

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, August 10, 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 8:30 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; Lew Tift, Maintenance Staff; Mike Dobrowski, District CPA (by
11 telephone); Jancis Martin, Recording Secretary

12 Guests Present: Duane Whitelaw/NTFPD; Pat Davison/CATT

13 **2. PUBLIC PARTICIPATION**

14 None.

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

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

20 A. **Financial Reports:**

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

- 23 • The Staff made great progress in July in customer billing and
24 collecting. The cash balance has increased by \$205,000 from last
25 month.
- 26 • Director Grant asked how much the District billed this year; Mike said
27 it was about \$640,000.
- 28 • Director Northrop asked if accounts receivable was higher than usual.
29 Mike said the amount was \$15,000 lower than at the same time last
30 year, so the District is actually collecting more quickly this year.

31 i. **July 31, 2007, Financial Statements:** Director Northrop made a
32 MOTION that the Board approve the financial statements, dated
33 August 7, 2007, as presented. Director Nungester SECONDED the
34 motion. All Directors being in favor, the motion was APPROVED.

35 ii. **June 30, 2007, Financial Statements:** As anticipated, a few
36 adjustments have been made to the ending FY 2007 financial
37 statements since they were approved in June, to accurately reflect
38 expense and revenue that should be recorded in FY 2007, rather than
39 in FY 2008:

- 40 • The biggest change is that the District recorded about \$67,000 in
41 water usage revenue in June 2007.
- 42 • Some legal expenses will be reversed and billed to NTFPD.
- 43 • There may be minor miscellaneous power billings to the ski resort.
- 44 • NTFPD agreed to reimburse the District for the time Manager
45 Collins spent in 2007 on the fire station contract; that revenue will
46 be recorded in 2007 as "Other Revenue".
- 47 • Mike contacted the auditors this week to prepare for the audit.
48 The Board will have another opportunity to review the FY 2007
49 financial reports at the next Board meeting.

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1 iii. **Expenses Paid & Payable – August 7, 2007:** The Directors
2 reviewed the monthly check register. Director Quinan made a
3 MOTION that the Board approve the Expenses Paid & Payable
4 (checks 23175 through 23229). Director Grant SECONDED the
5 motion. In discussion, Director Nungester mentioned that he has
6 asked Manager Collins to check into the Vanguard Vaults expense, to
7 see if the District needed to pay that much for the storage of physical
8 documents. All Directors being in favor, the motion was APPROVED.

9 **B. Approval of Minutes of Regular Board Meeting Held on July 13,**
10 **2007:**

11 Director Grant made a MOTION that the Board approve the minutes of
12 the July 13, 2007, Regular Board of Directors Meeting. Director Northrop
13 SECONDED the motion. In discussion, the following corrections were
14 proposed:

- Page 1, line 40-41: replace “divided equally with” with “billed to”;
- Page 8, line 15: replace “vandalisms” with “vandalism”.

15 Director Grant amended the MOTION to include the corrections. Director
16 Northrop SECONDED the amended motion. All Directors being in favor,
17 the amended motion was APPROVED.

18 **D. General Manager's Report:**

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

- He has started to work on the modifications to Well R-1.
- He continued to work with NTFPD on the contract for the construction
of the fire station addition. Construction should be completed before
the first snowfall.
- The Scott Chair Well was sounded and found it to be only 52 feet
deep, a surprisingly shallow depth for a 16-inch bore. The District will
have the well televised August 15th to learn more.
- He is still working with the Lahontan Water Quality Control Board to
obtain a discharge permit to test the Scott Chair Well.
- The District has finally received a letter from Placer County
documenting satisfactory completion of the River Ranch water line.
- The effective date for the increase in connection fees (Ordinance 5-
2007) is October 15th, despite an error in the notice printed in the
newspaper.
- There are four or five easement issues to be resolved.

37 **E. Status of Easements:**

38 The Board reviewed the status of recording easements on lots in the
39 valley:

- Manager Collins reported that the owners of 1700 Trapper Place
(currently an empty lot) have executed a release of encroachment and
would like to build on the District's easement. They accept all liability
and expense associated with any future District access needs. They
executed all necessary documents and sent them back in to District,
but the documents were not notarized. Manager Collins will bring the
issue to the Board for formal approval next month but recommends
that the owners be allowed to move forward in the meantime. The
Board agreed.

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- 1 • AME #3 lot 86:
 - 2 ○ Manager Collins reported that the owner, in the process of
 - 3 building a retaining wall on his property, determined that the
 - 4 District sewer line was on his property. This easement was not
 - 5 recorded. After meeting with Manager Collins, the owner agreed
 - 6 to dedicate an easement to the District and, in return, the District
 - 7 will grant an encroachment easement to the owner for his
 - 8 retaining wall.
 - 9 ○ When the construction crew was excavating, they damaged the
 - 10 District box. The District spent \$800-\$900 to fix it. The owner
 - 11 said he would grant the easement requested by the District in
 - 12 exchange for the cost of repairing the District box. Staff agrees
 - 13 with this approach. On advice from District legal counsel, the
 - 14 District and owner may exchange checks to establish a record for
 - 15 purchasing easements in the future. Manager Collins feels the
 - 16 cost of buying the easement from the owner would be higher than
 - 17 the cost of the repairs. He would like the Board's permission to
 - 18 move forward.
 - 19 ○ Discussion ensued on the concept of paying for easements.
 - 20 Director Northrop suggested that the District might have a
 - 21 prescriptive easement in this case and should not have to
 - 22 purchase the easement. Manager Collins replied that Public
 - 23 Utility Easements contain multiple utilities and are administered
 - 24 through Placer County and that ASCWD has no ownership. If
 - 25 there is a single utility, the issue is different. President Danz said
 - 26 she had no problem with formalizing the exchange with checks.
 - 27 ○ President Danz felt that the frequency with which the issue of
 - 28 easements was arising indicated the importance of recording
 - 29 easements correctly. Manager Collins said there are different
 - 30 categories of incorrect easements. One is where easements were
 - 31 never recorded. Another category is where utilities were not
 - 32 placed within recorded easements. In discussion about the
 - 33 desirability of establishing a policy to handle all easement issues,
 - 34 Director Nungester felt that such a policy might be too restrictive.
 - 35 ○ Manager Collins recommended that the Board first accept the
 - 36 public utility easement deed and then authorize the release and
 - 37 encroachment easement. President Danz requested that
 - 38 Manager Collins advise the owners that the Board is generally in
 - 39 approval but will take action next month since the item was not on
 - 40 the agenda for action this month.

41 C. **Fire Department Report:**

42 Chief Whitelaw was in attendance for NTFPD and discussed the following
43 items with the Board:

- 44 • Mitigation fees: The Placer County Board of Supervisors approved the
- 45 District mitigation fees. The effective date is October 15th.
- 46 • Fire Station Addition: NTFPD selected Isbell Construction to construct
- 47 the addition to the Alpine Meadows Fire Station. The final contract
- 48 price was \$76,000, which does not include the cost of the architect's
- 49 and attorneys' fees and Manager Collins' time. The contract is in the

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- 1 hands of Isbell Construction. NTFPD needs proof of Isbell's bonds
2 and insurances and approval from District legal counsel before
3 proceeding. The contract specifies a project duration of 90 days but
4 Isbell thinks it will be finished sooner.
5 • Fire Station sign: NTFPD asked the District's permission to place a
6 sign on the front of the station that says "North Tahoe Fire District
7 Alpine Meadows Fire Station 56". The Board agreed. Manager
8 Collins will write a letter if NTFPD needs one.
9 • Fire station staffing plan for 2007-2008: NTFPD is now starting its
10 sixth three-day weekend of staffing the station (Friday, Saturday and
11 Sunday, 24 hours per day). Director Grant asked if the weekend
12 staffing provided optimal emergency response during peak demand
13 times. Chief Whitelaw said it seemed so but that time would tell.
14 Within 30 days after NTFPD adopts its final budget at its September
15 meeting, Chief Whitelaw will provide ASCWD with the annual
16 operating plan. As both parties review the operations of the station
17 over time, the staffing plan will be re-evaluated. President Danz
18 asked about staffing during holidays. Chief Whitelaw acknowledged
19 that the goal is to provide extra staffing over the holidays but that
20 overtime staffing will probably have to be used; NTFPD will see what
21 it can do.
22 • Chipping: Ever since the Angora Fire, calls for fire prevention service
23 (i.e., chipping and requests for inspections) have resulted in a serious
24 backlog. NTFPD has rented a second chipper and contracted with
25 Meeks Bay Fire for help a few days a week. NTFPD has
26 communicated with John Moise about the backlog and is trying to
27 catch up with the existing piles in the valley as quickly as possible.
28 Chief Whitelaw reiterated that homeowners need to contact NTFPD if
29 they require chipping services; NTFPD does not automatically chip
30 existing slash piles.
31 • Defensible space in the valley:
32 ○ Shirley Ellis wrote to the District, asking about its plans to provide
33 defensible space around its properties. President Danz asked
34 Staff for their recommendation on how to proceed in providing
35 defensible space. Buz reported that he contacted Jeff Dowling
36 from CalFire, who came out and gave the District advice on what
37 to do. For instance, the District needs to take out smaller trees
38 around the office. But Buz suggested that residents are really
39 more concerned about the District greenbelt properties that abut
40 their land. President Danz felt that the District's first priority
41 should be to provide defensible space around the office and fire
42 station. The issue of thinning the greenbelt lands needs more
43 careful consideration and possibly a vote, since the District has a
44 policy that discourages thinning these properties. Director
45 Northrop thought there was a provision in the current greenbelt
46 policy for action to be taken in response to concerns from adjacent
47 property owners. Chief Whitelaw said there were state laws
48 governing greenbelt lands but that local, more restrictive policies
49 or ordinances take precedence over state law.

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- 1 ○ Chief Whitelaw recommended that the District develop a
- 2 comprehensive plan to evaluate its defensible space in the context
- 3 of its current policies and new legislation, not only with respect to
- 4 District buildings but also other critical infrastructure such as water
- 5 tanks and generators. The plan should include priorities and input
- 6 from a registered arborist or forester. Other public utility districts
- 7 have contacted NTFPD to prepare similar evaluations but, given
- 8 NTFPD's backlog with current defensible space operations, Chief
- 9 Whitelaw thinks it will be awhile before NTFPD can respond to the
- 10 PUD requests. President Danz suggested that it would probably
- 11 be a winter project for ASCWD and requested that Manager
- 12 Collins keep it on his list of things to do. She suggested that the
- 13 assessment and clean-up might begin as late as the end of
- 14 September or October with further activity taking place in the
- 15 winter.
- 16 ○ President Danz requested that Director Quinan schedule a
- 17 meeting of the Park, Recreation & Greenbelt Committee to
- 18 evaluate the issue of thinning the District's greenbelt lands,
- 19 possibly including a trip of the members to the properties,
- 20 accompanied by a NTFPD representative. Chief Whitelaw agreed
- 21 and suggested that Jeff Dowling of CalFire might also wish to
- 22 participate. He said that forest service scientists found that
- 23 stream zones acted as "wicks" during the Angora Fire and that
- 24 Tahoe residents may need to change their attitude about dead
- 25 growth being desirable as wildlife habitat.
- 26 ○ Director Nungester asked Chief Whitelaw about the advisability of
- 27 enacting a local ordinance requiring that home sales not be
- 28 allowed to proceed unless the properties have been cleared of
- 29 dead trees. Chief Whitelaw said it was a desirable goal but
- 30 difficult to enforce.
- 31 ○ In January 1, 2008, new regulations will take effect regarding
- 32 interpretation of California Public Resources Code section 4291,
- 33 the defensible space law. Implementing defensible space has
- 34 been a controversial topic locally because providing optimal
- 35 defensible space increases erosion, which is considered
- 36 undesirable in the Tahoe basin. NTFPD's position is: 1) the first
- 37 five feet of ground next to a house should be absolutely non-
- 38 combustible (dirt or rock); 2) between 5-30 feet from the house,
- 39 there should be no pine needles; 3) between 30-100 feet (or to the
- 40 property line) any continuous fuel bed should be broken up.
- 41 ○ California has adopted the new international fire code. From July
- 42 1 to December 31, local entities can adopt more restrictive codes,
- 43 including sprinkler ordinances, etc. Chief Whitelaw has hired a
- 44 consultant to write amended fire codes for NTFPD and ASCWD.
- 45 The amendments will be available in September. The initial
- 46 reading of the ordinance will probably be at the October meeting,
- 47 with a public hearing to follow in November. It will be sent to the
- 48 County in time to be in effect by the end of the year.

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- 1 ○ Placer County will be adopting a vacant lot ordinance, requiring
2 owners of unimproved properties to clean them up. This may
3 place ASCWD's greenbelt policy in conflict with county legislation.
4 Chief Whitelaw says local entities will have to enforce the new
5 codes. NTFPD will have to do the inspections and notifications;
6 Placer County will have to create a fund to provide local
7 organizations with the ability to place liens on offending properties
8 to clean up the properties. Director Quinan asked if a copy of the
9 new ordinance was available; Chief Whitelaw said not yet.
10 Director Nungester pointed out that it was not helpful that state
11 and Federal lands do not have to abide by the same rules and
12 regulations as private land. Director Northrop asked about the
13 definition of developed lots; Chief Whitelaw said there is currently
14 no way for NTFPD to differentiate between vacant lots in
15 developments vs. undeveloped lots outside the developments.
16 ● Annual barbecue for burn victims: NTFPD conveyed its appreciation
17 for the District's donation of the Park as the location for its annual
18 barbecue for child fire victims.
19 ● July Dispatch Report: President Danz asked about the false alarms
20 reported on July 12th. Chief Whitelaw had no information on the
21 incidents but did not think they were intentional.
22 ● Molotov cocktail: Chief Whitelaw asked if there was anything he could
23 do to help. Manager Collins said the case has grown cold.
24 ● Director Northrop asked how many people have called with requests
25 for greenbelt thinning. Staff replied that there have been multiple calls
26 but only from a few people.

27 **F. Operations & Maintenance Department Report:**

28 Buz Bancroft presented a written report for the month of July that included
29 status updates on water, sewer, garbage and other services provided by
30 the District. In addition to the information on the written report, the
31 following were discussed:

- 32 ● Water testing has all been negative for coliform.
33 ● The spring head pressures are holding steady.
34 ● The District is selling water to Bear Creek Association for their pond.
35 This is the first time in three years this has been done, since the
36 creeks are running so low. Staff is running the Estates Well to boost
37 system production to offset the water going into Bear Creek Pond.
38 ● This year, water supply has not kept up as well with usage as in the
39 past couple of years. Buz suspects some of it may be due to a new
40 installation of sod at a residence in the valley and other irrigation
41 demands.
42 ● A sewer line on Upper Bench was repaired where infiltration and roots
43 had caused damage. The repair failed; Mountain Pipeline will return
44 to fix it.
45 ● Staff has finished reading water meters.
46 ● Staff installed a new water service at 1676 John Scott Trail, where the
47 previous one froze and broke last year.
48 ● Buz accompanied a USGS team doing a water survey for the state to
49 Springs 2 and 3, where they took samples. The team will come back

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- 1 in 3-5 years and take more samples as part of their charter to
2 evaluate water quality throughout state.
3 • There are a few new construction projects. Three owners need to tap
4 the main water line for their fire systems.
5 • The office heater was serviced and the heat exchanger failed.
6 Carbon monoxide was possibly being emitted. The service company
7 will try to perform the repair under warranty but since the heater was
8 installed in 1992, a large expense may lie ahead.

9 **G. TTSA Report:**

10 Director Northrop reported on items of interest to ASCWD from the
11 August 8, 2007, TTSA Board meeting:

- 12 • The plant is operating normally and efficiently.
13 • All waste discharge requirements are being met.

14 The next TTSA Board meeting is scheduled for September 12, 2007, at
15 9:00 a.m.

16 **H. Prevention of Dumping Illegal Items in Dumpsters:**

17 Discussion included methods for monitoring the dumpsters, enforcing
18 penalties for illegal dumping and scope of garbage services to the
19 community:

- 20 • President Danz pointed out that this agenda item is tightly coupled
21 with item 3I. Manager Collins said the Molotov cocktail incident is
22 unique, in that it is the only true vandalism incident in known history.
23 • Buz reported that yesterday there was a report that confirmed what
24 Staff suspected. When Staff leaves, they shut and chain the
25 dumpsters. But there have been many reports that the dumpsters
26 have been found open after hours. Recently a resident witnessed
27 someone opening all the dumpsters at dusk, then coming back later
28 with other people and taking pictures of the bears that were
29 scavenging in the dumpsters. The witness recorded the license plate
30 number and provided it to Staff.
31 • Buz suggested that the District might wish to pass an ordinance
32 requiring that all residents install bear boxes. Another option would
33 be to install security cameras and lights.
34 • President Danz said there were several options: 1) get rid of the
35 dumpsters (but that will not get rid of vandalism) and 2) monitor the
36 dumpster area and buildings and enforce penalties. Buz suggested
37 requesting that a local security company include the District in its
38 rounds, even perhaps park at the dumpster area now and then; his
39 suggestion was well-received.
40 • Director Quinan suggested putting a gate across the entrance; the
41 response was that people would just place trash outside the gate or
42 throw it over the gate.
43 • Director Grant suggested that the District get rid of the dumpsters; the
44 response was that it would not get rid of the problem. She said
45 perhaps the time has come to place the problem back on the
46 residents, where it really belongs. President Danz said placing the
47 issue back on the residents places a burden on the poorest of the
48 residents, those who cannot afford to install bear boxes. It also
49 impacts short-term residents. Director Grant pointed out that incurring

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- 1 expenses at the office will still raise costs for all residents, since the
2 cost will be passed on to the residents. Staff is in favor of getting rid
3 of the dumpsters. Director Nungester suggested getting rid of the
4 dumpsters on a trial basis; the response was that trash would still get
5 placed where the dumpsters have been. Additionally, residents would
6 have to be notified well in advance.
- 7 • President Danz made the following proposals: 1) hire a security car to
8 patrol the District office and property before and after operating hours,
9 especially at dusk and on weekends, to serve as a low-cost, short-
10 term analytic tool; 2) get rid of the recycle bin, especially since the
11 recycle materials all get thrown together and sorted at the dump; 3)
12 pass an ordinance against illegal dumping and work with the Sheriff's
13 department to find out how to enforce the ordinance.
- 14 • Manager Collins will invite Jeff Collins from the trash company and a
15 representative from the sheriff's department to come to the next Board
16 meeting to provide more information.
- 17 • President Danz said District legal counsel should be asked to draft an
18 illegal dumping ordinance. She asked again about the benefit of
19 having a gate; the response was that residents would not have access
20 to the dumpsters on the weekends and the fire fighters might not wish
21 to operate from behind a locked gate. Director Quinan suggested that
22 Staff or the fire fighters set up a closed-loop camera pointed at the
23 dumpster area. Buz suggested that a survey similar to the Park
24 survey be performed respecting dumpster usage. President Danz
25 liked the idea.
- 26 • Manager Collins will call a security company and find out the cost of
27 having a security car patrol the District office. [During the Board
28 recess, he called High Sierra Patrol and learned that, in the case of
29 his homeowners association, the security company's rates are \$325 a
30 month, which includes patrolling a 240-unit community 3-4 times a
31 night and locking two pools.]
- 32 • President Danz asked about moving the dumpsters somewhere else.
33 Buz said the dumpsters used to be located higher in the valley but
34 were moved here so they could be better monitored.
- 35 • President Danz asked that less inflammatory language be used on the
36 sign in the dumpster area.
- 37 • This topic will be addressed again in September.

38 The Board took a break from 10:25-10:40.

39 I. **Security of District Property and Buildings:**

40 This topic was addressed during discussion of item 3H.

41 J. **District Goals and Objectives for Fiscal Year 2008:**

42 Director Nungester said that the Administration & Personnel Committee
43 met in April to formulate the goals and objectives. The goals were then
44 presented to the Board but the Board, after lengthy discussion, was
45 unable to approve them. Today the Board addressed them item by item:

46 • Board Goals & Objects:

- 47 1. Okay as is.
48 2. Replace "Revise existing policies" with "Review existing policies at
49 the Committee and Board level".

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- 1 3. Delete.
2 4. Replace "Ensure that the necessary resources (money, staff, and
3 facilities)" with "Budget resources to ensure that money, staff and
4 facilities". Renumber as 3.
5 5. Add "through the quarterly newsletter, the annual valley-wide
6 meeting, Board meetings and on-the-street communications".
7 Renumber as 4.
8 6. Okay as is. Renumber as 5.
9 • General Manager Goals & Objectives:
10 1a Delete lined-out words and add words in bold.
11 1b Delete old (lined-out) item.
12 1c Okay as is. Renumber as 1b.
13 2a Replace "/recapitalization expenses" with "expenditures".
14 2ai Okay as is.
15 2aii Delete.
16 2b Replace "situation" with "condition". Replace "and alternatives
17 available for improvement in conditions" with "and manage the
18 District's financial resources in a fiscally efficient way".
19 2bi Delete.
20 2c Add new item: "Adhere to the approved operating budget.".
21 2d Add new item: "Prepare a financial forecast on a quarterly basis
22 to show where the District will end up at the end of the year.". .
23 3a Replace entire item with "Implement the projects in the capital
24 improvement program:". .
25 3ai Add new item: "Well R-1 and".
26 3aii Add new item: "the Scott Chair test pump.". .
27 3b Delete old (lined-out) item.
28 3c Delete old (lined-out) item.
29 3b In new item, delete "," and replace "Reimbursement" with
30 "Services".
31 3c Add new item: "Clear and record six easements.". .
32 4. Okay with revisions as presented.

33 Director Quinan made a MOTION that the Board approve the District
34 Goals and Objectives for Fiscal Year 2008 as revised. Director
35 Nungester SECONDED the motion. All Directors being in favor, the
36 motion was APPROVED.

37 **K. September Newsletter:**

38 The Board discussed items to include in the September quarterly
39 newsletter:

- 40 • The Board and Staff would like to dedicate most of the newsletter to
41 the very serious issue of illegal dumping and opening of dumpsters.
42 The tone should be that the dumpsters may have to be removed, that
43 criminal penalties will be imposed, and that the District welcomes
44 community involvement. Perhaps there should be an article in the
45 Sierra Sun. The newsletter will be reviewed at the next meeting.
46 • There will be an article about Placer County authorizing Stuart
47 McMorrow to deliver dumpsters to residences free-of-charge to
48 dispose of 100% biomass.

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- 1 • The newsletter should include dates for recycling hazardous materials
2 at the landfill and should point out that residents can dispose of
3 batteries and waste oil at gas stations.
4 • Santa program: Manager Collins will talk to Chief Whitelaw about
5 NTFPD's ability to support the program and will place a sidebar item
6 in the newsletter reflecting the agreement.

7 **L. Park Attendance:**

8 The Board reviewed the survey regarding Park attendance and discussed
9 measures to ensure proper payment of Park fees:

- 10 • Manager Collins said the survey shows that staffing the Park is not
11 cost-effective but that having a staff person at the Park occasionally
12 might be worthwhile in terms of education and sporadic enforcement.
13 • President Danz directed Director Quinan to discuss with the Park,
14 Recreation & Greenbelt Committee the following items: a) printing
15 "This pass is for your household only" on the Park pass application, b)
16 making sure the pass purchaser gets a copy of the policy and c)
17 eliminating non-household guests.
18 • Lew suggested that if an irritating alarm were activated when the gate
19 was left ajar, the gate would not be left open as often.

20 **M. Committee Reports:**

21 i. **Budget & Finance Committee:** President Danz presented a written
22 report of the Committee's August 9, 2007, meeting with detailed
23 discussion of the following items:

- 24 a. **Status of investments/cash:** Director Northrop made a MOTION
25 that the \$60,000 CD due on 8/14/07 be rolled over to a 12-month
26 CD at a comparable interest rate. Director Nungester
27 SECONDED the motion. All Directors being in favor, the motion
28 was APPROVED. Manager Collins recommended that the District
29 maintain \$85,000 in the checking account to pay bills and that all
30 other monies in the checking account be deposited in LAIF.
31 b. **Requests from customers for adjustments to their bills:** The
32 District received two letters from customers (and numerous phone
33 calls) complaining about the higher water rates.
34 c. **Requests for unbudgeted expenses:** Director Nungester made
35 a MOTION that Manager Collins be authorized to spend a
36 maximum of \$500 towards a security patrol. Director Quinan
37 SECONDED the motion. All Directors being in favor, the motion
38 was APPROVED.
39 d. **Next meeting:** Scheduled for Tuesday, September 11, 2007, at
40 1:00 p.m.

41 ii. **Long Range Planning Committee:** There was no meeting.

42 iii. **Administration & Personnel Committee:** Director Nungester
43 presented a written report of the Committee's July 31st meeting with
44 discussion of the following items:

- 45 a. **Revisions to employee handbook:** Legal counsel revised the
46 handbook to make sure it met current legal standards. Staff made
47 two objections to changes in the handbook: removal of provisions
48 for daily overtime pay and removal of the employees' ability to
49 obtain copies of signed documents contained in their personnel

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, August 10, 2007, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 files. Director Danz requested that the Directors review the
2 document, save the copy provided in this month's Board handout,
3 bring it to next month's meeting and be prepared to address Staff
4 concerns and any of the changes to the handbook, with the
5 likelihood that Board action would not take place until October.
6 Manager Collins does not approve of the overtime change and
7 feels that proper management should take care of the issue. Daily
8 overtime last year totaled four hours for the entire Staff.

9 b. The Committee has not scheduled its next meeting.

10 iv. **Park, Recreation and Greenbelt Committee:** There was no meeting.

11 N. **Open Items:** President Danz requested that the September Board
12 meeting be rescheduled from Friday morning, September 14th, at 8:30
13 a.m., to Wednesday afternoon, September 12th, at 12:30 p.m.

14 O. **Correspondence to the Board:** A letter from Shirley Ellis was discussed
15 during the Fire Department report (item 3C). Manager Collins will write
16 her a letter in response, explaining the Board's plan. The Board also
17 received SDRMA election materials; action was delayed until next month.

18 4. **DIRECTORS' COMMENTS**

19 None.

20 5. **CLOSED SESSION**

21 None.

22 6. **ADJOURNMENT**

23 There being no further business before the Board, the meeting was adjourned at
24 12:10 p.m.

25 Respectfully Submitted,

26 approved as submitted 9/12/07

27
28
29
30 Jancis Martin
31 Recording Secretary