

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **March 13, 2020**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held on
5 Friday March 13, 2020 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 9:00 AM at the District Office Board Room.
9

10 Directors Present: Janet S. Grant, President; Jon Northrop, Vice-President; Evan Salke; Christine York
11 Directors Absent: Dave Smelser
12 Staff Present: John Collins, General Manager; Miguel Ramirez, Facility System Supervisor (Operations
13 Manager); Judy Friedman, Recording Secretary. District CPA Dobrowski attended via teleconference.
14

15 Guests Present: North Tahoe Fire Protection District Chief Steve Leighton; Carl Davis
16

17 **II. PUBLIC COMMENT**

18 Carl Davis read a statement regarding the proposed 4/10 TTSA work schedule, the impacts to his family
19 given his wife is a TTSA employee, and what is reported from Board meetings. Discussion on this item will
20 be on a future agenda.
21

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

23 **A. FINANCIAL REPORT A**

24 District CPA Mike Dobrowski presented the financial reports as of February 29, 2020 and said expenses are
25 tracking closely to budget.
26

27 **It was moved by Northrop and seconded by Salke to approve the financial reports as of February 29,**
28 **2020. Motion carried unanimously.**
29

30 **It was moved by Salke and seconded by York to approve payment of checks #31129 – 31164 and**
31 **payroll. Motion carried unanimously.**
32

33 **B. APPROVAL OF MINUTES.....B**

34 **It was moved by Northrop and seconded by Salke to approve the minutes of the February 14, 2020**
35 **Board meeting as presented. Motion carried unanimously.**
36

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

38 Chief Leighton reported:

- 39 • The area just experienced the driest February on record, which could mean a long fire season. That
40 said, heavy snows are expected this weekend.
- 41 • The lack of snow has provided an opportunity to treat lands with prescribed fires and clearing
- 42 • Staffing and station updates
- 43 • Snowfest events went well, including fireworks shot from the Tahoe City Golf Course
- 44 • The Pilot Staffing Program between December 26 and March 26 has reduced response time by 91
45 seconds because of how personnel and equipment is staged. The program has been extended to June
46 26.

- The District is involved in daily meetings with Placer County, Tahoe Forest Hospital, and other agencies to monitor the situation with Covid 19, Coronavirus, and any response that may be necessary

D. DISCUSS AND APPROVE LETTER AUTHORIZING PLACER COUNTY TO FORWARD THE COST RECOVER FEES COLLECTED BY THE COUNTY FOR FIRE INSPECTION OF SHORT-TERM RENTALS TO NORTH TAHOE FIRE PROTECTION DISTRICT (NTFPD)...D

NTFPD is asking that Placer County collect fire inspection fees. Information was included in today's meeting packet.

It was moved by Northrop and seconded by Salke to approve sending a letter authorizing Placer County to forward cost recovery fees collected for fire inspections to NTFPD, related to the Short Term Rental Ordinance. Motion carried unanimously.

E. GENERAL MANAGER'S REPORT..... E

General Manager John Collins presented the February 2020 Manager's Report. He continues to work with NTFPD on property tax payments. Collins and Zinn are updating the ASCWD's insurance coverage. Per Grant's request, water usage reports were included in today's meeting packet. The information will inform rates and strategies to fund reserves.

F. OPERATIONS & MAINTENANCE DEPARTMENT REPORT.....F

Operations Manager Miguel Ramirez presented the Water/Waste Water Report for February 2020, including maintenance addressed during the month.

G. TTSA REPORT G

Northrop reported the plant is operating normally and efficiently. All requirements are being met.

H. COMMITTEE REPORTS..... H

BUDGET & FINANCE COMMITTEE (DIRECTOR GRANT) (a)

Grant presented the report of the Committee's March 12, 2020 meeting. Per direction at the last meeting, two CDs were liquidated and the funds deposited in the LAIF and Placer County accounts. Another CD is due May 27, and the Committee recommends the same disposition of funds.

It was moved by Northrop and seconded by York to approve the Committee's recommendation regarding the CD due May 26, 2020. Motion carried unanimously.

ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)

This Committee did not meet. Salke will send out job descriptions for the Board and General Manager. He asked suggested revisions be sent to him for consideration at next month's meeting.

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

1. Policies
2. Rates – set 2020 rates
3. Pass Application
4. Amenities (Bocce Ball, landscaping, beach sand, tennis courts and other)
5. Fire Department (station 56) request for back gate access to staff working
6. Greenbelt
7. Easter Egg Hunt – Saturday, April 11, 2020 @ 10am

- 8. Bird Walk – date and time TBD
- 9. Flower Walk – date TDB 9am, ASCWD parking lot
- 10. Geology and/or Nature Walk

York noted the list above of items the Committee will be considering. Item 2, Rates, are the most time-sensitive for now. She will submit a written report on the other items next month, including proposed policy changes.

York presented recommended fees. Salke suggested the expenses be reviewed to make sure these fees are adequate. A brief discussion followed regarding revenues and expenses.

It was moved by Northrop and seconded by Salke to approve the Group Use fees as follows:

Add a new category 1-10 people - \$25

11-25 – same as last year

26 – 50 - same as last year

51 – 75 - increase to \$200

76 – 99 - increase to \$400

100 – 150 - increase to \$1250

151 – 200 – same as last year

No changes to pass fees

Motion carried unanimously.

LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)

This Committee did not meet.

I. OPEN ITEMSI

No additional items were presented.

J. CORRESPONDENCE TO THE BOARD..... J

There was no correspondence for review.

IV. DIRECTORS’ COMMENTS

Grant asked the Board to consider changing the May meeting to Thursday May 7, 2020 at 11:00 AM. This item will be on the April agenda.

V. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:10 AM. The next regularly scheduled Board meeting is Friday April 10, 2020 at 9:00 AM.

Respectfully Submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS