his colleagues that it is a very busy time for NTFPD. The District is about 3-4 weeks behind on inspections and there are a lot a commercial projects coming up that require NTFPD time.

Schwartz reported his administrative assistant, Joan Noble, is retiring at the end of July. He is recruiting for that position and a second Fire Inspector. In addition, he hopes to hire 2 new firefighters next fall.

#### **D. CONTRACT WITH MEEKS BAY FIRE DEPARTMENT FOR CHIPPING SERVICES DURING THE SUMMER OF 2015**

NTFPD Fire Marshall Tim Alameda explained the contract is for 3 chippers and an inspector to provide services in Alpine Meadows, and includes the equipment from Meeks Bay to Alpine Meadows. A separate contract is needed because money is passing from one district (Meeks Bay) to another. Although there was a special assessment to pay for chipping, those funds ran out last week, so NTFPD contracted with Meeks Bay FPD to provide the services. Other districts fund residential chipping through taxes, a benefit assessment, or other means, which are not options for NTFPD. It is up to the ASCWD Board to decide if they want the service and how it should be funded. Alameda noted past success with this program in Alpine Meadows.

Discussion followed regarding options available for chipping services, including private landscaping companies, and how to fund the program. It was noted that one of the responsibilities of ASCWD is fire protection services and defensible space, of which chipping, is a component. The Board considered ASCWD's role as well as the responsibility of homeowners.

David Rodriguez, Fuels Coordinator for Meeks Bay FPD, explained his staff will coordinate the program with homeowners. To make the program as efficient as possible, owners will call to schedule chipping and MBFPD will send a crew out when they have a few people on the list so a full day's work can be done. MBFPD can remove the piles of chipped material.

Discussion continued regarding logistics, inspections, and funding. General Manager Collins reported the contract cost is approximately \$20,000 for the season and \$14,000 has been budgeted, which translates to about 7.5 days of work. The Board asked that this item be on the next agenda to consider how to fund the program in the future, but agreed a decision on a one-year contract needs to be made today. Staff was asked to advise the

Board monthly of how much money is spent on the chipping program and when they anticipate going over the proposed \$14,000 budget.

**Director York made a MOTION to approve a contract with Meeks Bay FD for Chipping Service in Alpine Meadows up to the budgeted amount of \$14,000. Director Northrop SECONDED the motion. The motion was APPROVED unanimously.**

#### **E. GENERAL MANAGER'S REPORT**

General Manager Collins presented his written report:

- The well house in Alpine Meadows Estates is moving forward. Bear Creek Planning Committee voiced concern that the materials being used were too light in color, so he has submitted new samples for their consideration.
- During the process for the Ancinas boundary line adjustment, it was discovered that the property is still in the name of ASCWD Finance Corporation and it needs to be changed to ASCWD. The new deed will be presented for approval at next month's meeting.
- The COLA for next year is 0.634%, which will be adopted with the budget.

#### **F. OPERATIONS & MAINTENANCE DEPARTMENT REPORT**

General Manager Collins presented Buz Bancroft's report:

- The beach sand for the park won't be delivered until next fiscal year, but has been budgeted in this fiscal year.
- A new generator will be needed in 1-3 years, as the existing one failed testing
- The Alpine Meadows bridge project is taking a lot of staff time working with the contractor. Longo Construction has been retained as a consultant to help Bancroft determine what needs to be addressed, but shouldn't be a substantial cost.

#### **G. APPOINT THE WATER DISTRICT'S SECRETARY/TREASURER**

**Director Northrop made a MOTION to appoint John Collins as the District's Secretary/Treasurer. Director York SECONDED the motion. The motion was APPROVED unanimously.**

#### **H. RESOLUTION 5-2015: ESTABLISHING APPROPRIATION LIMITS FOR THE FISCAL YEAR JULY 1, 2015 – JUNE 30, 2016**

**Director Northrop made a MOTION to approve Resolution 5-2015 to establish appropriation limits. Director Salke SECONDED the motion. The motion was unanimously APPROVED by Roll Call vote.**

#### **I. REVIEW OF THE ASCWD CONSUMER CONFIDENCE REPORT FOR THE CALENDAR YEAR 2014**

Director Grant presented the annual review and evaluation of the water supply. The Board reviewed the report and approved it by affirmation for staff to distribute.

#### **J. TTSA REPORT**

The written report, which was included in the Board packets, was reviewed. Director Northrop said everything is working quite well.

#### **K. RESOLUTION 6-2015 SDRMA'S 2015 BOARD OF DIRECTORS ELECTIONS Review candidates' statements and vote for three (3) candidates to the SDRMA Board of Directors.**

The Special District Risk Management Authority (SDRMA) candidates' statements were included in the Board packets.

**Director Northrop made a MOTION to elect Sandy Seifer-Raffelson, Ed Gray, and Robert Swan to SDRMA. Director York SECONDED the motion. The motion was unanimously APPROVED by Roll Call vote.**

## **L. PRESENTATION BY CHRIS NELSON (ALPINE SIERRA PARTNERS)**

Chris Nelson presented background on his ownership of the property. He explained that Placer County is requiring a CEQA review. The revised plan, Option B, consists of 28 ½-acre lots and 10 ¼-acre lots. Nelson is working with Bear Creek Association on access issues, but the compromise reached was not approved by the required 75% of owners, so ingress and egress is still being addressed. There are still some density issues, infrastructure improvements, easements, and requirements from NTFPD to be worked out. Nelson showed a rendering of the layout of the project, saying there will still be plenty of opportunity for public comment.

Nelson explained the Stanford Alumni Association, owners of the Stanford Chalet, want to update their property. Although this is not part of the Alpine Sierra Project, Nelson and his team are working with Stanford on a plan that includes 18 townhomes in 9 structures. He showed the proposed plan, saying this will not require a full environmental review, so should move through the approval process quickly. Stanford was hoping to sell the property as is, but the value was quite low. With these plans, it is believed the property can sell at a much higher price to a developer. In the meantime, Nelson's team will be Stanford's representative in all negotiations with ASCWD and NTFPD.

## **M. COMMITTEE REPORTS**

### **1. BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

- a. Discuss procedure to handle non-standard transactions.**
- b. Discuss status of investments/cash and vote to approve, if necessary, new investments.**
- c. Review, discuss and vote to approve, if necessary, requests from customers regarding billing issues.**
- d. Review, discuss and vote to approve, if necessary, requests for unbudgeted expenses and capital expenditures.**

Director Salk presented the Committee meeting report, saying there are no unusual transactions. There will be a balance of \$180,000 - \$190,000 to be reimbursed to NTFPD. The variance shown in the Meek's Bay budget is an accounting issue. Director Salk reported the current CD for \$105,000 is maturing June 30. The Committee recommends rolling it over.

**Director Northrop made a MOTION to roll over the \$105,000 CD. Director Salke SECONDED the motion. The motion was APPROVED unanimously.**

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

No report was given.

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

No report was given.

### **4. LONG RANGE PLANNING COMMITTEE**

No report was given.

## **N. APPOINTMENT OF NEW DIRECTOR**

Director Grant reported two applications have been received to fill the Board position vacated by the resignation of Director Battey. A brief discussion followed and it was agreed a Special Board Meeting would be scheduled for 8:00 AM on July 7, 2015 to interview both candidates. District Counsel will be consulted to see if the interviews can be done in Closed Session. Director Salke will distribute the list of interview questions. The Deed name change (noted above) will also be on the agenda.

## **O. ADDENDUM NO. 5 AGREEMENT FOR GENERAL MANAGEMENT SERVICES**

The proposed addendum was included in the Board packets.

**Director Northrop made a MOTION to approve the 5<sup>th</sup> Addendum to General Manager John M. Collins Services Contract. Director Salke SECONDED the motion. The motion was APPROVED unanimously.**

**P. REVIEW AND AMEND POLICY NUMBER 1.2.0 TO MEET THE STATE OF CALIFORNIA DROUGHT RESTRICTIONS REQUIREMENTS**

The District's policy stated outdoor irrigation can be done 3 days a week, but the Board previously approved 2 days a week. General Manager Collins recommends amending the policy. By restricting watering to two days a week, the State mandates are met.

**Director York made a MOTION to amend Policy 1.2.0 Water Conservation under Voluntary Restrictions to decrease the number of days of outdoor irrigation from three to two days a week. The motion was APPROVED unanimously.**

**Q. REVIEW AND APPROVE COLA FOR STAFF AND SUB-CONSULTANTS**

General Manager Collins distributed his calculation for the 0.634% COLA increase.

**Director Northrop made a MOTION to approve a COLA increase in pay of 0.634%. Director York SECONDED the motion. The motion was APPROVED unanimously.**

**R. OPEN ITEMS**

There were no items presented.

**S. CORRESPONDENCE TO THE BOARD**

There were no items presented.

**IV. DIRECTORS' COMMENTS**

There were no additional comments.

**V. ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 11:16 AM.

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

APPROVED WITH AMENDMENTS 7/10/15