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# 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 February 17<sup>th</sup>, 2023  
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.

This will be a hybrid meeting held in person and available by ZOOM for the general public. The board room at 270 Alpine Meadows Rd. is open to the public with Members and Staff present. Current masking requirements will be enforced. Public comments will be accepted by the board and should be submitted to the Board Secretary by sending an email to [info@alpinesprings.org](mailto:info@alpinesprings.org); by mail or in person at 270 Alpine Meadows Rd., Alpine Meadows, CA by Tuesday February 14<sup>th</sup> at 9:00 a.m. and via ZOOM on any item on the agenda until the close of public comment on the item.

ZOOM: At the specified time, 9:00 a.m., connect to ZOOM. **Mtg. ID:** 872 4489 9080; **passcode:** 835778; Please mute yourself unless you are speaking. Times listed are approximate.

Join Zoom Meeting:

<https://us06web.zoom.us/j/87244899080?pwd=TndLdVh0amxCNU4yUjZMMzdMaVNwQT09>

#### **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.

#### **C. APPROVAL OF MINUTES**

##### **C1) JANUARY REGULAR BOARD MEETING**

The Board shall review and vote to approve the minutes of the Regular Board meeting of January 19th, 2023.

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## ALPINE SPRINGS COUNTY WATER DISTRICT

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**Directors:** Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York

**General Manager:** Joe Mueller

### **D. DEPARTMENT REPORTS**

#### **D1) FINANCIAL REPORT**

Mike Dobrowski, CPA, shall discuss the January 2023 monthly financial statements highlighting outstanding issues. The Chair of the Budget & Finance Committee shall comment on the Committee's review of the statements. The Board shall vote to accept the 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 January 2023 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 January 2023.

#### **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 January 2023 Water/Sewer Report.

#### **D5) TTSA REPORT**

The Regular Meeting for January 18th, 2023, report was handed out at the January meeting. The next meeting is February 15<sup>th</sup> and the report will be submitted with the March agenda.

### **E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

#### **E1) DISTRICT RATE STUDY**

HDR Engineering will give an overview, followed by discussion on the 2023 Utility Rate Studies.

#### **E2) DISTRICT MASTER PLAN**

Discuss the District Master Plan Workshop meeting presented by Carollo Engineers on February 14<sup>th</sup>, needed projects, project cost, and possible implementation timelines. Provide feedback and direction to staff on projects ranking, funding assessment, and phasing.

#### **E3) FIRE FUEL MANAGEMENT FEE**

Board approval of the reallocation of account 5221.06 Fire Fuel Management Fees revenues that were placed into the General Fund by error and credit back the Sewer and Water Funds. This will correct the allocation error.

#### **E4) CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA), AND SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) CALL FOR NOMINATIONS**

The Board shall review the call for nominations and see if any Director is interested in running for the Sierra Network Seat C.

### **F. COMMITTEE REPORTS**

#### **F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

Met February 16<sup>th</sup>, 2023, the previous months January 12th, 2023, B&F report is attached.

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

No Meeting

#### **F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

Met February 14<sup>th</sup>, 2023, in a joint meeting workshop with the Board of Directors to discuss the District Master Plan.

#### **F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

No Meeting

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## ALPINE SPRINGS COUNTY WATER DISTRICT

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

### **G. FUTURE AND OPEN AGENDA ITEMS**

- Collection of annual customer billing on the County Tax Roll
- TTSD Contract for Board Approval

### **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**

#### ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case

### **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 March 10th, 2023 at 9:00 a.m.

I certify that on or before Tuesday February 14th, 2023, at 9:00 a.m., I personally posted and forwarded agendas as requested.

*Pam Zinn*

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Pam Zinn, Office Manager.

C1

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

3                                   January 19, 2023

4                                   NOTE: Due to continued COVID restrictions, this meeting was a "hybrid" of an in-person meeting for Board and staff  
5                                   and Zoom for additional attendees

6  
7                    **A.        CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

8                    President Grant called the meeting to order at 9:00 AM.

9  
10                   Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Dave Smelser, Evan Salke and  
11                   Christine York.

12                   Directors Absent: York was only present for Closed Session.

13                   Staff Present: General Manager Joseph Mueller, O&M Supervisor Miguel Ramirez, and District CPA  
14                   Mike Dobrowski.

15  
16                   Guests included Attorney Josh ....., Liz Zang, NTFPD Fire Marshall Brent Armstrong, Sarah Lagano,  
17                   and Division Chief Alan Whisler, and TTSD Manager Richard Pallante

18  
19                   **B.        PUBLIC COMMENT**

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

21  
22                   **C.        APPROVAL OF MINUTES**

23                   **C1) DECEMBER REGULAR BOARD MEETING**

24                   **It was moved by Smelser and seconded by Ganong to approve the minutes of the December 9, 2022**  
25                   **Regular Board meeting as corrected. Motion carried unanimously.**

26  
27                   **D.        DEPARTMENT REPORTS**

28                   **D1) FINANCIAL REPORT**

29                   District CPA Mike Dobrowski presented the December 2022 financial statements, including the quarter-  
30                   end reports. He noted items on the balance sheet related to the County that should be resolved soon.  
31                   Dobrowski reviewed the bills paid during the past month.

32  
33                   **It was moved by Smelser and seconded by Ganong to approve the financial reports for December**  
34                   **2022 as presented. Motion carried unanimously.**

35  
36                   **It was moved by Smelser and seconded by Ganong to approve payment of checks #32795 through**  
37                   **32829 plus payroll and electronic fund transfers. Motion carried unanimously.**

38  
39                   **It was moved by Smelser and seconded by Ganong to approve the quarterly reports as of December**  
40                   **31, 2022 as presented. Motion carried unanimously.**

41  
42                   **D2) FIRE DEPARTMENT REPORT**

43                   Chief Whisler reported NTFPD responded to 22 calls in Alpine Meadows in December, of which 16 were  
44                   related to the ski area. Fire Marshall Armstrong described the response to medical calls.

45  
46                   Station 56 continues to be staffed full time with an engine and ambulance.

47  
48                   Zang asked if NTFPD has an opinion about evacuation and impacts from the Village at Palisades  
49                   proposal, given the possibility of attracting larger crowds year-round because of the water park. Whisler  
50                   said NTFPD and regional agencies are reviewing the evacuation plan for the entire area including Alpine  
51                   Meadows. Anticipated crowds and parking specific to Olympic Valley are under the jurisdiction of Chief  
52                   Reilly at OVFD.



1  
2 **D3) GENERAL MANAGER’S REPORT**

3 General Manager Mueller presented his activities report for December, 2022.  
4

5 A schedule for the rate study is being developed, which will include recommendations for phasing and  
6 funding Capital Improvement Projects. Mueller has reached out to members of the Long-Range Planning  
7 Committee to schedule a workshop, but has not heard back from any Committee members.  
8

9 There was a suggestion to change how the District charges for sewage use. Currently sewage is charged  
10 per fixture. The rate study recommends billing by residential units. That will simplify billing and is more  
11 consistent with other districts.  
12

13 Mueller received the new contract from TTSD. He will meet with the condominium associations to clarify  
14 service levels and costs. The contract should come to the ASCWD Board next month.  
15

16 The first annual District Open House in December was a success.  
17

18 Mueller noted trainings completed by the Board and staff. The Office Manager was out most of December  
19 and will be for much of January. Other staff are covering those duties.  
20

21 Zang noted the Village at Palisades is updating the Water Assessment Report. Is there an expectation that  
22 a new well will be installed? How will their water use impact Alpine Meadows? Mueller’s understanding  
23 is that the two aquifers are not connected. That said, if there is a question, a study can be commissioned.  
24

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

26 Miguel Ramirez presented the December 2022 Operations Report, including wastewater flows and water  
27 production, as well as maintenance addressed during the month. A lot of December focused on snow  
28 removal. The hydrants cannot be cleared until after the County plows.  
29

30 Mueller described an accident with the truck. The employee is fine and the vehicle will be repaired next  
31 week.  
32

33 **D5) TTSA REPORT**

34 TTSA General Manager Richard Pallante introduced himself and provided an overview of the  
35 organization including tasks and staffing. He explained succession planning and strategies for TTSA to be  
36 more involved with the community.  
37

38 Smelser reported on the workshop related to TTSA’s Rate Study. Rates could increase as much as 26.5%  
39 next year, but this will be the first increase in eight years. Commercial customers will be the hardest hit.  
40 Residential fees could go from \$306 to \$387. Rates will continue to go up for the following five years.  
41 TTSA is considering options to fund capital improvements.  
42

43 Smelser noted the 900 acres around the plant that provides a buffer. The Board is considering requests to  
44 use the land for a variety of purposes.  
45

46 **E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

47 **E1) ASCWD COMMITTEE ASSIGNMENTS**

48 **It was moved by Smelser and seconded by Ganong to appoint the following Committee**  
49 **assignments:**

50 **Budget and Finance – Grant, Salke, and Mueller**

51 **Administration and Personnel – Ganong, Salke, and Mueller**

1 **Long Range Planning – Smelser, York, and Mueller**  
2 **Park, Recreation, and Greenbelt – York, Ganong, and Mueller**  
3 **TTSA - Smelser**  
4 **Motion carried unanimously.**

5  
6 **E2) SEMI ANNUAL REVIEW OF DISTRICT GOALS AND OBJECTIVES**  
7 Mueller presented the spreadsheet noting the status of the Goals and Objectives. He said everything is on  
8 track for the first six months of the fiscal year.

9  
10 **E3) DISTRICT CONTRACTS**  
11 Mueller presented the ASCWD 2023 Active Contract List, which was included in the meeting packets.  
12 The NTFPD contract will be added.

13  
14 **F. COMMITTEE REPORTS**

15 **F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**  
16 Grant presented the report of the January 18, 2023 Budget & Finance Committee meeting. She noted the  
17 Treasurer’s Report.  
18  
19 Last month the Committee recommended investing approximately \$300,000 in six- or twelve-month  
20 Treasury Bills, but that has not been done yet. Mueller and Salke will continue to investigate vendors and  
21 the most appropriate investment opportunities.

22  
23 **It was moved by Salke and seconded by Ganong to approve investing ASCWD funds in Treasury**  
24 **Bills, which is consistent with the Investment Policy. Motion carried unanimously.**

25  
26 **F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**  
27 This Committee did not meet.

28  
29 **F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**  
30 This Committee did not meet.

31  
32 **F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**  
33 This Committee did not meet.

34  
35 **E. FUTURE AND OPEN AGENDA ITEMS**  
36 • Collection of annual customer billing on the County Tax Roll  
37 • TTSD Contract for Board Approval  
38 • HDR and Rate Study

39  
40 **F. CORRESPONDENCE TO THE BOARD**  
41 There was no correspondence presented.

42  
43 **G. CLOSED SESSION**  
44 The Board went into Closed Session at 9:00 AM. Open Session was reconvened at 10:20 AM. There was  
45 no reportable action.

46  
47 **H. DIRECTORS’ COMMENTS**  
48 Mueller asked the Board to consider a joint workshop with the Long-Range Planning Committee to  
49 review the Corollo Study and Capital Improvement Projects. He has not heard from any Committee  
50 members, but staff is ready for the workshop even if it is just for the Board.

51

1 Mueller noted TTSA will be going out for a Prop 218 as well. He suggested having the workshop soon to  
2 recommend rates so the two efforts will not conflict. Also, in order to have ASCWD rates effective July 1,  
3 2023, it should be done soon. HDR will present their findings to the Board next month along with various  
4 scenarios to fund projects.

5  
6 The Board considered options for a workshop with the Committee, being mindful of the timeframe to  
7 approve rates to be effective in the next fiscal year. There was agreement to change the next Board  
8 meeting to February 17, 2023. Members of the Long-Range Planning Committee are being invited to  
9 attend the Rate Workshop on February 14, 2023.. The Budget & Finance Committee will meet in  
10 February 16, 2023.

11  
12 Mueller noted the new Brown Act meeting requirements, effective March 1, 2023.

13  
14 **I. ADJOURNMENT**

15 There being no further business to come before the Board, the meeting was adjourned at 12 Noon. The  
16 next regularly scheduled Board meeting is Friday February 17, 2023 at 9:00 AM.

17  
18 Respectfully Submitted,  
19 Judy Friedman  
20 Recording Secretary  
21 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS  
22



D1

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**Subject:** *January 2023 Month End Review*

**For:** *Alpine Springs County Water District*

**To:** *The Board of Directors*

**Prepared by:** *Michael J. Dobrowski, CPA 02/09/23*

On a year-to-date basis our net income was \$363,638 lower than the prior fiscal year. (Mainly due to the property tax revenue timing). Current month total expenses were \$149,057 which were under budget by \$44,571.

Our cash position has decreased by \$226,388 from January 2022 and has decreased by \$157,888 from the prior month.

**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.  
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 + \$157,962 = \$157,962**

Prior Year + (10% of annual revenues (\$1,847,001-267,381) less Garbage)

**Cash available for operations –** **\$1,548,774**

(Remaining balance \$1,499,225-157,962)

**In Transit Timing Differences**

The Placer County account 12/31/22 balance changed to \$507,896 due to the late receipt of the December statement.

**Work in Progress Accounts****Current Year****Total**

Master Plan	83,113	132,867
Zone 3 Water Testing Site	12,100	12,100
Sewer Line – Pine Trail	12,875	12,875
Rate Study	7,697	7,697
Sewer Easement	<u>0</u>	<u>11,300</u>
Total	\$115,785	\$ 176,839

**Accounts Payable**

NTPPD Contract		<u>\$ 52,056.92</u>
Total		\$ 0.00

**Sick and General Leave**

COVID Sick leave	0.00 Hrs.	
Sick leave Hours	278.00 Hrs.	
General leave Hours and Dollars	297.64 Hrs.	\$ 16,197.45

**Prepays**

Sun Life Dental (5103&04) (68.77+212.89) 1 month	\$ 281.66
Garbage Contract (5404.02) 2 Mo. @ \$13,196.16	\$ 26,392.32
Healthplan Services (51031&41) (171.45+208.05) 0 month	\$ 0.00
SDRMA Insurance (5120.00) 5 months @ 2,962.64	\$ 14,813.20
CALPERS (51031&41) (800.74+3,202.94) 0 month	\$ 0.00
Principal Life (5103&04) (25.80+51.60) 0 month	\$ 0.00
SDRMA (5120.00) Worker's Comp 5 months @ 731.46	<u>\$ 3,657.20</u>
Total	\$ 45,144.38

**Stale-Dated Checks**

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

**Last disbursement issued from prior financial reports.**

<u>Date</u>	<u>Check or EFT #</u>	<u>Amount</u>	<u>Vendor</u>
01/04/23	EFT010423	3,467.11	CalPers Health Insurance

**Benefits Breakdown (YTD)**

Health & Life Ins. (Active)	\$26,774.31
Health & Life Ins. (Retired)	10,254.05
Pension (Employee 6.75%)	14,859.27 (Employer 7.47% Effective 07/01/22)
Payroll Taxes	5,916.43
Health plan co-ins.	<u>5,135.42</u>
Total	\$ 62,939.48

**Alpine Springs County Water District**  
**Profit & Loss Prev Year Comparison**  
 July 2022 through January 2023

	<u>Jul '22 - Jan 23</u>	<u>Jul '21 - Jan 22</u>	<u>\$ Change</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Water Revenue	639,474	627,275	12,200
Connection Fees	27,166	47,609	(20,443)
Sewer Revenue	329,675	312,653	17,022
Garbage Revenue	267,381	257,010	10,371
Park Revenue	16,720	7,818	8,902
Fire Mitigation Fees	14,857	41,119	(26,262)
Fire Fuel Management Fees	25,604	24,827	777
STR Fire Collection	0	2,977	(2,977)
Property Tax Revenue	505,780	445,217	60,563
Other Revenue	20,344	20,902	(558)
<b>Total Income</b>	<u>1,847,001</u>	<u>1,787,405</u>	<u>59,596</u>
<b>Gross Profit</b>	1,847,001	1,787,405	59,596
<b>Expense</b>			
Salaries and Wages - Admin	124,619	104,004	20,615
Salaries and Wages - O&M	117,346	117,427	(81)
Benefits - Office	15,460	15,526	(66)
Benefits - O&M	42,344	44,242	(1,898)
Health Plan Co-Insurance	5,135	4,712	423
Directors' Fees	5,875	4,925	950
Insurance - Administration	22,810	24,681	(1,871)
Park Expenditures	4,379	3,339	1,041
Parts/Tools/Misc. Equip	8,755	5,728	3,027
Postage and Delivery	2,444	2,609	(166)
Cleaning	1,575	1,365	210
Newsletter and Printing	294	746	(452)
Office Expense	10,646	9,559	1,087
Dues and Subscriptions	9,193	9,074	119
Bank and Collection Fees	2,420	1,849	571
Analytical Testing	1,267	1,235	33
Accounting Fees	38,600	36,917	1,683
Audit	20,500	0	20,500
Legal Fees	3,926	6,934	(3,008)
Consultants-Misc.	2,493	3,203	(710)
NTFD Contract	88,207	384,142	(295,935)

**Alpine Springs County Water District**  
**Profit & Loss Prev Year Comparison**  
July 2022 through January 2023

	<u>Jul '22 - Jan 23</u>	<u>Jul '21 - Jan 22</u>	<u>\$ Change</u>
Fire Fuel Management Fee	(43,484)	15,701	(59,185)
Building Maintenance	3,128	15,219	(12,091)
Equipment Maintenance - Ad...	5,150	5,019	132
Vehicle Maintenance and Rep.	8,763	4,372	4,391
Maintenance Water and Sewer	34,554	50,183	(15,629)
Gas and Electric - Admin	43,080	16,381	26,699
SCADA System	8,593	15,084	(6,490)
Travel and Entertainment	0	276	(276)
Education Staff/Board	522	231	291
Uniforms	0	2,494	(2,494)
ASCWD Fuel	4,975	2,178	2,797
Telephone - Administration	1,615	6,038	(4,423)
Government Mandates	19,237	15,205	4,032
Garbage Services	78,874	86,544	(7,670)
Depreciation Expense	153,293	124,453	28,840
Miscellaneous - O&M	1,113	794	319
<b>Total Expense</b>	<u>847,701</u>	<u>1,142,387</u>	<u>(294,686)</u>
<b>Net Ordinary Income</b>	999,301	645,018	354,282
<b>Other Income/Expense</b>			
Other Income			
Interest Revenue	10,631	1,275	9,356
<b>Total Other Income</b>	<u>10,631</u>	<u>1,275</u>	<u>9,356</u>
<b>Net Other Income</b>	<u>10,631</u>	<u>1,275</u>	<u>9,356</u>
<b>Net Income</b>	<u><u>1,009,931</u></u>	<u><u>646,293</u></u>	<u><u>363,638</u></u>

6:53 PM  
 02/08/23  
 Accrual Basis

Alpine Springs County Water District  
 Profit & Loss Budget Performance 2022/2023  
 January 2023

	Jan 23	Budget	Jul '22 - Jan ...	YTD Budget	Annual Bud...
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Water Revenue	0	0	639,474	633,540	783,437
Connection Fees	0	2,101	27,166	14,708	25,214
Sewer Revenue	0	0	329,675	326,446	326,446
Garbage Revenue	0	0	267,381	264,553	264,553
Park Revenue	0	0	16,720	17,500	35,000
Fire Mitigation Fees	0	1,000	14,857	7,000	12,000
Fire Fuel Management Fees	0	0	25,604	25,604	25,604
Property Tax Revenue	0	457,357	505,780	498,935	831,558
Other Revenue	0	1,782	20,344	12,474	21,400
<b>Total Income</b>	<b>0</b>	<b>462,240</b>	<b>1,847,001</b>	<b>1,800,760</b>	<b>2,325,212</b>
<b>Gross Profit</b>	<b>0</b>	<b>462,240</b>	<b>1,847,001</b>	<b>1,800,760</b>	<b>2,325,212</b>
<b>Expense</b>					
Salaries and Wages - Admin	17,154	18,336	124,619	128,352	220,025
Salaries and Wages - O&M	12,158	20,359	117,346	142,513	244,305
Benefits - Office	2,672	3,583	15,460	25,081	42,998
Benefits - O&M	6,651	7,861	42,344	55,027	94,338
Health Plan Co-Insurance	780	281	5,135	1,967	3,381
Directors' Fees	1,550	990	5,875	6,930	11,850
Insurance - Administration	3,694	3,716	22,810	26,012	44,596
Park Expenditures	0	0	4,379	10,800	21,600
Parts/Tools/Misc. Equip	0	2,000	8,755	14,000	24,000
Postage and Delivery	289	624	2,444	4,368	7,485
Cleaning	180	438	1,575	3,066	5,250
Newsletter and Printing	0	0	294	1,251	2,500
Office Expense	765	1,823	10,646	12,761	21,875
Dues and Subscriptions	0	919	9,193	6,433	11,023
Bank and Collection Fees	0	208	2,420	1,456	2,501
Analytical Testing	378	583	1,267	4,081	7,000
Accounting Fees	5,798	5,630	38,600	39,410	67,570
Audit	0	9,625	20,500	19,250	19,250
Legal Fees	1,655	1,252	3,926	8,764	15,000
Consultants-Misc.	0	1,292	2,493	9,044	15,500
NTFD Contract	52,057	55,437	88,207	388,059	665,246
Fire Fuel Management Fee	-23,382	2,134	-43,484	14,938	25,604



Alpine Springs County Water District  
 Profit & Loss Budget Performance 2022/2023  
 January 2023

	Jan 23	Budget	Jul '22 - Jan ...	YTD Budget	Annual Bud...
OPEB Trust - Annual Funding	0	0	0	0	30,000
Building Maintenance	66	1,206	3,128	8,442	14,465
Equipment Maintenance - A...	705	801	5,150	5,607	9,611
Vehicle Maintenance and Re...	1,014	676	8,763	4,732	8,100
Maintenance Water and Se...	0	9,516	34,554	66,612	114,200
Gas and Electric - Admin	32,091	4,534	43,080	31,738	54,400
SCADA System	443	818	8,593	5,726	9,806
Travel and Entertainment	0	25	0	175	300
Education Staff/Board	0	292	522	2,044	3,500
Uniforms	0	283	0	1,981	3,400
ASCWD Fuel	2,772	792	4,975	5,544	9,500
Telephone - Administration	0	117	1,615	819	1,400
Government Mandates	7,196	2,143	19,237	15,001	25,723
Garbage Services	0	13,169	78,874	92,183	158,034
Depreciation Expense	21,899	21,899	153,293	153,293	262,774
Miscellaneous - O&M	474	266	1,113	1,862	3,200
<b>Total Expense</b>	<b>149,057</b>	<b>193,628</b>	<b>847,701</b>	<b>1,319,322</b>	<b>2,281,310</b>
<b>Net Ordinary Income</b>	<b>-149,057</b>	<b>268,612</b>	<b>999,301</b>	<b>481,438</b>	<b>43,902</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
Interest Revenue	4,849	210	10,631	1,470	2,500
<b>Total Other Income</b>	<b>4,849</b>	<b>210</b>	<b>10,631</b>	<b>1,470</b>	<b>2,500</b>
<b>Net Other Income</b>	<b>4,849</b>	<b>210</b>	<b>10,631</b>	<b>1,470</b>	<b>2,500</b>
<b>Net Income</b>	<b>-144,207</b>	<b>268,822</b>	<b>1,009,931</b>	<b>482,908</b>	<b>46,402</b>

**Alpine Springs County Water District**  
**Balance Sheet Previous Year & Month Comparison**  
 As of January 31, 2023

	<u>Jan 31, 23</u>	<u>Dec 31, 22</u>	<u>\$ Change</u>	<u>Jan 31, 22</u>	<u>\$ Change</u>
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
Petty Cash	238	238	0	336	(99)
Bank of the West	208,698	371,435	(162,738)	746,580	(537,883)
Placer County - Interest App.	357,243	357,243	0	354,657	2,585
LAIF Accounts	933,047	928,198	4,849	624,039	309,008
<b>Total Checking/Savings</b>	<b>1,499,225</b>	<b>1,657,114</b>	<b>(157,888)</b>	<b>1,725,613</b>	<b>(226,388)</b>
<b>Accounts Receivable</b>					
Accounts Receivable	28,368	32,546	(4,178)	30,148	(1,780)
<b>Total Accounts Receivable</b>	<b>28,368</b>	<b>32,546</b>	<b>(4,178)</b>	<b>30,148</b>	<b>(1,780)</b>
<b>Other Current Assets</b>					
Placer - Agency Taxes 390-770	507,896	507,896	0	1,871	506,025
Other Accounts Receivable	24,071	24,071	0	0	24,071
Interfund Receivable - Enterp	0	0	0	0	0
Prepaid Expenses	45,144	22,446	22,698	17,612	27,533
County Collection Accounts	15,456	15,456	0	0	15,456
Deferred Pension Outflows	43,042	43,042	0	41,103	1,939
Deferred OPEB Outflows	6,572	6,572	0	29,374	(22,802)
<b>Total Other Current Assets</b>	<b>642,182</b>	<b>619,484</b>	<b>22,698</b>	<b>89,960</b>	<b>552,222</b>
<b>Total Current Assets</b>	<b>2,169,776</b>	<b>2,309,144</b>	<b>(139,368)</b>	<b>1,845,721</b>	<b>324,054</b>
<b>Fixed Assets</b>					
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	403,391	0
Park Improvements Depreciable	21,728	21,728	0	21,728	0
Land Improvements	129,444	129,444	0	129,444	0
Alpine Springs Interceptor	58,095	58,095	0	58,095	0
Water System	6,459,766	6,459,766	0	6,357,449	102,318
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	135,583	131,068	4,516	131,068	4,516
Truckee River Interceptor	358,524	358,524	0	358,524	0
Inflow and Infiltration	26,031	26,031	0	26,031	0

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Accrual Basis

**Alpine Springs County Water District**  
**Balance Sheet Previous Year & Month Comparison**  
As of January 31, 2023

	Jan 31, 23	Dec 31, 22	\$ Change	Jan 31, 22	\$ Change
Work in Progress	176,839	168,265	8,574	11,300	165,539
Accumulated Depreciation	(5,412,012)	(5,390,113)	(21,899)	(5,098,725)	(313,287)
<b>Total Fixed Assets</b>	<b>5,172,925</b>	<b>5,181,734</b>	<b>(8,810)</b>	<b>5,213,839</b>	<b>(40,915)</b>
<b>Other Assets</b>					
1885.00 · Net Pension Asset	28,378	28,378	0	0	28,378
Land Usage and Easement Right	17,436	17,436	0	17,436	0
<b>Total Other Assets</b>	<b>45,814</b>	<b>45,814</b>	<b>0</b>	<b>17,436</b>	<b>28,378</b>
<b>TOTAL ASSETS</b>	<b><u>7,388,514</u></b>	<b><u>7,536,692</u></b>	<b><u>(148,178)</u></b>	<b><u>7,076,996</u></b>	<b><u>311,517</u></b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Accounts Payable</b>					
Accounts Payable	52,057	52,057	0	384,043	(331,986)
<b>Total Accounts Payable</b>	<b>52,057</b>	<b>52,057</b>	<b>0</b>	<b>384,043</b>	<b>(331,986)</b>
<b>Other Current Liabilities</b>					
Accounts Payable - 05	0	0	0	38,129	(38,129)
OPEB Liability	374,816	374,816	0	398,216	(23,400)
Accrued Payroll & Payroll Tax	0	987	(987)	0	0
Accrued Vacation Payable	16,197	19,182	(2,984)	19,050	(2,852)
Deferred Pension Inflows	31,598	31,598	0	184	31,414
Deferred OPEB Inflows	47,787	47,787	0	72,115	(24,328)
Net Pension Liabilities	0	0	0	13,862	(13,862)
HRA Plan Payable	3,148	3,148	0	0	3,148
<b>Total Other Current Liabilities</b>	<b>473,546</b>	<b>477,517</b>	<b>(3,971)</b>	<b>541,555</b>	<b>(68,009)</b>
<b>Total Current Liabilities</b>	<b>525,603</b>	<b>529,574</b>	<b>(3,971)</b>	<b>925,598</b>	<b>(399,995)</b>
<b>Total Liabilities</b>	<b>525,603</b>	<b>529,574</b>	<b>(3,971)</b>	<b>925,598</b>	<b>(399,995)</b>
<b>Equity</b>					
Retained Earnings	358,176	358,176	0	0	358,176
Retained Earnings - Garbage	467,468	467,468	0	467,468	0
Retained Earnings - Park	(214,040)	(214,040)	0	(214,422)	382
Retained Earnings - Sewer	1,403,264	1,403,264	0	1,403,264	0
Retained Earnings - Water	(1,799,376)	(1,799,376)	0	(1,897,500)	98,124
Fund balance Undesignated	390,185	390,185	0	369,900	20,285
Investment in plant & equip	5,247,303	5,247,303	0	5,376,395	(129,092)
<b>Net Income</b>	<b>1,009,931</b>	<b>1,154,138</b>	<b>(144,207)</b>	<b>646,293</b>	<b>363,638</b>
<b>Total Equity</b>	<b>6,862,910</b>	<b>7,007,118</b>	<b>(144,207)</b>	<b>6,151,398</b>	<b>711,512</b>

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Accrual Basis

Alpine Springs County Water District  
Balance Sheet Previous Year & Month Comparison  
As of January 31, 2023

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	<u>Jan 31, 23</u>	<u>Dec 31, 22</u>	<u>\$ Change</u>	<u>Jan 31, 22</u>	<u>\$ Change</u>
TOTAL LIABILITIES & EQUITY	<u>7,388,514</u>	<u>7,536,692</u>	<u>(148,178)</u>	<u>7,076,996</u>	<u>311,517</u>

Alpine Springs County Water District  
Statement of Cash Flows  
July 2022 through January 2023

	<u>Jul '22 - Jan 23</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	1,009,931
Adjustments to reconcile Net Income to net cash provided by operations:	
1150.00 · Accounts Receivable - 05 Fund	84,338
1550.00 · Prepaid Expenses	25,476
1550.00 · Prepaid Expenses:1550.02 · Prepaid Expen...	(26,291)
1600.05 · County Collection Accts	18,891
1041.00 Placer Co - Taxes 770	(458,785)
1160.06 · Other Accounts Receivable	(24,071)
1850.00 · Accumulate Depreciation:1850.02 · Accum...	6,363
1850.00 · Accumulate Depreciation:1850.03 · Accum...	6,363
1850.00 · Accumulate Depreciation:1850.04 · Accum...	19,131
1850.00 · Accumulate Depreciation:1850.05 · Accum...	111,594
2010.00 · Accounts Payable - 06 Fund	6,768
2010.00 · Accounts Payable - 06 Fund:2010.06 · Acco...	6,511
2070.00 · Accrued Payroll & Taxes - 05 Fu	(100)
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.02 · ...	(374)
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.03 · ...	(1,495)
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.04 · ...	(747)
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.05 · ...	(4,858)
2075.00 · Accrued Vacation Pay - 05 Fund	(1,786)
2010.05 · Accounts Payable - 05	(17,201)
2091.05 · HRA Plan Payable	1,986
<b>Net cash provided by Operating Activities</b>	<u>761,644</u>
<b>INVESTING ACTIVITIES</b>	
1800.00 · Maintenance Equipment	(4,516)
1830.05 · Work in Progress:1834.04 · Pine Trail Sewer ...	(12,875)
1830.05 · Work in Progress:1842.05 · Water & Wastew...	(83,113)
1830.05 · Work in Progress:1845.05 · Zone 3 Water Te...	(12,100)
1830.05 · Work in Progress:1846.05 · Rate Study	(7,697)
1850.00 · Accumulate Depreciation:1850.06 · Accumul...	9,842
<b>Net cash provided by Investing Activities</b>	<u>(110,458)</u>
<b>Net cash increase for period</b>	651,186
<b>Cash at beginning of period</b>	<u>848,039</u>
<b>Cash at end of period</b>	<u><u>1,499,225</u></u>

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Alpine Springs County Water District  
Check Register for Current Month  
January 2023

Date	Num	Name	Memo	Amount	Balance
01/24/2023	EFT012423	Bank of the West	Acct #9637 Confirmation Code...	-470.74	-470.74
*** Missing numbers here ***					
01/28/2023	EFT012823	State of California	Sales Use Tax Paid 2022	-7.00	-477.74
*** Missing numbers here ***					
01/04/2023	32825	Liberty Utilities	Account 88509407-88105912 (...	-493.99	-971.73
01/04/2023	32826	Michael J. Dobrowski, CPA, LLC	January 2023 Invoice #23002	-5,797.76	-6,769.49
01/04/2023	32827	Professional Communications Messaging	Invoice #19307201012023	-42.40	-6,811.89
01/04/2023	32828	Principal Life	Account #1113469-10001 01/1...	-77.40	-6,889.29
01/04/2023	32829	Mountain High Home Services, LLC	Invoice 1265	-180.00	-7,069.29
01/17/2023	32830	Flyers Energy	Account ID 31116	-2,771.99	-9,841.28
01/17/2023	32831	Best Best & Krieger LLP	Invoice #954832	-1,654.50	-11,495.78
01/17/2023	32832	FedEx	Acct #1834-0409-1	-86.93	-11,582.71
01/17/2023	32833	Mountain Hardware and Sports	Customer #39 Invoice 929604	-65.97	-11,648.68
01/17/2023	32834	Silver State Analytical Laboratories	Water Tests	-378.00	-12,026.68
01/17/2023	32835	Swigard's True Value Hardware, Inc.	Account #11050	-20.24	-12,046.92
01/20/2023	32836	North Tahoe FPD	01/20/23 Statement	-28,674.73	-40,721.65
01/24/2023	32837	Avaya Financial Services	Contract No. 753-0021553-000 ...	-317.82	-41,039.47
01/24/2023	32838	Carollo Engineers	Invoice FB31592 Water and W...	-2,949.00	-43,988.47
01/24/2023	32839	Cashman Equipment Company	Customer #001306	-980.19	-44,968.66
01/24/2023	32840	HDR Engineering, Inc.	Invoice 1200491690	-5,624.62	-50,593.28
01/24/2023	32841	Hunt Propane	Invoice #914811	-3,671.12	-54,264.40
01/24/2023	32842	L.A. Perks Petroleum Specialist, Inc.	Invoice 879452	-906.00	-55,170.40
01/24/2023	32843	Liberty Utilities	Account 88509407-88105912 (...	-7,325.99	-62,496.39
01/24/2023	32844	North Lake Auto Parts	Acct #300	-33.57	-62,529.96
01/24/2023	32845	ODP Business Solutions, LLC	Acct #60641324	-156.60	-62,686.56
01/24/2023	32846	Pitney Bowes Global Financial Services	Account # 0011839827 10/20/2...	-153.60	-62,840.16
01/24/2023	32847	Miguel G. Ramirez	Reimbursement	-827.62	-63,667.78
01/24/2023	32848	Sierra Controls, LLC	Invoice 123580	-443.09	-64,110.87
01/25/2023	32849	SWRCB Fees	Water System Annual Fees (07...	-6,283.20	-70,394.07
01/25/2023	32850	Tahoe Truckee Sanitation Agency	Acct #17348.01	-427.68	-70,821.75
01/25/2023	32851	Tahoe Truckee Sanitation Agency	Acct #17339.01	-549.36	-71,371.11
01/25/2023	32852	Tahoe Truckee Sierra Disposal Co., Inc.	Customer No. 000355	-342.18	-71,713.29
01/25/2023	32853	USA BlueBook	Customer #814589	-453.44	-72,166.73
01/25/2023	32854	Westcott Distribution Inc	VOID: Invoice 11485 Was \$180...	0.00	-72,166.73



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Alpine Springs County Water District  
Check Register for Current Month  
January 2023

Date	Num	Name	Memo	Amount	Balance
01/25/2023	32855	Janet Grant	Dec&Jan Budget & Finance an...	-550.00	-72,716.73
01/25/2023	32856	Janice Ganong	Dec-Jan Budget & Finance and...	-300.00	-73,016.73
01/25/2023	32857	Evan Salke {1}	Dec&Jan Budget & Finance an...	-250.00	-73,266.73
01/25/2023	32858	David Smelser {1}	Dec&Jan Budget & Finance an...	-300.00	-73,566.73
01/25/2023	32859	Christine York	Dec&Jan Budget & Finance an...	-150.00	-73,716.73
01/25/2023	32860	Liberty Utilities	Account 88509407-88105912 (...)	-6,084.70	-79,801.43
01/25/2023	32861	Sun Life Financial	Policy #906384 Dental	-281.66	-80,083.09
01/25/2023	32862	Tahoe Truckee Sierra Disposal Co., Inc.	Customer No. 028540	-39,588.48	-119,671.57
*** Missing numbers here ***					
01/04/2023	EFT01042...	CalPERS (Retired)	CalPERS ID: 2668620501 Heal...	-842.81	-120,514.38
*** Duplicate document numbers ***					
01/04/2023	EFT01042...	CalPERS (Active)	Customer ID: 2668620501 Heal...	-3,467.11	-123,981.49

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Alpine Springs County Water District  
Subsequent Payments Listing  
February 1 - 8, 2023

Date	Num	Name	Memo	Amount	Balance
02/07/2023	EFT020723	CalPERS (Retired)	CalPERS ID: 2668620501 Health Insurance...	-842.81	-842.81
*** Duplicate document numbers ***					
02/08/2023	EFT020723	CalPERS (Active)	Customer ID: 2668620501 Health Insurance...	-3,467.11	-4,309.92
*** Missing numbers here ***					
02/06/2023	32863	Badger Meter	Invoice 80117950 Services for January 2023	-39.90	-4,349.82
02/06/2023	32864	Boston Mutual Life Ins. Co. - G	Group #0050300 Division #00060	-599.30	-4,949.12
02/06/2023	32865	Carollo Engineers	Invoice FB29273 Water and Waste Master ...	-10,409.50	-15,358.62
02/06/2023	32866	FedEx	Acct #1834-0409-1	-243.01	-15,601.63
02/06/2023	32867	Liberty Utilities	Account 88509407 (02/03/2023 - 02/21/2023)	-530.65	-16,132.28
02/06/2023	32868	Principal Life	Account #1113469-10001 02/15/2023 - 03/1...	-77.40	-16,209.68
02/06/2023	32869	Professional Communications M...	Invoice #19307202012023	-53.00	-16,262.68
02/06/2023	32870	Sierra Office Solutions	Customer #AS32:900020-B (01/28/2023-02/...	-237.40	-16,500.08
02/06/2023	32871	Silver State Analytical Laboratories	Water Tests	-352.00	-16,852.08
02/06/2023	32872	SDRMA	Member # 7084 Invoice 73058	-1,330.71	-18,182.79
02/06/2023	32873	Swigard's True Value Hardware, ...	Account #11050	-252.50	-18,435.29
02/06/2023	32874	Tahoe City Electric Inc	Invoice 3738	-690.00	-19,125.29
02/06/2023	32875	Thatcher Company Of Nevada, L...	Customer C1081 ASCWD	-520.37	-19,645.66
02/06/2023	32876	The Paper Trail	Invoice 5380	-234.50	-19,880.16
02/06/2023	32877	USA BlueBook	Customer #814589	-372.80	-20,252.96
02/07/2023	32878	Michael J. Dobrowski, CPA, LLC	February 2023 Invoice #230	-5,797.76	-26,050.72

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NTPFD-ASCWD Response Calls  
January 2023

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)
2023000072	1/1/2023 11:50	1148 SNOW CREST Road	96146	EMS call, excluding vehicle accident with injury	B5, M51	Provide advanced life support (ALS)	
2023000083	1/1/2023 12:51	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Emergency medical services, other	
2023000675	1/6/2023 11:15	1322 MINERAL SPRINGS Trail	96146	Gas leak (natural gas or LPG)	B5, E56, M	Investigate	
2023000706	1/6/2023 15:57	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Emergency medical services, other	
2023001024	1/9/2023 17:32	2430 RIVER RD / 2 ALPINE MEADOWS Road	96146	Dispatched and cancelled en route	B5, E51, M	Cancelled en route	
2023001502	1/14/2023 10:33	205 ALPINE MEADOWS RD #33	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2023001558	1/14/2023 19:55	1600 TRAPPER MCNUJT Trail	96146	Gas leak (natural gas or LPG)	B5, E56, M	Investigate	
2023001712	1/16/2023 12:58	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2023001923	1/18/2023 15:19	1560 DEER PARK Drive	96146	Gas leak (natural gas or LPG)	B5, M67	Establish safe area	
2023001965	1/19/2023 8:34	1300 MINERAL SPRINGS Trail	96146	Gas leak (natural gas or LPG)	B5, E56, M	Investigate	
2023002040	1/19/2023 21:41	2375 JOHN SCOTT Trail	96146	Gas leak (natural gas or LPG)	E67	Shut down system	
2023002111	1/20/2023 16:15	2430 RIVER RD / 2 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	B5, E53, M	Investigate	
2023002214	1/21/2023 14:16	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51	Provide advanced life support (ALS)	Transport person
2023002743	1/27/2023 7:52	1320 MINERAL SPRINGS Place	96146	Gas leak (natural gas or LPG)	B5, E56, M	Investigate	
2023002761	1/27/2023 11:53	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51	Transport person	Provide advanced life support (ALS)
2023002781	1/27/2023 14:15	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2023002869	1/28/2023 12:57	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51, M56	Provide advanced life support (ALS)	
2023003047	1/30/2023 11:50	2287 BEAR CREEK Drive	96146	Motor vehicle accident with injuries	B504, E51,	Refusal of EMS care	

Total Calls= 18

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AGENDA NO: D3

MEETING DATE: 02/17/2023

## General Managers Report

**TO:** ASCWD Board of Directors Date: February 10, 2023  
**FROM:** Joe Mueller, General Manager  
**SUBJECT:** General Manager and Office Activities for the Month of February 2023

### Projects

#### 1) District Master Plan

Prepared for and worked with Carollo Engineers on the Joint Board Directors and Long-Range Planning Committee Workshop held on February 14<sup>th</sup>, 2023.

##### Upcoming project activity

Research and implement any ideas and suggestions that came out of the joint Board Directors and Long-Range Planning Committee Workshop and or as directed by the Board as part of the discussion on Agenda item E2.

#### 2) District Rate Study

Prepared for and worked with HDR Engineering on the presentation to the Board Agenda item E1.

##### Upcoming project activity

Work with the Rate consultant to finalize the recommended rates for the next five years.

#### 3) TTSD Contract

Reviewed TTSD contract changes and service levels for the condo associations currently contracting outside of the TTSD agreement.

##### Upcoming project activity

Due to the amount of items on the February agenda, the TTSD contract terms and rates for possible adoption is being targeted for the March board Meeting

#### 4) Alpenglow (Previously Alpine Sierra) Subdivision

Email correspondence with Chris Nelson of Capstone Partners on the development of the District Master Plan and the impacts on development.

##### Upcoming project activity

The District's team anticipates the need to continue to work with the current or new development team to assist in project development.

#### 5) White Wolf Subdivision

At the request of Placer County performed a cursory staff level review of the developer's 2<sup>nd</sup> Draft White Wolf Development Water Facilities Report. Advised the County that if the White



Wolf developer is requesting a full Engineering Review and comments of the report ASCWD would require a cost reimbursement agreement with the district before billable outside engineering cost on a development project are occurred.

Upcoming project activity

The District's team anticipates the need to continue to work with Placer County and the development team to assist in project development.

**6) Snow Crest Tributary Restoration**

Worked with the Truckee River Watershed Council on the CEQA Notice of Exemption for the upcoming Snow Crest Tributary Restoration Project.

Discussed another possible project on ASCWD property on Alpine Meadows Road, the proposal of installing a culvert under Alpine Meadows Rd, leading to an infiltration basin, secured by a gabion wall above Bear Creek. It could have clear water quality benefits for Bear Creek.

Upcoming project activity

Continued project participation as needed.

**General Business**

- Continued to work towards a resolution with NTFPD on conflicts between the adopted contract language and NTFPDs fee expectations.
- Worked with staff on the cosmetic repairs to one of the district's trucks due to an accident caused by snow.
- Processed a performance merit pay increase for Robb Pascarella for obtaining his California Grade 1 Water Distribution Operator Certification. The State of California requires all operators who are employed in a water distribution system to hold minimum certifications.
- Worked with a District customer on trash collection times and the requirements for residential trash bear boxes.
- Assisted Operations with the evaluation of numerous water related leaks or pipe breakages on the customer sides of lines.
- Worked with HDR Engineering on data interpretation for the Water, Sewer, Garbage, and Parks Utility Rate Studies.
- Worked with customers on billing questions, clarifications, and requests.
- Continued discussions with a homeowner, their engineer, and designer on ways to address utility conflicts for a proposed construction project.
- Attended the monthly area General Managers meeting.

**Office Activities Performed by Office Manager**

- Throughout the month, District Operations and Management Staff performed the required office functions while the Office Manager has been out on Medical Leave
- Office Manager returned to work on January 23<sup>rd</sup> at 50 percent basis.
- Worked with our webmaster making minor updates and posting agendas and packets.
- Processed change of account ownerships, updated address for an existing customer and responded to inquiries from title companies. Received completed service applications and am waiting on more sent out.

- Sent bills to CPA for mid-month and month end processing.
- Sent CORE data to the Cloud for monthly water meter readings.
- Responded to a few calls from customers asking if they paid their bills.
- Set up zoom meetings.
- Answered questions about trash, green waste pickup and chipping.
- Did finals on properties and updated billing information as needed.
- Made weekly deposits after my return.

D4

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**ASCWD OPERATIONS REPORT  
WATER / WASTEWATER  
FOR 1-1-23 THRU 1-31 -23**

TO: Board of Directors  
DATE February 17th, 2023  
FROM: Miguel Ramirez, Operations & Maintenance

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**Wastewater Flows:** 31 Days / January 2023 normal operation throughout the month.

<u>Minimum Flow</u>	<u>Maximum Flow</u>	<u>Average Flow</u>
61,000 GPD	329,000 GPD	117,000 GPD

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**Operations / Maintenance / Repairs:**

- All routine water zone samples came back absent from Coliform and E-coli.
- We had to troubleshoot the juniper Mtn booster station. (We found that the amount of ground water running into the conduit was causing the electrical to short).
- We completed snow removal on the roof of Tank 1.
- We completed snow removal on all hydrants and infrastructure throughout the valley.

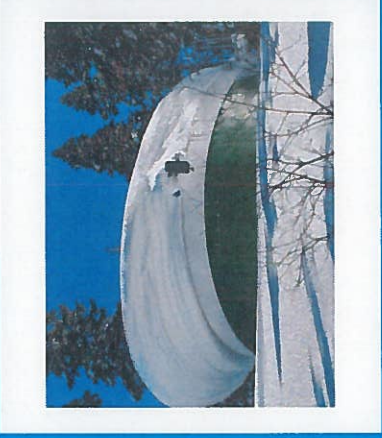
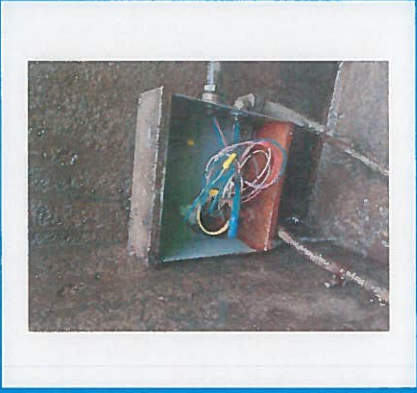
# JANUARY 2023

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Juniper Mountain booster electrical

Spring 1 snow removal

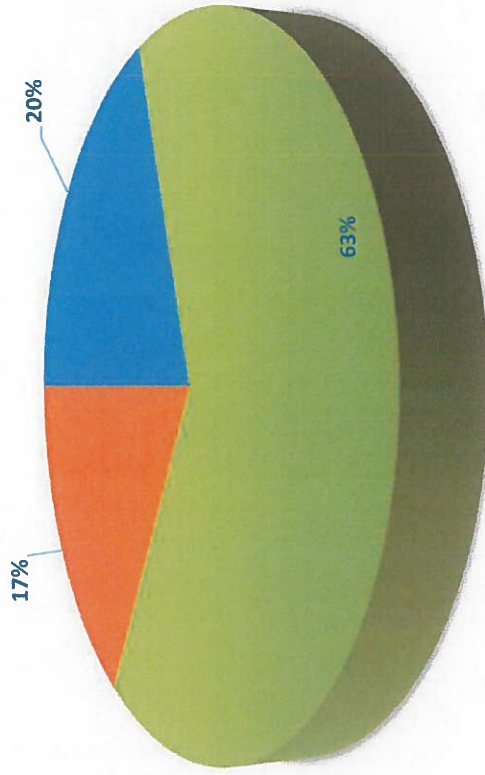
Tank 1 snow removal



# ALPINE SPRINGS COUNTY WATER DISTRICT JANUARY 2023 WATER REPORT

<b>Total Potable Water Production</b>	7,435,557	Gallons
<b>Delivered Metered Water</b>	1,496,385	Gallons
<b>Non Revenue Tank #4 Overflow</b>	4,683,761	Gallons
<b>Non Revenue Water Use / Loss</b>	1,255,411	Gallons

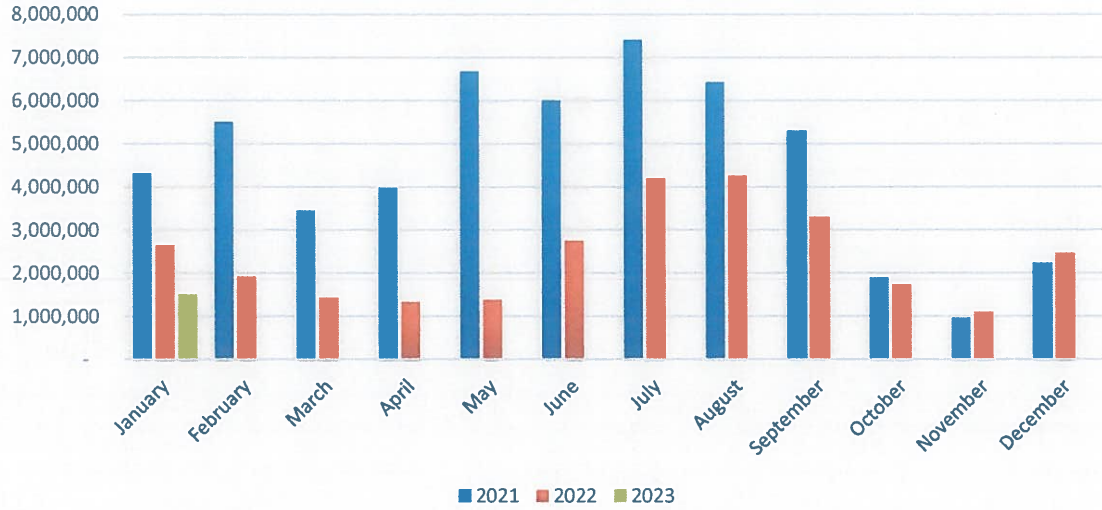
**Water Use January 2023**



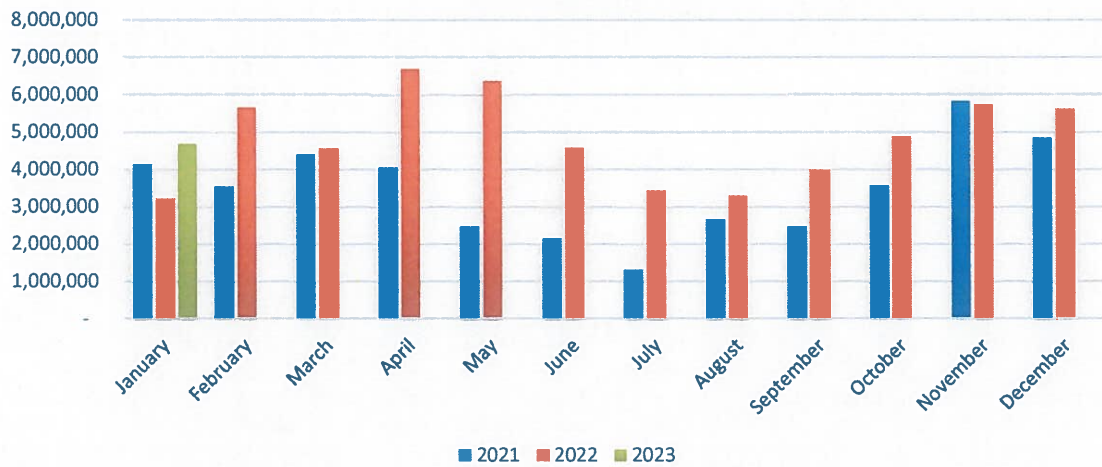
■ Delivered Metered Water   ■ Non Revenue Tank #4 Overflow   ■ Non Revenue Water Use / Loss



### Delivered Metered Water per Month (gallons)



### Non Revenue Tank #4 Overflow to Bear Creek per Month (gallons)



### Total Water Production per Month (gallons)



D5

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## 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 JANUARY 18, 2023

TIME: 9:00 AM

Meeting in person

Members Present:

Blake Tresan, Truckee Sanitary District

Scott Wilson, NTPUD

Dale Cox, SVPUD

Dave Smelser, ASCWD

Dan Wilkins, TCPUD, President

Richard Pallante, T-TSA General Manager

T-TSA Staff

1. The flow from Alpine Meadows is unrestricted and in compliance.
2. All wasted discharge requirements for the month are being met.
3. Discussed T-TSA land use. There are more entities looking for sites in and around the T-TSA area.
4. The Laboratory Director, Jason Hays, gave the board a presentation of the Laboratory Information Management Software (LIMS) Program. It meets the new more stringent requirements for accredited environmental laboratories in the state.
5. Presentation and discussion of Sewer Service Charge and Connection Fee Rate Study by HDR Engineering.

Respectfully submitted,

Dave Smelser

E1

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AGENDA NO: E1

MEETING DATE: 02/17/2023

## Staff Report

**TO: ASCWD Board of Directors**

**Date: February 11 ,2023**

**FROM: Joe Mueller, General Manager**

**SUBJECT: DISTRICT RATE STUDY**

### **BACKGROUND**

On September 19<sup>th</sup>, 2022, the District entered into a Professional Services Agreement with HDR Engineering (HDR) to develop the ASCWD 2022 Utilities Rate Study, and the ancillary services associated with setting the District Utilities Rates for the next five years. HDR has performed previous rate studies for ASCWD along with numerous other Districts in the Tahoe and surrounding areas. Early in the process, District staff, District Accounting team, along with input on Capital projects from Carollo Engineers provided HDR with up-to-date data for them to begin their analysis. HDR and District staff have had numerous in-person and zoom type meetings over the following months to refine the report they will be presenting.

### **DISCUSSION**

Josiah Close, Senior Financial Analyst with HDR will be presenting the Draft Proposed 2022 ASCWD Water, Sewer, Garbage and Parks Utilities Rate Studies.

Discuss and provide direction to staff on the utility rates as presented.

### **FISCAL IMPACT**

The District Utilities Rate Studies has identified utility rate increases across all funds are needed to keep pace with the unprecedented cost increases through the entire spectrum of expenses needed to provide basic services. Presented rates are also taking into account the capital improvement projects identified by Carollo Engineers in the District Master Plan.

E2

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AGENDA NO: E2

MEETING DATE: 02/17/2023

## Staff Report

**TO:** ASCWD Board of Directors

**Date:** February 11 ,2023

**FROM:** Joe Mueller, General Manager

**SUBJECT:** DISTRICT MASTER PLAN

### **BACKGROUND**

On February 14<sup>th</sup>, 2023, Carollo Engineers presented the District Master Plan in a Joint Workshop Meeting of the Board of Directors and the ASCWD Long Range Planning Committee

### **DISCUSSION**

Discuss the District Master Plan Workshop meeting and provide direction to staff on needed projects, project cost, and possible implementation timelines.

### **FISCAL IMPACT**

The District Master plan has identified approximately \$30 million in needed capital improvement project cost, taking the District out to year 2045.

E3

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AGENDA NO: E3

MEETING DATE: 02/17/2023

## Staff Report

**TO:** ASCWD Board of Directors  
**FROM:** Joe Mueller, General Manager  
**SUBJECT:** FIRE FUEL MANAGEMENT FEE

**Date:** February 11 ,2023

### BACKGROUND

As part of the 2018 ASCWD Utility Rate Studies, HDR Engineering, (HDR) the company that prepared the Utility Rate Studies was asked to reclassify a water and sewer budgeted line expense and thus develop a separate fee listed as a Fire Fuels Management Fee. The establishment of the ASCWD Fire Fuels Management Fee in 2018 is allowed under the 218 process when the fees are used for utility purposes as was the case with the water and sewer budgeted line expenses. However, subsequent the 2018 rate study the Fire Fuels Management Fee was mistakenly classified as a general fund revenue. The formation of a new tax or fee in this manor is not allowed under the 218 process.

The fee was presented to the ASCWD rate consultant (HDR) as only a reclassification of an existing utility budgeted expense that was being separated for clarification purposes. As such, it was not noticed or discussed as part of the 2018, 218 process. However, the revenues that subsequently were collected where improperly placed into the district's general fund and used for general fund activities, mainly additional payments to NTFPD. If ASCWD wished to have a Fire Fuels Management Fund for community activities, that would need to be established through a ballot tax initiative such as the Town of Truckee and NorthStar have done.

### DISCUSSION

Staff is asking for Board approval to correct the accounting error by removing the Fire Fuels Management Revenues from the general fund and place back into the utilities funds as intended in the 2018 Utilities Rate Study and allowed under the 218 process. The impact of correcting this error is approximately \$95,078.64 reduction to the general fund (Park Fund). The general fund balance before this correction was approximately \$313,000 at budget end 2021/2022, after the reduction the fund balance is approximately \$217,922.

**FISCAL IMPACT**

Fiscal impact of ASCWD reallocation of account #5221.06 Fire Fuel Management Fees

<u>Audited year end</u>	<u>Fund 06 General</u>	<u>Fund 04 Sewer</u>	<u>Fund 05 Water</u>
2023 Budgeted Revenues	\$ 25,604.00	\$ 12,802.00	\$ 12,802.00
6/30/2022	\$ 24,827.00	\$ 12,413.50	\$ 12,413.50
6/30/2021	\$ 24,124.00	\$ 12,062.00	\$ 12,062.00
6/30/2020	\$ 23,421.00	\$ 11,710.50	\$ 11,710.50
6/30/2019	\$ 22,706.64	\$ 11,353.32	\$ 11,353.32
Total	120,682.64	60,341.32	60,341.32

E4

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AGENDA NO: E4

MEETING DATE: 02/17/2023

## Staff Report

**TO:** ASCWD Board of Directors **Date:** February 09 ,2023  
**FROM:** Joe Mueller, General Manager  
**SUBJECT:** CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA), AND SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) CALL FOR NOMINATIONS

### BACKGROUND

District staff have received notice of two opportunities for District Board of Director inclusion on discretionary boards. The notification for opportunities came from the following agencies:

1. Special District Risk Management Authority (SDRMA) for the January 1, 2023, through December 31, 2026 term
2. California Special Districts Association (CSDA) for the 2024-26 term.

### DISCUSSION

Representation on the above boards is discretionary and could serve as an opportunity for better District representation and inclusion.

**CSDA:** (California Special Districts Association)

Nominations are being sought for Seat C of the Sierra Network of which Alpine Springs County Water District is a member. Currently this seat is being held by Pete Kampa of the Groveland Community Services District, Pete's term is expiring, and he is running for re-election as the incumbent. Nominations will be brought forward for the Board positions, after which a voting process for board membership will take place. Detailed information and expectations for Board participation are included in the Attachments to this staff report. A summary of Board expectations follows:

CSDA governing body is responsible for all policy decisions related to CSDA's member services, legislative advocacy, education, and resources. Representation on this Board requires a commitment to attend all Board meetings, an average of four to five meetings annually. Meetings are held at CSDA offices in Sacramento. The Board members must commit to participate in at least one CSDA committee, an additional three to four meetings per year, and attend CSDA annual events such as the Special Districts Legislative Days and CSDA Annual Conference. The representatives must also complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.

**SDRMA:** (Special District Risk Management Authority)

Nominations are being sought for SDRMA Board Director. SDRMA is a public entity Joint Powers Authority established to provide cost-effective property/liability, worker's compensation, health benefit coverages and comprehensive risk management programs for special districts and other public agencies. Seven-member Board with three seats up for election this year. These are four-year terms beginning January 1, 2023, and ending on December 31, 2026.

SDRMA provides a stipend of \$220 per meeting day or day of service rendered as well as reasonable travel and lodging. The Board meets seven to ten times annually, with an average of eight board meetings per year, typically the first Wednesday and Thursday of the month. This requires an average commitment per month of 15 to 20 hours.

### **FISCAL IMPACT**

There is a potential for some minimal fiscal impacts, depending on travel and meeting commitments.



**California Special  
Districts Association**

*Districts Stronger Together*

**DATE:** January 30, 2023  
**TO:** CSDA Voting Member Presidents and General Managers  
**FROM:** CSDA Elections and Bylaws Committee  
**SUBJECT:** **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT C**

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The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2024 - 2026 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.  
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

**Nomination Procedures:** Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations for the Northern, Sierra, Coastal and Southern Networks is April 6, 2023. Where there is no incumbent running in the Bay Area and Central Networks the deadline for receiving nominations is April 17, 2023. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814  
Fax: 916.442.7889  
E-mail: [amberp@csda.net](mailto:amberp@csda.net)

***Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.***

CSDA will begin electronic voting on June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023. The successful candidates will be notified no later than July 18, 2023. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2023.

#### **Expiring Terms**

(See enclosed map for Network breakdown)

<b>Northern Network</b>	Seat C – Fred Ryness, Burney Water District*
<b>Sierra Network</b>	Seat C – Pete Kampa, Groveland Community Services District*
<b>Bay Area Network</b>	Seat C – <i>Vacant</i>
<b>Central Network</b>	Seat C – Steve Perez, GM, Rosamond Community Services District
<b>Coastal Network</b>	Seat C – Vince Ferrante, Moss Landing Harbor District*
<b>Southern Network</b>	Seat C – Arlene Schafer, Costa Mesa Sanitary District*

(\* = Incumbent is running for re-election)

**CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [amberp@csda.net](mailto:amberp@csda.net) by **April 6, 2023** in order to ensure that you will receive a paper ballot on time.*

**CSDA will mail paper ballots on June 5, 2023 per district request only.**

If you have any questions, please contact Amber Phelen at [amberp@csda.net](mailto:amberp@csda.net).





California Special Districts Association  
**DISTRICT NETWORKS**







**California Special  
Districts Association**  
*Districts Stronger Together*

## 2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

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2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

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3. List local government involvement (such as LAFCo, Association of Governments, etc.):

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4. List civic organization involvement:

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**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office March 31, 2023, after 5:00 p.m. will not be included with the ballot.**



**California Special  
Districts Association**  
*Districts Stronger Together*

**2023 BOARD OF DIRECTORS NOMINATION FORM**

**Name of Candidate:** \_\_\_\_\_

**District:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_

**Network:** \_\_\_\_\_ (see map)

**Telephone:** \_\_\_\_\_  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

**Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Nominated by (optional):** \_\_\_\_\_

**Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732

amberp@csda.net

***DEADLINE FOR RECEIVING NOMINATIONS:***

***March 31, 2023 at 5:00 p.m.***

F1

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Alpine Springs County Water  
Budget and Finance Committee Report  
Thursday, January 18, 2022 9:30 a.m.

Members: Janet Grant, District Director, Chair  
Evan Salke, District Director  
Joe Mueller, General Manager  
Advisors: Mike Dobrowski, CPA, District Accountant  
Staff: None  
Guests: None

Items discussed and recommendations to board:

1. PUBLIC COMMENT
  - a. No public comment.
  
2. ITEMS FOR COMMITTEE DISCUSSION AND RECOMMENDED ACTION
  - a. Monthly Financial Reports
    - i. The committee recommends approving the December 2022 financials.
  - b. Treasurer's Report.
    - i. Last month the committee recommended putting some of our cash into a 6 or 12 month T-bill. We still recommend doing that at this time. T bills are now generating 4+%. Wells Fargo has suggested that we contact some other companies regarding T bills.
  - c. Investment Opportunity.
    - i. Joe has recently received information from Tahoe City about another opportunity through CSDA called California CLASS Investment Pool. He will be looking into this opportunity to see if it would work for us.
  
3. MEMBERS' COMMENTS
  - a. Evan expressed appreciation to Joe for his continued effort to improved investment opportunity and returns for the district.
  - b. Mike was asked to attend the closed session during the January 19 Regular Board Meeting.
  
4. CORRESPONDENCE
  - a. No correspondence.
  
5. Adjournment
  - a. The committee adjourned at 10:01 a.m.
  
6. NEXT MEETING
  - a. Next B&F meeting: Thursday, February 9, 2023 9:30 a.m.

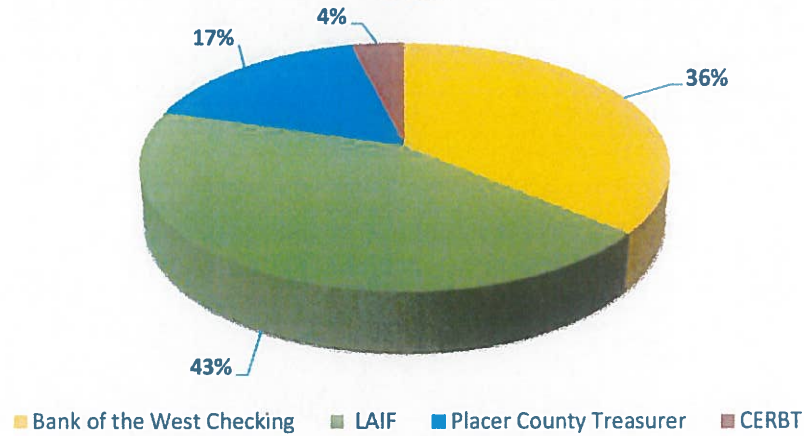
# ALPINE SPRINGS COUNTY WATER DISTRICT

## January 2023 TREASURERS REPORT

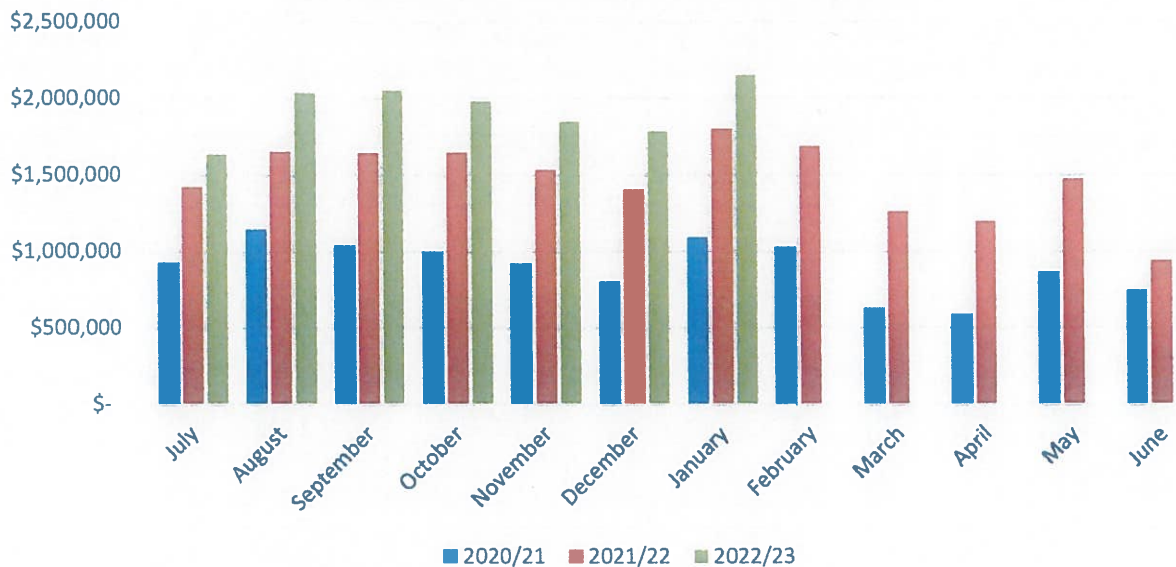
### FY 22/23

	Account Balance	Report Date	Interest
<b>Bank of the West Checking</b>	\$ 780,775	2/6/2023	0.00%
<b>LAIF</b>	\$ 933,047	2/6/2023	2.173%
<b>Placer County Treasurer</b>	\$ 357,243	12/31/2022	2.069%
<b>CERBT</b>	<u>\$ 81,932</u>	2/3/2023	5.600%
	<u>\$ 2,152,997</u>		

### Cash and Investments as a Percentage of Total



### Total Cash and Investments By Month



F3

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H

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Bee and Gene Kilgore

Property Address: 1741 Deer Park Drive, Alpine Meadows, CA.

POB 809, Danville, CA 94526

415 203 6556

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Board of Directors

Alpine Springs County Water District

To Whom It May Concern:

On Monday, February 6, 2023, I received a phone call at 1pm from our home maintenance manager stating that his crew had gone into our home to shovel off the deck and noticed that the carpet was soaking wet, and when they investigated further found that the connector flex pipe to the toilet upstairs had burst as well as the pipe under the kitchen sink. The house was totally flooded. They were able to shut off the water from under the house.

We have no idea how long the water was running, as the meter was last read on Feb. 1<sup>st</sup>, I was told, and the shovelers had not been there over the weekend.

Clearly it will show up on our meter and will be reflected on our bill in June that there was excessive usage, so I wanted to ask if you would be kind enough to take into consideration an adjustment on my billing.

Thanking you in advance.

Most Sincerely,

Bee Kilgore