

**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, February 9, 2007, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 President Danz called the meeting to order at 8:31 a.m.

3 **PLEDGE OF ALLEGIANCE**

4 Those attending joined in reciting the Pledge of Allegiance.

5 **ROLL CALL**

6 Directors Present: Barbara Danz, President; Charles Nungester, Vice President;  
7 Janet S. Grant; Jon Northrop; Virginia Quinan

8 Directors Absent: None.

9 Staff Present: John Collins, General Manager; Buz Bancroft, Maintenance  
10 Supervisor; Jancis Martin, Recording Secretary; Mike Dobrowski, District CPA  
11 (by telephone)

12 Guests Present: Dwight Smith/InterFlow Hydrology Inc.; Chief Todd  
13 Conradson/NTFPD; Michael Hardy and Judy Kareck/Lumos & Associates

14 **The numbering of the following items matches the original order of the**  
15 **scheduled items in the meeting agenda. However, to take best advantage**  
16 **of meeting participants' time, the items were dealt with in a different order**  
17 **during today's meeting, as seen below.**

18 **2. PUBLIC PARTICIPATION**

19 None.

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

21 **A. Financial Report:**

22 Mike Dobrowski, District CPA, participated in discussion of this agenda  
23 item by telephone:

- 24 • There were relatively high expenses in January, due to obligations  
25 stemming from turning the District's fire services over to NTFPD.  
26 However, on a year-to-date basis, the District's revenues and  
27 expenditures are tracking well with the budget.
- 28 • Collections are going as planned. Mike will turn delinquent accounts  
29 over to the County for further collections in March or April.
- 30 • Pam and the Staff are working on next year's budget.
- 31 • Director Quinan asked how much more ASCWD owes NTFPD;  
32 President Danz said the District still owes them \$60,000 for this fiscal  
33 year.
- 34 i. **Financial Statements – February 6, 2007:** Director Northrop made a  
35 MOTION that the Board accept the financial statements, dated  
36 February 6, 2007, as presented. Director Nungester SECONDED the  
37 motion. All Directors being in favor, the motion was APPROVED.
- 38 ii. **Expenses Paid & Payable – February 6, 2007:** The Directors  
39 reviewed the monthly check register. Director Grant made a MOTION  
40 that the Board approve the Expenses Paid & Payable (checks 22866  
41 through 22919, except for 22887 which was voided). Director  
42 Northrop SECONDED the motion. In discussion, the Directors  
43 expressed their hope that in the next few months a less expensive  
44 high-speed internet service provider will be available in the valley to  
45 replace the high cost of Exwire's service. All Directors being in favor,  
46 the motion was APPROVED.

47 **B. Approval of Minutes of Regular Board Meeting Held on January 12,**  
48 **2007:**

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1 Director Quinan made a MOTION that the Board approve the minutes of  
2 the January 12, 2007, Regular Board of Directors Meeting. Director  
3 Northrop SECONDED the motion. In discussion, the following corrections  
4 were proposed:

- 5 • Page 4, line 25: insert "on" between "water" and "its";
- 6 • Page 6, line 10: replace "wall" with "well";
- 7 • Page 7, line 29: replace "documentation was" with "O&M manuals  
8 were";
- 9 • Page 8, line 36: replace "Quinan, who" with "Grant, and Director  
10 Quinan".

11 Director Quinan amended her MOTION to include the corrections.  
12 Director Northrop SECONDED the amended motion. All Directors being  
13 in favor, the amended motion was APPROVED.

14 **D. Fire Department Lease/Sale Contracts:**

15 The Board was to review the contracts for the lease/sale of ASCWD Fire  
16 Department assets to NTFPD. The paperwork is not available now but  
17 should be next month.

18 **F. Policy 2.23, Stale and Voided Checks:**

19 The Board reviewed the revised draft policy for stale and voided checks,  
20 prepared last month by the Budget & Finance Committee and  
21 subsequently revised according to suggestions made in last month's  
22 Board meeting.

- 23 • Director Quinan suggested that District checks be printed with a  
24 statement that they are void after 90 days, so that they would be self-  
25 voiding. President Danz said the suggestion would be discussed at  
26 the next Budget & Finance Committee meeting.
- 27 • Director Grant asked how many occurrences there were of stale  
28 checks. Manager Collins said last year there were three.

29 Director Nungester made a MOTION that the Board adopt Policy 2.23,  
30 Stale and Voided Checks, as presented. Director Northrop SECONDED  
31 the motion. All Directors being in favor, the motion was APPROVED.

32 **G. Emergency Notification Contract:**

33 The Board was to review the Emergency Notification System agreement  
34 with Placer County. The contract has not yet been received from the  
35 County. Manager Collins said Rui Cunha (Placer County Office of  
36 Emergency Services program manager) reported that the risk manager is  
37 making progress with it. Manager Collins will continue to follow up.

38 **H. River Ranch Water Line:**

39 The modifications as constructed have been accepted by Placer County.  
40 The final step will be that the County issues the District its encroachment  
41 permit for having the District's line on the bridge. Director Nungester  
42 asked how much the District has paid to EcoLogic; Manager Collins  
43 thought it was about \$8,000 so far and that EcoLogic would be submitting  
44 a final bill soon.

45 **I. Status of Easements:**

46 The Board reviewed the status of recording its easements on lots in the  
47 valley, along with recommendations from legal counsel regarding an  
48 action plan:

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- 1                   • Manager Collins talked with District legal counsel and has drafted a  
2                   form letter to be sent to the four to six owners of vacant lots in the  
3                   valley where the location of the recorded easement does not match  
4                   the location where the utility was actually constructed. The letter asks  
5                   them to relinquish the recorded easement, and grant an easement for  
6                   the location on which the utility was actually constructed. Manager  
7                   Collins will prepare the letters, along with appropriate attachments,  
8                   and send them to District counsel for review. The letters should be  
9                   mailed in about three weeks.
- 10                  • President Danz asked Manager Collins what action would be taken  
11                  about similar easements (recorded description differing from the  
12                  location where the utility was actually built) where buildings have  
13                  already been constructed on the lots. Manager Collins and District  
14                  counsel have not yet worked on these cases. District counsel wishes  
15                  to see progress on correctly recording easements on empty lots  
16                  before attempting to rectify the recorded easements on built lots.

17                  **K. Hydrologist Report on Springs ##2 and 4:**

18                  The Board discussed the recommendations from Dwight Smith, the  
19                  hydrologist from InterFlow Hydrology, Inc., regarding replacing or  
20                  rehabilitating Springs 2 and 4:

- 21                  • Manager Collins met with Alpine Meadows ski resort management.  
22                  Together they reviewed the long range plan and the situation with  
23                  rehabilitating the springs and/or replacing them with a new vertical  
24                  well. The ski resort manager had no problem with any of the  
25                  discussed options.
- 26                  • The ski resort manager wanted to know if the ski resort would still get  
27                  water in the winter, as it does now; Manager Collins told him yes. The  
28                  ski resort manager said he would like to consolidate existing  
29                  agreements (separate agreements, including the snow-making  
30                  agreement, were negotiated as each spring was drilled). The ski  
31                  resort would like the District to be responsible for the maintenance of  
32                  the snow-making line during the summer when the District uses it.  
33                  President Danz asked about the agreement dealing with the overflow  
34                  from the springs into the ski resort's snow-making ponds. Manager  
35                  Collins said the agreement states the ski resort is supposed to get full  
36                  use of Springs 2 and 4 in the winter, which is not currently happening.  
37                  However, the ski resort manager expressed his satisfaction with the  
38                  current delivery system for their snow-making water: they get water  
39                  from Wells R1 and R2, rather than Springs 2 and 4, until the tanks are  
40                  full, at which point they also get water from the springs.
- 41                  • With respect to drilling a new vertical well near Scott Chair, the ski  
42                  resort manager said the District was welcome to conduct a test pump  
43                  at the site as soon as weather permits. The ski resort would like to be  
44                  involved in its implementation (e.g., they don't want a pump house  
45                  built in the middle of their ski run).
- 46                  • Manager Collins has not yet located a copy of the Kleinfelder report,  
47                  which hopefully contains data about the potential vertical well. He  
48                  contacted the Kleinfelder Company; they looked for the report but  
49                  could not find it. Manager Collins was told there were three reports

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1 from Phases 1, 2 and 3. The Phase 3 report, describing the lower  
2 wells in the valley, has been located but not the other two. Manager  
3 Collins' contact in the Kleinfelder Reno office will contact a colleague  
4 in the Seattle office to see if he can locate the report.

- 5 • Manager Collins found out that neither water rights nor permits are  
6 required to drill for ground water. Director Nungester asked if the land  
7 on which the potential vertical well would be located belongs to the  
8 USFS; Manager Collins said yes. He spoke with the USFS and  
9 learned that the District will need to get permission from them to drill  
10 the vertical well and that the USFS would be more receptive to  
11 granting a permit for a vertical well than for a horizontal well.
- 12 • Director Northrop pointed out that the original driller of the vertical well  
13 should have the drill logs. Dwight agreed but said the data are  
14 proprietary so the ski resort might have to request the data. Director  
15 Northrop and Dwight also suggested asking Cranmer and Sierra  
16 Environmental in Reno if they have results from water sample tests  
17 from the vertical well originally drilled on-site.
- 18 • Dwight said that states, rather than the federal government, usually  
19 own their water resources. The USFS functions as any other property  
20 owner with respect to state water law.
- 21 • President Danz asked the other Directors if they still felt that the right  
22 way to proceed would be to pursue testing and presumably drilling a  
23 vertical well on the test well site at the ski resort (option D on the  
24 InterFlow report, minus plugging the existing springs). They agreed.
- 25 • Director Quinan asked if the existing springs could be redirected to  
26 the snow-making wells. Manager Collins said that new piping would  
27 have to be laid.
- 28 • President Danz felt the way to proceed was threefold: 1) vote to  
29 accept Dwight's report, 2) vote to approve moving forward with a  
30 modification of option D and 3) have Manager Collins and Dwight  
31 provide information on how to implement the recommendations,  
32 including milestones. Dwight suggested that pursuing option D was  
33 subject to obtaining a favorable result on the testing of the potential  
34 vertical well site.
- 35 • Director Nungester made a MOTION that the Board accept Dwight  
36 Smith's report. Director Northrop SECONDED the motion. All  
37 Directors being in favor, the motion was APPROVED.
- 38 • Director Northrop made a MOTION that the Board authorize moving  
39 forward with option D in Dwight's report, without plugging Springs 2  
40 and 4, subject to favorable results from the testing of the identified  
41 potential vertical well. Director Quinan SECONDED the motion. All  
42 Directors being in favor, the motion was APPROVED.
- 43 • President Danz requested that Manager Collins lay out a plan,  
44 including approval points, for moving forward with option D. The work  
45 would include obtaining the Kleinfelder report, obtaining permission to  
46 test the potential vertical well, performing the tests and determining  
47 the impact on the agreement between the District and the ski resort.

48 **C. Fire Department Report:**

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1 Chief Todd Conradson was in attendance and discussed the following  
2 items:

- 3 • NTFPD's CityGate co-payment: The \$5,000 payment was approved  
4 by the NTFPD Board and has been received by ASCWD. The Board  
5 of Directors of the Alpine Springs County Water District acknowledges  
6 with gratitude the action of the North Tahoe Fire Protection District  
7 Board in approving the shared cost of the CityGate work for Phase 2  
8 and looks forward to a continuing beneficial relationship between the  
9 two Boards and the two Districts for many years to come. Manager  
10 Collins will draft a letter to the NTFPD Board conveying the District's  
11 appreciation.
- 12 • NTFPD is applying for a Proposition 40 grant, which would provide  
13 funds to homeowners in clearing defensible space. The usual chipper  
14 program (separately funded) will also probably be in place this year.
- 15 • NTFPD will be participating with the Bear Creek Planning Commission  
16 to make sure they have complete and accurate information on the  
17 most recent fire safe regulations to convey to builders.
- 18 • ASCWD's website will have a link to the NTFPD website.
- 19 • Alpine Meadows Fire Station: NTFPD is working on a staffing plan for  
20 the station. Plans are also being drawn up for the station addition.  
21 NTFPD is still aiming for a completion date of July 2007. The  
22 conceptual plans will be provided to the ASCWD Board before the job  
23 goes out to bid.
- 24 • Multi-agency emergency management planning: NTFPD attended last  
25 month's meeting to discuss road closure plans and avalanche  
26 response; they identified necessary alterations to the existing plan,  
27 mostly changes in contact names and telephone numbers.
- 28 • NTFPD has completed training for rescues in confined spaces.
- 29 • January Dispatch Report: Director Quinan pointed out that, for the  
30 second month in a row, the dispatch report has misreported an  
31 incident as "CO2" (should be "CO"). Todd said he would report the  
32 error.

33 **The Board took a break between 9:30 and 9:40.**

34 **E. Long Range Plan:**

35 The Board discussed the long range plan prepared by Lumos &  
36 Associates. Mike Hardy and Judy Kareck, the authors of the plan,  
37 attended the meeting to answer questions:

- 38 • Judy said they were hired to develop a plan to assess the District's  
39 water and sewer systems' compliance with minimum California  
40 standards, as well as proposals for how the District can meet service  
41 requirements over the next 20 years ("build-out"). They estimated a  
42 growth rate of 10 customers per year over the 20-year planning  
43 period. They found that the sewer system is adequately sized for  
44 growth during the planning period. To evaluate the water system,  
45 they built a computer model that took into account the valley's  
46 topographic data and the District's existing production, delivery and  
47 storage capacities, and evaluated four types of demands: average  
48 daily demand, maximum daily demand, peak hourly demand and fire  
49 flow demand. They determined that:

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- 1                   ○ The daily average demand can be served by the existing system
- 2                   now as well as during build-out.
- 3                   ○ The existing production sources do not meet the maximum daily
- 4                   demand at present or during build-out, although the storage is
- 5                   adequate in both cases.
- 6                   ○ With respect to peak hourly demand, normal demand can
- 7                   currently be met but in the event of extreme events (e.g., fighting a
- 8                   fire or dealing with a leak in a storage facility), the District would
- 9                   need to have additional resources in place. Peak hourly demand
- 10                  cannot be met during build-out.
- 11                  ○ Fire flow: the current system is inadequate.
- 12                  The plan recommends that, at a minimum, the District should hook up
- 13                  Well R1 to the distribution system to address most of the service
- 14                  deficiencies and part of the fire flow deficiencies. The consultants
- 15                  also recommend that the District upgrade its pumping capabilities.
- 16                  Existing storage in the valley is adequate to meet both current and
- 17                  build-out requirements. The plan includes a capital improvement
- 18                  expenditure study; customers would pay an average of \$45 a year for
- 19                  the first five years for the minimum necessary upgrades. Since the
- 20                  District's water and sewer infrastructures are rapidly approaching the
- 21                  end of their service lives, Lumos recommends that the District develop
- 22                  a plan to upgrade its water and sewer infrastructure.
- 23                  • Director Quinan asked Judy to address the issue of arsenic in Well
- 24                  R1. Judy said no treatment is necessary. The current limit for
- 25                  drinking water is 10 parts per billion; Well R1 has 3-4 parts per billion.
- 26                  • Director Quinan asked if Well R1 would need to be online at all times
- 27                  or only on occasion. Judy said it would not hurt to have it online at all
- 28                  times but that, at a minimum, it should be available on a regular basis
- 29                  to refill storage tanks as they are drawn down.
- 30                  • Judy presented an exhibit which showed the District by zone and how
- 31                  the consultants' recommendations address the water system
- 32                  deficiencies.
- 33                  • The fire code requires a flow of 1,000 gallons-per-minute over a two-
- 34                  hour period. Right now, the system cannot provide this flow
- 35                  everywhere in the District. Tying in Well R1 would provide adequate
- 36                  fire flow in 85% of the water system. Additionally, some of the
- 37                  District's six-inch pipes will have to be replaced with eight-inch pipes
- 38                  to accommodate the higher volume provided by the additional fire
- 39                  flow. The District will need more booster pump stations to get enough
- 40                  fire flow up to the ski resort. Manager Collins said the ski resort
- 41                  expressed interest in the details of the long range plan as it affects the
- 42                  resort.
- 43                  • There was discussion about reported instances of community
- 44                  discontent with chlorination. Mike said the community's concern
- 45                  about the bad taste of chlorination can easily be addressed by adding
- 46                  a commercial filter with activated charcoal under the kitchen sink. Buz
- 47                  said there is talk about potential future state requirements to include
- 48                  chlorination in all water district systems.

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- 1                   • President Danz shared with Mike and Judy the recommendations of  
2                   the InterFlow report on replacing Springs 2 and 4, in particular option  
3                   D. Mike and Judy said that, if the flow and quality of water from the  
4                   proposed vertical well provides adequate water flow, then drilling a  
5                   new well and tying it into the system might adequately replace tying  
6                   Well R1 into the system. Mike pointed out that there is always a risk  
7                   when drilling that you can miss the water source; it is good to have a  
8                   backup plan in case the new vertical well does not pan out.
- 9                   • President Danz asked about the feasibility of the seventh potential  
10                  capital improvement project: building structures around springs to  
11                  inhibit surface contamination. Mike and Judy said they did not know if  
12                  it would work; it was just one possible way to address the existing  
13                  contamination issue.
- 14                 • In discussion about the second potential capital improvement project,  
15                  additional fire flow improvements, Manager Collins stated that the  
16                  District has a responsibility to provide the fire flow needed to fight  
17                  local fires, whether or not NTFPD has been pressuring the District to  
18                  provide it (which they have not, to date).
- 19                 • President Danz initiated discussion of the third potential capital  
20                  improvement project: replacing all existing meters with remote-read  
21                  meters. Mike said more data were needed to address the District's  
22                  water needs and therefore the remote-read meters were necessary.  
23                  Mike suggested that, rather than replacing them wholesale, the  
24                  District should have a policy in place that remote-read meters are  
25                  installed whenever Staff replaces a defective meter or when a new  
26                  subdevelopment is approved.
- 27                 • President Danz said the ninth and tenth potential capital improvement  
28                  projects - water and sewer infrastructure improvements - are  
29                  necessities. The first project (putting more water into the system) and  
30                  second project (improving fire flows) are the next most important.  
31                  Projects 3, 4, 5, 6 and 8 are beneficial and would be nice to have  
32                  when funding is available. She does not think the District has the  
33                  money available for project 7 nor should it be a priority. Mike and  
34                  Judy said project 2 might not turn out to be necessary after project 1  
35                  had been fully implemented.
- 36                 • Director Grant and President Danz asked what the result would be if  
37                  the District hooked up Wells R1 and R2 and lost the flows from  
38                  Springs 2 and 4. Judy said she would model the scenario first with  
39                  Well R1 and then with Well R2 (using the already approved time-and-  
40                  material rates in ASCWD's contract with Lumos); she will forward the  
41                  results, including the effect on flow rates and cost, to Manager Collins  
42                  in time for next month's Board meeting. The Board agreed to move  
43                  forward with this small project. Judy opined that Well R1 will have to  
44                  be tied into the water system, even if the vertical well turns out  
45                  optimally, to meet fire flow requirements.
- 46                 • Director Quinan asked what technologies are available to search for  
47                  water. Mike said two types are magneto-tulerics and time domain.  
48                  He can recommend a geophysicist from Arizona who is good at  
49                  finding water.

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- Manager Collins thinks he has enough information from the report to calculate connection fees for new construction. President Danz would like this information by next month.

**J. General Manager's Report:**

John Collins, General Manager, provided a written report on his activities during the month of January, with discussion on the following topics:

- In response to the letter discussed at last month's Board meeting from the River Run Condos property manager requesting an upgrade to the pump housing on their property, Manager Collins sent her a letter that he was looking into options. Perhaps the District should suggest that the condo association replace the siding of the pump housing when they replace other aging siding on their property. Directors Quinan and Nungester suggested that, at most, the siding could be cleaned or restained but that otherwise the structure looks intact. Another option would be to take down the structure altogether (the pump is not used and could possibly be abandoned). President Danz said that 1) she does not think the District should do anything for now, and 2) after the condo association refurbishes the rest of their facility, the most the District would probably do is wash and/or stain the current siding. Manager Collins will send a letter to the River Run Condos property manager, conveying the Board's position.
- Manager Collins included notes on his pending projects. Director Quinan asked about the status of the clean-up of Board policies on the District website (Pam is working on it) and about free dumpster days (the current draft garbage contract includes two free days). Discussion ensued about the misuse of the dumpsters as repositories for inappropriate trash.

**L. Operations & Maintenance Department Report:**

Buz Bancroft provided a written report for the month of January that included status updates on water, sewer, garbage and other services provided by the District. In addition to the information on the written report, the following was discussed:

- The spring water samples taken in January all tested negative for coliform bacteria.
- Pipes in several houses in the valley froze and burst. Two frozen service lines from the main to the water box had to be dug up and thawed.

**M. TTSA Report:**

There has been no TTSA Board meeting since the January ASCWD Board meeting. The next TTSA Board meeting is scheduled for February 14, 2007, at 9:00 a.m.

**The Board took a break between 11:00 and 11:10.**

**N. Employee Dental Benefits Package:**

Pam presented a comparison of the costs and benefits of the current and proposed employee dental plans. The proposed plan will save the District \$1,725.84 a year, cost less to the Staff in out-of-pocket expenses and provide better benefits to the Staff, who all favor the proposed plan. Director Nungester made a MOTION that the Board approve the new dental benefits package, with Assurant. Director Grant SECONDED the

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1 motion. In discussion, Director Grant asked when it would take effect;  
2 Pam estimated it would take place in March. All Directors being in favor,  
3 the motion was APPROVED.

4 **O. LAFCO Nominations:**

5 The Board discussed whether to nominate an individual for the LAFCO  
6 Board. Director Quinan felt that, with John Moberly from Squaw Valley  
7 already on the LAFCO Board, it is unlikely that anyone from the local area  
8 would also get elected. The Board chose not to nominate anyone.

9 **P. Committee Reports:**

10 i. **Budget & Finance Committee:** President Danz presented a written  
11 report of the Committee's February 8, 2007, meeting with detailed  
12 discussions of the following items:

- 13 a. **Financial Reports:** Pam prepared an analysis of why O&M  
14 Salaries and Benefits were significantly over budget on a year-to-  
15 date basis. There are three reasons for the overage: the budget  
16 shows salaries as spread evenly through the year (they are  
17 actually higher during the summer); some expenses were never  
18 budgeted; and, others were under-budgeted. These budget  
19 problems will be corrected in next year's budget.
- 20 b. **Status of investments/cash issues:** Per the Committee's  
21 recommendation, Director Northrop made a MOTION that the  
22 \$60,000 CD that comes due this month be rolled over into a six-  
23 month CD at an interest rate of slightly more than 5%. Director  
24 Nungester SECONDED the motion. All Directors being in favor,  
25 the motion was APPROVED.
- 26 c. **Engagement letter from Damore, Hamric & Schneider to**  
27 **perform the fiscal year 2007 financial audit:** Per the  
28 Committee's recommendation, Director Northrop made a MOTION  
29 that the Board approve the engagement letters from Damore,  
30 Hamric & Schneider to perform the fiscal year 2007 financial audit  
31 and appropriations limit calculation. Director Quinan SECONDED  
32 the motion. In discussion, President Danz said the Committee is  
33 very happy with the auditors' work for the District. All Directors  
34 being in favor, the motion was APPROVED.
- 35 d. **First draft of 2007-2008 operating budget:** In fiscal year 2008,  
36 the Committee hopes to forecast more accurately when expenses  
37 will occur, rather than spreading them evenly throughout the year.
- 38 e. **Proposed increase in secretary's pay:** Per the Committee's  
39 recommendation, Director Northrop made a MOTION that the  
40 Board approve the proposed 10% increase in the Board  
41 Recording Secretary pay rate, along with future annual cost of  
42 living adjustments starting in January 2008. Director Grant  
43 SECONDED the motion. All Directors being in favor, the motion  
44 was APPROVED.
- 45 f. **Requests from customers for adjustments to their bills:** Two  
46 customers requested that delinquent charges be removed from  
47 their bills. The Committee denied both requests.
- 48 g. **Requests for unbudgeted expenses:** There were none.

**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, February 9, 2007, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

- 1                                   h. **Next meeting:** Scheduled for Thursday, March 8, 2007, at 1:00  
2                                   p.m.
- 3                                   ii. **Administration & Personnel Committee:** Director Nungester  
4                                   presented a written report of the February 1, 2007, meeting of the  
5                                   Committee:
- 6                                   a. **Procedure for review of General Manager and Board:** The  
7                                   Committee reviewed and suggested minor changes to the goals  
8                                   and objectives forms for the semiannual review of the Board and  
9                                   General Manager. Director Nungester asked if it was necessary  
10                                  to hold the review semiannually or if it could be done only once  
11                                  each year. Director Nungester will review the issue with the  
12                                  Committee and make a recommendation to the Board. Manager  
13                                  Collins will be reviewed in March using this year's form. Pam will  
14                                  distribute the review forms to the Board quickly; the Board will fill  
15                                  out the forms and return them to Director Nungester so that the  
16                                  Board can discuss them at their next meeting.
- 17                                  b. **Goals and objectives for fiscal year 2008:** The Committee  
18                                  discussed goals and objectives for 2007/2008 and suggested  
19                                  minor changes. The Committee welcomes input from other  
20                                  members of the Board. Director Nungester will bring the changes  
21                                  to the Board for approval next month.
- 22                                  c. **Revisions to policies:** The Committee reviewed the current  
23                                  Committee policies as found on the District web page and will  
24                                  recommend revisions at the next Board meeting. President Danz  
25                                  requested that Director Nungester correct typos and links on the  
26                                  website. Policies requiring substantive changes or renumbering -  
27                                  the Water Conservation Policy and Policies 4.3.1, 7.0.0 and 7.1.0  
28                                  - plus the Fire Committee policies that need to be revoked should  
29                                  be brought to the next Board meeting so the Board can vote on  
30                                  the changes. Director Quinan pointed out that some of the  
31                                  policies have the wrong Board approval dates; Pam is currently  
32                                  working on fixing these.
- 33                                  d. **Next meeting:** Not scheduled.
- 34                                  iii. **Long Range Planning Committee:** There was no meeting.
- 35                                  iv. **Park, Recreation and Greenbelt Committee:** Director Quinan  
36                                  presented information from the February 8, 2007, Committee meeting:
- 37                                  a. **Park Policy:** Some Committee members wished to revisit the  
38                                  recently approved policy. Director Quinan told them they had  
39                                  already had an opportunity to participate in the formulation of the  
40                                  policy, that the policy had been approved and that it was not  
41                                  subject to change at this time.
- 42                                  b. **Committee Personnel:** Sherry Leininger resigned from the  
43                                  Committee; Don Fulda will approach another community member  
44                                  about serving on the Committee and about leading the Easter Egg  
45                                  Hunt.
- 46                                  c. **Bird & Flower Walks:** If held prior to July 1<sup>st</sup>, these events are  
47                                  budgeted expenses. Don will ask his wife if she would be willing  
48                                  to host the Flower Walk.

