
ALPINE SPRINGS COUNTY WATER DISTRICT

Directors: Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York
General Manager: Joe Mueller

PUBLIC NOTICE

Regular Meeting of the Board of Directors Alpine Springs County Water District

Date: Friday, May 14th, 2021
Location: District Office, Board Room
270 Alpine Meadows Road
Alpine Meadows, CA 96146
Time: 9:00 a.m.

AGENDA

NOTE: THE DISTRICT BOARD OF DIRECTORS MAY TAKE FORMAL ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW. AGENDA ITEMS MAY OR MAY NOT BE TAKEN IN THE SEQUENCE PRESENTED BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED BELOW PRIOR TO THE MEETING.

Pursuant to the Governor's Executive Order N-29-20, issued March 17, 2020, the Alpine Springs County Water District Board Room will not be accessible to the public for this meeting. The meeting will be accessible via ZOOM only. Public comments will be accepted by the board and should be submitted to the Board Secretary at info@alpinesprings.org; by mail or in person (drop box) 270 Alpine Meadows Rd., Alpine Meadows, by Tuesday, May 11th, 2021 at 9:00 a.m. and via ZOOM on any item on the agenda until the close of public comment on the item.

ZOOM LINK: At the specified time, 9:00 a.m., connect to the ZOOM Mtg. ID: 921 3499 6971; passcode: 269177. Please mute yourself unless you are speaking. Times listed are approximate.

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

B. PUBLIC COMMENT

It is the policy of the Alpine Springs County Water District to give the public the opportunity to address any item of interest, which is relevant to the District's activities. The public may speak on any agenda item at this time or after the Board has discussed the item, but prior to a vote. No action can be taken on items addressed under Public Comment that are not on the agenda. Individual public participation will be limited to five minutes in duration.

ALPINE SPRINGS COUNTY WATER DISTRICT

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General Manager: Joe Mueller

C. APPROVAL OF MINUTES

C1) APRIL MINUTES

The Board shall review and vote to approve the minutes of the Regular Board meeting of April 9th, 2021.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

Mike Dobrowski, CPA, shall discuss the April 2021 monthly financial statements highlighting outstanding issues. The Chair of the Budget & Finance Committee shall comment on the Committee's review of the month-end statements. The Board shall vote to accept the month-end financial statements and to approve the month's expenditures.

D2) FIRE DEPARTMENT REPORT

Chief Leighton, or his designee, shall report on the activities of North Tahoe Fire Protection District, with special regard to those which impact Alpine Meadows, including April 2021 dispatch report and the staffing of the Alpine Meadows Fire Station 56.

D3) GENERAL MANAGER'S REPORT

Joe Mueller, the General Manager, shall report on his activities during the month of April 2021.

D4) OPERATION & MAINTENANCE DEPARTMENT REPORT

The Operations Staff shall report on issues regarding water, sewer, parks, garbage, and other services provided by the District. Staff shall comment on and answer questions regarding the April 2021 Water/Sewer Report.

D5) TTSA REPORT

Representative David Smelser, shall report on TTSA activities that impact Alpine Meadows, including the TTSA Board meetings. Meeting held on April 21st, 2021.

E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

E1) PRESENTATION ON THE SNOW CREST TRIBUTARY RESTORATION

Michele Prestowitz with Truckee River Watershed Council will give an informational presentation on the Snow Crest Tributary restoration project proposed to take place on a majority of ASCWD land.

E2) ADOPT RESOLUTION 5-2021 ANNUAL ADOPTION OF THE DISTRICTS INVESTMENT POLICY

Annual review and consider approval of resolution 5-2021, the District's investment policy.

E3) ADOPT RESOLUTION 4-2021 ESTABLISHING APPROPRIATION LIMITS FOR FISCAL YEAR 2021/2022

Consider for approve resolution 4-2021, establishing appropriation limits for FY21/22.

F. COMMITTEE REPORTS

F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT) met May 13th, 2021.

- Discuss, if necessary, non-standard transactions

ALPINE SPRINGS COUNTY WATER DISTRICT

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General Manager: Joe Mueller

- Discuss monthly financial reports, status of investments/cash and vote to approve, if necessary, new investments.
- Review of the Districts Investment Policy 5-2021 and make recommendations.
- Review of the Draft FY21/22 Operations Budget.

F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)

No Meeting

F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)

No Meeting

F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)

No Meeting

G. OPEN ITEMS

The Board shall review the status of outstanding action items from prior Board meetings.

H. CORRESPONDENCE TO THE BOARD

All correspondence to the Board received at the District Office more than 72 hours before the scheduled Board meeting shall be discussed at the meeting. The Board may dispense with any item immediately, direct investigation of any item to a Board or ad-hoc Committee and/or table any item until the next regularly scheduled Board meeting.

I. CLOSED SESSION

NONE

J. DIRECTORS' COMMENTS

In accordance with Government Code Section 54954.2(a), Directors may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

K. ADJOURNMENT

The Board of Directors of Alpine Springs County Water District, as a general rule, would like to complete its regular meetings within four hours. If it appears that the meeting will extend beyond four hours, the Board President shall poll the Directors as to their wishes on finishing Board business. A majority of the Directors shall decide whether to complete all items on the agenda at this meeting, postpone the meeting or move remaining agenda items to the next regularly scheduled meeting.

Next regularly scheduled Board meeting – Friday June 11th, 2021, at 9:00 a.m.

I certify that on or before Tuesday, May 11th, 2021 at 9:00 a.m., I personally posted and forwarded agendas as requested.

ALPINE SPRINGS COUNTY WATER DISTRICT

Directors: Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York
General Manager: Joe Mueller

Pam Zinn

Pam Zinn, Office Manager.

Exhibit C1

1
2 **ALPINE SPRINGS COUNTY WATER DISTRICT**
3 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
4 **April 9, 2021**

5 Pursuant to the Governor's Executive Order N-29-20, issued March 17, 2020, the Alpine Springs County Water District Board
6 Room was not accessible to the public for this Board meeting. The meeting was accessible via Zoom. Public comments were
7 accepted by the Board on the call or via mail.
8

9 **A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

10 President Grant called the meeting to order at 9:03 AM via Zoom.

11
12 Directors Present: President Janet S. Grant, Vice President Janice Ganong, Dave Smelser, and Christine
13 York. Salke joined the call at 10:40 AM.

14 Directors Absent: None

15 Staff Present: General Manager Joseph Mueller, O&M Supervisor Miguel Ramirez, District CPA Mike
16 Dobrowski, and Recording Secretary Judy Friedman
17

18 Guests attending via teleconference included Liz Zang, John Mecklenbug, and from NTFPD, Chief Steve
19 Leighton, Steve McNamara, and Eric Horntvedt. There may have been others on the call who did not
20 identify themselves.
21

22 **B. PUBLIC COMMENT**

23 There were no comments on items not on today's agenda.
24

25 **C. APPROVAL OF MINUTES**

26 **C1) MARCH MINUTES**

27 **It was moved by and Smelser seconded by Ganong to approve the minutes of the Regular Board**
28 **Meeting of March 12, 2021 as amended. Motion carried unanimously.**
29

30 **D. DEPARTMENT REPORTS**

31 **D1) FINANCIAL REPORT**

32 District CPA Mike Dobrowski presented the March 2021 financial reports and answered questions
33 clarifying the information. Ganong asked about the breakdown of property tax revenues allocated to the fire
34 district contract and the park. Mueller will provide more information on the actual percentage of the
35 allocations. It was noted that rate revenues cannot be used for park operations.
36

37 **It was moved by Ganong and seconded by Smelser to approve the financial statements as of March**
38 **31, 2021 as presented. Motion carried unanimously.**
39

40 **It was moved by Ganong and seconded by Smelser to approve payment of payroll, electronic fund**
41 **transfers and checks # 31808 - 31844. Motion carried unanimously.**
42

43 **It was moved by Smelser and seconded by Ganong to approve the July 2020 – March 2021 Quarterly**
44 **Reports. Motion carried unanimously.**
45

46 **D2) FIRE DEPARTMENT REPORT**

47 Chief Leighton reported:

- 48 • The Pilot Staffing Program between December 26 and March 26 resulted in the average response
49 time reduced by 91 seconds

- The District is preparing for wildland fire season, given the low precipitation this year
- Calls more than doubled compared with last year, which was a record year. Of the 260 calls during the month, 17 were from the ski area.
- The District continues to assist Tahoe Forest Hospital with administering COVID vaccines.
- Most of the District staff has been vaccinated and training will resume as restrictions are relaxed.
- Leighton is working with the California Fire Chiefs Association and the Fire District for California Association task force on legislative activities.

Chief McNamara reported:

- The application-based system changes related to development have received a good response
- NTFPD was one of eleven fire departments selected to participate in the National Fire Protection Association Risk Assessment, which provides tools to review data and identify areas of risk. The District can apply for a grant to move through a risk-reduction model that includes a consultant.
- The County fees to apply for an STR permit have been pro-rated for those not able to complete the permitting process in a timely manner given COVID. An inspection by NTFPD is required for those permits.
- There are about eight projects in excess of 100 units proposed for development in the area, including White Wolf and Alpine Sierra in Alpine Meadows.

Forest Fuels Coordinator Horntvedt reported:

- The update to the 2016 Local Fire Mitigation Plan has been submitted to Placer County. The plan identifies projects proposed for the next five years and allows the District to be eligible to apply for FEMA funding. The Plan includes pretraining for avalanche response and addresses community wildfire protection plans
- Two defensible space inspectors will be hired this summer.
- The District is applying for a CCI grant specific to hazardous fuel reduction in Alpine Meadows
- The USFS project on Alpine Meadows Road is getting into some steeper areas. Until an environmental analysis is done, Horntvedt recommends the community work day focus on private properties owned by ASCWD or homeowner associations.

D3) GENERAL MANAGER'S REPORT

General Manager Mueller presented his February 2021 report. He described his communications with the developers of White Wolf and Alpenglw, previously called Alpine Sierra.

Mueller continues to work with Stantec Engineering to finalize the draft Fire Flow Alternatives Analysis for Juniper Mountain. Some of the intermediate fixes will be investigated in the spring. The hydrants will be tested to determine the actual fire flows and if there is something impeding the flow. A final report will be submitted to the Board. Mueller answered questions about the pros and cons of installing a special tank and how the testing will be done.

The topic was open to public comment. John Mecklenburg asked for clarification on the testing and next steps. Mueller responded that if the hydrants are determined to be fully unusable, they will be bagged. That said, NTFPD does have a plan in place to provide fire protection services even without those hydrants. Public comment was closed.

Mueller is in conversations about the design for water and sewer service lines and developing an agreement defining the District's role and private line ownership as regards the Base-to-Base Gondola project.

1 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

2 O&M Supervisor Miguel Ramirez presented Water/Waste Water Report for March 2021, indicating water
3 production and flows. Maintenance for the month included routine sampling. Ramirez's report included
4 photos of work in the field.

5
6 **D5) TTSA REPORT**

7 Representative Smelser presented a report of the March 17, 2021 TTSA Board meeting. TTSA is still in
8 the process of hiring a new Lab Director. The General Manager's contract renewal will be considered at the
9 May meeting.

10
11 **E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

12 **E1) CONSIDERATION OF RESOLUTION 3-2021 APPLICATION FOR THE STATE OF**
13 **CALIFORNIA CLIMATE INVESTMENT FIRE PREVENTION GRANT**

14 Mueller explained this resolution will accompany the NTFPD Cal Fire Prevention grant application. It
15 confirms that the ASCWD allocation will continue and the funds will be used for defensible space on
16 District lands and for forest fuels reduction.

17
18 **It was moved by Smelser and seconded by York to adopt Resolution 3-2021.**

19 **Roll call vote:**

20 **AYES: Grant, Smelser, York, and Ganong**

21 **NOES: None**

22 **Motion carried unanimously**

23
24 **E2) CONSIDERATION OF RESOLUTION 2-2021 REQUESTING COLLECTION OF**
25 **CHARGES ON TAX ROLL**

26 This is the annual requirement asking Placer County collect for ASCWD delinquent accounts through
27 property tax. There are 17 accounts for collection this year, which is only two more than last year, but they
28 represent a 106% higher dollar amount. Mueller believes the increase has to do with leaks. He suggested
29 the Board consider additional action for those property owners who do not respond to ASCWD.

30
31 **It was moved by York and seconded by Ganong to adopt Resolution 2-2021.**

32 **Roll call vote:**

33 **AYES: Grant, Smelser, York, and Ganong**

34 **NOES: None**

35 **Motion carried unanimously**

36
37 **E3) 2021/2022 GOALS AND OBJECTIVES**

38 Mueller presented the staff report of the Committee meeting on March 24. Most of the recommended
39 changes have to do with documentation for the evaluation process.

40
41 **It was moved by York and seconded by Smelser to approve the updates to the District Goals and**
42 **Objectives for 2021/2022. Motion carried unanimously.**

43
44 **E4) POLICY NUMBER: 4.7.0 PUBLIC ACCESS TO BOARD PACKAGES**

45 Mueller explained this would allow the full Board packet to be available on the ASCWD website for the
46 public.

1 It was moved by Ganong and seconded by York to adopt Policy Number 4.7.0 as amended. The
2 packet will be posted to the website and mailed to those who have filed a written request to receive
3 the information at the same time it is made available to Board members. Motion carried
4 unanimously.
5

6 E5) SPRING 2021 ASCWD Newsletter

7 The Board reviewed the draft newsletter and offered suggestions regarding content. Mueller proposed that
8 since it is now eight pages, a notification be sent to members that it is available for viewing on the website
9 or hard copies can be picked up at the office. A laminated copy will be posted at the park.
10

11 F. COMMITTEE REPORTS

12 F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)

13 Grant reported on the Committee meeting of April 8. There is a CD due later this month for approximately
14 \$17,000. The Committee recommends that given the negligible return on investments right now and the
15 low balance in the Operations account, the funds be put into Operations. That will effectively close the
16 Money Market account. The Committee will continue to investigate opportunities that may yield higher
17 returns.
18

19 It was moved by Smelser and seconded by Ganong to transfer the approximately \$17,000 from the
20 CD due April 29, 2021 to the Operations account. At the Treasurer's discretion, the Money Market
21 account will be closed and any remaining funds will be transferred to Operations. Motion carried
22 unanimously.
23

24 It was moved by Salke and seconded by Ganong to approve reimbursement of the unbudgeted
25 expense of \$14.99 to Pam Zinn for the Zoom account. Motion carried unanimously.
26

27 The Committee will continue to discuss options to pay down the unfunded liability. Addressing electric
28 costs associated with snow making will be considered during the next rate study.
29

30 F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)

31 Mueller presented the ADA inspection report for the park. York reported Horntvedt will make a
32 recommendation on the greenbelt situation after he walks the area to see what should be addressed. Mueller
33 and Horntvedt will make a recommendation on a policy regarding homeowners making modifications in
34 the greenbelt, which will be submitted to the Board for review and adoptions.
35

36 F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)

37 This Committee did not meet
38

39 F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)

40 Ganong presented the report in the packet of the March 24 Committee meeting. There is some confusion
41 about A&P Policies 4.0.0 and 4.8.0 having to do with how long recordings of Board meetings are
42 maintained. Mueller will review the policies and make a recommendation. He was asked to recommend an
43 Employee Salary Step policy to be presented at the May Board meeting.
44

45 G. OPEN ITEMS

46 No additional items were brought forward.
47

48 H. CORRESPONDENCE TO THE BOARD

1 No correspondence was submitted.

2

3 **I. CLOSED SESSION**

4 Closed Session was not convened.

5

6 **J. DIRECTORS' COMMENTS**

7 Smelser believes homeowners near the greenbelt area on Snowcrest may have created some ponds that will
8 attract mosquitos. Following a brief discussion, it was agreed homeowners need to be educated on what
9 may happen in run-off areas. Placer County Vector Control will also be contacted for some educational
10 materials.

11

12 **K. ADJOURNMENT**

13 There being no further business to come before the Board, the meeting was adjourned at 11:21 AM. The
14 next regularly scheduled Board meeting is Friday May 14, 2021 at 9:00 AM.

15

16 Respectfully Submitted,

17 Judy Friedman

18 Recording Secretary

19 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

20

Exhibit D1

Subject: *April 2021 Month End Review*

For: *Alpine Springs County Water District*

To: *The Board of Directors*

Prepared by: *Michael J. Dobrowski, CPA 05/08/21*

On a year to date basis our net income was \$181,704 less than the prior fiscal year. This is mainly due to the timing of property tax deposits. Current month total expenses were \$106,170 which was over budget by \$10,833. Our year to date net income was \$162,677 favorable to budget.

Our cash position has increased by \$204,041 for the current fiscal year and has decreased by \$71,277 from the prior month. Accounts receivable of \$36,902 was transferred to the county for collection.

Reports Included: Profit and Loss Previous Year Comparison (Condensed)
Profit and Loss Budget Performance
Balance Sheet Previous Year and Month Comparison
Cash Flow Year to Date
Check Register for Current Month
Subsequent Payments Listing
Quarterly Balanced Fund and P&L Reports (Sept, Dec, Mar, June)

Procedures Performed: Made monthly depreciation entry.
Reconciled Bank Accounts to last available statement.
Payroll entries completed.
Prepaid account adjusted to actual.
Leave accrual adjusted on statements.
Made Wells Fargo Investment entry. (Missing password)
County A/R adjustment.
Accrued items to budget.

Outstanding Information: Placer County & Bank of the West Account – Prior Month statement.

Cash reserved for Capital – **\$0 + \$146,239= \$146,239**

Prior Year + (10% of annual revenues (\$1,708,334-245,942) less Garbage)

Cash available for operations – **\$377,395**

(Remaining balance \$523,634-146,239)

Work in Progress Accounts	Current Year	Total
Tank 4 & 4a Replacement	80,551	1,669,695
Forest Service Use Permit	0	5,118
AME Well Design	0	19,067
Updating Hydraulic Model / Fire Flow	16,997	16,997
Sewer Easement	<u>0</u>	<u>11,300</u>
Total	\$ 97,548	\$1,722,177

Accounts Payable

Garbage Contract	<u>\$ 11,674.72</u>
Total	\$ 11,674.72

Sick and General Leave

COVID Sick leave	0.00 Hrs.	
Sick leave Hours	194.02 Hrs.	
General leave Hours and Dollars	568.64 Hrs.	\$ 20,424.79

Prepays

Sun Life Dental (5103&04) (68.77+212.89) 0 month	\$ 0.00
Garbage Contract (5404.02) 0 Mo. @ \$11,674.72	\$ 0.00
Healthplan Services (51031&41) (134.78+108.79) 0 month	\$ 0.00
SDRMA Insurance (5120.00) 2 months @ 3,057.77	\$ 6,115.49
CALPERS (51031&41) (800.74+3,202.94) 0 month	\$ 0.00
Security Lock & Alarm (5231.00) 0 months @ 32.50	\$ 0.00
Sierra Office Solutions (5232.00) 0 month @ 156.72	\$ 0.00
Principal Life (5103&04) (25.80+51.60) 0 month	\$ 0.00
SDRMA (5120.00) Worker's Comp 2 months @ 664.85	<u>\$ 1,329.65</u>
Total	\$ 7,445.14

Stale-Dated Checks

<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>
-------------	----------------	---------------	---------------

Last disbursement issued from prior month

<u>Date</u>	<u>Check or EFT #</u>	<u>Amount</u>	<u>Vendor</u>
03/04/21	EFT030421	701.62	CalPERS

Benefits Breakdown (YTD)

Health & Life Ins. (Active)	\$42,904.52	
Health & Life Ins. (Retired)	14,032.40	
Pension (Employee 6.75%)	13,931.89	(Employer 7.732% Effective 07/01/20)
Payroll Taxes	6,715.69	
Health plan co-ins.	<u>4,293.81</u>	
Total	\$ 81,878.31	

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
 July 2020 through April 2021

	Jul '20 - Apr 21	Jul '19 - Apr 20	\$ Change
Ordinary Income/Expense			
Income			
Water Revenue	640,194	588,056	52,138
Connection Fees	27,166	12,607	14,559
Sewer Revenue	296,261	279,831	16,430
Garbage Revenue	245,942	240,752	5,190
Park Revenue	15,202	9,504	5,697
Fire Mitigation Fees	8,401	5,951	2,450
Fire Fuel Management Fees	24,124	23,421	703
Property Tax Revenue	419,046	703,720	(284,674)
Other Revenue	31,999	21,850	10,150
Total Income	1,708,334	1,885,692	(177,357)
Gross Profit	1,708,334	1,885,692	(177,357)
Expense			
Salaries and Wages - Admin	84,556	42,200	42,356
Salaries and Wages - O&M	173,656	172,001	1,656
Benefits - Office	17,157	14,147	3,010
Benefits - O&M	60,427	61,223	(796)
Health Plan Co-Insurance	4,294	3,310	984
Directors' Fees	7,775	6,550	1,225
Insurance - Administration	37,823	33,645	4,178
Park Expenditures	14,193	5,487	8,705
Parts/Tools/Misc. Equip	11,029	17,307	(6,278)
Postage and Delivery	3,630	4,399	(769)
Cleaning	1,785	2,955	(1,170)
Newsletter and Printing	3,306	3,534	(228)
Office Expense	13,058	10,465	2,593
Dues and Subscriptions	8,423	8,460	(37)
Bank and Collection Fees	1,849	1,741	108
Analytical Testing	1,984	2,908	(924)
Accounting Fees	52,105	50,780	1,324
Audit	18,450	20,996	(2,546)
Legal Fees	5,687	1,485	4,202
Consultants-Management	69,870	114,060	(44,190)
Consultants-Misc.	7,547	3,540	4,007

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
 July 2020 through April 2021

	Jul '20 - Apr 21	Jul '19 - Apr 20	\$ Change
NTFD Contract	349,101	326,382	22,719
Fire Fuel Management Fee	9,554	11,015	(1,461)
Building Maintenance	13,003	8,984	4,019
Equipment Maintenance - Admin	5,953	7,451	(1,498)
Vehicle Maintenance and Rep.	8,591	2,877	5,714
Maintenance Water and Sewer	62,388	162,851	(100,463)
Gas and Electric - Admin	34,909	21,693	13,216
SCADA System	16,732	22,519	(5,787)
Travel and Entertainment	516	144	372
Education Staff/Board	0	650	(650)
Uniforms	4,011	2,719	1,292
ASCWD Fuel	3,578	4,784	(1,207)
Telephone - Administration	13,804	6,913	6,892
Government Mandates	14,999	14,699	300
Garbage Services	116,747	114,923	1,824
Depreciation Expense	177,790	157,050	20,740
Miscellaneous - O&M	1,931	1,715	216
Total Expense	1,432,212	1,448,562	(16,351)
Net Ordinary Income	276,123	437,129	(161,007)
Other Income/Expense			
Other Income			
Interest Revenue	2,086	22,784	(20,697)
Total Other Income	2,086	22,784	(20,697)
Net Other Income	2,086	22,784	(20,697)
Net Income	278,209	459,913	(181,704)

**Alpine Springs County Water District
Profit & Loss Budget Performance 2020/2021**

April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Water Revenue	29,125	0	640,194	601,337	699,862
Connection Fees	0	1,051	27,166	10,506	12,607
Sewer Revenue	0	0	296,261	291,778	291,778
Garbage Revenue	0	0	245,942	249,686	249,686
Park Revenue	1,340	0	15,202	15,260	30,520
Fire Mitigation Fees	0	792	8,401	7,920	9,500
Fire Fuel Management Fees	0	0	24,124	23,798	23,798
Property Tax Revenue	0	0	419,046	442,227	737,045
Other Revenue	733	2,362	31,999	23,626	28,350
Total Income	31,197	4,205	1,708,334	1,666,138	2,083,146
Gross Profit	31,197	4,205	1,708,334	1,666,138	2,083,146
Expense					
Salaries and Wages - Admin	20,350	4,361	84,556	45,789	56,698
Salaries and Wages - O&M	19,003	15,321	173,656	171,506	215,599
Benefits - Office	2,173	1,460	17,157	15,331	18,985
Benefits - O&M	6,133	6,444	60,427	67,661	83,767
Health Plan Co-Insurance	0	583	4,294	5,830	7,000
Directors' Fees	700	720	7,775	7,200	8,650
Insurance - Administration	3,723	3,988	37,823	39,878	47,870
Park Expenditures	159	950	14,193	15,780	20,795
Parts/Tools/Misc. Equip	456	2,000	11,029	17,640	21,020
Postage and Delivery	563	287	3,630	5,209	7,115
Cleaning	120	251	1,785	4,006	5,000
Newsletter and Printing	1,988	1,360	3,306	3,720	3,720
Office Expense	880	1,196	13,058	12,959	16,795
Dues and Subscriptions	0	119	8,423	8,386	9,101
Bank and Collection Fees	44	75	1,849	750	1,150
Analytical Testing	590	192	1,984	3,145	3,525
Accounting Fees	5,242	5,205	52,105	52,052	62,482
Audit	0	0	18,450	18,800	18,800
Legal Fees	198	834	5,687	8,340	10,000
Consultants-Management	0	11,788	69,870	117,879	141,458
Consultants-Misc.	328	271	7,547	3,908	4,435
NTFD Contract	1,548	0	349,101	353,782	589,636
Fire Fuel Management Fee	0	0	9,554	14,280	23,798
OPEB Trust - Annual Funding	0	0	0	0	30,000
Building Maintenance	795	1,008	13,003	19,241	20,150
Equipment Maintenance - Admin	585	833	5,953	5,915	6,780
Vehicle Maintenance and Rep.	626	576	8,591	4,859	5,600
Maintenance Water and Sewer	0	0	62,388	142,602	147,050
Gas and Electric - Admin	7,268	4,181	34,909	44,012	52,400

Alpine Springs County Water District
Profit & Loss Budget Performance 2020/2021
 April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
SCADA System	680	200	16,732	21,650	22,050
Travel and Entertainment	78	25	516	250	300
Education Staff/Board	0	292	0	2,920	3,500
Uniforms	363	292	4,011	3,220	3,800
ASCWD Fuel	0	0	3,578	5,300	5,300
Telephone - Administration	1,698	813	13,804	8,129	9,750
Government Mandates	160	133	14,999	16,337	21,015
Garbage Services	11,675	11,800	116,747	118,000	141,597
Depreciation Expense	17,779	17,779	177,790	177,790	213,345
Miscellaneous - O&M	266	0	1,931	4,700	4,700
Total Expense	106,170	95,337	1,432,212	1,568,756	2,064,736
Net Ordinary Income	-74,973	-91,132	276,123	97,382	18,410
Other Income/Expense					
Other Income					
Interest Revenue	0	1,815	2,086	18,150	21,800
Total Other Income	0	1,815	2,086	18,150	21,800
Net Other Income	0	1,815	2,086	18,150	21,800
Net Income	-74,973	-89,317	278,209	115,532	40,210

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
As of April 30, 2021

	<u>Apr 30, 21</u>	<u>Mar 31, 21</u>	<u>\$ Change</u>	<u>Apr 30, 20</u>	<u>\$ Change</u>
ASSETS					
Current Assets					
Checking/Savings					
Petty Cash	169	169	0	178	(10)
Bank of the West	77,858	49,134	28,723	76,255	1,602
Placer County - Interest App.	354,041	354,041	0	32,958	321,083
Wells Fargo Advisors	18,591	18,591	0	18,558	33
LAIF Accounts	72,976	172,976	(100,000)	2,036	70,940
OPEB (CERBT) Prefunding	0	0	0	30,138	(30,138)
Total Checking/Savings	523,634	594,911	(71,277)	160,124	363,511
Accounts Receivable					
Accounts Receivable	19,070	26,435	(7,365)	(5,354)	24,424
Total Accounts Receivable	19,070	26,435	(7,365)	(5,354)	24,424
Other Current Assets					
Placer - Agency Taxes 390-770	0	0	0	306,167	(306,167)
Interfund Receivable - Enterp	0	0	0	0	0
Prepaid Expenses	7,445	11,168	(3,723)	28,824	(21,378)
County Collection Accounts	36,902	0	36,902	17,926	18,976
Deferred Pension Outflows	35,652	35,652	0	33,411	2,241
Deferred OPEB Outflows	2,694	2,694	0	0	2,694
Total Other Current Assets	82,693	49,514	33,179	386,327	(303,635)
Total Current Assets	625,397	670,860	(45,462)	541,097	84,301
Fixed Assets					
Land	360,436	360,436	0	360,436	0
Firehouse	376,338	376,338	0	376,338	0
Firehouse Vehicles & Equipment	343,336	343,336	0	343,336	0
Park	403,391	403,391	0	407,334	(3,943)
Park Improvements Depreciable	19,633	19,633	0	15,690	3,943
Land Improvements	129,444	129,444	0	129,444	0
Alpine Springs Interceptor	58,095	58,095	0	58,095	0
Water System	4,678,719	4,678,719	0	4,678,719	0
SCADA System	146,548	146,548	0	146,548	0
Sewer System	1,022,026	1,022,026	0	1,022,026	0
Building Improvements	357,090	357,090	0	357,090	0
Office Equipment	81,011	81,011	0	81,011	0
Vehicles	128,749	128,749	0	128,749	0
Maintenance Equipment	131,068	131,068	0	131,068	0
Truckee River Interceptor	358,524	358,524	0	358,524	0

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05/10/21

Accrual Basis

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison

As of April 30, 2021

	Apr 30, 21	Mar 31, 21	\$ Change	Apr 30, 20	\$ Change
Inflow and Infiltration	26,031	26,031	0	26,031	0
Work in Progress	1,722,177	1,722,177	0	1,540,403	181,774
Accumulated Depreciation	(4,886,732)	(4,868,953)	(17,779)	(4,652,869)	(233,863)
Total Fixed Assets	5,455,885	5,473,664	(17,779)	5,507,974	(52,089)
Other Assets					
Land Usage and Easement Right	12,318	12,318	0	12,318	0
Total Other Assets	12,318	12,318	0	12,318	0
TOTAL ASSETS	<u>6,093,600</u>	<u>6,156,842</u>	<u>(63,241)</u>	<u>6,061,389</u>	<u>32,212</u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	11,675	0	11,675	0	11,675
Total Accounts Payable	11,675	0	11,675	0	11,675
Other Current Liabilities					
Retention Payable	65,159	65,159	0	0	65,159
OPEB Liability	389,109	389,109	0	374,512	14,597
Accrued Payroll & Payroll Tax	861	0	861	0	861
Accrued vacation payable	20,425	21,228	(803)	11,511	8,914
Deferred Pension Inflows	1,234	1,234	0	2,684	(1,450)
Deferred OPEB Inflows	69,965	69,965	0	103,969	(34,004)
Net Pension Liabilities	8,482	8,482	0	2,372	6,110
Total Other Current Liabilities	555,234	555,177	57	495,048	60,186
Total Current Liabilities	566,909	555,177	11,732	495,048	71,861
Total Liabilities	566,909	555,177	11,732	495,048	71,861
Equity					
Retained Earnings	142,060	142,060	0	0	142,060
Retained Earnings - Garbage	378,687	378,687	0	390,340	(11,653)
Retained Earnings - Park	(213,774)	(213,774)	0	(196,650)	(17,124)
Retained Earnings - Sewer	1,129,309	1,129,309	0	1,122,262	7,047
Retained Earnings - Water	(2,258,798)	(2,258,798)	0	(1,150,543)	(1,108,255)
Fund balance Undesignated	352,739	352,739	0	343,325	9,414
Investment in plant & equip	5,570,990	5,570,990	0	4,450,424	1,120,566
Design. for Cap. Outlay	147,269	147,269	0	147,269	0
Net Income	278,209	353,182	(74,973)	459,913	(181,704)
Total Equity	5,526,692	5,601,665	(74,973)	5,566,341	(39,649)
TOTAL LIABILITIES & EQUITY	<u>6,093,600</u>	<u>6,156,842</u>	<u>(63,241)</u>	<u>6,061,389</u>	<u>32,212</u>

Alpine Springs County Water District
Statement of Cash Flows
July 2020 through April 2021

	<u>Jul '20 - Apr ...</u>
OPERATING ACTIVITIES	
Net Income	278,209
Adjustments to reconcile Net Income to net cash provided by operations:	
1150.00 · Accounts Receivable - 05 Fund	76,312
1240.00 · Interfund Receivable:1240.03 · Due from (to) In...	5,858
1240.00 · Interfund Receivable:1240.06 · Due from (to) In...	(5,858)
1550.00 · Prepaid Expenses	37,980
1600.05 · County Collection Accts	(18,976)
1041.00 Placer Co - Taxes 770	(0)
1041.00 Placer Co - Taxes 770:1041.06 Placer Co-Agenc...	39,055
1850.00 · Accumulate Depreciation:1850.02 · Accumulat...	7,380
1850.00 · Accumulate Depreciation:1850.03 · Accumulat...	7,380
1850.00 · Accumulate Depreciation:1850.04 · Accumulat...	22,190
1850.00 · Accumulate Depreciation:1850.05 · Accumulat...	129,430
2010.00 · Accounts Payable - 06 Fund	(25,013)
2010.00 · Accounts Payable - 06 Fund:2010.06 · Account...	(252,641)
2070.00 · Accrued Payroll & Taxes - 05 Fu	861
2075.00 · Accrued Vacation Pay - 05 Fund	7,081
2010.05 · Accounts Payable - 05	(19,067)
Net cash provided by Operating Activities	290,179
INVESTING ACTIVITIES	
1725.00 · Park:1725.03 · Park Assets	3,943
1726.03 · Park Improvements Depreciable	(3,943)
1830.05 · Work in Progress:1835.05 · Tank 4 & 4A Replace...	(80,551)
1830.05 · Work in Progress:1840.05 · Fire Flow Improvem...	(16,997)
1850.00 · Accumulate Depreciation:1850.06 · Accumulate...	11,410
Net cash provided by Investing Activities	(86,138)
Net cash increase for period	204,041
Cash at beginning of period	319,593
Cash at end of period	523,634

10:26 AM
05/10/21

Alpine Springs County Water District
Check Register for Current Month

April 2 - 30, 2021

Date	Num	Name	Memo	Amount	Balance
04/15/2021	31845	Aramark	Customer #6728877	-116.64	-116.64
04/15/2021	31846	AT&T	Account #530 583 2342 637 3	-616.70	-733.34
04/15/2021	31847	AT&T	Account #530 583 2320 189 1	-229.70	-963.04
04/15/2021	31848	Best Best & Krieger LLP	Invoice 902653	-197.50	-1,160.54
04/15/2021	31849	Cashman Equipment Company	Customer #001306	-625.63	-1,786.17
04/15/2021	31850	FedEx	Acct #1834-0409-1	-88.61	-1,874.78
04/15/2021	31851	Healthplan Services, Inc.	Case #230511	-301.90	-2,176.68
04/15/2021	31852	Hunt Propane	Acct #5385 Ticket 37667	-1,991.68	-4,168.36
04/15/2021	31853	Kelsie Fire Extinguisher Service, LLC	Invoice #1261	-297.88	-4,466.24
04/15/2021	31854	Liberty Utilities	Account 88509407-88105912 (Mar 2021)	-290.12	-4,756.36
04/15/2021	31855	Longo Inc.	Invoice 9504	-400.00	-5,156.36
04/15/2021	31856	Mallory Safety & Supply LLC	Customer ID: 88275	-266.27	-5,422.63
04/15/2021	31857	Principal Life	Account #1113469-10001	-77.40	-5,500.03
04/15/2021	31858	Professional Communications Messaging	Invoice #19307204022021	-42.40	-5,542.43
04/15/2021	31859	Sierra Controls, LLC	Invoice 122239	-680.00	-6,222.43
04/15/2021	31860	Silver State Analytical Laboratories	Water Tests	-470.00	-6,692.43
04/15/2021	31861	Tahoe Truckee Sierra Disposal Co., Inc.	Customer No. 000355	-104.00	-6,796.43
04/15/2021	31862	Thatcher Company Of Nevada, Inc.	Customer #3000421	-455.50	-7,251.93
04/15/2021	31863	Pitney Bowes Purchase Power	Purchase Power Account Number (800...	-300.00	-7,551.93
04/30/2021	31864	ACC Business	Account #00001194781 03/11/21 - 04/1...	-476.60	-8,028.53
04/30/2021	31865	Aramark	Customer #6728877	-246.23	-8,274.76
04/30/2021	31866	AT&T	Account #530 583 2320 189 1	-232.19	-8,506.95
04/30/2021	31867	AT&T	Account #530 583 2342 637 3	-649.02	-9,155.97
04/30/2021	31868	Atomic Printing	Account No. 682	-2,199.61	-11,355.58
04/30/2021	31869	Avaya Financial Services	Contract No. 753-0021553-000 Custom...	-158.91	-11,514.49
04/30/2021	31870	FedEx	Acct #1834-0409-1	-88.20	-11,602.69
04/30/2021	31871	Liberty Utilities	Account 88550011-88105912 (Jan 2021)	-3,921.71	-15,524.40
04/30/2021	31872	Liberty Utilities	Account 88550011-88105912 (Feb 2021)	-1,478.71	-17,003.11
04/30/2021	31873	Liberty Utilities	Account 88506065-88105912 (Mar 2021)	-551.51	-17,554.62
04/30/2021	31874	Liberty Utilities	Account 88509407-88105912	-186.51	-17,741.13
04/30/2021	31875	Mountain Hardware and Sports	Customer #39	-159.16	-17,900.29
04/30/2021	31876	Mountain High Home Services, LLC	Invoice 14178	-120.00	-18,020.29
04/30/2021	31877	North Tahoe FPD	Invoice #3 2020-2021	-1,548.15	-19,568.44
04/30/2021	31878	Pam Zinn	Reimbursement	-77.78	-19,646.22
04/30/2021	31879	Pitney Bowes Inc.	Acct #0010016164	-86.59	-19,732.81
04/30/2021	31880	Professional Communications Messaging	Invoice #19307205022021	-42.40	-19,775.21
04/30/2021	31881	Sierra Office Solutions	Customer #AS32:900020 (04/28/21-05/...	-179.95	-19,955.16
04/30/2021	31882	Silver State Analytical Laboratories	Water Tests	-120.00	-20,075.16
04/30/2021	31883	The Paper Trail	Invoice 4643	-327.50	-20,402.66
04/30/2021	31884	Verizon Wireless	Account #271135177-00001 (04/16/202...	-161.65	-20,564.31
04/30/2021	31885	Janet Grant	April Budget & Finance and Board Mtgs	-175.00	-20,739.31
04/30/2021	31886	Janice Ganong	Apr Board of Directors Mtg	-125.00	-20,864.31
04/30/2021	31887	Evan Salke (1)	Apr Budget & Finance and Board Mtgs	-150.00	-21,014.31

Alpine Springs County Water District
 Check Register for Current Month

April 2 - 30, 2021

10:26 AM
 05/10/21

Date	Num	Name	Memo	Amount	Balance
04/30/2021	31888	David Smelser (1)	Apr Board of Directors Mtg	-125.00	-21,139.31
04/30/2021	31889	Christine York	Apr Board of Directors Mtg	-125.00	-21,264.31

Alpine Springs County Water District
Subsequent Payments Listing

May 1 - 10, 2021

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05/10/21

Date	Num	Name	Memo	Amount	Balance
05/03/2021	31890	CWEA	ID: 0003140521 Customer #: 314052	-91.00	-91.00
05/03/2021	31891	Joseph Mueller	Technology Reimbursement (Jan - May 2021)	-250.00	-341.00
05/03/2021	31892	Placer County Environmental Health	Invoice ID IN0130685	-1,135.00	-1,476.00
05/03/2021	31893	Principal Life	Account #1113469-10001	-77.40	-1,553.40
05/03/2021	31894	Sun Life Financial	Policy #906384 Dental	-281.66	-1,835.06
05/04/2021	31895	Michael J. Dobrowski, CPA, LLC	Inv#21311	-5,241.62	-7,076.68
05/08/2021	31896	Liberty Utilities	Account 88509407-88105912	-2,311.42	-9,388.10
*** Missing numbers here ***					
05/05/2021	EFT05052021	CalPERS (Active)	Customer ID: 2668620501 Health Insurance May 2021 ...	-4,453.96	-13,842.06
*** Duplicate document numbers ***					
05/05/2021	EFT05052021	CalPERS (Retired)	CalPERS ID: 2668620501 Health Insurance May 2021 (...)	-701.62	-14,543.68
*** Duplicate document numbers ***					
05/05/2021	EFT05052021	CalPERS	CalPERS ID: 2668620501 (May 2021)	-159.91	-14,703.59

Exhibit D2

NTPFD-ASCWD Response Calls
April 2021

Basic Incident Number (FD1)	Basic Incident Date Time	Basic Incident Full Address	Basic Incident Postal Code (FD1.19)	Basic Incident Type (FD1.21)	Basic Apparatus Call Sign List	Basic Primary Action Taken (FD1.48)	Basic Additional Actions Taken 2 (FD1.66)
2021008543	4/5/2021 11:51	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2021008843	4/9/2021 8:56	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51	Provide advanced life support (ALS)	
2021009005	4/10/2021 19:41	1514 JUNIPER MOUNTAIN Road	96146	EMS call, excluding vehicle accident with injury	B5, M56	Provide advanced life support (ALS)	
2021009100	4/11/2021 20:53	2020 BIG JOHN Road	96146	Service call, other	E51, M51	Assistance, other	
2021009428	4/15/2021 15:54	235 ALPINE MEADOWS Road	96146	Gas leak (natural gas or LPG)	B5, E51,	Investigate	
2021010349	4/26/2021 12:36	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51	Provide advanced life support (ALS)	Transport person

Calls = 6

Exhibit D3



AGENDA NO: D3

MEETING DATE: 05/14/2021

General Managers Report

TO: ASCWD Board of Directors **Date:** May 10, 2021
FROM: Joe Mueller, General Manager
SUBJECT: General Manager and Office Activities for the Month of April 2021

Projects

1) White Wolf Subdivision

Digitalized District maps and reports and sent to Sauers Engineering for their use in preparing a technical evaluation of the water and sewer needs for the proposed development. Had email correspondence with the Development team answering district water and wastewater system design and infrastructure questions.

Upcoming project activity

The District's team anticipates the need to research and provide documents and studies to Sauers Engineering to allow them to complete their work effort.

2) Alpine Sierra Subdivision

Met with Carla Sammis from JK Architecture Engineering on the on the Alpenglow development (rebranded Alpine Sierra) and provided maps, construction specifications, and technical memorandums for their review and use in project development.

Upcoming project activity

The District's team anticipates the need to continue to provide documents and information to assist in project development.

3) Tank 4 and 4A Replacement

No activity this month, to date RDC has not resubmitted for their final payment after their request for payment of \$41,470 had been rejected in December.

Upcoming project activity

Review of invoice for accuracy, completeness, and possible approval.

4) Fire Flow Analysis Juniper Mountain

Prepared a Pre-task Plan for testing and evaluating field flows in the upper Juniper Mountain area.

Per discussions with NTFD Chief Leighton, a June 17, 2020 letter from John Collins previous ASCWD General Manager to NTFD Chief McNamara, and a September 10, 2020 letter from NTFD Chief McNamara to Dawn Grass, president of Juniper Mt Association, staff

tagged three hydrants as out of service (located at Juniper Mt Road, Cortina Ct, and Zurs Ct).

Had discussions with Chief Leighton on a response plan from NTFD for Juniper Mt. I identified and reviewed a September 10, 2020 NTFD Structure and Wildland fire Response in Juniper Mountain letter written by Chief Schwartz to Dawn Grass, president of the Juniper Mountain Association.

Looked into potential funding sources for system upgrades such as Bond financing, Private financing, American Rescue Plan Act (ARPA) funds, or the creation of a Special Assessment district.

Upcoming project activity

Field flow testing will need to be conducted to confirm the accuracy of conflicting flow data from actual field fire flow logs and modeling data.

Continue to research funding sources for possible system improvements.

5) B2B Gondola Project

Provided a "Will Serve Letter" to Placer County detailing conditions and line ownership.

Upcoming project activity

A line dedication agreement detailing District line ownership and Private line ownership needs to be drafted for execution. Construction coordination will take place throughout the project as it pertains to district utilities.

6) Snow Crest Tributary Restoration

Board presentation by the Truckee River Watershed Council, Business Item E2.

Upcoming project activity

Continued project support as needed.

General Business

- Continued implementation of COVID-19 responses for the office. No general public access, observing social distancing, conducting most meetings and business through virtual meetings. Operations and office staff received their COVID-19 vaccines.
- Corrected an oversight in the Spring District Newsletter, adding Robert Spencer's name to the listed members of the Long Range Planning Committee.
- Participated in the Placer County Hazard Mitigation Planning Committee meeting. Performed edits and updates to the LHMP, Annex G, ASCWD.
- Participated in monthly area General Managers meeting via virtual meeting.
- Prepared the DRAFT 2021/2022 District Budget, reviewed budget with district staff.
- Review the water system hydraulic model for use by NTFD in permitting, requested hydrant flow records from NTFD, once received will use to perform a calibration check on the model accuracy.
- Investigated outside IT support options and cost.
- Assisted with system water leak investigation.
- Responded to a request to have a fire hydrant relocated.

- Participated in the Placer County CDRA/Utility Districts meeting discussing the Community Development Resource Agency's permit and inspection process and improvements in that process.

Office Activities Performed by Office Manager

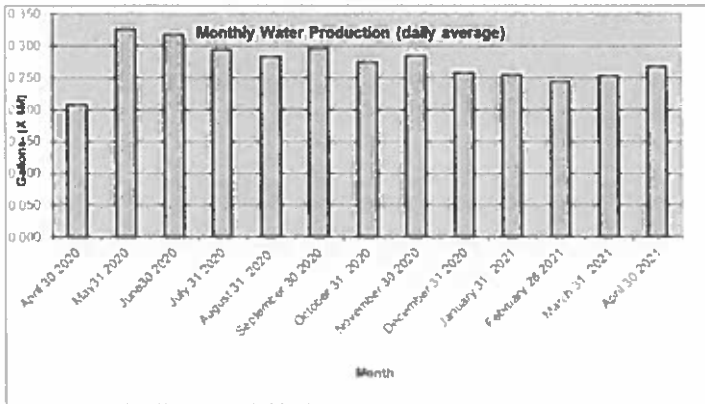
- Worked on finding a workable solution to provide remote Email and calendar conductivity. Currently the district utilizes Go Daddy as an email provider which is proving challenging to integrate to Microsoft office and calendars outside the Districts offices - not providing working meeting links or scheduling abilities.
- Worked with our outside webmaster making minor updates and changes to the District website regarding navigation.
- Processed three change of account ownerships and had eight inquiries from title companies.
- Processed 40 family season park passes.
- Assisted in the Draft FY21/22 Budget preparation.
- Scheduled community dumpsters for the Memorial Day weekend clean-up. Dumpsters will be available 5/28 through 6/1.
- Worked to resolve mail delivery problems with USPS.

Exhibit D4

**WATER/WASTE WATER REPORT
FOR 4-1-21 THRU 4-30-21**

TO: Board of Directors
 DATE: May 14th, 2021
 FROM: Miguel Ramirez, Operations & Maintenance

April 2021



Well#	GPM	Production
H1	61	2,621,599
H2 & H4	113	4,884,598
H3	12	505,310
AMEW	220	0
R-1 Well	240	0
TOTAL GALLONS PRODUCED		8,011,507

**II. Waste Water SYSTEM: Normal
 Waste Water Flows for: 31 Day Report March 2021**

<u>Minimum Flow</u>	<u>Maximum Flow</u>	<u>Average Flow</u>
.052 MGD	.190 MGD	.111 MGD

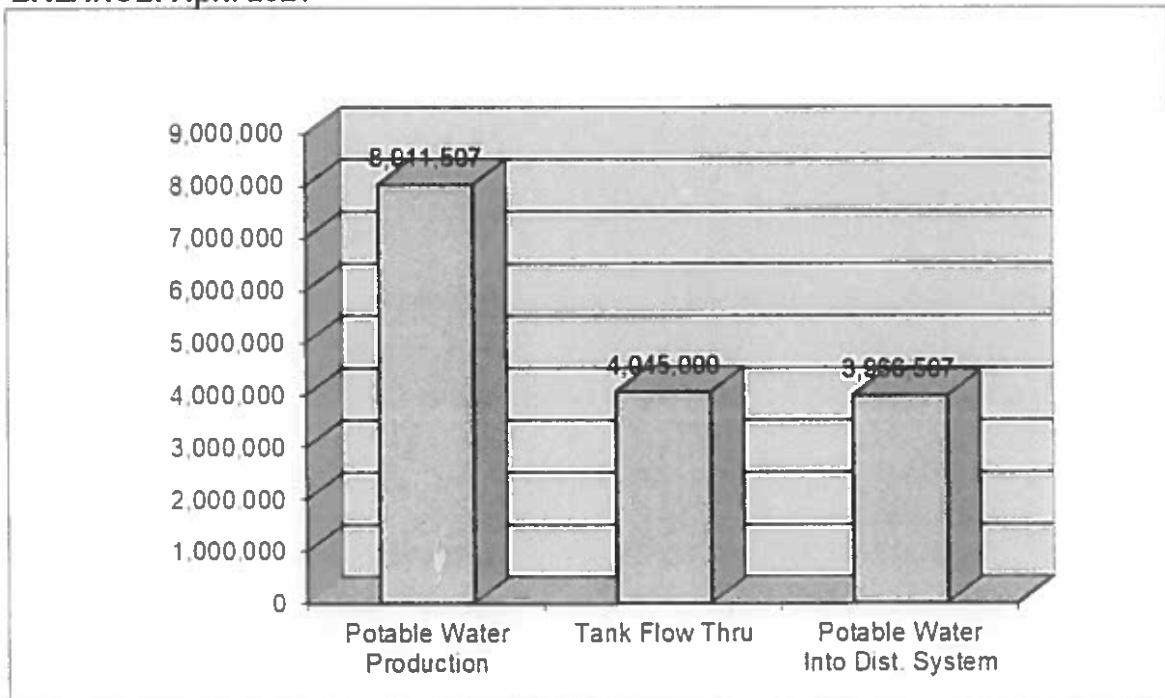
Maintenance performed:

All routine zone samples came back absent from Coliform and E-coli.
 We started working on our community park.
 I have been working on two annual reports for the State (CCR and EAR)
 We have been assisting and inspecting with a new build on Juniper Mtn. (Sewer and Water connection)
 We located a 7 gpm leak at a residence during our monthly meter reads.
 We have been working nonstop on a unidentified leak in our zone 3.
 *North Tahoe Fire flow tested two hydrants on 4/15/21 to maximum flow.
 Subsequently staff discovered a leak in our system and implemented the following steps.
 1. We instantly started reading meters looking for a leak in a residence.
 2. We then started locating and tracing out our water mains.

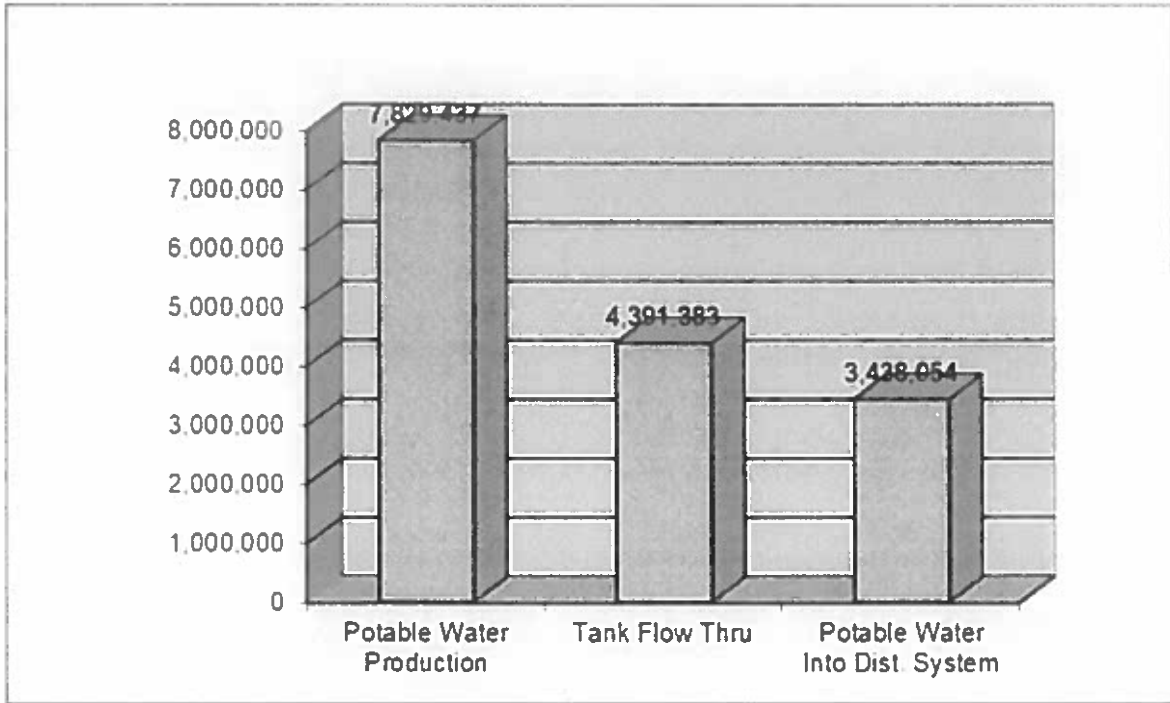
- 3. We started locating meter boxes along snow crest where the two hydrants had been tested.
- 4. We borrowed listening equipment from Squaw Valley PSD to assist with the leak.
- 5. We brought in extra help to assist us with the isolation of Snow Crest Rd.
- 6. We have talked to two leak detection companies and their equipment will not work on our style of pipe.
- 7. We have done one initial test with pressures and reducing flow to one suspected area.
- 8. We are doing a more thorough pressure test on Snow Crest as of 5/11/21
- 9. All staff and on call personnel have been driving/walking Zone 3 everyday looking for anything abnormal.

*The leak has stayed steady and the system is keeping up with the current customer usage and the unaccounted loss.

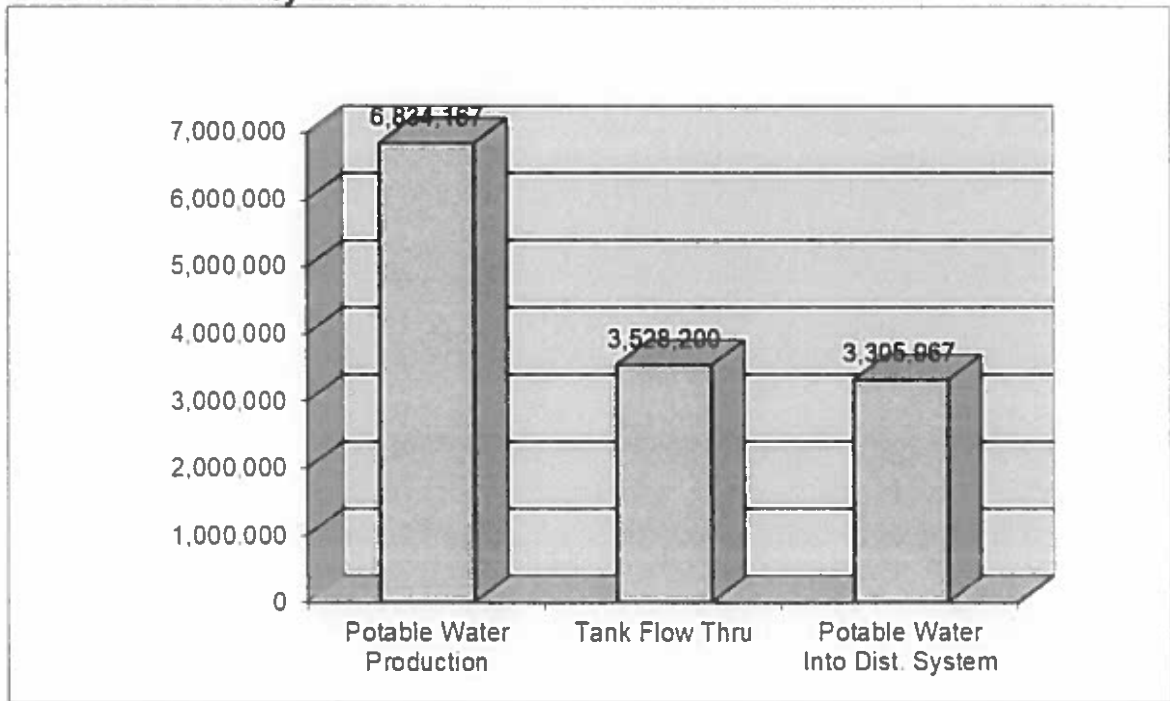
III. MASS BALANCE: April 2021



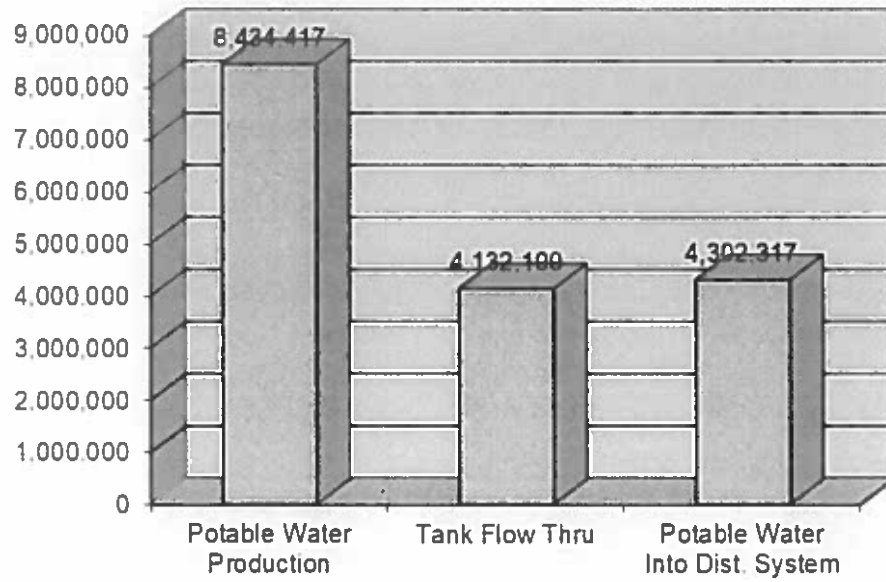
III. MASS BALANCE: March 2021



III. MASS BALANCE: February 2021



III. MASS BALANCE: January 2021



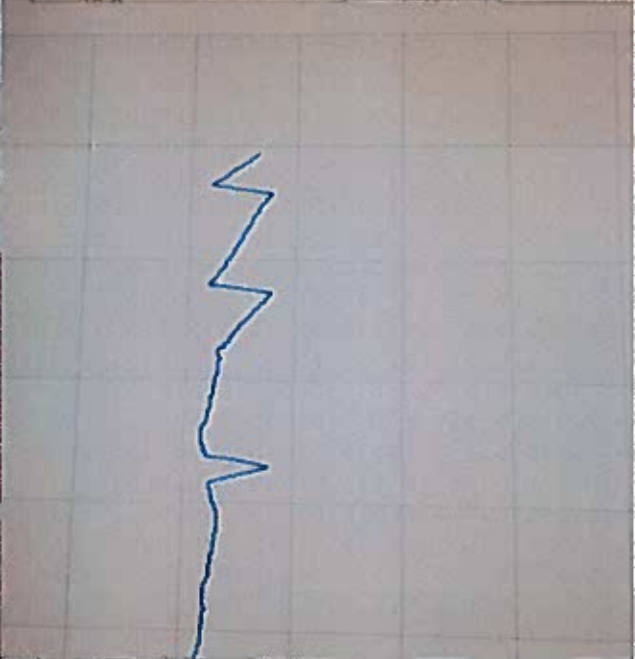


Exhibit D5

ALPINE SPRINGS COUNTY WATER DISTRICT

Directors: Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York
General Manager: Joe Mueller

T-TSA BOARD MEETING REPORT FOR APRIL 21, 2021

Time: 9:00 AM

Via Zoom teleconference

Members: Blake Tresan, Truckee Sanitary District
Dale Cox, SVPUD, President
Lane Lewis, NTPUD
Dave Smelser, ASCWD
Dan Wilkins, TCPUD
LaRue Griffin, T-TSA, General Manager

Plus (16) Staff and (3) Guests

1. The flow from Alpine Meadows is unrestricted and in compliance.
2. All wastewater discharge requirements are being met.
3. The State Water Resources Control Board on February 23, 2021 issued a letter stating, "No further action is required from your laboratory to comply with their order dated December 14, 2020".
4. On May 3, 2021 the new Lab Director will begin working at T-TSA.
5. It was reported that T-TSA is continuing the on-going maintenance, safety and plant upgrades.
6. It was discussed about action to take to begin training with all districts as to actions required in the event of a line failure. T-TSA has or is in the process of acquiring all necessary fittings to connect its pumps and lines to districts' gear. Joint trainings will be dependent on Covid restrictions but some table trainings may be scheduled..

Respectfully submitted,

David Smelser

Exhibit E1



AGENDA NO: E1

MEETING DATE: 05/14/2021

Staff Report

TO: ASCWD Board of Directors

Date: May 10,2021

FROM: Joe Mueller, General Manager

SUBJECT: Presentation Update on the Snow Crest Tributary Restoration

DISCUSSION:

Michele Prestowitz with the Truckee River Watershed Council will provide an overview and update to the Snow Crest Tributary Restoration Project.

The discussion will include:

- Project Background
- Location and Current Site Conditions
- Project Goals
- Design
- Schedule
- Outreach
- Decision points (trees, sewer line)

FISCAL IMPACT:

There is no fiscal impact to this action.

ATTACHMENTS:

1. Printed slide presentation of the project update.

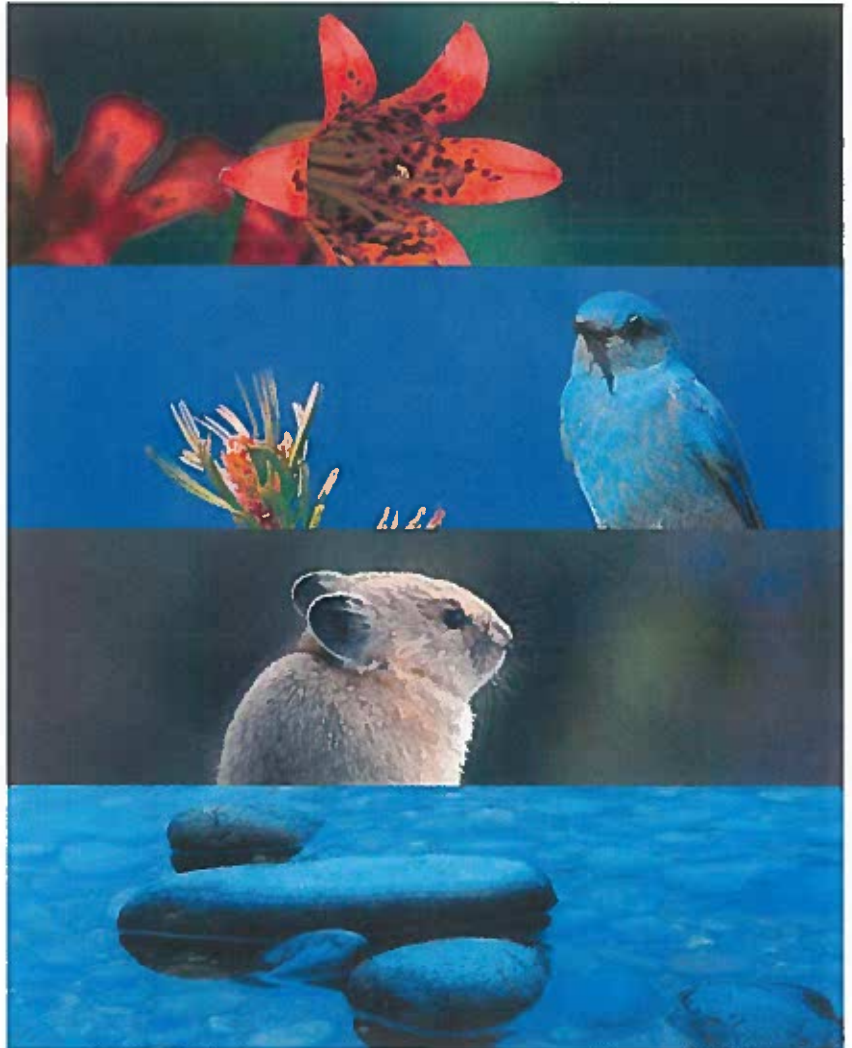


Snow Crest Tributaries Restoration

Alpine Springs
County Water District

May 14, 2021
Board Meeting

Michele Prestowitz,
Program Manager





Truckee River Watershed Council

We bring the community Together for the Truckee to protect, enhance and restore the Truckee River Watershed





Location and Current Site Conditions



- Landowners: **ASCWD**, Northrup family, USFS
- Dispersed spring-fed system altered by development
- SW drainage from residential areas, ski resort
- Result: Disrupted hydrology & vegetation



Goals of the Project

- Restore 2 acres of meadow
- Improve water quality
- Improve aquatic and terrestrial habitat
- Improve stormwater conditions
- Support the Lower Meadow Restoration



Proposed Solution



foriver
TRUCKEE RIVER WATERSHED COUNCIL



Restoration Design

- Remove abandoned road grade
- Flatten hump over sewer line
- Disperse flows
- Plug existing channels





Restoration Schedule

Task	Date
Stakeholder Launch	Nov 2020
100% Design	July 2021
CEQA and permits	June-Dec 2021
Look for construction funding	June 2021-March 2022
Construction	Fall 2022



Thank You to our Partners and Funders!

Partners:

ALPINE SPRINGS
COUNTY WATER DISTRICT



Northrup Family

Funders:

foriver

Donors to Truckee River Watershed Council

MARTIS
FUND

foriver
TRUCKEE RIVER WATERSHED COUNCIL



Discussion

- Sewer line
- Pine removal
- Outreach



Thank you!

- Additional questions, contact

Michele Prestowitz, TRWC Program Manager

(530) 550-8760 x 4

mprestowitz@truckeerriverwc.org

foriver
TRUCKEE RIVER WATERSHED COUNCIL

Exhibit E2



AGENDA NO: E2

MEETING DATE: 05/14/2021

Staff Report

TO: ASCWD Board of Directors

Date: May 10,2021

FROM: Joe Mueller, General Manager

SUBJECT: Consideration of Resolution 5-2021 Annual Adoption of the Districts Investment Policy for FY21/22

DISCUSSION:

State law requires that the District Board review and adopt the District's investment policy annually.

The District's investment policy provides guidelines for the investment of the District's idle cash and specifies acceptable investment instruments as allowed by the California Government Code. In addition, it outlines the policies to be followed by District staff in conducting the administration of cash management activities.

Any Changes recommended by the B&F committee will be discussed for inclusion.

FISCAL IMPACT:

The District's investment policy is the guiding document used by staff in maximizing the efficiency of the District's cash while maintaining sufficient liquidity. Staff believes that the investment policy is effective in guiding staff in achieving those goals.

RECOMMENDATION:

Adopt Resolution 5-2021 Investment Policy of the Alpine Springs County Water District for FY21/22 resend resolution 5-2014.

ATTACHMENTS:

- 1- Resolution NO. 5-2021
- 2- Policy Number 2.20.0 Investment Policy of the Alpine Springs County Water District

RESOLUTION 5-2021

**INVESTMENT POLICY OF THE
ALPINE SPRINGS COUNTY WATER DISTRICT**

WHEREAS; the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern; California Government Code 53600.6 and California Government Code 53630.1, and

WHEREAS; the legislative body of a local agency may invest surplus moneys not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 59222 and 53601; and

WHEREAS; the treasurer or fiscal officer of the Alpine Springs County Water District shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the legislative body at a public meeting per California Government Codes 53646 (a); now

THEREFORE; it shall be the policy of the Alpine Springs County Water District invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all statutes governing the investment of the Alpine Springs County Water District funds.

BE IT FURTHER RESOLVED that the attached Alpine Springs County Water District Investment Policy shall satisfy the requirement of local agency deposit and investment of public funds.

PASSED AND ADOPTED this 14th day of May 2021, at a regular meeting of the Board of Directors of Alpine Springs County Water District, by the following vote:

AYES: Directors: GRANT, YORK, SALKE, GANONG, SMELSER

NOES: Directors: NONE

ABSTAIN: Directors: NONE

ABSENT: Directors: NONE

ALPINE SPRINGS COUNTY WATER DISTRICT

Janet Grant, President Board of Directors

ATTEST:

Joe Mueller, General Manager
Secretary to the Board of Directors

Policy Number: 2.20.0

Title: INVESTMENT POLICY OF THE ALPINE SPRINGS COUNTY WATER DISTRICT

1.1 POLICY

WHEREAS; The Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern; (CGC53600.6 and CGC53630.1) and

WHEREAS; the legislative body of a local agency may invest surplus moneys not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Section 53601; and

WHEREAS; the treasurer or fiscal officer of the Alpine Springs County Water District shall invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all statutes governing the investment of the Alpine Springs County Water District funds.

1.2 SCOPE

This investment policy applies to all financial assets of the Alpine Springs County Water District. These funds (as accounted for in the General Purpose Financial Statements and Independent Auditor's Report) include, but are not limited to: Governmental, General Fund, Capital Projects Fund, and Enterprise Fund.

1.3 PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable incomes to be derived. The standard of prudence to be used by investment officials shall be the "prudent person" standard (CGC53600.3) and shall be applied in the context of managing an overall portfolio.

1.4 OBJECTIVES

When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

1. Safety: Safety of principal is the foremost objective of the investment programs.

Investments of the Alpine Springs County Water District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on

2

Investment policy of ASCWD adopted on 4/11/97 at the regular meeting of the board of directors by resolution 15-96; Investment policy was reviewed and changes were made at the regular meeting of the board of directors on 4/13/01 by resolution 17-2001; Investment policy was reviewed and changes were made at the regular meeting of the board of directors on 6/10/05 by resolution 6-2005; Investment policy was reviewed and changes were made at the regular meeting of the board of directors on 6/13/14 by resolution 5-2014. This policy was reviewed at the 4/8/16 regular board of directors meeting and no changes were made. This Policy was reviewed at the May 8, 2020 meeting and was amended to add CERBT account to approved financial institutions. Reviewed at the 5.14.21 meeting and rescinded res. 5-2014 and approved 5-2021

individual securities do not exceed the income generated from the remainder of the portfolio.

2. Liquidity: The investment portfolio will remain sufficiently liquid to enable the Alpine Springs County Water District to meet all operating requirements which might be reasonably anticipated.
3. Return on Investments: The investments portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio. (CGC53600.5)

1.5 DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from California Government Code Section 53601, et seq. Management responsibility for the investment program is hereby delegated to the Treasurer, who shall establish written procedures for the operation of the investment program consistent with this investment policy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of the policy and the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Treasurer is a trustee and a fiduciary subject to the prudent investor standard. (CGC53600.3)

1.6 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

1.7 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

When applicable, the Treasurer will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization, which are authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the Treasurer shall select only brokers/dealers who are licensed and in good

standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the Alpine Springs County Water District's account with that firm has reviewed the Alpine Springs County Water District's Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the Alpine Springs County Water District that are appropriate under the terms and conditions of the Investment Policy.

1.8 AUTHORIZED AND SUITABLE INVESTMENTS

The Alpine Springs County Water District may make any investments permitted by California Government Code Section 53601, as hereafter amended.

1.9 COLLATERALIZATION

All certificates of deposits must be collateralized by U.S. Treasury Obligations. Collateral must be held by a third party and valued on a monthly basis.

1.10 SAFEKEEPING AND CUSTODY

All security transactions entered into by the Alpine Springs County Water District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the Alpine Springs County Water District by book entry, physical delivery or by third party custodial agreement. (CGC53601).

1.11 DIVERSIFICATION

It is the policy of the Alpine Springs County Water District to diversify its investment portfolio. The Alpine Springs County Water District will diversify its investment by security type and, within each type, by institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, specific issuers or a specific class of securities.

Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following guidelines shall apply:

- (a) Portfolio Maturities shall be matched against projected liabilities to avoid an over concentration in a specific series of Maturities.
- (b) Maturities selected shall provide for stability and liquidity.
- (c) Disbursement and payroll dates shall be covered by the scheduled maturity of specific investments, marketable U.S. Treasury Bills or Notes or other cash equivalent instruments, such as money market mutual funds.

1.12 REPORTING

The Treasurer shall submit to each member of the governing body a monthly investment report. The report shall include a complete description of the portfolio, the type of the investments, the issuers, maturity dates, par and dollar amount invested on all securities, investments and moneys held by the District, and shall additionally include a description of any of the District's funds, investments, or programs, that are under the management of contracted parties, including lending programs. With respect to all securities held by the District, and under management of any outside party that is not also a local agency or the State of California Local Agency Investment Fund (LAIF), the report shall also include a current market value as of the date of the report, and shall include the source of this same valuation. The report will also include the source of the portfolio valuation. In the case of funds invested in the LAIF, FDIC Insured accounts or county investment pools, current statements from those institutions will satisfy the above reporting requirement. The report will also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy and, (2) the Alpine Springs County Water District will meet its expenditure obligations for the next six months, per California Government Code 53646 (b). The Treasurer shall maintain a complete and timely record of all investment transactions.

13.0 INVESTMENT POLICY ADOPTION

The Investment Policy shall be adopted by resolution of the Alpine Springs County Water District Board of Directors. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by the Alpine Springs County Water District Board of Directors.

ALPINE SPRINGS COUNTY WATER DISTRICT PROCEDURES FOR THE INVESTMENT OF DISTRICT SURPLUS FUNDS, ENTERPRISE, GOVERNMENTAL AND OTHER OPERATING FUNDS

As outlined in the Investment Policy of Alpine Springs County Water District, Section 5.0 Delegation of Authority, the procedure for investing surplus funds and operating funds shall be as follows:

As provided for in the Investment Policy, the Treasurer of the District is authorized to initiate investment transactions after approval by the Budget & Finance Committee. The Treasurer may invest with the following approved brokers/dealers and financial institutions:

- California State Local Agency Investment Fund
- Placer County Pooled Treasury
- Bank of the West
- US Bank
- Wells Fargo Advisors
- CERBT Account

5

Investment policy of ASCWD adopted on 4/11/97 at the regular meeting of the board of directors by resolution 15-96; Investment policy was reviewed and changes were made at the regular meeting of the board of directors on 4/13/01 by resolution 17-2001; Investment policy was reviewed and changes were made at the regular meeting of the board of directors on 6/10/05 by resolution 6-2005; Investment policy was reviewed and changes were made at the regular meeting of the board of directors on 6/13/14 by resolution 5-2014. This policy was reviewed at the 4/8/16 regular board of directors meeting and no changes were made. This Policy was reviewed at the May 8, 2020 meeting and was amended to add CERBT account to approved financial institutions. Reviewed at the 5.14.21 meeting and rescinded res. 5-2014 and approved 5-2021

The District's Accountant shall keep bookkeeping and accounting entries of all investment transactions and wire transfers. The Accountant shall keep these records on file and only dispose of them as provided for by the California Government Code.

The Accountant shall be responsible to verify that the amount requested to transfer is the amount shown on the record of transfer. The record of transfer will also be kept in a file and not disposed of until such time as allowed by the California Government Code.

The Accountant shall provide the Board of Directors monthly with a written investment report. The report shall identify the financial institution, the amount invested by the District, the time period, and the interest rate for that month.

Cash Withdrawal from Placer County

When cash is required the General Manager shall initiate a transfer of the cash and direct it to the Bank of the West account.

Claims are received via wire transfer , which in turn is deposited into the Bank of the West checking account.

Responsibility:

It is the responsibility of the General Manager with oversight from the Budget & Finance Committee to ensure compliance with this policy.

Exhibit E3



AGENDA NO: E3

MEETING DATE: 05/14/2021

Staff Report

TO: ASCWD Board of Directors

Date: May 10,2021

FROM: Joe Mueller, General Manager

SUBJECT: Consideration of Resolution 4-2021 Establishing the Annual Proposition 4 Appropriations Limit for the Fiscal Year 2021/22

BACKGROUND:

State law requires the adoption of an annual appropriations limit, which restricts the growth of tax-funded programs and services by limiting the appropriation of proceeds of taxes.

Proposition 4, more commonly known as the Gann Initiative, was approved by the California electorate in November 1979. It is intended to restrict growth of tax-funded programs and services by limiting the appropriation of the proceeds of taxes to the 1978/79 base year limit, as adjusted annually for changes in population and inflation. Proceeds of taxes, in excess of the appropriations limit, with some exceptions, must be returned to the taxpayers by refund or reduction in tax rates, unless an extension of the limit is approved by majority popular vote. Proceeds of taxes include tax revenues and investment earnings, related to those tax revenues, proceeds from licenses and users/charges to the extent that they exceed the cost to cover those services, and discretionary tax funds used for contingency, emergency, unemployment, reserve, and retirement sinking funds, trust, or similar funds.

In June 1990, the California voters approved Proposition 111, amending the Gann Initiative to provide local agencies with the option of using either the city or county population change percentage (whichever is greater). Another provision of the amendment states that the Gann limit would be triggered only if tax proceeds exceed the limit for two consecutive fiscal years. Additionally, the proposition requires an annual review of the appropriations limit calculation by a qualified independent auditor, in conjunction with the annual financial audit.

Government Code Section 7910(a) states: "Each year, the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit and make other necessary determinations for the following fiscal year, pursuant to Article XIII B of the California Constitution, at a regularly scheduled meeting or noticed special meeting. Fifteen days prior to the meeting, documentation used in the determination of the appropriations limit and other necessary determinations shall be available to the public. The determinations made pursuant to this section are legislative acts.

DISCUSSION:

According to the estimates received from the California Department of Finance office, the unincorporated population of Placer County increased by 0.61 percent between January 1, 2020 and January 1, 2021. The California per capita personal income (CPCPI) increased by 5.73 percent. Applying these factors results in:

Prior Year Limit	\$1,868,722
Multiply by CPCPI	1.0573
Multiply by Increase in population	<u>1.0061</u>
Equals	\$1,987,852

The FY 2021/22 budget estimate of revenues from the proceeds of taxes is \$768,229 which is well below the appropriations limit, being at \$1,987,852.

FISCAL IMPACT:

No fiscal impact for FY 2021/22, the District continues to remain well under its appropriations limit.

RECOMMENDATION:

Adopt Resolution 4-2021 Establishing the Annual Proposition 4 Appropriations Limit for the Fiscal Year 2021/22

ATTACHMENTS:

- 1- Resolution NO. 4-2021
- 2- California Department of Finance Published CPCPI and Population Estimates

RESOLUTION NO. 4-2021

**RESOLUTION BY THE ALPINE SPRINGS COUNTY WATER DISTRICT
BOARD OF DIRECTORS
ESTABLISHING APPROPRIATIONS LIMIT FOR THE
FISCAL YEAR JULY 1, 2021- JUNE 30, 2022**

WHEREAS, California Constitution Article XIII B establishes and imposes spending limitations upon various governmental entities including special districts and other political subdivisions within the definition of local governments; and,

WHEREAS, California Government Code Section 7900 and following, in implementation of said Article XIII B includes within the definition of local jurisdictions local agencies subject as a special district or other subdivision of the State.

WHEREAS, Government Code Section 7910 requires each local jurisdiction shall by Resolution, establish its appropriations limit for the following fiscal year pursuant to said Article XIII B; and,

WHEREAS, the Board of Directors of Alpine Springs County Water District as an entity of local government, a special district and body politic wishes to and intends hereby to establish its appropriations limit for the fiscal year 2020/2021;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Alpine Springs County Water District, as follows:

- 1. For the fiscal year 2021/2022, the appropriations limit for this District is hereby established to be and is in the sum of:

\$1,987,852

That a copy of the formula and computations thereunder in determining and establishing the above appropriations limit for this District is attached hereto, marked Exhibit "1": and incorporated herein for greater particularity.

- 2. That there are no excess revenues subject to return.

14th day of May 2021, at a Meeting of the Board of Directors, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSENT: Directors _____

ABSTAIN: Directors _____

ALPINE SPRINGS COUNTY WATER DISTRICT

Janet Grant, President
Board of Directors

ATTEST:

Joe Mueller, General Manager
Secretary to the Board of Directors

CALCULATIONS FOR APPROPRIATIONS LIMIT
FOR THE FISCAL YEAR JULY 1, 2021 – JUNE 30, 2022

LIMIT CALCULATIONS

<u>FISCAL YEAR</u>	<u>CALCULATION BASE</u>	<u>ADJUSTMENT FACTOR</u>	<u>LIMIT</u>
1998/99	\$694,205	1.0687	\$741,897
1999/00	\$741,897	1.0763	\$798,537
2000/01	\$798,537	1.0977	\$862,899
2001/02	\$862,899	1.1165	\$963,427
2002/03	\$963,427	0.9861	\$950,050
2003/04	\$950,050	1.0404	\$988,032
2004/05	\$988,032	1.0236	\$1,011,350
2005/06	\$1,011,350	1.05818	\$1,070,189
2006/07	\$1,070,189	1.04313	\$1,116,351
2007/08	\$1,116,351	1.05402	\$1,176,656
2008/09	\$1,176,656	1.05103	\$1,236,701
2009/10	\$1,236,701	1.07778	\$1,258,689
2010/11	\$1,258,689	0.98318	\$1,237,513
2011/12	\$1,237,513	1.03392	\$1,279,489
2012/13	\$1,279,489	1.04745	\$1,340,206
2013/14	\$1,340,206	1.05351	\$1,411,924
2014/15	\$1,411,924	1.00778	\$1,422,909
2015/16	\$1,422,909	1.0425	\$1,483,321
2016/17	\$1,483,321	1.0551	\$1,565,007
2017/18	\$1,565,007	1.0428	\$1,631,989
2018/19	\$1,631,989	1.0435	\$1,702,980
2019/20	\$1,702,980	1.0446	\$1,778,933
2020/21	\$1,778,933	1.0505	\$1,868,722
2021/22	\$1,868,722	1.0505	\$1,987,852

This year's limit was calculated as follows:

$$\text{Per Capita Ratio: } \frac{5.73 + 100}{100} = 1.0573$$

$$\text{Population Ratio: } \frac{0.61 + 100}{100} = 1.0061$$

$$\text{Calc. of Factor for 2021/22 } 1.0573 \times 1.0061 = 1.0637$$

$$1.0637 \times \$1,868,722 = \$1,987,852$$



May 2021

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2021, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2021-22. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2021-22 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2021.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data. Given the stay-at-home orders due to COVID-19, growth in the coming years may be substantially lower than recent trends.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY MARTIN BOSLER

Director

By:

/s/ Erika Li

Erika Li

Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2021-22 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2021-22	5.73

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2021-22 appropriation limit.

2021-22:

Per Capita Cost of Living Change = 5.73 percent
 Population Change = -0.46 percent

Per Capita Cost of Living converted to a ratio: $\frac{5.73 + 100}{100} = 1.0573$

Population converted to a ratio: $\frac{-0.46 + 100}{100} = 0.9954$

Calculation of factor for FY 2021-22: $1.0573 \times 0.9954 = 1.0524$

Fiscal Year 2021-22

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2020 to January 1, 2021 and Total Population, January 1, 2021

County City	Percent Change 2020-2021	--- Population Minus Exclusions ---		Total Population
		1-1-20	1-1-21	1-1-2021
Placer				
Auburn	0.42	14,372	14,433	14,433
Colfax	0.84	2,154	2,172	2,172
Lincoln	2.14	48,584	49,624	49,624
Loomis	0.31	6,787	6,808	6,808
Rocklin	1.10	69,702	70,469	70,469
Roseville	2.36	143,493	146,875	146,875
Unincorporated	0.61	113,923	114,613	114,613
County Total	1.50	399,015	404,994	404,994

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2021-22

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2020 to January 1, 2021

County	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>	
	2020-21	1-1-20	1-1-21
Napa			
Incorporated	0.22	113,323	113,568
County Total	-0.80	136,978	135,878
Nevada			
Incorporated	0.12	32,015	32,052
County Total	-0.28	97,698	97,422
Orange			
Incorporated	-0.88	3,052,930	3,025,931
County Total	-0.84	3,180,440	3,153,718
Placer			
Incorporated	1.86	285,092	290,381
County Total	1.50	399,015	404,994
Plumas			
Incorporated	-0.98	1,947	1,928
County Total	-0.77	18,256	18,116
Riverside			
Incorporated	0.54	2,046,487	2,057,616
County Total	0.67	2,430,993	2,447,327
Sacramento			
Incorporated	0.83	958,182	966,160
County Total	0.58	1,547,612	1,556,653
San Benito			
Incorporated	1.48	42,902	43,537
County Total	1.66	62,486	63,526
San Bernardino			
Incorporated	0.23	1,854,467	1,858,681
County Total	0.17	2,157,565	2,161,165

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Exhibit F1

TREASURER REPORT APRIL 2021

				Period Ending	
				30-Apr-21	Interest Rate
1. Wells Fargo Advisors					
A. Money Market				\$18,599	0.01%
B. CD's					
Amount		Rate	Maturity date April 29, 2021		
\$17,000		0.10%	Transferred to Money Market Account		
\$17,000		0.10%			
Total				\$18,599	0.01%
2. Bank of the West					
A. Checking				\$89,264	0.00%
Total				\$89,264	0.00%
3. LAIF					
Total - Monthly yield listed for April 2021				\$73,187	0.339%
4. Placer County Treasurer					
March 2021 data					
Total				\$354,041	0.24%
5. CERBT Account interest is calculated as rate of return					
Total				\$34,922	3.69%
Total				\$570,012	0.42%

**EXHIBIT WILL
BE ISSUED AT
THE BOARD
MEETING**

Exhibit H

From: Judy Czarnecki <judy.czarnecki@gmail.com>
Sent: Tuesday, May 4, 2021 10:03 AM
To: Pam Zinn
Subject: Deferral of 2020 pass fee to 2021
Attachments: IMG_0305.jpg; Untitled attachment 00302.txt

Dear Board:

I would like to request that the park fee I paid in 2020 be deferred to the current year. I had extensive back surgery on August 14th (see attached) and was unable to use the park at all last summer. Prior to surgery I was in significant pain and had to return to Southern California for treatment.

I would appreciate it if the fee I paid for last summer be applied to this year.

Thank you,
Judy Czarnecki
1820 John Scott Trail
925-209-9802

Czarnecki, J.

ABOUT YOUR SURGERY

PLEASE REVIEW THIS INFORMATION VERY CAREFULLY. PLEASE CONTACT OUR OFFICE IMMEDIATELY SHOULD YOU HAVE ANY QUESTIONS.

PHYSICIAN: RICHARD Thunder, MD / ASSIST Jonathan
SALES, PA

PROCEDURE: (P) L4-L5 Transforaminal Lumbar Interbody Fusion

PRE OP APPT: THURS 8/14 TIME: 10:30 AM 10:45

9850 Genesee Ave, #210 La Jolla 92037 (XiMed)
12865 Pointe Del Mar Way #200, Del Mar 92014

BRING A CURRENT LIST OF YOUR MEDICATIONS & BE PREPARED TO LEAVE A COPY WITH YOUR PHYSICIAN

PREADMISSION APPT AT SCRIPPS MEMORIAL LA JOLLA (1ST FLOOR OF HOSPITAL-CHECK IN @ FRONT DESK): Hospital nurse will call you

SURGERY DATE: FRI 8/14 TIME: 7:15am

ADMISSION DATE: 11/14 TIME: 5:15am (Check in time)

FACILITY: SCRIPPS MEMORIAL LA JOLLA
9888 GENESEE AVE
LA JOLLA, CA

Sent from my iPad

Used 7/4/20

Used 7/20/20