
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 13th, 2022
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; by mail or in person at 270 Alpine Meadows Rd., Alpine Meadows, CA by Tuesday May 10th, 2022 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: **854 5920 9787**; passcode: **247018**; Please mute yourself unless you are speaking. Times listed are approximate.

Join Zoom Meeting:

<https://us06web.zoom.us/j/85459209787?pwd=T2RsYlpLNEhRRmFmOFAwd1BpQVFDZz09>

- A. **CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**
- B. **PUBLIC COMMENT**

270 Alpine Meadows Road, Alpine Meadows, CA 96146
Phone: (530) 583-2342 • Fax: (530) 583-0228 • www.alpinesprings.org

ALPINE SPRINGS COUNTY WATER DISTRICT

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

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) APRIL REGULAR BOARD MEETING

The Board shall review and vote to approve the minutes of the Regular Board meeting of April 8th, 2022.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

Mike Dobrowski, CPA, shall discuss the April 2022 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 April 2022 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 2022.

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 2022 Water/Sewer Report.

D5) TTSA REPORT

Representative David Smelser, shall report on TTSA activities that impact Alpine Meadows, including the TTSA Board meetings. Regular Meeting held on April 20th, 2022.

E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

E1) PLACER LAFCO SPECIAL DISTRICT REPRESENTATIVE

Board vote for Placer LAFCO Special District Representative.

E2) CONSIDERATION OF RESOLUTION #4-2022 APPROPRIATION LIMITS FOR FISCAL YEAR 2022/2023

Consider for approval resolution #4-2022 establishing appropriations limits for FY22/23

E3) CONSIDERATION OF RESOLUTION #5-2022 REQUESTING COLLECTION BY PLACER COUNTY FOR UNPAID ACCOUNTS ON TAX ROLL

ALPINE SPRINGS COUNTY WATER DISTRICT

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

Consider for approval resolution #5-2022 requesting the County of Placer collect on the County tax rolls ASCWD delinquent charges, fees, and assessments.

- E4) CONSIDERATION OF RESOLUTION # 6-2022 ELECTIONS**
Consider for approval resolution #6-2022 Notice of Governing Board Member Election to a vote of the voters.
- E5) POLICY NUMBER 2.20.0 INVESTMENT POLICY OF THE ASCWD**
Review and consider accepting the recommendations of the Budget and Finance Committee Investment Policy 2.20.0 for FY 22/33.
- E6) BOARD PAY**
Review and consider accepting the recommendations form the Budget and Finance Committee.
- E7) DRAFT FY 2022/2023 OPERATING AND CAPITAL BUDGET**
Review and discuss the FY2022/2023 Operating and Capital Improvement Budgets

F. COMMITTEE REPORTS

- F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**
Met May 12th, 2022, the previous months April 7th, 2022, B&F report is attached.
- F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**
Met on April 28th, 2022, report attached.
- F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**
No Meeting.
- F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**
Next meeting scheduled for May 17th, 2022

G. FUTURE AND OPEN AGENDA ITEMS

- Contract update and renewal with TTSD
- FY 2022/2023 Budgets

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.

ALPINE SPRINGS COUNTY WATER DISTRICT

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

General Manager: Joe Mueller

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 10th, 2022, at 9:00 a.m.

I certify that on or before Tuesday May 10th, 2022, at 9:00 a.m., I personally posted and forwarded agendas as requested.

Pam Zinn

Pam Zinn, Office Manager.

C1)

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

3 **April 8, 2022**

4 **NOTE: Due to continued COVID restrictions, this meeting was a "hybrid" of an in-person meeting for Board and staff and**
5 **Zoom for additional attendees**
6

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

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

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

12 Directors Absent: Dave Smelser

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

15
16 Guests included Liz Zang and from NTFPD, Alan Whisler.

17
18 **B. PUBLIC COMMENT**

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

21 **C. APPROVAL OF MINUTES**

22 **C1) MARCH REGULAR BOARD MEETING**

23 **It was moved by Ganong and seconded by Salke to approve the minutes of the March 11, 2022**
24 **Regular Board meeting as presented. Motion carried unanimously.**
25

26 **D. DEPARTMENT REPORTS**

27 **D1) FINANCIAL REPORT**

28 District CPA Mike Dobrowski presented the quarterly and March 2022 monthly financial reports, which
29 were reviewed with the Budget and Finance Committee yesterday. He and Mueller have begun the FY
30 2022/23 budgeting process.
31

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

35 **It was moved by Ganong and seconded by Salke to approve payment of checks # 32407 - #32442,**
36 **electronic fund transfers, and payroll. Motion carried unanimously.**
37

38 **It was moved by Ganong and seconded by Salke to approve the approve July 2021 – March 2022**
39 **Quarterly reports as presented. Motion carried unanimously.**
40

41 **D2) FIRE DEPARTMENT REPORT**

42 NTFPD Chief Whisler reported:

- 43 • NTFPD responded to 14 calls last month in Alpine, 11 of which were at the ski area
- 44 • A Forest Fuels Manager has been hired, as well as three new firefighters
- 45 • The District is preparing for what is anticipated to be a busy wildland fire season
- 46 • The Citizens Emergency Response Team (CERT) held its first in-person meeting last week, the
47 first since the pandemic. There was a good turnout.

48
49 **D3) GENERAL MANAGER'S REPORT**

50 Mueller presented his report for March 2022. Work continues with Carollo on the Master Plan. Mueller is
51 reviewing the trash contract with TTSD.
52

1 The spring newsletter will be finalized today and sent out in the next week or so. The first draft of the new
2 fiscal year budget should be submitted to Budget and Finance later this month.

3
4 In response to a question, Mueller said he is still working to get the invoicing correct for the tank
5 replacement project.

6
7 The topic was open to public comment. Zang asked about improvement in receivables this month. Mueller
8 explained late payments usually trickle in during the year as people realize the delinquency and attempt to
9 catch up.

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

11 Miguel Ramirez presented the Water/Wastewater Report for March 2022 including maintenance addressed
12 during the month. He clarified the sampling and testing done.

13
14 Ramirez reviewed the photos in his report of the collection system, the electrical box at AMEW #1 which
15 will be moved inside, and the delivered and non-revenue water graphs reflecting 20 days for the month of
16 March.

17
18
19 The topic was open to public comment. Zang asked if the Master Plan will include impacts of irrigation on
20 the water supply. Mueller explained unused water ultimately goes back into the creek. The Plan will provide
21 information on strategies to throttle back so there is less unused water and confirm it goes into the creek.

22 **D5) TTSA REPORT**

23 Dave Smelser's report of the March 16, 2022 TTSA Board meeting was in today's meeting packet.

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

25 **E1) PLACER LAFCO NOMINATION FOR SPECIAL DISTRICT COMMISSIONER**

26 Ganong noted Rick Stephens, currently an alternate on Placer LAFCO, would like to be nominated as a
27 permanent member. He is local to eastern Placer County and serves on the Airport District Board. Ganong
28 recommends his nomination.

29
30 **It was moved by Ganong and seconded by York to nominate Rick Stephens as a regular member of
31 Placer LAFCO. Motion carried with Salke abstaining.**

32 **E2) DISTRICT PARK POLICY AND PARK USE FEES**

33 Mueller presented the staff report including revisions made during the previous Board and Committee
34 reviews. Discussion followed as the recommendations were clarified and revisions suggested. York noted
35 data will be collected this summer and additional changes may be made based on that information.

36
37 **It was moved by Salke and seconded by York to adopt Park Policy Number 6.1.0 and Park Policy 6.2.0
38 Park Use and Fee Schedule with revisions as discussed. Motion carried unanimously.**

39 York described logistics for the Easter Egg Hunt.

40 **E3) RETIREMENT HEALTH BENEFITS**

41 Mueller reminded the Board that when Resolution 9-2021 was adopted last September, there was agreement
42 to consider future retiree benefits at a later date. The Administration and Personnel Committee has reviewed
43 options and recommends the policy being considered today.

44
45 Discussion followed regarding details of the proposal, potential costs, how current staff and new hires will be
46 impacted, and the options for a tiered structure. There was agreement that current staff will be grandfathered

1 in to the benefit proposed. The Committee was asked to submit recommendations for future hires and
2 retirees.

3
4 **It was moved by York and seconded by Salke to accept the Administration and Personnel Committee**
5 **recommendation directing staff to work with BBK to prepare an amendment to the ASCWD**
6 **Employee handbook to reflect a tiered cost-shared structure for employees that retire before the age of**
7 **62. This benefit would only apply to current ASCWD staff. Motion carried unanimously.**

8
9 **E4) EMPLOYEE ANNUAL MERIT OR STEP SALARY INCREASE**

10 Mueller explained a merit versus step salary increase. Most Districts are moving to a COLA plus a
11 percentage based on performance reviews, within salary ranges. Additional increases may be offered if an
12 employee achieves professional certifications. The Administration and Personnel Committee
13 recommendation was reviewed.

14
15 **It was moved by York and seconded by Salke to accept the Administration and Personnel Committee**
16 **recommendations regarding salary increases and to direct staff to work with BBK on an amendment**
17 **to the ASCWD Employee Handbook. Motion carried unanimously.**

18
19 **E5) PARK FUND BUDGETING FOR THE FISCAL YEAR 22/23**

20 Mueller described the auditor's suggestion that the Park Fund be included in the General Fund. Evaluating
21 expenditures may be a bit more complicated, but the park will no longer show in the red. Either the current
22 budget line item or including it in the General Fund is acceptable. A brief discussion followed and no action
23 was taken.

24
25 **E6) SPRING 2022 ASCWD NEWSLETTER**

26 The Board reviewed the Spring newsletter and offered suggestions for revisions. A postcard will be sent to
27 the community advising them to read it on the website. Hard copies will be available if requested.

28
29 **F. COMMITTEE REPORTS**

30 **F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT) met April 7, 2022.**

31 Grant reviewed the Committee meeting of April 7, 2022. Action items were addressed elsewhere in today's
32 meeting. The Treasurer's Report was noted.

33
34 **F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

35 The report of the February 17, 2022 Committee meeting was in today's packet.

36
37 **F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

38 This Committee did not meet.

39
40 **F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

41 The report of the March 2, 2022 Committee meeting was in today's packet. Action items were addressed
42 elsewhere in today's meeting.

43
44 **G. FUTURE AND OPEN AGENDA ITEMS**

- 45
 - Contract update and renewal with TTSD

46
47 **H. CORRESPONDENCE TO THE BOARD**

48 No correspondence was presented.

49
50 **I. CLOSED SESSION**

51 Closed Session was not convened.

1
2 **J. DIRECTORS' COMMENTS**

3 Salke reported Mueller is investigating options to streamline the internet and phone costs.
4

5 Ganong noted the Tahoe Conservancy is offering water quality grants to local agencies. Mueller said
6 ASCWD does not qualify because it is not within the TRPA boundaries of the Tahoe basin.
7

8 **K. ADJOURNMENT**

9 There being no further business to come before the Board, the meeting was adjourned at 11:15 AM. The
10 next regularly scheduled Board meeting is Friday May 13, 2022 at 9:00 AM.
11

12 Respectfully Submitted,
13 Judy Friedman
14 Recording Secretary
15 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
16

D1)

Subject: *April 2022 Month End Review*

For: *Alpine Springs County Water District*

To: *The Board of Directors*

Prepared by: *Michael J. Dobrowski, CPA 05/09/22*

On a year to date basis our net income was \$212,693 less than the prior fiscal year. This is mainly due to the timing of property tax revenue receipts. Current month total expenses were \$82,522 which were under budget by \$97,942. (Mainly due to the NTFD contract timing). Our year-to-date net income was \$437,337 favorable to budget.

Our cash position has increased by \$588,491 from April 2021 and has decreased by \$94,289 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 + \$153,143= \$153,143**

Prior Year + (10% of annual revenues (\$1,788,436-257,010) less Garbage)

Cash available for operations – **\$959,267**

(Remaining balance \$1,112,410-153,143)

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

Sewer Easement

Total

	<u>0</u>		<u>11,300</u>
\$	0	\$	11,300

Accounts Payable

Garbage Contract

Total

<u>\$ 0</u>
\$ 0

Sick and General Leave

COVID Sick leave 0.00 Hrs.

Sick leave Hours 197.27 Hrs.

General leave Hours and Dollars 421.67 Hrs.

\$ 17,096.85

Prepays

Sun Life Dental (5103&04) (68.77+212.89) 0 month

\$ 0.00

Garbage Contract (5404.02) 2 Mo. @ \$12,353.26

\$ 24,706.52

Healthplan Services (51031&41) (171.45+208.05) 0 month

\$ 0.00

SDRMA Insurance (5120.00) 2 months @ 2,537.05

\$ 5,074.10

CALPERS (51031&41) (800.74+3,202.94) 0 month

\$ 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 @ 928.96

\$ 1,857.92

Total

\$ 31,638.54

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>
04/01/22	EFT040122	765.79	CalPERS (Retired Health Insurance)

Benefits Breakdown (YTD)

Health & Life Ins. (Active) \$40,628.64

Health & Life Ins. (Retired) 13,906.72

Pension (Employee 6.75%) 18,594.61 (Employer 7.59% Effective 07/01/21)

Payroll Taxes 7,119.44

Health plan co-ins. 4,782.41

Total \$ 85,031.82

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05/09/22
Accrual Basis

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
July 2021 through April 2022

	<u>Jul '21 - Apr 22</u>	<u>Jul '20 - Apr 21</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Water Revenue	635,095	640,194	(5,099)
Connection Fees	47,609	27,166	20,443
Sewer Revenue	312,653	296,261	16,392
Garbage Revenue	257,010	245,942	11,068
Park Revenue	7,793	15,202	(7,409)
Fire Mitigation Fees	41,119	8,401	32,719
Fire Fuel Management Fees	24,827	24,124	703
STR Fire Collection	(5,260)	633	(5,892)
Property Tax Revenue	445,450	735,395	(289,945)
Other Revenue	22,140	31,367	(9,226)
Total Income	<u>1,788,436</u>	<u>2,024,683</u>	<u>(236,247)</u>
Gross Profit	1,788,436	2,024,683	(236,247)
Expense			
Salaries and Wages - Admin	146,455	84,556	61,899
Salaries and Wages - O&M	154,776	173,656	(18,880)
Benefits - Office	21,403	17,157	4,245
Benefits - O&M	58,847	60,427	(1,581)
Health Plan Co-Insurance	4,782	4,294	489
Directors' Fees	6,800	7,775	(975)
Insurance - Administration	35,079	37,823	(2,744)
Park Expenditures	3,339	14,193	(10,854)
Parts/Tools/Misc. Equip	8,115	11,029	(2,914)
Postage and Delivery	3,333	3,630	(297)
Cleaning	2,040	1,785	255
Newsletter and Printing	746	3,306	(2,559)
Office Expense	11,730	13,058	(1,328)
Dues and Subscriptions	9,074	8,423	651
Bank and Collection Fees	1,910	1,849	61
Analytical Testing	1,865	1,984	(120)
Accounting Fees	53,318	52,105	1,213
Audit	19,250	18,450	800
Legal Fees	8,874	5,687	3,187
Consultants-Management	0	69,870	(69,870)

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 05/09/22
 Accrual Basis

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
 July 2021 through April 2022

	<u>Jul '21 - Apr 22</u>	<u>Jul '20 - Apr 21</u>	<u>\$ Change</u>
Consultants-Misc.	4,103	7,547	(3,445)
NTFD Contract	371,273	344,290	26,983
Fire Fuel Management Fee	15,701	14,365	1,336
Building Maintenance	16,820	13,003	3,817
Equipment Maintenance - Ad...	7,394	5,953	1,441
Vehicle Maintenance and Rep.	4,437	8,591	(4,153)
Maintenance Water and Sewer	53,597	62,388	(8,791)
Gas and Electric - Admin	33,209	34,909	(1,700)
SCADA System	15,084	16,732	(1,649)
Travel and Entertainment	276	516	(240)
Education Staff/Board	231	0	231
Uniforms	3,406	4,011	(605)
ASCWD Fuel	2,178	3,578	(1,399)
Telephone - Administration	10,122	13,804	(3,682)
Government Mandates	15,852	14,999	853
Garbage Services	123,462	116,747	6,715
Depreciation Expense	177,790	177,790	0
Miscellaneous - O&M	1,025	1,931	(906)
Total Expense	<u>1,407,696</u>	<u>1,432,212</u>	<u>(24,516)</u>
Net Ordinary Income	380,740	592,472	(211,732)
Other Income/Expense			
Other Income			
Interest Revenue	1,410	2,371	(961)
Total Other Income	<u>1,410</u>	<u>2,371</u>	<u>(961)</u>
Net Other Income	<u>1,410</u>	<u>2,371</u>	<u>(961)</u>
Net Income	<u><u>382,150</u></u>	<u><u>594,843</u></u>	<u><u>(212,693)</u></u>

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05/09/22
Accrual Basis

Alpine Springs County Water District
Profit & Loss Budget Performance 2021/2022
April 2022

	Apr 22	Budget	Jul '21 - Apr ...	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
Water Revenue	0	0	635,095	617,169	753,837
Connection Fees	0	2,101	47,609	21,012	25,214
Sewer Revenue	0	0	312,653	310,909	310,909
Garbage Revenue	0	0	257,010	255,033	255,033
Park Revenue	0	0	7,793	13,416	26,830
Fire Mitigation Fees	0	792	41,119	7,920	9,500
Fire Fuel Management Fees	0	0	24,827	24,827	24,827
STR Fire Collection	-8,236	0	-5,260	0	0
Property Tax Revenue	0	0	445,450	460,937	768,229
Other Revenue	240	1,386	22,140	13,863	16,636
Total Income	-7,996	4,279	1,788,436	1,725,085	2,191,015
Gross Profit	-7,996	4,279	1,788,436	1,725,085	2,191,015
Expense					
Salaries and Wages - Admin	14,150	15,443	146,455	154,430	185,322
Salaries and Wages - O&M	12,857	18,299	154,776	182,990	219,573
Benefits - Office	1,961	3,703	21,403	37,030	44,441
Benefits - O&M	5,414	6,921	58,847	69,210	83,052
Health Plan Co-Insurance	35	917	4,782	9,170	11,000
Directors' Fees	625	720	6,800	7,200	8,650
Insurance - Administration	3,466	3,656	35,079	36,560	43,862
Park Expenditures	0	4,578	3,339	18,312	27,465
Parts/Tools/Misc. Equip	1,368	1,770	8,115	17,700	21,220
Postage and Delivery	129	624	3,333	6,240	7,485
Cleaning	270	417	2,040	4,170	5,000
Newsletter and Printing	0	1,500	746	3,000	3,000
Office Expense	660	2,183	11,730	21,830	26,196
Dues and Subscriptions	0	776	9,074	7,760	9,295
Bank and Collection Fees	14	192	1,910	1,920	2,300
Analytical Testing	210	277	1,865	2,770	3,325
Accounting Fees	5,467	5,320	53,318	53,200	63,860
Audit	0	0	19,250	19,250	19,250
Legal Fees	0	1,252	8,874	12,520	15,000
Consultants-Misc.	328	1,292	4,103	12,920	15,500
NTFD Contract	0	51,215	371,273	512,150	614,583
Fire Fuel Management Fee	0	2,069	15,701	20,690	24,827

12:19 PM
05/09/22
Accrual Basis

Alpine Springs County Water District
Profit & Loss Budget Performance 2021/2022
April 2022

	Apr 22	Budget	Jul '21 - Apr ...	YTD Budget	Annual Bud...
OPEB Trust - Annual Funding	0	0	0	0	30,000
Building Maintenance	741	2,387	16,820	23,870	28,640
Equipment Maintenance - A...	611	743	7,394	7,430	8,910
Vehicle Maintenance and Rep.	0	471	4,437	4,710	5,650
Maintenance Water and Sew...	0	13,514	53,597	135,140	162,150
Gas and Electric - Admin	2,317	4,118	33,209	41,180	49,400
SCADA System	0	1,662	15,084	16,620	19,930
Travel and Entertainment	0	25	276	250	300
Education Staff/Board	0	292	231	2,920	3,500
Uniforms	95	441	3,406	4,410	5,300
ASCWD Fuel	0	441	2,178	4,410	5,300
Telephone - Administration	1,497	863	10,122	8,630	10,351
Government Mandates	174	1,899	15,852	18,990	22,792
Garbage Services	12,353	12,313	123,462	123,130	147,755
Depreciation Expense	17,779	17,779	177,790	177,790	213,345
Miscellaneous - O&M	0	392	1,025	3,920	4,700
Total Expense	82,522	180,464	1,407,696	1,784,422	2,172,229
Net Ordinary Income	-90,519	-176,185	380,740	-59,337	18,786
Other Income/Expense					
Other Income					
Interest Revenue	0	415	1,410	4,150	5,000
Total Other Income	0	415	1,410	4,150	5,000
Net Other Income	0	415	1,410	4,150	5,000
Net Income	-90,519	-175,770	382,150	-55,187	23,786

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 05/09/22
 Accrual Basis

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
 As of April 30, 2022

	Apr 30, 22	Mar 31, 22	\$ Change	Apr 30, 21	\$ Change
ASSETS					
Current Assets					
Checking/Savings					
Petty Cash	336	336	0	169	168
Bank of the West	133,242	227,531	(94,289)	77,858	55,385
Placer County - Interest App.	354,792	354,792	0	354,107	686
Wells Fargo Advisors	0	0	0	18,599	(18,599)
LAIF Accounts	624,039	624,039	0	73,187	550,852
Total Checking/Savings	1,112,410	1,206,699	(94,289)	523,919	588,491
Accounts Receivable					
Accounts Receivable	34,160	34,640	(480)	19,491	14,669
Total Accounts Receivable	34,160	34,640	(480)	19,491	14,669
Other Current Assets					
Placer - Agency Taxes 390-770	233	233	0	316,349	(316,116)
Interfund Receivable - Enterp	0	0	0	0	0
Prepaid Expenses	31,639	10,680	20,959	7,445	24,193
County Collection Accounts	0	0	0	36,481	(36,481)
Deferred Pension Outflows	41,103	41,103	0	35,652	5,451
Deferred OPEB Outflows	29,374	29,374	0	2,694	26,680
Total Other Current Assets	102,349	81,390	20,959	398,621	(296,272)
Total Current Assets	1,248,919	1,322,730	(73,810)	942,031	306,888
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	403,391	0
Park Improvements Depreciable	21,728	21,728	0	19,633	2,095
Land Improvements	129,444	129,444	0	129,444	0
Alpine Springs Interceptor	58,095	58,095	0	58,095	0
Water System	6,357,449	6,357,449	0	4,714,783	1,642,665
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
Inflow and Infiltration	26,031	26,031	0	26,031	0

12:21 PM
05/09/22
Accrual Basis

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
As of April 30, 2022

	Apr 30, 22	Mar 31, 22	\$ Change	Apr 30, 21	\$ Change
Work in Progress	11,300	11,300	0	1,620,995	(1,609,695)
Accumulated Depreciation	(5,152,062)	(5,134,283)	(17,779)	(4,886,732)	(265,330)
Total Fixed Assets	5,160,502	5,178,281	(17,779)	5,390,767	(230,265)
Other Assets					
Land Usage and Easement Right	17,436	17,436	0	12,318	5,118
Total Other Assets	17,436	17,436	0	12,318	5,118
TOTAL ASSETS	<u>6,426,857</u>	<u>6,518,446</u>	<u>(91,589)</u>	<u>6,345,116</u>	<u>81,741</u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	0	0	0	11,675	(11,675)
Total Accounts Payable	0	0	0	11,675	(11,675)
Other Current Liabilities					
Accounts Payable - 05	38,129	38,129	0	0	38,129
Retention Payable	0	0	0	41	(41)
OPEB Liability	398,216	398,216	0	389,109	9,107
Accrued Payroll & Payroll Tax	0	0	0	861	(861)
Accrued Vacation Payable	17,097	18,167	(1,070)	20,425	(3,328)
Deferred Pension Inflows	184	184	0	1,234	(1,050)
Deferred OPEB Inflows	72,115	72,115	0	69,965	2,150
Net Pension Liabilities	13,862	13,862	0	8,482	5,380
Total Other Current Liabilities	539,602	540,673	(1,070)	490,116	49,486
Total Current Liabilities	539,602	540,673	(1,070)	501,791	37,811
Total Liabilities	539,602	540,673	(1,070)	501,791	37,811
Equity					
Retained Earnings	256,622	256,622	0	0	256,622
Retained Earnings - Garbage	426,769	426,769	0	417,253	9,516
Retained Earnings - Park	(210,878)	(210,878)	0	(213,774)	2,896
Retained Earnings - Sewer	1,260,449	1,260,449	0	1,240,707	19,742
Retained Earnings - Water	(1,974,150)	(1,974,150)	0	(2,116,941)	142,791
Fund balance Undesignated	369,898	369,898	0	350,248	19,650
Investment in plant & equip	5,376,395	5,376,395	0	5,570,990	(194,595)
Net Income	382,150	472,669	(90,519)	594,843	(212,693)
Total Equity	5,887,255	5,977,774	(90,519)	5,843,326	43,929
TOTAL LIABILITIES & EQUITY	<u>6,426,857</u>	<u>6,518,446</u>	<u>(91,589)</u>	<u>6,345,116</u>	<u>81,741</u>

12:22 PM
05/09/22

Alpine Springs County Water District
Statement of Cash Flows
July 2021 through April 2022

	<u>Jul '21 - Apr 22</u>
OPERATING ACTIVITIES	
Net Income	382,150
Adjustments to reconcile Net Income to net cash provided by operations:	
1150.00 · Accounts Receivable - 05 Fund	101,357
1550.00 · Prepaid Expenses	34,660
1550.00 · Prepaid Expenses:1550.02 · Prepaid Expenses - 02	(15,950)
1550.00 · Prepaid Expenses:1550.03 · Prepaid Expenses - 03	(2,919)
1550.00 · Prepaid Expenses:1550.04 · Prepaid Expenses - 04	(2,919)
1550.00 · Prepaid Expenses:1550.05 · Prepaid Expenses - 05	(2,919)
1600.05 · County Collection Accts	36,481
1041.00 Placer Co - Taxes 770	42,014
1850.00 · Accumulate Depreciation:1850.02 · Accumulated Deprec...	7,380
1850.00 · Accumulate Depreciation:1850.03 · Accumulated Deprec...	7,380
1850.00 · Accumulate Depreciation:1850.04 · Accumulated Deprec...	22,190
1850.00 · Accumulate Depreciation:1850.05 · Accumulated Deprec...	129,430
2010.00 · Accounts Payable - 06 Fund	(17,934)
2010.00 · Accounts Payable - 06 Fund:2010.06 · Accounts Payable...	(293,332)
2070.00 · Accrued Payroll & Taxes - 05 Fu	(4,656)
2075.00 · Accrued Vacation Pay - 05 Fund	(3,940)
Net cash provided by Operating Activities	418,474
INVESTING ACTIVITIES	
1850.00 · Accumulate Depreciation:1850.06 · Accumulated Deprec. ...	11,410
Net cash provided by Investing Activities	11,410
Net cash increase for period	429,884
Cash at beginning of period	682,527
Cash at end of period	<u>1,112,410</u>

Report shows the change in accounts, not ending balances (EXCEPT CASH).

12:28 PM
05/09/22

**Alpine Springs County Water District
Check Register for Current Month
April 3 - 30, 2022**

Date	Num	Name	Memo	Amount	Balance
04/15/2022	32443 ✖	Aramark	Customer #6728877	-94.99	-94.99
04/15/2022	32444 ✖	AT&T	Account #530 583 2320 189 1	-260.75	-355.74
04/15/2022	32445 ✖	AT&T	Account #530 583 2342 637 3	-618.99	-974.73
04/15/2022	32446 ✖	FedEx	Acct #1834-0409-1	-72.92	-1,047.65
04/15/2022	32447 ✖	Healthplan Services, Inc.	Case #230511	-331.72	-1,379.37
04/15/2022	32448 ✖	Kelsie Fire Extinguisher Service, LLC	Invoice #2025	-220.00	-1,599.37
04/15/2022	32449 ✖	Longo Inc.	Invoice 9616	-412.00	-2,011.37
04/15/2022	32450 ✖	Miguel G. Ramirez	April 2022 HRA Disbursement	-35.00	-2,046.37
04/15/2022	32451 ✖	Mountain High Home Services, LLC	Invoice 1213	-270.00	-2,316.37
04/15/2022	32452 ✖	Principal Life	Account #1113469-10001	-77.40	-2,393.77
04/15/2022	32453 ✖	Professional Communications Messaging	Invoice #19307204022022	-42.40	-2,436.17
04/15/2022	32454 ✖	Tahoe Truckee Sierra Disposal Co., Inc.	Customer No. 000355	-104.00	-2,540.17
04/15/2022	32455 ✖	Thatcher Company Of Nevada, Inc.	Customer C1081 ASCWD	-1,267.77	-3,807.94
04/15/2022	32456 ✖	The Paper Trail	Invoice 5034	-327.50	-4,135.44
04/15/2022	32457 ✖	TNT Pest Control Co.	Location 111393	-109.00	-4,244.44
04/15/2022	32458 ✖	Western Nevada Supply Company	Account #14905	-100.32	-4,344.76
04/29/2022	32459	ACC Business	Account #00001194781 03/11/...	-469.80	-4,814.56
04/29/2022	32460	AT&T	Account #530 583 2342 637 3	-617.22	-5,431.78
04/29/2022	32461	Avaya Financial Services	Contract No. 753-0021553-000 ...	-158.91	-5,590.69
04/29/2022	32462	FedEx	Acct #1834-0409-1	-56.28	-5,646.97
04/29/2022	32463	NTFPD		-8,236.35	-13,883.32
04/29/2022	32464	Professional Communications Messaging	Invoice #19307205012022	-42.40	-13,925.72
04/29/2022	32465	Sierra Office Solutions	Customer #AS32:900020 (04/2...	-206.67	-14,132.39
04/29/2022	32466	Silver State Analytical Laboratories	Water Tests	-210.00	-14,342.39
04/29/2022	32467	Tahoe Truckee Sierra Disposal Co., Inc.	Customer No. 028540	-37,059.78	-51,402.17
04/29/2022	32468	Verizon Wireless	Account #271135177-00001 (0...	-160.29	-51,562.46
04/29/2022	32469	Janet Grant	Apr Budget & Finance and Boa...	-175.00	-51,737.46
04/29/2022	32470	Janice Ganong	Apr Board of Directors & Park, ...	-150.00	-51,887.46
04/29/2022	32471	Evan Salke {1}	Apr Budget & Finance and Boa...	-150.00	-52,037.46
04/29/2022	32472	Christine York	Apr Board of Directors & Park, ...	-150.00	-52,187.46
04/29/2022	32473	Liberty Utilities	Account 88550011-88105912 (...)	-1,885.12	-54,072.58

12:29 PM
05/09/22

Alpine Springs County Water District
Subsequent Payments Listing
May 1 - 9, 2022

Date	Num	Name	Memo	Amount	Balance
05/04/2022	32474	Placer County Environmental He...	Invoice ID IN0138999	-1,188.00	-1,188.00
05/04/2022	32475	Sun Life Financial	Policy #906384 Dental	-281.66	-1,469.66
05/04/2022	32476	Liberty Utilities	Account 88509407-88105912 (03/28/2022 - ...	-322.41	-1,792.07
05/04/2022	32477	Michael J. Dobrowski, CPA, LLC	Inv#22345	-5,525.01	-7,317.08
05/04/2022	32478	AT&T	Account #530 583 2320 189 1	-93.19	-7,410.27
*** Missing numbers here ***					
05/04/2022	EFT05042...	CalPERS (Retired)	CalPERS ID: 2668620501 Health Insurance...	-765.79	-8,176.06
*** Duplicate document numbers ***					
05/04/2022	EFT05042...	CalPERS (Active)	Customer ID: 2668620501 Health Insurance...	-2,962.84	-11,138.90
*** Duplicate document numbers ***					
05/04/2022	EFT05042...	CalPERS	CalPERS ID: 2668620501	-173.83	-11,312.73

D2)

NTPFD-ASCWD RESPONSE CALLS
April 2022

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)
2022009103	4/3/2022 9:44	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2022009114	4/3/2022 12:38	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2022009350	4/6/2022 9:40	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Transport person	
2022009363	4/6/2022 11:50	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51, M56	Transport person	
2022009609	4/9/2022 10:30	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2022009873	4/12/2022 9:39	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2022009916	4/12/2022 16:26	2600 ALPINE MEADOWS Road	96146	Emergency medical service, other	M51	Provide advanced life support (ALS)	Transport person
2022009967	4/13/2022 10:24	1317 MINERAL SPRINGS Trail	96146	False alarm or false call, other	B5, E56, M51	Restore fire alarm system	
2022010303	4/17/2022 11:52	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Transport person	
Calls = 9							

D3)



AGENDA NO: D3

MEETING DATE: 05/13/2022

General Managers Report

TO: ASCWD Board of Directors Date: May 4, 2022
FROM: Joe Mueller, General Manager
SUBJECT: General Manager and Office Activities for the Month of April 2022

Projects

1) District Master Plan

Provided additional data to Carollo throughout the month.

Upcoming project activity

Anticipating additional data collection and transmittal.

2) TTSD Contract

TTSD has provided a new trash contract for the Alpine Springs service area.

Upcoming project activity

Review and comment on contract.

3) Alpenglow (Previously Alpine Sierra) Subdivision

No activity this month.

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.

4) White Wolf Subdivision

No activity this month.

Upcoming project activity

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

5) B2B Gondola Project

The Weekly Construction Update Emails have resumed.

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

No activity this month.

Upcoming project activity

Continued project participation as needed.

7) Tank 4 and 4A Replacement

Engaged Stantec to assist with the review of the three received and continuously revised final invoices, the lack of backup data, and alternatives on ways to proceed.

Upcoming project activity

Continue the conversation with Stantec on project closeout, for they were the listed District Engineer on the project. Review of any additional invoices for accuracy, completeness, and possible approval.

General Business

- Hired Rob Pascarella for the position of Operations Specialist / Trainee. Rob previously worked for the District in 2012, 2013, 2014, 2015, and 2016 as a seasonal employee. Completed the new employee offer letter and onboarding process.
- Discussed with staff the current District cross training philosophy and needed improvements, outlined the necessity to cross train and prepare clear and concise notes and instruction on duties that must be performed during routine and nonroutine staff outages.
- Worked with the operations staff on setting up new phone and internet accounts saving the District approximately \$1300 per month.
- Worked with operations staff to reduce outside uniform expenses saving the District approximate \$2000 annually as reflected in the Draft FY22/23 Budget.
- Redelegated permit processing and Placer County coordination duties to the operations staff. Worked with Placer County to setup passwords into their web-based system.
- Performed office functions in the absence of the Office Manager.
- Prepared new Resident and Non-Resident Park Applications reflecting current policies. Implemented a new logging and tracking system for park passes.
- Worked with the Fire Safe Council on the placement of green waste dumpsters for Memorial Day Weekend.
- Participated in the monthly area General Managers meeting.
- Prepared Draft FY22/23 Operations and Capital Budgets.
- Performed the annual appropriations limit calculation.
- Worked with BBK to update the Fire Safe Council's Workday Waiver and Release to include ASCWD due to work being performed on ASCWD lands.
- Discussed with BBK the potential for the District to accept donations to fund fuels reduction projects on District Greenbelt lands.
- Gave a presentation at the California Water Environment Association (CWEA) Annual Conference on water reuse in California

- Continued work on a new TTSD contract that places all customers within the Districts service area under the District billing system.
- Continued to work with a property owner on the relocation of a common sewer line that serves two customers that runs through the property owners desired construction area.

Office Activities Performed by Office Manager (out of office entire month)

- Worked with our outside webmaster making minor updates.
- Processed four change of account ownerships, responded to one inquiry from title company.
- Sent bills to CPA for mid-month and month end processing.
- Sent CORE data to the Cloud for monthly water meter reads and worked with staff and CORE to identify problems.
- 18 payments on annual invoices from customers are past due totaling \$35,293.40; final collection notices and penalties went out 11/14/21. Collections resolution is in the board packet for approval.
- Responded to customer questions regarding park memberships and group reservation.
- Broke foot 3/28/22 and had shoulder surgery 4/19/22, returned to the office full time 5/2/22. Prior to that, worked remotely from home as possible.

D4)

**ASCWD OPERATIONS REPORT
WATER / WASTEWATER
FOR 4-1-22 THRU 4-30-22**

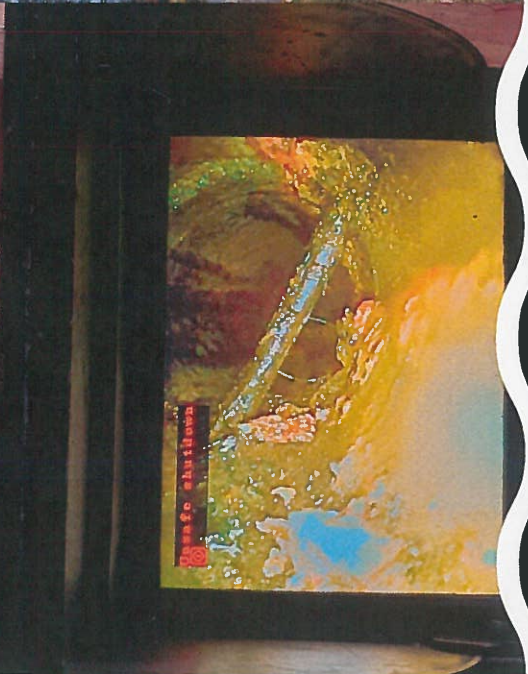
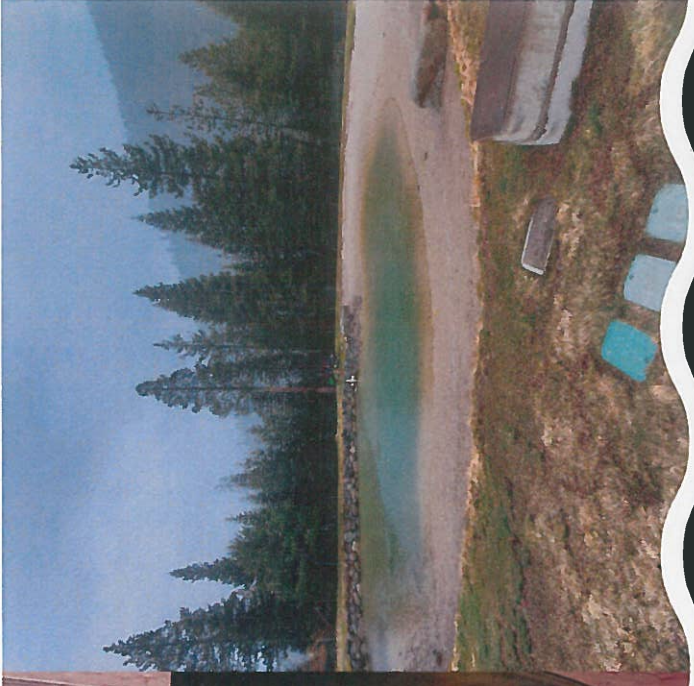
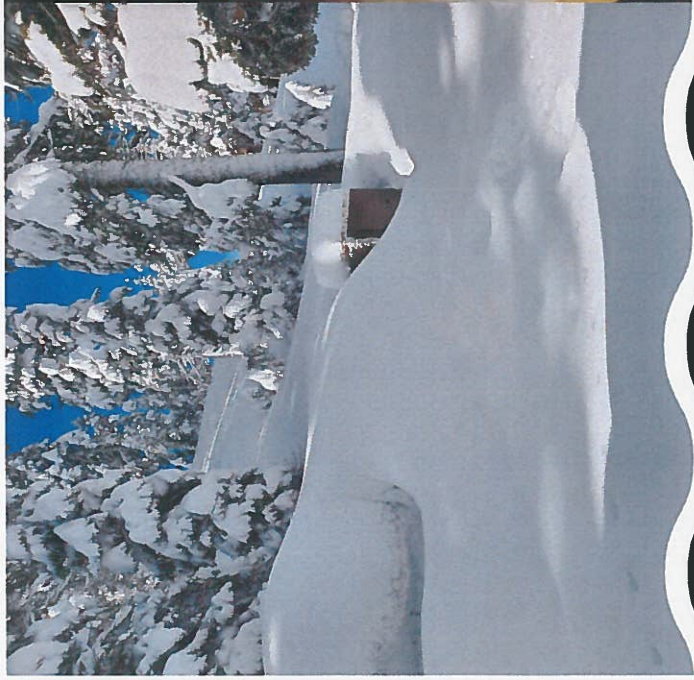
TO: Board of Directors
DATE: May 13th, 2022
FROM: Miguel Ramirez, Operations & Maintenance

Wastewater Flows: 30 Days / April 2022 normal operation throughout the month.

<u>Minimum Flow</u>	<u>Maximum Flow</u>	<u>Average Flow</u>
70,000 GPD	228,000 GPD	124,000 GPD

Operations / Maintenance / Repairs:

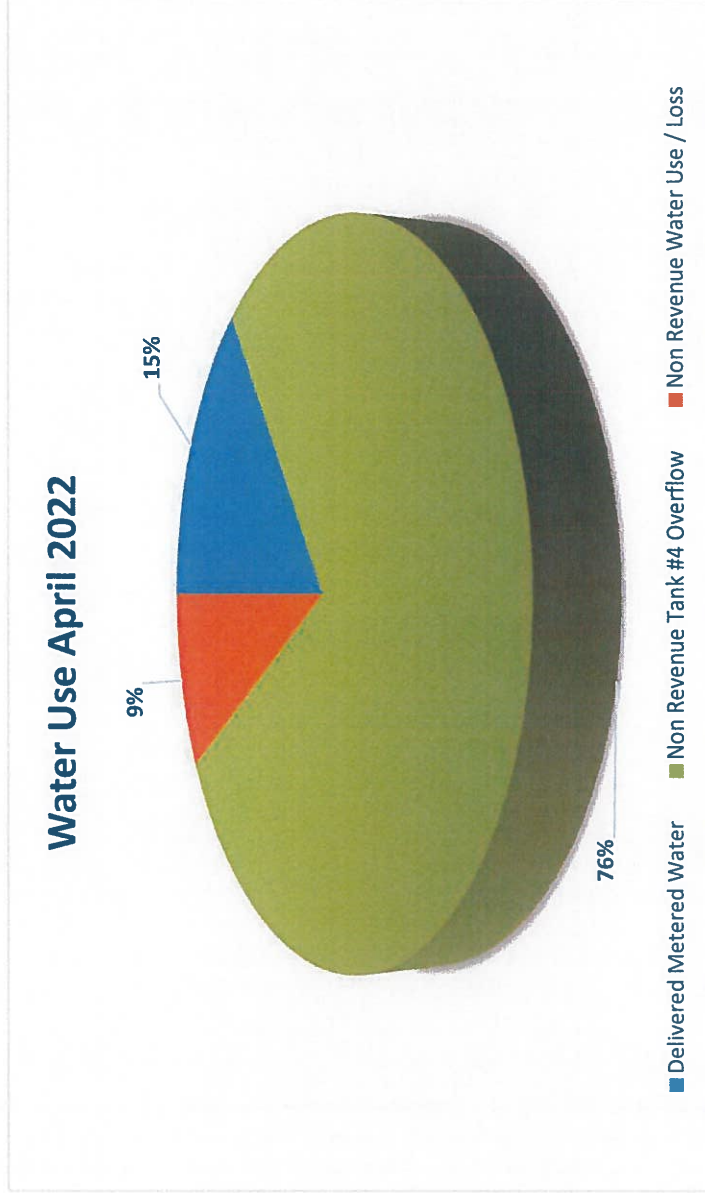
- All routine water zone samples came back absent from Coliform and E-coli.
- We started removing broken aspens, raking, and draining the pond. (We should be on track for Memorial Day weekend weather permitting).
- Snow removal at the office, Fire dept, well houses etc.
- Completed the response to the Sanitary Survey deficiencies and have begun implementing identified corrections, started the Consumer Confidence Report and currently working on the Electronic. Annual. Reporting. report.
- Finished the Operations side of the 2022 budget.
- Completed the Infiltration and Inflow spot check on the Collection system for this year.
- Assisted a homeowner with a backup in Bear Cr. due to some type of line that has been drilled through his sewer lateral.

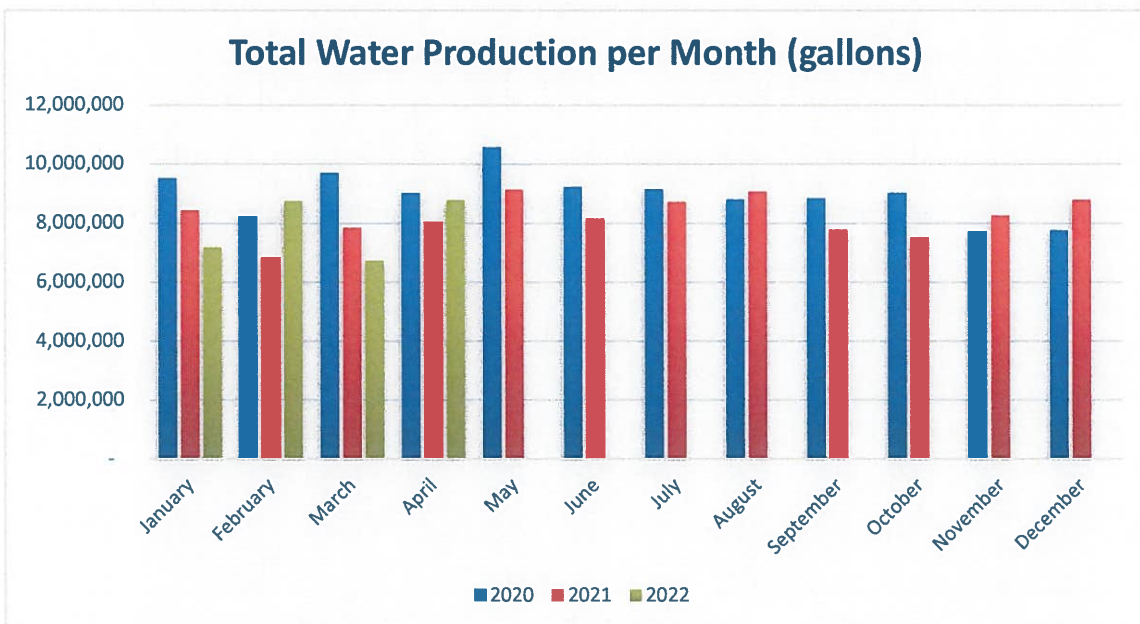
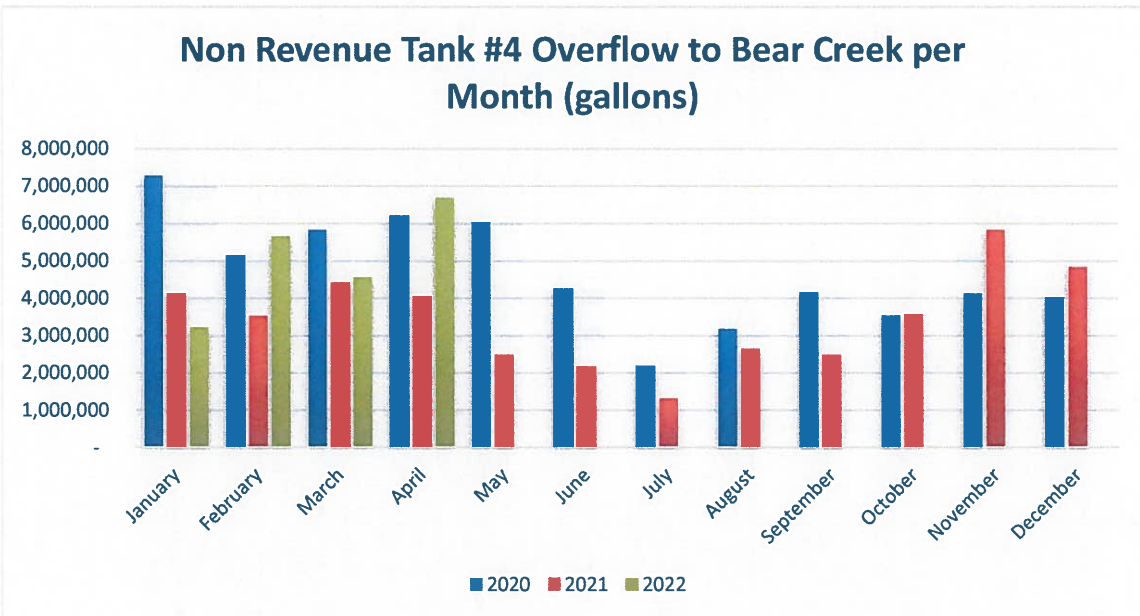
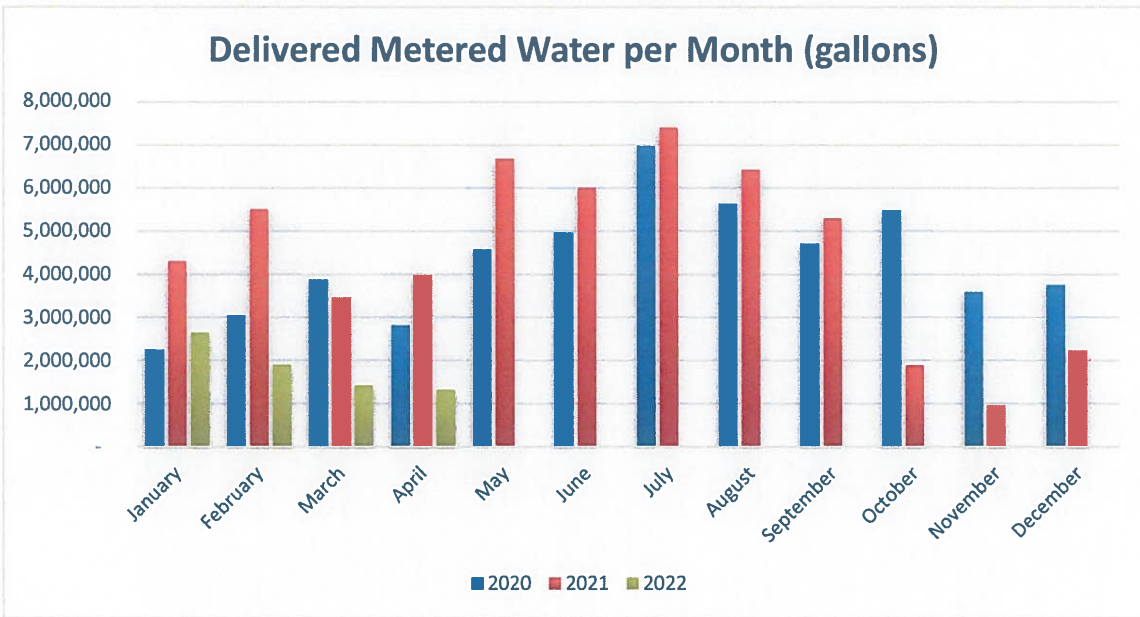


April snow removal, Bear Cr. backup, pumping out the pond.

ALPINE SPRINGS COUNTY WATER DISTRICT APRIL 2022 WATER REPORT

Total Potable Water Production	8,781,627 Gallons
Delivered Metered Water	1,326,349 Gallons
Non Revenue Tank #4 Overflow	6,685,350 Gallons
Non Revenue Water Use / Loss	769,928 Gallons





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

April 20, 2022

TIME: 9:00 AM

Meeting via ZOOM teleconference.

Members Present:

Blake Tresan, Truckee Sanitary District

Lane Lewis, NTPUD

Dale Cox, SVPUD

Dave Smelser, ASCWD

Dan Wilkins, TCPUD, President

LaRue Griffin, 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. A Zoom meeting is again scheduled for May.
4. A Rate Study of both Service charges and Connection fees based on the Corolla Master Sewer Plan have been approved.

Respectfully submitted,

Dave Smelser

E1)



AGENDA NO: E1

MEETING DATE: 05/13/2022

Staff Report

TO: ASCWD Board of Directors Date: May 04, 2022
FROM: Joe Mueller, General Manager
SUBJECT: Placer LAFCO Vote for Special District Representative

BACKGROUND:

The nomination period for Special Districts Representative and Alternate Representative to the Placer Local Agency Formation Commission (LAFCO) ended May 02, 2022. A total of four nominations were received.

Each District receives one ballot listing the nominees and shall vote for one candidate. The person receiving the highest number of votes shall assume the regular special district seat for the term ending May 2026.

The deadline for submitting ballots to Executive Officer of Placer LAFCO is July 08, 2022.

DISCUSSION:

Four nominations were received, and Placer LAFCO forwarded four Statements of Qualifications for your review, H. Gordon Ainsleigh, William Kahrl, Luke Ragan, and Rick Stephens.

FISCAL IMPACT:

No fiscal impact

RECOMMENDATION:

The Board review the nominations and vote for one candidate to fill the Placer LAFCO regular special district seat.

ATTACHMENTS:

- 1- LAFCO transmittal letter and Ballot for Special District Representative
- 2- Statements of Qualifications for: H. Gordon Ainsleigh, William Kahrl, Luke Ragan, and Rick Stephens.

PLACER COUNTY

LOCAL AGENCY FORMATION COMMISSION

Electronic Transmittal

COMMISSIONERS: Date: May 5, 2022
Joshua Alpine To: Presiding Officer c/o Clerk of the District
Chair (Special District) From: Michelle McIntyre
Trinity Burruss Re: Selection of a Special District Representative on LAFCO
(City)

Cindy Gustafson
(County)

William Kahrl
(Special District)

Tracy Mendonsa
(City)

Susan Rohan
(Public)

Robert Weygandt
(County)

We request your agency cast a vote to select a Special District representative for the Placer Local Agency Formation Commission (LAFCO) to serve as a regular (voting) member from May 2022 to May 2026, a four-year term.

On March 22, 2022, LAFCO requested the 36 Special Districts to consider nominating a member from their boards to serve on LAFCO. The deadline to submit nominations was on May 2, 2022. LAFCO received nominations for four candidates within the deadline.

ALTERNATE COMMISSIONERS:

Jim Holmes
(County)

Jenny Knisley
(City)

Jeffrey Starsky
(Public)

Rick Stephens
(Special District)

Enclosed with this memo are a ballot and a copy of each candidate's Statement of Qualifications. While a formal decision from your board is preferred, the only requirement for a valid ballot is a signed authorization by your presiding officer (board chair or president).¹

We prefer your agency to return signed ballots via e-mail. A quorum of the 36 special districts must submit valid ballots by the deadline. The candidate receiving the most votes shall be elected.

The voting period is from May 5 to **Friday, July 8, 2022, at 5 pm.**

STAFF:

Michelle McIntyre
Executive Officer

Amy Engle
Commission Clerk

William Wright
Legal Counsel

Please consult with your board chair or president and cast a ballot as soon as possible – it is crucial to LAFCO that independent special districts are duly represented.

Please contact LAFCO staff (530) 889-4097 if you have any questions. Thank you.

Enclosures: Ballot and Statement of Qualifications

¹ If the presiding officer is unable to vote, the legislative body of the district may designate another board member to cast the ballot in place of the presiding officer. Board members designated by their district board to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members **may not** substitute their signature for the presiding officer's signature.

PLACER COUNTY

LOCAL AGENCY FORMATION COMMISSION

Ballot: Selection of Special District Representative on LAFCO

Please choose one:

_____ **H. Gordon Ainsleigh** Auburn Area Recreation and Park District Board Member
Nominated by:
Auburn Area Recreation and Park District

_____ **William Kahrl**, Newcastle Fire Protection District Board Chair
Nominated by:
Newcastle Fire Protection District

_____ **Luke Ragan**, North Tahoe Fire Protection District Board Chair
Nominated by:
North Tahoe Fire Protection District

_____ **Rick Stephens**, Truckee Tahoe Airport District Board Member
Nominated by:
Alpine Springs County Water District
Truckee Tahoe Airport District

Name of Special District

Presiding Officer
Signature

Printed Name

**Must be received by LAFCO no later than
July 8, 2022 by 5pm .**

LAFCO@placer.ca.gov

GOVERNING by H Gordon Ainsleigh DC: I have been blessed by being able to think the unthinkable.

In the mid-late 1980s, I was invited to join, and accepted, an appointment to the Board of Directors of Midway Heights County Water District. This had been a very uncontroversial district. However, in the later 1980s we were sued by the EPA to provide chlorinated water to all residences without wells. Although our District made it clear that this was irrigation water, many households had connected it to their homes, with no noticeable disease outbreaks. We resisted because Dr Vincent DeVito, head of the National Cancer Institute, was then bragging about documenting the causative link between chlorinated water and bowel and bladder cancer to show that the War on Cancer was producing results. We favored the ozonation model for producing potable water that was/is commonplace in Europe. Given septic standards, the only realistic risk from raw water was easily-cured giardiasis, versus frequently-fatal bowel and bladder cancer from chlorinated water, and it was illogical to switch from giardia risk to cancer risk. However, as so often occurs in dysgovernment, logic and reason did not prevail, ozonation was not permitted by the Feds, and we were forced to provide chlorinated water, with all its negatives.

While the battle with the Feds was going on, another crisis arose. Our Board President Emil Pruss had for years organized ad hoc work parties of friends and family to go out on water line breaks after they got off work, bringing a case of beer, and making a repair project a kind of guys party into the evening and sometimes night. When the problem was fixed, Emil would pay them all out of pocket, write down his expenses, and bill the District for reimbursement. This worked wonders economically for District customers, as there was no need for permanent staff; until Emil, a very attractive older divorced gentleman, caught the eye of a wealthy widow customer who decided that they were perfect for each other. She was quite persistent. Emil had exactly the opposite life plan, and made his disinterest perfectly, or more than perfectly, clear. Then, in affirmation that Solomon was correct when he wrote, "Hell hath no fury like a woman scorned", this woman had a daughter who worked for perennial Assembly Speaker Willie Brown, and soon Emil was being prosecuted by the District Attorney under the Brown Act for taking more than \$500/month from the District, albeit the water code was on his side.

With these dual crises boiling, I became President of the BoD by arriving a minute or two late. The hall had been filled with upset people for months, the Board President had abruptly resigned, telling me she couldn't take the stress, our past President was under (spurious) indictment, and the only seat open was behind the microphone. The other Board members all had their heads down, and when I asked Emil, "Aren't you going to chair the meeting, Emil?" he said, without raising his head, "You better sit down, Doc." The meetings always started at 7:00 and were always over before 9:00. Having studied sociology, psychology and social psychology at Sierra and UC Santa Barbara, I changed that. I let everyone talk for as long as they wanted to talk. That first meeting went past 11:00 and my second meeting went to about 10:30. The other Board members grumbled and griped, but by my third meeting we had an almost-empty hall, and we could get back to taking care of business.

A decade later, I got involved in the Auburn Area Recreation and Park District (ARD) by solving a problem for users at Overlook Park. Overlook was built with 158 parking slots, 14 of which are long, drive-throughs for motor homes and pickup-trailer rigs, for the public to admire Auburn Dam, doomed when Oroville Dam demonstrated reservoir-induced seismicity in 1976. It was and is a favorite place where trail runners like me park our cars (to bake the sun) while we are out running. The cars nosed up to two sidewalk-bounded long elliptical grassy areas with very few trees, only one of which grew out over the parking slots. I decided to change that by planting rows of trees as close as practical to the parking slots, which was 3 feet in from the perimeter sidewalks. I went through the administrative channels and got permission for my plan. The Bureau of Reclamation, owners of Overlook and Railhead park, at that time required only native plants, so, due to financial constraints, I planted acorns and a couple small cedar seedlings. My oaks got mowed down as they grew up, but, being seedling oaks, continued to try. So I asked the head of Fields and Grounds what his problem was with my little oaks. He said, "For one thing, the species." He said he wanted liquid amber, flowering pear, red leaf plum and crepe myrtle. When I reminded him that BoR required native species, he responded, "I'm sure they are native somewhere." I decided that an administration that hired such a mentally-limited person in such an important position had to be dysfunctional, and decided I better get involved. So I ran for the Board and was elected to start in 2005. By 2006, I figured out that the problem was the District Administrator, I provided the swing vote to say good-bye to him, and the Board launched a national search for a new administrator, with Kahl Muscott temporarily in charge.

ARD had had 4 nightmares in a row from hiring administrators who were really good at resumes and interviews. Additionally, Sierra College and Placer High School District had prospered as long as they hired good people from within, but when they decided to go big time, they got disaster. Sierra lost a \$600,000 settlement because their fabulous President had such an ego that he thought he could bully a female librarian. They got off easy. Placer's wonder administrator cost Placer HSD \$23 million in a local bond to build Foresthill High School, that could have been paid for by 1994 School Bond money, if Randy Olson had just applied. But he didn't, because he needed the passage of a local bond in his resume to ascend to, and double his salary at, Acalanes HSD (Moraga, Orinda, Lafayette, Walnut Creek), which maintains its elite status (96th percentile in university admissions) by persuading its wealthy residents to tax themselves repeatedly.

I knew Kahl Muscott to be hard-working, honest, smart, and having the right education, so for two months I advocated for making him the head guy. Each time, the other board members looked at me like I was the village idiot. "Kahl can't do it. He has no experience running a district." I saw another disaster coming, and in desperation asked our nationwide search consultant, "Isn't there some way we can keep Kahl?" He said yes, that there had been a water district on the west side of the San Joaquin Valley that wanted a promising young man to be their next administrator. So instead of hiring the outside expert to run the district, they hired the outside expert to train the young man to run the District. Our consultant presented to the Board what we had been discussing, the Board bought it, Kahl got the job, and we hired an expert who had been head of Los Angeles County Parks for 10 years to teach Kahl the ropes. As anyone in local politics knows, hiring Kahl Muscott began an ARD metamorphosis from a woefully dysfunctional special district into a model of good governance and service to the public.

And now we are facing a new crisis: the loss of our park trees. We hire the lowest bidding tree service to provide risk mitigation, and it's a lot more expensive to take a tree back to health than it is to cut it down to mitigate risk. Once again, I am thinking the unthinkable to halt this creeping disaster. It occurs to me that LAFCO may need someone who thinks the unthinkable.

Statement of Qualifications for Re-Election to Placer LAFCO
William Kahrl, Chair, Newcastle Fire Protection District

Our Common Task. As one of your two representatives on Placer LAFCO, I believe that our special districts will face a very different range of challenges and opportunities in the years ahead. Reapportionment has bound the communities we serve in central Placer and the Tahoe/Truckee area more closely together than ever before. The ongoing threat of massive wildfires demands that we make common cause to bring our shared concerns more forcefully to the attention of the two mega-agencies -- CALFIRE and Pacific Gas and Electric -- whose operations most directly affect our mutual safety. And the advent of the state's new law on Accessory Dwelling Units has opened the gates for unexpected construction and expansion that could -- if we are not thoughtful -- undermine the best of our plans for the future.

All of Placer is affected by the increasing pace of new development. But it's different for special districts. The cities' and county representatives on LAFCO have resources in staffing and finance that they can draw on to meet changing needs and services. Most of us do not. We perform our public service often as volunteers, with little or no compensations. District funding is strictly limited and jealously guarded by local taxpayers. LAFCO can help, if we know how to use it..

The urban districts have a history of working together. But the distance from Auburn to Tahoe/Truckee is measured by more than just geography. With your support, I want to help bridge that gap. We need to do a better job of identifying common problems as well as the opportunities we can share to protect the things we love best about Placer. As chair of the Newcastle Fire Board, I can report we are already making progress along these lines, bringing together the leaders of other local fire districts, local, state and federal agencies, and tribal government on new programs that increase efficiency, improve public safety, and help to hold down the rising cost of insurance. Closer coordination and communication can benefit us all.

My Background. I have been lucky in life to be able to devote most of my career to serving California as an executive advisor on conflict resolution and natural resources policy. In state government, I've worked for the leaders of both parties in both houses of the state legislature as well as serving on the personal staff of both the Governor and the Assembly Speaker. In the private sector, I've served as a top-level advisor to several of the largest corporations in the United States and abroad, principally in the areas of forestry and water policy. Some of my proudest achievements in this connection include the creation of California's Wild and Scenic River System, the preservation of Point Reyes National Seashore and Headwaters National Forest, and launching the successful negotiations that created a permanent conservation easement for more than 80,000 acres of pristine coastal properties on the Hearst Ranch.

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Luke Thomas Ragan
P.O. Box 1793
Tahoe City, CA 96145
530.308.5098
ragan@ntfire.net

My name is Luke Thomas Ragan. My family is fifth generation Tahoe City. I currently serve on the North Tahoe Fire Protection District Board. I have been the Vice President on that Board for the past two years and have served on the Board since 2016. I also serve on the Boards for North Tahoe Little League and the Tahoe City Recreation Association. I am currently the President of Pacific Built, Inc. and sole owner of Ragan Snow Removal in Tahoe City. I graduated from North Tahoe High School and am currently in the process of being the assistant football coach for North Tahoe High School.

I am interested in this position to make a difference and protect the interests in Placer County. I appreciate your consideration to be nominated for a seat on the Placer County LAFCO Board.

Please feel free to contact me if you have any questions.

Rick Stephens

Rick Stephens has lived full time in Truckee since June 1, 2007. He was publicly elected to the Truckee Tahoe Airport Board in November 2016 and was re-elected in 2020. Rick was President of this Board in 2018 and 2019.

Stephens was elected to LAFCO in May 2021 as a Special District Alternate.

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Rick Stephens worked in the commercial real estate business, as an Asset Manager and as an investor.

ZKS Real Estate Partners LLC was formed in 1996 after Zurich Insurance acquired Kemper Corporation. Its mission was to finish the orderly disposition of the remaining Kemper Corporation real estate portfolio (\$800 million) and to invest in real estate value added transactions. ZKS was closed at the end of 2013. Stephens Real Estate Partners LLC operated Stephens contracts and investments. Separate from the Zurich assets, ZKS acquired more than 5 million square feet of industrial and office properties valued at in excess of \$800 million.

Mr. Stephens was president of Kemper Real Estate Management Company from 1992-1996. KREMCO's sole mission was the orderly disposition of the \$5 billion Kemper real estate portfolio. In 1992 KREMCO had 700 employees, 11 million sf of buildings, 40,000 acres of land, and 2 home building companies.

Prior to Kemper, Mr. Stephens was president of The Koll Company's Los Angeles Division. This division was responsible for acquisition, development, property management and construction of approximately \$2 billion in real estate between 1986 and 1992.

Prior to Koll, Mr. Stephens was Sr. VP of Cadillac Fairview's Western Region from 1982-1985 responsible for industrial properties. This included 6 million sf of big box industrial in Torrance, Compton and Costa Mesa CA. In addition, 2,000 acres, in 5 industrial parks were developed.

Mr. Stephens started his real estate career at The Newhall Land and Farming Company in 1974. He was in charge of Newhall's industrial and commercial development from 1977-1982.

Mr. Stephens graduated from Cornell University in 1972 (BS Engineering) and received an MBA from Stanford University in 1974. He served 3 years in the US Army in the middle of his undergraduate studies, including tours of duty in Vietnam ('67-'68) and Germany ('68-'69).

Hiking and golf are Mr. Stephens leisure activities. Each year, Rick backpacks in the high Sierra Nevada mountains. Rick also enjoys adventure travel, 100 miles on The Camino Santiago, Patagonia, Inca Trail, Iceland, Copper Canyon in Mexico and the Haute Route in Switzerland in August 2019.

Rick has been married to Gail Stephens for 53 years. They have 2 children, 51 and 49 and 1 grandchild.

PLACER COUNTY

LOCAL AGENCY FORMATION COMMISSION

Electronic Transmittal

COMMISSIONERS: Date: May 5, 2022
Joshua Alpine To: Presiding Officer c/o Clerk of the District
Chair (Special District) From: Michelle McIntyre
Trinity Burruss Re: Selection of a Special District Representative on LAFCO
(City)

Cindy Gustafson
(County)

William Kahrl
(Special District)

Tracy Mendonsa
(City)

Susan Rohan
(Public)

Robert Weygandt
(County)

We request your agency cast a vote to select a Special District representative for the Placer Local Agency Formation Commission (LAFCO) to serve as a regular (voting) member from May 2022 to May 2026, a four-year term.

On March 22, 2022, LAFCO requested the 36 Special Districts to consider nominating a member from their boards to serve on LAFCO. The deadline to submit nominations was on May 2, 2022. LAFCO received nominations for four candidates within the deadline.

ALTERNATE
COMMISSIONERS:

Jim Holmes
(County)

Jenny Knisley
(City)

Jeffrey Starsky
(Public)

Rick Stephens
(Special District)

Enclosed with this memo are a ballot and a copy of each candidate's Statement of Qualifications. While a formal decision from your board is preferred, the only requirement for a valid ballot is a signed authorization by your presiding officer (board chair or president). ¹

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STAFF:

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Please consult with your board chair or president and cast a ballot as soon as possible – it is crucial to LAFCO that independent special districts are duly represented.

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Enclosures: Ballot and Statement of Qualifications

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Nominated by:
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Nominated by:
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Truckee Tahoe Airport District

Name of Special District

Presiding Officer
Signature

Printed Name

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GOVERNING by H Gordon Ainsleigh DC: I have been blessed by being able to think the unthinkable.

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**Statement of Qualifications for Re-Election to Placer LAFCO
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ZKS Real Estate Partners LLC was formed in 1996 after Zurich Insurance acquired Kemper Corporation. Its mission was to finish the orderly disposition of the remaining Kemper Corporation real estate portfolio (\$800 million) and to invest in real estate value added transactions. ZKS was closed at the end of 2013. Stephens Real Estate Partners LLC operated Stephens contracts and investments. Separate from the Zurich assets, ZKS acquired more than 5 million square feet of industrial and office properties valued at in excess of \$800 million.

Mr. Stephens was president of Kemper Real Estate Management Company from 1992-1996. KREMCO's sole mission was the orderly disposition of the \$5 billion Kemper real estate portfolio. In 1992 KREMCO had 700 employees, 11 million sf of buildings, 40,000 acres of land, and 2 home building companies.

Prior to Kemper, Mr. Stephens was president of The Koll Company's Los Angeles Division. This division was responsible for acquisition, development, property management and construction of approximately \$2 billion in real estate between 1986 and 1992.

Prior to Koll, Mr. Stephens was Sr. VP of Cadillac Fairview's Western Region from 1982-1985 responsible for industrial properties. This included 6 million sf of big box industrial in Torrance, Compton and Costa Mesa CA. In addition, 2,000 acres, in 5 industrial parks were developed.

Mr. Stephens started his real estate career at The Newhall Land and Farming Company in 1974. He was in charge of Newhall's industrial and commercial development from 1977-1982.

Mr. Stephens graduated from Cornell University in 1972 (BS Engineering) and received an MBA from Stanford University in 1974. He served 3 years in the US Army in the middle of his undergraduate studies, including tours of duty in Vietnam ('67-'68) and Germany ('68-'69).

Hiking and golf are Mr. Stephens leisure activities. Each year, Rick backpacks in the high Sierra Nevada mountains. Rick also enjoys adventure travel, 100 miles on The Camino Santiago, Patagonia, Inca Trail, Iceland, Copper Canyon in Mexico and the Haute Route in Switzerland in August 2019.

Rick has been married to Gail Stephens for 53 years. They have 2 children, 51 and 49 and 1 grandchild.

E2)



AGENDA NO: E2

MEETING DATE: 05/13/2022

Staff Report

TO: ASCWD Board of Directors

Date: May 04, 2022

FROM: Joe Mueller, General Manager

SUBJECT: Consideration of Resolution 4-2022 Establishing the Annual Proposition 4 Appropriations Limit for the Fiscal Year 2022/23

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 XIIB 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 decreased by -1.16 percent between January 1, 2021 and January 1, 2022. The California per capita personal income (CPCPI) increased by 7.55 percent. Applying these factors results in:

Prior Year Limit	\$1,987,852
Multiply by adjustment factor	<u>1.0581</u>
Equals	\$2,103,346

The FY 2022/23 budget estimate of revenues from the proceeds of taxes is \$831,558 which is well below the appropriations limit, being at \$2,103,346.

FISCAL IMPACT:

No fiscal impact for FY 2022/23, the District continues to remain well under its appropriations limit.

RECOMMENDATION:

Adopt Resolution 4-2022 Establishing the Annual Proposition 4 Appropriations Limit for the Fiscal Year 2022/23

ATTACHMENTS:

- 1- Resolution NO. 4-2022
- 2- California Department of Finance Published CPCPI and Population Estimates

RESOLUTION NO. 4-2022

**RESOLUTION BY THE ALPINE SPRINGS COUNTY WATER DISTRICT
BOARD OF DIRECTORS
ESTABLISHING APPROPRIATIONS LIMIT FOR THE
FISCAL YEAR JULY 1, 2022- JUNE 30, 2023**

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 2022/2023;

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

- 1. For the fiscal year 2022/2023, the appropriations limit for this District is hereby established to be and is in the sum of:

\$2,103,346

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.

13th day of May 2022, 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, 2022 – JUNE 30, 2023

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	1.0637	\$1,987,852
2022/23	\$1,987,852	1.0581	\$2,103,346

This year's limit was calculated as follows:

$$\text{Per Capita Ratio: } \frac{7.55 + 100}{100} = 1.0755$$

$$\text{Population Ratio: } \frac{-1.61 + 100}{100} = 0.9839$$

$$\text{Calc. of Factor for 2022/23 } 1.0755 \times 0.9839 = 1.0581$$

$$1.0581 \times \$1,987,852 = \$2,103,346$$



Gavin Newsom ■ Governor

1021 O Street, Suite 3110 ■ Sacramento CA 95814 ■ www.dof.ca.gov

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of 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, 2022, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2022-23. 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 2022-23 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, 2022.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

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

KEELY MARTIN BOSLER
Director
By:

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 2022-23 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2022-23	7.55

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2022-23 appropriation limit.

2022-23:

Per Capita Cost of Living Change = 7.55 percent
 Population Change = -0.30 percent

Per Capita Cost of Living converted to a ratio: $\frac{7.55 + 100}{100} = 1.0755$

Population converted to a ratio: $\frac{-0.30 + 100}{100} = 0.997$

Calculation of factor for FY 2022-23: $1.0755 \times 0.997 = 1.0723$

Fiscal Year 2022-23

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2021-2022	1-1-21	1-1-22	1-1-2022
Placer				
Auburn	-1.36	13,795	13,608	13,608
Colfax	1.29	2,016	2,042	2,042
Lincoln	1.65	50,422	51,252	51,252
Loomis	-1.38	6,833	6,739	6,739
Rocklin	0.03	71,644	71,663	71,663
Roseville	1.51	148,794	151,034	151,034
Unincorporated	-1.16	114,013	112,687	112,687
County Total	0.37	407,517	409,025	409,025

*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 2022-23

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	<u>Percent Change</u> 2021-22	<u>--- Population</u>	<u>Minus Exclusions</u>
		1-1-21	1-1-22
Napa			
Incorporated	-0.78	112,875	111,995
County Total	-0.92	135,759	134,512
Nevada			
Incorporated	-0.12	34,091	34,051
County Total	-0.67	101,875	101,195
Orange			
Incorporated	-0.21	3,035,639	3,029,167
County Total	-0.23	3,168,941	3,161,604
Placer			
Incorporated	0.97	293,504	296,338
County Total	0.37	407,517	409,025
Plumas			
Incorporated	0.74	2,027	2,042
County Total	-3.23	19,574	18,942
Riverside			
Incorporated	0.33	2,024,440	2,031,128
County Total	0.42	2,417,461	2,427,569
Sacramento			
Incorporated	0.08	966,759	967,512
County Total	-0.28	1,576,263	1,571,784
San Benito			
Incorporated	1.38	44,039	44,647
County Total	1.10	64,769	65,479
San Bernardino			
Incorporated	0.23	1,862,086	1,866,337
County Total	0.14	2,154,958	2,157,869

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

E3)



AGENDA NO: E3

MEETING DATE: 05/13/2022

Staff Report

TO: ASCWD Board of Directors

Date: May 05,2022

FROM: Joe Mueller, General Manager

SUBJECT: Consideration of Resolution 5-2022 Requesting Collection of Charges on County Tax Roll for Tax Year 2022-2023

DISCUSSION

Each year the District must request by Board Resolution the collection of delinquent accounts for charges fees and assessments through the County of Placer County Tax Rolls.

A Board resolution requesting the collection of delinquent accounts through the County Tax Roll provides a mechanism to collect past due accounts and allows the District to maintain budget revenues.

FISCAL IMPACT

A negative fiscal impact would occur if the District were unable to collect revenues due.

RECOMMENDATION

Adopt Resolution 5-2022 requesting the County of Placer collect on the County tax rolls certain charges which have been imposed pursuant to section 31701 and 31701.05 of the California Water Code by the Alpine Springs County Water District.

Attachments:

- 1- Resolution 5-2022

RESOLUTION NO. 5-2022

REQUESTING COLLECTION OF CHARGES ON TAX ROLL
FOR TAX YEAR 2022-23

TAX CODE NUMBER 73700

DIRECT CHARGE NAME ALPINE SPRINGS COUNTY WATER DISTRICT

Whereas, the Alpine Springs County Water District requests the County of Placer collect on the County tax rolls certain charges which have been imposed pursuant to section 31701 and 31701.5 of the California Water Code by the Alpine Springs County Water District, attached hereto, and

Whereas, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

Now, Therefore, Be It Hereby Resolved by the Board/Council of Alpine Springs County Water District that:

1. The Auditor-Controller of Placer County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The District/City warrants and represents that the taxes, assessments, fees and/or charges imposed by the District/City and being requested to be collected by Placer County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The District/City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County on the property tax roll of any taxes, assessments, fees and/or charges on behalf of District/City.
4. In consideration for the County's collection of the charge through the County's property tax roll, the District/City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of District's/City's said taxes, assessments, fees and/or charges requested to be collected by County for District/City, or in any manner arising out of

District's/City's establishment and imposition of said taxes, assessments, fees and/or charges. District/City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of District's/City's taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of District/City, including property taxes.

5. The District/City agrees that its officers, agents and employees will cooperate with the County by responding to all inquiries referred to District/City by County from any person concerning the District's/City's taxes, assessments, fees and/or charges, and that District/City will not refer such persons to County officers and employees for response.
6. The District/City agrees to pay the County for the reasonable and ordinary charges to recoup its costs of placement and collection on the tax rolls at the agreed upon rate of 1% of the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800.

PASSED AND ADOPTED by Alpine Springs County Water District this 13th day of May, 2022, by the following vote on roll call:

AYES _____
NOES _____
ABSENT _____
ABSTAIN _____

Janet Grant
President, Board of Directors

ATTEST:

Joe Mueller
Secretary, Board of Directors

2022/23 DIRECT CHARGE TRANSMITTAL

District Name Alpine Springs County Water District

District Address 270 Alpine Meadows Rd., Alpine Meadows, CA 96146

Direct Charge Name ALPINE SPRINGS COUNTY WATER DISTRICT

Tax Code No. 73700 Resolution No. 5-2022

Parcel Count 18 Total Amount 35293.40

Type of Direct Charge and Proposition 218 Compliance: (Check type and check method of compliance)

- Assessment for Special Benefit:
 - Approved by weighted majority of ballots returned
 - Exempt by Proposition 218
- Special Tax: Approved by electorate vote
- Fee/Charge:
 - Approved by majority vote of property owners
 - Approved by electorate vote
 - Exempt by Proposition 218
- 1915 Act Bond: Exempt by Proposition 218

Authorized Signature _____ Date _____

Contact Person Pam Zinn

Contact Email Address info@alpinesprings.org

Contact Telephone No. (530) 583-2342 Contact Fax No. (530) 583-0228

Telephone Number to Appear on Tax Bill (530) 583-2342

Provide a brief explanation of significant (10%+) increases or decreases from last year:

Parcel count % change 38% Total dollar amount % change 3.2%

Explanation A total of five more delinquent accounts than last year

"095201003000", "2100.78", "73700"
"095201004000", "2792.38", "73700"
"095223006000", "2302.30", "70700"
"095261002000", "289.96", "73700"
"095261004000", "101.36", "73700"
"095261015000", "946.84", "73700"
"095272010000", "2251.88", "73700"
"095342005000", "2150.44", "73700"
"095360002000", "2138.64", "73700"
"095360003000", "1729.40", "73700"
"095370025000", "2262.36", "73700"
"095400007000", "4800.10", "73700"
"095400020000", "265.88", "73700"
"095400033000", "2125.46", "73700"
"095400055000", "345.38", "73700"
"095410002000", "276.62", "73700"
"095420014000", "2232.58", "73700"

**CERTIFICATION TO AND INDEMNIFICATION OF
THE COUNTY OF PLACER**

FOR TAX YEAR 2022-23

TAX CODE NUMBER 73700

DIRECT CHARGE NAME ALPINE SPRINGS COUNTY WATER DISTRICT

Whereas, the Alpine Springs County Water District has requested that the County of Placer collect the above named Charges on the County tax roll; and

Whereas, Charges that are placed on the County's property tax roll must not violate Proposition 218 or otherwise violate applicable laws and regulations.

NOW, THEREFORE, the undersigned represents and warrants to the County, and hereby indemnifies the County, as follows:

1. The undersigned, as a duly authorized representative of the Alpine Springs County Water District hereby represents and warrants, to the best of the undersigned's knowledge, that the Charge does not violate Proposition 218, nor is the Charge otherwise illegal in any respect.

2. In consideration of the County's collection of the Charge through the County's property tax roll for the 2022-23 fiscal year and every fiscal year thereafter, the Alpine Springs County Water District hereby agrees to indemnify and save harmless the County, its officers, agents, employees and servants from all claims, suits or actions of every name, kind or description, brought for, or on account of, the County's collection of the Alpine Springs County Water District Charge, including but not limited to the payment of any and all attorney's fees. The Alpine Springs County Water District shall have the right to select counsel or to use its own counsel, at its discretion, in the County's defense. The duty of the Alpine Springs County Water District to indemnify and save harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

Dated: 05/13/2022 Signature: _____

Name: Pam Zinn

Title: Office Manager

**CERTIFICATION OF COLLECTION CHARGES
FOR THE COUNTY OF PLACER**

FOR TAX YEAR 2022-23

TAX CODE NUMBER 73700

DIRECT CHARGE NAME ALPINE SPRINGS COUNTY WATER DISTRICT

Whereas, the Alpine Springs County Water District has requested that the County of Placer collect the above named Charges on the County tax roll; and

NOW, THEREFORE, the undersigned represents and warrants to the County as follows:

The District/City agrees to pay the County for the reasonable and ordinary charges to recoup its costs of placement and collection on the tax rolls at the agreed upon rate of 1% of the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800.

Dated: 05/13/2022 Signature: _____

Name: Pam Zinn

Title: Office Manager

E4)



AGENDA NO: E4

MEETING DATE: 05/13/2022

Staff Report

TO: ASCWD Board of Directors

Date: May 05,2022

FROM: Joe Mueller, General Manager

SUBJECT: Consideration of Resolution 6-2022 Notice of Governing Board Member Election to a vote of the voters.

DISCUSSION

Per California Elections Code Section 10509, the Placer County Elections Office requires a resolution from the Board of Directors requesting election services no later than July 06, 2022.

Candidate filing for District Director position opens July 18, 2022 and closes August 12,2022. Nomination papers will be available at the Placer County Elections Office during these dates. If the election of Board Directors in uncontested the election services request can be cancelled.

FISCAL IMPACT

If an election is necessary, a fee of \$1750 would be due to Placer County Elections. This fee has been accounted for in the FY22/23 proposed budget.

RECOMMENDATION

Adopt Resolution 6-2022 requesting election services form County of Placer

Attachments:

- 1- Resolution NO. 6-2022

RESOLUTION NO. 6-2022

**RESOLUTION BY THE ALPINE SPRINGS COUNTY WATER DISTRICT
BOARD OF DIRECTORS**

**NOTICE OF GOVERNING BOARD MEMBER ELECTION AND/OR
NOTICE TO SUBMIT MEASURE(S) TO A VOTE OF THE VOTERS**

DECLARING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION WITH
ANY OTHER ELECTION CONDUCTED ON SAID DATE;
AND
REQUESTING ELECTION SERVICES BY THE COUNTY CLERK.

WHEREAS, this District Governing Body orders an election to be held in its jurisdiction on
November 8, 2022; at which election the issue(s) to be presented to the voters shall be:

NOMINATION OF CANDIDATES FOR THE GOVERNING BODY

1. Said election shall be to fill a vacancy for the following Board Members(s) who resigned and/or whose term(s) expired:

Incumbent's Name	Division Number (if applicable)	Regular/Short Term
Janet Grant	N/A	Regular
Evan Salke	N/A	Regular
Christine York	N/A	Regular

2. Said Directors for this District are elected in the following manner:

At Large.

There are no divisions in the District; all voters within the District vote for all candidates.

By Division.

Districts are split into areas; only those voters residing in the area may vote for candidates who run in the area.

Qualified by Division-Elected at Large.

Directors must qualify to run by living in a specific division, but all voters within the District may vote on all candidates.

Qualified by Division-Elected at Large.

Directors must be a landowner. Multiple ownerships can designate single owner to cast vote or cast pro rata share.

3. Said District has determined the following election particulars:

- The length of the Candidate Statement shall not exceed **200** words.
- The cost of the Candidate Statement shall be paid by the **Candidate**.
- 4. Said District does not request that the following measure(s) be decided at this election.
- 5. Said District has determined the following election particulars:
 - In the case of a tie vote, the election shall be determined by **LOT**.
 - The County Clerk is **requested** to provide election services. If the District requests the Placer County Elections Office to provide election services, all applicable costs will be paid for by the District.
- 6. The District hereby certifies that:

 X There have been no District boundary changes since our last election.

BE IT RESOLVED that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;
2. Authorize and direct the County Clerk, at Governing Body expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order if applicable.

PASSED AND ADOPTED 13th day of May 2022, 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

E5)



AGENDA NO: E5

MEETING DATE: 05/13/2022

Staff Report

TO: ASCWD Board of Directors

Date: May 05,2022

FROM: Joe Mueller, General Manager

SUBJECT: Consideration of Resolution 7-2022 Annual Adoption of the Districts Investment Policy for FY22/23

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 7-2022 Investment Policy of the Alpine Springs County Water District for FY22/23 resend resolution 5-2021.

ATTACHMENTS:

- 1- Resolution 7-2022
- 2- Policy Number 2.20.0 Investment Policy of the Alpine Springs County Water District

RESOLUTION 7-2022

**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 to 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 13th day of May 2022, at a regular meeting of the Board of Directors of Alpine Springs County Water District, by the following vote:

AYES: Directors: _____

NOES: Directors: _____

ABSTAIN: Directors: _____

ABSENT: Directors: _____

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

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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

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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

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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.

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E6)



AGENDA NO: E6

MEETING DATE: 05/13/2022

Staff Report

TO: ASCWD Board of Directors

Date: May 05, 2022

FROM: Joe Mueller, General Manager

SUBJECT: Board Pay Policy Number 2.2.0 Directors' Pay

DISCUSSION:

Review of Policy 2.2.0 Directors' Pay as a comparison to the six other member agencies: Tahoe City Public Utility District, Tahoe-Truckee Sanitation Agency, North Tahoe Public Utility District, Olympic Valley Public Utilities District, Truckee Sanitary District, and Northstar Community Services District.

Tahoe City Public Utility District - \$400 per month per not to exceed \$4,800 annually pursuant to Section 16002 of the Public Utilities Code of the State of California. They can elect to receive health insurance coverage for themselves and their family up to \$29,198 per year (includes health, dental and vision).

Tahoe-Truckee Sanitation Agency - Compensation: \$100 for each day's attendance at regular, special, and committee meetings of the Agency Board; not to exceed six days in any calendar month. Health Benefit: Directors may participate in the Agency health plan. Agency pays for the premium. Dental Benefit, Directors may participate in the Agency dental plan. Agency pays for the premium. Other Expenses, Directors are reimbursed at cost for Director duties required or authorized by the Board (e.g. conferences, trainings, etc.).

North Tahoe Public Utility District - \$400 per month as well as medical, vision, and dental benefits for themselves and their dependents (as though they were a staff member).

Olympic Valley Public Utilities District - Each Board member receives \$600 / month (they must attend at least one meeting as a representative of the District). Also, health care reimbursements equal to \$6,000 / year.

Truckee Sanitary District - \$270 per day of service (increased \$5 per year), \$20 per month towards a 457 plan, and 100% of their health insurance premiums for the same program provided to employee (currently PERS Gold) for them and their dependents.

Northstar Community Services District - \$100 per official meeting attended and health care reimbursement up to the married employee premium offered to employees.

Section 16002 of the Public Utilities Code of the State of California States

(a) Each member of the board may receive the compensation that the board by ordinance provides, not exceeding four thousand eight hundred dollars (\$4,800) a year.

(b)(1) As an alternative to subdivision (a), the board may provide, by ordinance or resolution, that each of its members receive compensation in an amount not to exceed one hundred dollars (\$100) for each day of service. A member of the board shall not receive compensation for more than 10 days of service in a month.

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

FISCAL IMPACT:

If Board Pay / Directors' Pay increases are recommended an adjustment would need to be made to the Draft FY2022/2023 District Budget.

RECOMMENDATION:

Direct staff to bring back any recommended changes in the form of a resolution for possible Board adoption.

ATTACHMENTS:

- 1- Policy Number 2.2.0 Directors' Pay

ALPINE SPRINGS COUNTY WATER DISTRICT

Policy Number: 2.2.0

Title: DIRECTORS' PAY

Introduction:

This policy has been developed to establish a basis for payment of the Board of Directors.

Ends:

Members of the Board of Directors shall be compensated for their contributions as follows:

1. Each Director shall earn \$125.00 for attending the regularly scheduled monthly Board meeting. If a Director does not attend the regularly scheduled Board meeting, or if no meeting takes place, the Director shall not be paid.
2. The Board President shall earn \$25.00 per day for one additional day of District work during the month.
3. Each Director shall earn \$25.00 for each day on which the Director attends one or more meetings of a Committee on which he/she is a member or a special meeting of the Board or Directors or any combination thereof.
4. No Director shall be paid more than \$175.00 during any one month.
5. No Director shall be paid more than \$2,100.00 during any fiscal year.
6. A Director who serves on the Board for less than the full fiscal year shall average, in total, no more than \$175.00 per month for each month the Director serves on the Board. That is, the Director's annual maximum pay shall be prorated by the number of months the Director actually serves on the Board.

Responsibility:

The General Manager will track each Director's attendance at monthly Board and Committee meetings and will submit payments for approval by the Board.

E7)



AGENDA NO: E7

MEETING DATE: 05/13/2022

Staff Report

TO: ASCWD Board of Directors

Date: May 10, 2022

FROM: Joe Mueller, General Manager

SUBJECT: Draft Review Alpine Springs County Water District Operating and Capital Improvement Projects Budget for Fiscal Year July 1, 2022, thru June 30, 2023.

DISCUSSION:

Attached for Board Review is the proposed Fiscal Year (FY) 2022-2023 Alpine Springs County Water District Annual Operating Budget, Operations Budget Breakdown, and Capital Improvement Budget. The proposed budget maintains operations at levels similar to prior years while including funding for capital projects.

This data will have been reviewed by the B&F Committee on May 12th and their comment and recommendation will be presented to the Board.

All adjustments discussed and agreed upon will be incorporated into the documents and brought back to the Board for adoption at the June 10th Regular Board of Directors Meeting.

Things of note for the FY22/23 Budgets:

- Operations Budget projected revenues minus projected expenses net a positive variance of \$69,669
- Operations Budget is carrying a depreciation expense of \$262,775
- Total CIP Budget for FY22/23 \$331,066
- FY22/23 CIP is carrying forward \$75,000 for the update to the water and sewer master plan previously approved in the FY21/22 budget
- FY22/23 CIP is carrying \$75,648 for the closeout of the Tank 4 and 4A replacement project previously approved
- FY22/23 CIP is carrying \$54,548 for a replacement loader and snowblower which would need to be approved for the full three years of payments concluding in FY24/25
- Operations budget positive variance plus depreciation expense cover the requested CIP projects, however if all CIP projects and expense are completed and realized in FY22/23 our reserves will not increase
- FY21/22 has seen a larger than anticipated increase in reserves due to CIP projects carrying forward to FY22/23 and operations budget expenses not fully recognized in FY21/22

FISCAL IMPACT:

The proposed FY 2022-2023 Operating Budget totals \$2,258,044 and Capital Budget totals \$331,696. Budgeted revenues are expected to meet operating and capital needs with no budgeted use of reserves included in the proposed budget. For detailed information, refer to Attachment 1, 2, and 3.

RECOMMENDATION:

Review and provide comments to staff on the Draft Alpine Springs County Water District Operating FY 2022-2023 Annual Operating and Capital Budget.

ATTACHMENTS:

- 1- Alpine Springs County Water District Annual Operating Budget for FY 2022-2023
- 2- Alpine Springs County Water District Operations Budget Breakdown for FY 2022-2023
- 3- Alpine Springs County Water District Annual Capital Improvement Budget for FY 2022-2023

DRAFT Alpine Springs County Water District FY 22/23 Budget DRAFT

	DRAFT BUDGET	Approved BUDGET	Percent Change	Actual	Actual	Actual
	2022/23	2021/22		2020/21	2019/20	2018/19
Revenue						
4010 Water Revenue	\$783,437	\$753,837	3.9	\$761,645	\$700,311	\$686,383
4050 Connection Fees	\$25,214	\$25,214	0.0	\$27,166	\$12,607	\$0
4100 Sewer Revenue	\$326,445.8	\$310,909	5.0	\$296,261	\$279,831	\$264,549
4150 Garbage Revenue	\$ 264,553	\$255,033	3.7	\$245,942	\$240,752	\$230,386
4175 Park Revenue	\$35,000	\$26,830	30.5	\$54,581	\$35,840	\$28,863
4200 Fire Mitigation Fees	\$12,000	\$9,500	26.3	\$17,258	\$5,951	\$4,674
4300 Fire Fuel Management Fees	\$25,604	\$24,827	3.1	\$24,124	\$23,421	\$22,707
4510 Property Tax Revenue	\$831,558	\$768,229	8.2	\$777,642	\$743,696	\$722,527
4999 Other Revenue	\$21,400	\$16,636	28.6	\$37,666	\$21,850	\$30,538
4850 Interest Revenue	\$2,500	\$5,000	-50.0	\$2,500	\$21,800	23,290
Total Revenue	\$2,327,712	\$2,196,015	6.0	\$2,244,786	\$2,086,059	\$2,013,917
Expense						
5020 Salaries and Wages - Admin	\$201,226	\$185,322	8.6	\$111,690	\$52,248	\$51,334
5032 Salaries and Wages - O&M	\$244,305	\$219,573	11.3	\$208,652	\$210,703	\$221,331
5103 Benefits - Admin	\$42,330	\$44,441	-4.7	\$22,048	\$16,107	\$15,805
5104 Benefits - O&M	\$94,338	\$83,052	13.6	\$73,574	\$70,035	\$71,019
5106 Health Plan Co-Insurance	\$3,381	\$11,000	-69.3	\$4,747	\$3,369	\$4,809
5110 Directors' Fees	\$8,650	\$8,650	0.0	\$9,200	\$8,075	\$7,900
5120 Insurance - Administration	\$44,596	\$43,862	1.7	\$45,268	\$39,699	\$35,332
5145 Park Expenditures	\$21,600	\$27,465	-21.4	\$18,443	\$8,542	\$4,637
5151 Parts/Tools/Misc. Equip	\$24,000	\$21,220	13.1	\$14,795	\$19,374	\$11,151
5162 Postage and Delivery	\$7,485	\$7,485	0.0	\$4,981	\$5,331	\$4,480
5165 Cleaning	\$5,250	\$5,000	5.0	\$2,145	\$3,235	\$3,305
5166 Newsletter and Printing	\$2,500	\$3,000	-16.7	\$3,306	\$5,342	\$2,412
5167 Office Expense	\$21,875	\$26,195	-16.5	\$15,543	\$17,163	\$18,590
5168 Dues and Subscriptions	\$11,023	\$9,295	18.6	\$8,564	\$8,549	\$5,126
5169 Bank and Collection Fees	\$2,500	\$2,300	8.7	\$1,925	\$1,797	\$1,841
5170 Analytical Testing	\$7,000	\$3,325	110.5	\$2,375	\$4,124	\$4,214
5180 Accounting Fees	\$67,572	\$63,860	5.8	\$62,588	\$61,910	\$58,966
5181 Audit	\$19,250	\$19,250	0.0	\$18,450	\$20,996	\$18,350
5190 Legal Fees	\$15,000	\$15,000	0.0	\$7,436	\$1,800	\$4,929
5195 Consultants-Management	\$0	\$0	0.0	\$69,870	\$136,872	\$132,120
5196 Consultants-Misc.	\$15,500	\$15,500	0.0	\$8,497	\$4,092	\$37,855
5220 NTFD Contract	\$665,246	\$614,583	8.2	\$596,796	\$594,853	\$580,635
5221 Fire Fuels Management Fee	\$25,604	\$24,827	3.1	\$12,469	\$11,438	\$15,414
5225 OPEB Trust - Annual Funding	\$30,000	\$30,000	0.0	\$20,000	\$9,197	\$22,040
5231 Building Maintenance	\$14,465	\$28,640	-49.5	\$14,271	\$9,679	\$19,081
5232 Equipment Maintenance - Admin	\$8,010	\$8,910	-10.1	\$6,751	\$9,219	\$8,157
5239 Vehicle Maintenance and Rep.	\$8,100	\$5,650	43.4	\$8,730	\$3,745	\$5,828
5240 Maintenance Water and Sewer	\$114,200	\$162,150	-29.6	\$77,061	\$163,600	\$132,947
5311 Gas and Electric - Utilities	\$54,400	\$49,400	10.1	\$45,283	\$30,441	\$33,774
5312 SCADA System	\$9,805	\$19,930	-50.8	\$20,400	\$25,529	\$16,268
5320 Travel	\$300	\$300	0.0	\$516	\$210	\$265
5323 Education Staff/Board	\$3,500	\$3,500	0.0	\$270	\$300	\$640
5324 Uniforms	\$3,400	\$5,300	-35.8	\$4,807	\$3,125	\$2,999
5342 ASCWD Fuel	\$9,500	\$5,300	79.2	\$4,951	\$4,784	\$4,561
5371 Telephone - Administration	\$1,400	\$10,350	-86.5	\$15,163	\$11,052	\$6,504
5394 Government Mandates	\$26,723	\$22,792	17.2	\$17,141	\$16,946	\$14,808
5404 Garbage Contract	\$158,034	\$147,755	7.0	\$140,097	\$137,485	\$129,615
5513 Depreciation Expense	\$262,775	\$213,345	23.2	\$213,348	\$213,123	\$213,345
5602 Miscellaneous - O&M	\$3,200	\$4,700	-31.9	\$2,196	\$2,087	\$973
Total Expense	\$2,258,044	\$2,172,227	4.0	\$1,914,343	\$1,946,176	\$1,923,360
Net Operating Surplus	\$69,669	\$23,787	192.9	\$330,442	\$139,883	\$90,557

DRAFT - Alpine Springs County Water District FY 22/23 Budget DRAFT				Details	
Expense	Description	DRAFT FY22/23	Approved Budget FY21/22	Percent Change	
5020	Salaries & Wages - Admin				
	Salary (Office Mgr.)	\$59,419	\$56,407	5.3	
	Salary (General Mgr.)	\$141,808	\$128,915	10.0	Estimated April COLA increase of 6 % based last two posted COLA % of 7.0% in Dec 2021 and 7.7 % in Feb 2022 Estimated COLA and performance increase
	TOTAL	\$201,226	\$185,322	8.6	
5032	Salaries & Wages - O&M				
	Salaries	\$140,435	\$141,337	-0.6	Staff Reorganization with flex time
	Overtime	\$23,725	\$23,725	0.0	
	Flex (Seasonal)	\$47,745	\$22,112	115.9	Staff Reorganization with flex time
	Standby/On-Call	\$32,400	\$32,400	0.0	
	TOTAL	\$244,305	\$219,573	11.3	
5103	Benefits - Admin				
	Benefits Admin	\$42,330	\$44,441	-4.7	Reduction in Workman's Comp and State SUJ
	TOTAL	\$42,330	\$44,441	-4.7	
5104	Benefits - O&M				
	Benefits - O&M	\$9,338	\$83,052	13.6	Staff reorganization with additional hours to seasonal worker
	TOTAL	\$9,338	\$83,052	13.6	
5106	Dental Plan Co-Insurance				
	Co-Insurance (Office Mgr.)	\$825	\$3,500	-76.4	HRA implementation
	Co-Insurance (O&M)	\$2,556	\$7,500	-65.9	HRA implementation
	TOTAL	\$3,381	\$11,000	-69.3	
5110	Directors' Fees				
	Directors' Pay	\$8,650	\$8,650	0.0	
	TOTAL	\$8,650	\$8,650	0.0	
5120	Insurance - Administration				
	Insurance - SDRMA (Property & Liability)	\$35,742	\$32,291	10.7	Reflects estimated 2022/2023 SDRMA rates from March 25,2022 SDRMA Estimated Contribution letter
	Insurance - SDRMA (Workman's Compensation)	\$8,854	\$11,571	-23.5	Reflects estimated 2022/2023 SDRMA rates from March 25,2022 SDRMA Estimated Contribution letter
	TOTAL	\$44,596	\$43,862	1.7	
5145	Park Expenditures				
	Bathroom Plumbing Fixtures	\$300	\$300	0.0	
	Sprinkler System Parts & Repair	\$400	\$400	0.0	
	Extra Park Cards (50)	\$0	\$350	-100.0	Purchased last year
	BBQ Propane	\$100	\$65	53.8	
	BBQ Maintenance and Replacement	\$1,200	\$1,200	0.0	
	Chemicals (Chlorine, Fertilizer)	\$3,100	\$3,100	0.0	
	Miscellaneous Supplies	\$200	\$200	0.0	
	Flower Walk	\$200	\$200	0.0	
	Bird Walk	\$0	\$0	0.0	
	Landscape Maintenance and Replacement	\$300	\$300	0.0	
	Easter Egg Hunt	\$200	\$200	0.0	
	Park Mailings (with Spring Newsletter) (2x)	\$0	\$450	-100.0	No longer provided
	Tennis Court Repairs	\$3,000	\$2,400	25.0	Additional Repairs needed
	Fence repair	\$5,000	\$2,000	150.0	Additional Repairs need due to winter damage
	Crack seal, seal, stripe parking lot	\$2,000	\$2,000	0.0	
	Pathway and lawn maintenance	\$2,000	\$2,000	0.0	
	Beach sand / Pathway sand	\$1,500	\$3,000	-50.0	Reflects actual cost
	Metal signs for park information	\$300	\$1,000	-70.0	Park / District information center purchased last year
	Misc. Card Reader repairs	\$500	\$500	0.0	
	ADA Compliance - Mobil Chair	\$0	\$0	0.0	Previously purchased in FY21/22
	ADA Compliant Portable Beach Path	\$0	\$2,000	-100.0	Recommendation from ADA Compliance inspection on hold to FY23/24

5169	Bank Service Charges/Tax Collection Fees	Dept. of Public Health - Drinking Water Program Op. Cert.(D2) Dept. of Public Health - Drinking Water Program Op. Cert.(T1) Dept. of Public Health - Drinking Water Program Op. Cert.(T1) Dept. of Public Health - Drinking Water Program Op. Cert.(D2) CWEA Certifications-Scheid and Miguel Collections Grade1 TOTAL	\$80 \$70 \$70 \$80 \$140 \$9,295	\$80 \$70 \$70 \$80 \$140 \$9,295	0.0 0.0 0.0 0.0 0.0 18.6	
		Late Fees/Interest	\$500	\$500	0.0	Bill late fees paid by District
		Credit Card fees - merchant services	\$2,000	\$1,800	11.1	Increase use by customers / recovered under other revenue
		TOTAL	\$2,500	\$2,300	8.7	
5170	Analytical Testing	Testing required this budget cycle	\$7,000	\$3,325	110.5	Increased Permit Water Testing required this budget cycle
		TOTAL	\$7,000	\$3,325	110.5	
5180	Accounting Fees	Mike Dobrowski (\$5467.01 Jul-Dec 2021, then \$5795 which is 6.0%)	\$67,572	\$63,860	5.8	Represents a 6.0%COLA
		TOTAL	\$67,572	\$63,860	5.8	
5181	Audit	Audit Fees	\$18,450	\$18,450	0.0	
		Appropriations Limit	\$800	\$800	0.0	
		TOTAL	\$19,250	\$19,250	0.0	
5190	Legal Fees	Legal Fees	\$15,000	\$15,000	0.0	
		TOTAL	\$15,000	\$15,000	0.0	
5196	Consultants - Miscellaneous	Consultant to review rates (FY 22/23) On Call Engineering services Temporary summer stand in for Pam (60 hrs.@\$20/hr.) Board Secretary	\$0 \$10,000 \$1,200 \$4,300 \$15,500	\$0 \$10,000 \$1,200 \$4,300 \$15,500	0.0 0.0 0.0 0.0 0.0	CIP project
5220	NTFPD Contract	NTFPD Contract 1st Payment (55%)*(80%) NTFPD Contract 2nd Payment (40%)*(80%) NTFPD Contract 3rd Payment (5%)*(80%) TOTAL (80% of Property Taxes)	\$365,885 \$266,088 \$33,262 \$665,246	\$338,021 \$245,633 \$30,729 \$614,583	8.2 8.2 8.2 8.2	Projected Increase in property tax revenues Projected Increase in property tax revenues Projected Increase in property tax revenues
5221	Fire Fuel Management Fee	Management Fee / Chipping	\$25,604	\$24,827	3.1	Increase in fee collection built into rates
		Total Fire Fuel Management Fee	\$25,604	\$24,827	3.1	
5225	OPEB Trust - Annual Funding	OPEB Funding	\$30,000	\$30,000	0.0	
		TOTAL	\$30,000	\$30,000	0.0	
5231	Building Maintenance	Repairs/Supplies Paving Crack Seal Yard Maintenance Snow Removal Fire Extinguishers Backflow Testing Office electrical repairs Paint Office Building Road Base Cleanup, trucking for debris piles VSB Fire/Smoke Alarm System Pest Control	\$1,500 \$0 \$3,000 \$2,500 \$4,500 \$375 \$400 \$400 \$0 \$500 \$390 \$400	\$1,500 \$10,000 \$3,000 \$2,500 \$4,500 \$600 \$400 \$400 \$2,750 \$500 \$500 \$390 \$400	0.0 -100.0 0.0 0.0 0.0 -37.5 0.0 0.0 -100.0 0.0 0.0 0.0 0.0	Performed in FY21/22 Needed additional high flow fire extinguishers purchased in FY21/22 Performed in FY21/22

	TOTAL	\$14,465	\$28,640	-49.5	
5232 Equipment Maintenance - Administration					
Copier (Sierra Office Solutions) includes color copies & ink		\$2,500	\$2,500	0.0	Phone purchase return of rental units
Phone System (AVAYA)		\$400	\$400	-80.0	
Professional Communications Messaging - Answering Service		\$550	\$550	0.0	
3 Cell Phones		\$3,000	\$2,300	30.4	Increase in provider charges
Badger Meter Service Agreement (billed every 6 months)		\$1,560	\$1,560	0.0	
TOTAL		\$8,010	\$8,910	-10.1	
5239 Vehicle Maintenance					
Chevy Service Truck		\$2,250	\$250	800.0	Increase cost of required maintenance
Ford Ranger		\$500	\$150	233.3	Increase cost of required maintenance
Ford F550 Dump Truck		\$300	\$200	50.0	Increase cost of required maintenance
Chevy Sewer 71		\$150	\$150	0.0	
Cal. 416 Backhoe		\$4,500	\$4,500	0.0	
Miscellaneous Vehicle Parts		\$400	\$400	0.0	
TOTAL		\$8,700	\$5,650	43.4	
5240 Maintenance - Water & Sewer Dept					
Pres. Grt. Leaks		\$5,000	\$5,000	0.0	
Sewer Pipe Liners (4)		\$4,000	\$4,000	0.0	
Annual Cleaning		\$16,000	\$16,000	0.0	
Clean & TV Project		\$15,000	\$15,000	0.0	
Line Repairs		\$7,500	\$7,500	0.0	
Manhole repairs		\$17,000	\$17,000	0.0	
Sewer Service Repairs/Replacements		\$2,500	\$2,500	0.0	
Repair 1 service box		\$1,500	\$1,500	0.0	
TV Services		\$800	\$800	0.0	
Paving		\$7,500	\$7,500	0.0	
Water Leak Repairs		\$12,000	\$12,000	0.0	
Repair Manholes		\$4,500	\$4,500	0.0	
Tank 1		\$200	\$4,500	-95.6	Hatch alarm installed FY21/22
Tank 2		\$200	\$200	0.0	Transducer replacement required
Tank 3		\$3,000	\$200	1400.0	Completed in FY20/21 (reoccurring ever 3 to 5 years)
Tank 4		\$0	\$0	0.0	Transducer replacement required
Tank 5		\$3,000	\$4,000	-25.0	Rebuild outlet box
Spring 3		\$3,000	\$750	300.0	Increased cost and need
Remove snow water tanks		\$4,000	\$4,000	0.0	Moved to a CIP project
Tree Removal		\$2,000	\$1,500	33.3	Completed in FY21/22
Well # R- 1		\$100	\$100	0.0	Moved to a CIP project
Spring 1 Rehab		\$0	\$30,000	-100.0	Reflects actual cost
Springs 2 & 4		\$100	\$100	0.0	Reflects actual cost
Springs 2 & 4 Vault Rehab		\$0	\$5,000	-100.0	Reflects actual cost
AME Well		\$0	\$5,000	-100.0	Completed in FY21/22
Well # R-2		\$100	\$300	-66.7	Moved to a CIP project
Reproduce water & sewer plans		\$200	\$200	0.0	Reflects actual cost
Cla-Val Inspection, repairs and rebuild service		\$2,000	\$4,000	-50.0	Reflects actual cost
Repair and Ladder for Spring 3 Vault		\$3,000	\$1,500	100.0	Reflects actual cost
Alpine Meadows Condos water meter box improvements third phase		\$0	\$7,500	-100.0	Completed in FY21/22
TOTAL		\$114,200	\$162,150	-29.6	
5311 Gas & Electric - Utilities					
Electrical (incl. Snowmaking Power, ASCWD Office & O&M)		\$31,000	\$31,000	0.0	Increase cost of product
Propane (inc. O&M)		\$17,000	\$12,000	41.7	
Sewer (TTSA) Office		\$1,100	\$1,100	0.0	
Sewer (TTSA) Park		\$1,100	\$1,100	0.0	

	Garbage Service Office	\$1,200	\$1,200	0.0	
	Garbage (\$1,500 for Memorial Day Cleanup Dumpsters)	\$3,000	\$3,000	0.0	
	TOTAL	\$4,400	\$4,400	10.1	
5312	Telemetry System (SCADA)				Reflects actual cost
	Annual RTU Field Maintenance	\$4,000	\$2,800	42.9	Upgrade was completed in FY20/21 support is \$3480 per year
	SCADA, Support & upgrade SCADA computer and software	\$2,770	\$3,480	-20.4	Not previously budgeted
	HMI Preventative Maintenance	\$935	\$0	XXXXXX	
	Three (3) Service Trips	\$1,850	\$1,850	0.0	Current CIP project
	radio or transducer repair and maintenance	\$0	\$2,400	-100.0	Tank 5 Site update to equipment and telemetry completed in FY21/22
	Scada Repairs & Improvements	\$0	\$9,000	-100.0	Reflects actual cost
	Net streaming remote access to SCADA computer	\$250	\$400	-37.5	
	TOTAL	\$9,805	\$19,930	-50.8	
5320	Travel				
	Travel - All Staff	\$300	\$300	0.0	
	TOTAL	\$300	\$300	0.0	
5323	Education Staff/Board				
	Education - All Staff	\$2,500	\$2,500	0.0	
	Staff Safety Training	\$1,000	\$1,000	0.0	
	TOTAL	\$3,500	\$3,500	0.0	
5324	Uniforms				
	Uniforms - O&M	\$3,400	\$5,000	-32.0	Elimination of uniform service
	Tee Shirts	\$0	\$300	-100.0	Elimination of uniform service
	TOTAL	\$3,400	\$5,300	-35.8	
5342	ASCWD - Fuel				
	Unleaded	\$6,000	\$4,000	50.0	Increased cost of product
	Diesel	\$2,500	\$1,000	150.0	Increased cost of product
	Special Fluids	\$1,000	\$300	233.3	Increased cost of product
	TOTAL	\$9,500	\$5,300	79.2	
5371	Telephone - Administration				
	Phone - AT&T incl. O&M	\$1,200	\$10,000	-88.0	New contract with AT&T
	ZOOM	\$200	\$200	0.0	No longer needed
	Conferencecall.com Intrado Enterprise Collaboration, Inc.	\$0	\$150	-100.0	
	TOTAL	\$1,400	\$10,350	-86.5	
5394	Government Mandates				
	USFS Permit Fee (12" Water Main)	\$3,500	\$3,500	0.0	Fee Increase
	AB2158 HDS Fee (PWS - ID 3110029) Now State Water Resources Control Board	\$5,500	\$4,350	26.4	
	Fuel Tank Test	\$740	\$740	0.0	
	PC Air Qual Permit (Placer Co. APCD)	\$950	\$950	0.0	Fee Increase
	Placer County Haz. Mat. Permit (Facility ID FA0004004)	\$1,135	\$1,104	2.8	
	Under Ground Service Alert	\$250	\$250	0.0	
	Placer County road encroachment fees (4)	\$220	\$220	0.0	
	Generator Permit	\$315	\$315	0.0	
	PCLAFCO	\$1,170	\$1,170	0.0	
	Board Training (ethics)	\$500	\$0	XXXXXX	Required Training
	Local Government Officials (Brown Act Reimbursement)	\$500	\$0	XXXXXX	Required Training
	Placer County Elections	\$1,750	\$0	XXXXXX	No elections FY 21/22
	State Water Resources Control Board 7-1-21 to 6-30-22 - PWS 6SSO11101	\$4,500	\$4,500	0.0	
	USC Backflow Certifications (payable to USC Foundation Office)	\$120	\$120	0.0	
	Placer Co. Sheriff Office (WARN) emergency system or enforcement activities	\$185	\$185	0.0	
	Placer County Recorder	\$150	\$150	0.0	
	GASB-68/74/75 Report & Schedules	\$4,850	\$4,850	0.0	
	Diamond Maps	\$288	\$288	0.0	
	Newspaper Legal Notices	\$500	\$500	0.0	
	TOTAL	\$26,723	\$22,792	17.2	

5404	Garbage Contract	Annual Garbage Contract	\$156,534	\$146,255	7.0
		Hazard Waste Disposal 3 at \$500 each	\$1,500	\$1,500	0.0
		TOTAL	\$158,034	\$147,755	7.0
5513	Depreciation Expense	Depreciation Expense	\$213,345	\$213,345	0.0
		TOTAL	\$213,345	\$213,345	0.0
5602	Miscellaneous Safety - O&M	Traffic Control Safety Signs	\$800	\$300	0.0
		Emergency Eye Wash	\$250	\$250	0.0
		Personnel Protective Safety Gear	\$2,000	\$3,500	-42.9
		Barricades with lights	\$500	\$500	0.0
		36" Safety Cones	\$150	\$150	0.0
		TOTAL	\$3,200	\$4,700	-31.9

Per TTSD increase outlined in an April 24, 2022 letter from Jeff Collins

Reflects actual cost

**DRAFT Alpine Springs County Water District
Water and Sewer Capital Improvement Budget
Fiscal Year 2022/23**

Project Description	Fiscal Year 2022/23	Future Budget Years	Future Budget Years	Future Budget Years	Future Budget Years	Future Budget Years
	2022/23	2023/24	2024/25	2025/26	2026/27	
Update the Long Range Water and Sewer Master Plan	\$75,000					
Cat-907M Tractor and snow blower	\$54,548	\$54,548				
SCADA computer replacement and software upgrade	\$30,000		\$54,548			
Water Zone #3 valve controls upgrade to operate during power outage	\$8,000					
Install a new permit required Water Zone #3 Bacteriological Sample Site	\$9,000					
Pine trail sewer mainline repair of I&I	\$10,000					
AME well drainage upgrade	\$5,000					
Upgrade backup batteries at Tank sites 2 and 5	\$6,000					
ADA Compliant Path for Bocce Ball Court	\$8,500					
Consultant to review rates (FY 22/23)	\$50,000					
Tank 4 & 4A Replacement Closeout	\$75,648					
Replace failing asphalt at District office and maintenance areas		\$30,000				
Spring #1 rebuild and replace wellhead piping		\$30,000				
Manhole addition Cub Lane		\$25,000				
Sewer Line Replacement - Chalet Road to Ski Resort		\$150,000				
Liner MH to MH 8" Deer Park Bridge		\$35,660				
New Service Vehicle			\$60,000			
Blow Off & Check Valve Replacement Well R-2			\$25,000			
Resurface Tennis courts			\$30,000			
Booster Pump Station & PRV Zone 3 to 2 - Upper Bench Construction				\$1,000,000		
Construction Management & Inspection				\$200,000		
Booster Pump Station & PRV Zone 3 to 2 - Cub Lane Construction				\$1,000,000		
Construction Management & Inspection				\$200,000		
Booster Pump Station & PRV Zone 2 to 1 Construction					\$1,000,000	
Construction Management & Inspection					\$200,000	
Totals	\$331,696	\$325,208	\$169,548	\$2,400,000	\$1,200,000	\$1,200,000

F1)

Alpine Springs County Water
Budget and Finance Committee Report
Thursday, April 7, 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

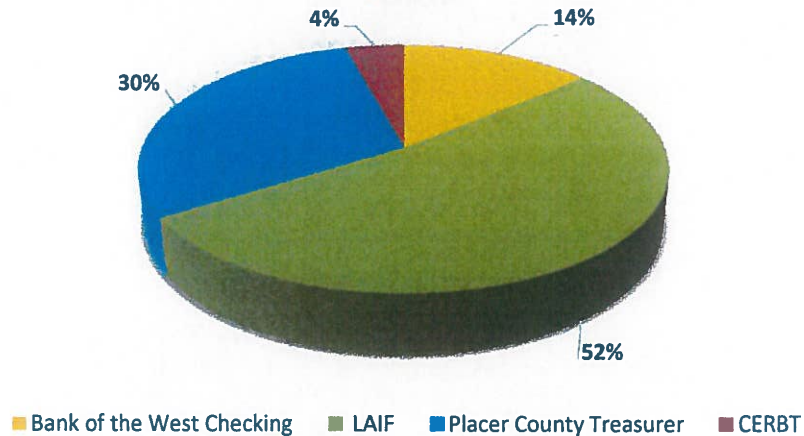
Items discussed and recommendations to board:

1. PUBLIC COMMENT
 - a. No public comment.
2. ITEMS FOR COMMITTEE DISCUSSION AND RECOMMENDED ACTION
 - a. March 2022 Monthly Financial Reports
 - i. The committee recommends approving March 2022 financials.
 - b. Treasurer's Report
 - i. The committee reviewed the treasurer's report.
 - c. Unbudgeted Expenses
 - i. Joe reported that he has had further discussion with Farr Construction. Basically Farr and Joe are at a standstill on the information needed to pay the invoice. More to follow as information is gathered. We are waiting for necessary information needed for approval.
3. MEMBERS' COMMENTS
 - a. There were no member's comments.
4. CORRESPONDENCE
 - a. There was no correspondence.
5. Adjournment
 - a. The committee adjourned at 9:50 a.m.
6. NEXT MEETING
 - a. Next B&F meeting: Thursday, May 12, 2022 9:30 a.m.

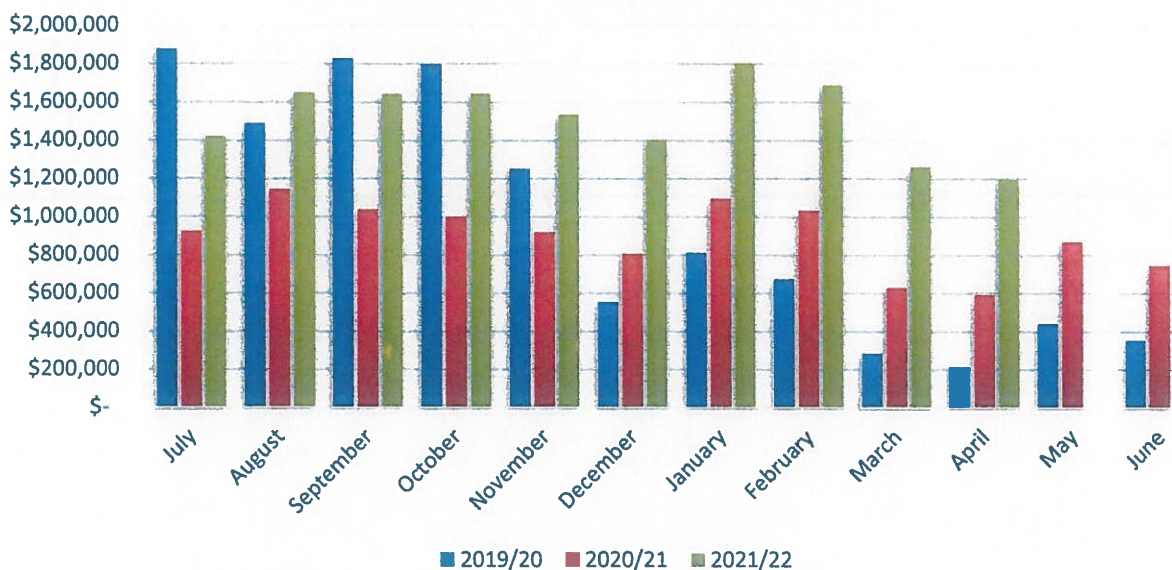
ALPINE SPRINGS COUNTY WATER DISTRICT APRIL 2022 TREASURERS REPORT FY 21/22

	Account Balance	Report Date	Interest
Bank of the West Checking	\$ 164,858	5/5/2022	0.00%
LAIF	\$ 624,565	5/1/2022	0.523%
Placer County Treasurer	\$ 354,792	3/31/2022	0.326%
CERBT	\$ 50,960	5/6/2022	-7.260%
	<u>\$ 1,195,175</u>		

Cash and Investments as a Percentage of Total



Total Cash and Investments By Month



F2)

Park Recreation and Greenbelt Committee report was not received in time for the board packet distribution. It will be distributed at the June meeting.

Correspondence to the Board

E3)

pam@alpinesprings.org

From: Andrew Pitcairn <apitcairn@mac.com>
Sent: Monday, May 9, 2022 10:32 AM
To: Joe Mueller
Cc: Pam Zinn
Subject: AMEA Picnic request

Hi Joe,

As we discussed earlier, I would like to put in a request from the AMEA Board to be allowed to hold our annual picnic in the Community Park on July 3rd this year. We are happy to be as flexible as needed regarding location in the Park and timing, so as to affect other users of the Park as little as possible.

I hope to be at the Board meeting this Friday to make this request to the Board in person.

Sincerely,

Andrew

Andrew Pitcairn | m: +1 510 435 3550 | apitcairn@mac.com

Ken Gracey
1085 Snow Crest Road
Alpine Meadows, CA 96146
kgracey@parallax.com
530.277.8333

Joe Mueller
General Manager
Alpine Springs County Water District
270 Alpine Meadows Road
Alpine Meadows, CA 96146

May 9, 2022

RE: NORTH TAHOE FIRE TRACKED CHIPPER IN ALPINE MEADOWS

Dear Mr. Mueller,

Please include this letter in the Board packet for Friday's meeting, even if just for community feedback since it is probably too late for any formal agenda action.

I encourage the ASCWD Board of Directors to actively request that North Tahoe Fire Protection District supply their tracked chipper to Alpine Meadows via Alpine Defensible Space (or even directly to trained homeowners) for our local defensible space efforts. This has been discussed for at least two years, but we're lacking action – real collaboration in the interest of safety and fire protection, our greatest concern. This is a time where we need to “pull the stops” and bring a benefit to our community.

By this Friday, I will likely have confirmation that phase one of my defensible space project submitted to Tahoe Truckee Community Foundation (TTCF) will be approved for funding this summer. I've attached the proposal and a letter of support from the Alpine Meadows Firesafe Council (the project goes forward in smaller capacity without TTCF support). You'll see that our property is an urban wildfire interface between USFS lands and ten residential units.

If our contractor has access to the NTFPD tracked chipper, even at a cost, it could extend our fairly minimal budget by several work days since North Tahoe Fire Protection District's tracked chipper is presumably owned. Even better, we could ask the NTFPD crew to do three or four days of tracked chipper work on our property. This allows us to apply more funds to the chainsaw phase instead of renting a tracked chipper and operator at >\$2,500/day.

Page 2 of 2

I also offer my property as a storage location for the NTFPD tracked chipper, between projects. There's an easement on our dirt road (used by ASCWD for the water pipeline, and by the public to access to USFS lands) with plenty of storage space and a locked gate. This could allow the equipment to be more easily moved to other locations in Alpine Meadows, should they also formalize their defensible space efforts this summer.

Please use whatever means, process or system you have available to request that the NTFPD bring this equipment to Alpine Meadows. Let's get this accomplished!

Sincerely,



Ken Gracey
(530) 277-8333

Cc: Steve Leighton, Fire Chief, North Tahoe Fire Protection District

P.S. I've ordered four (4) 3' x 10' vinyl banners with grommets to attach to the green waste dumpsters on Memorial Day weekend. Because of the strong language and short timeline, I acted on my own (and not on behalf of the Alpine Meadows Firesafe Council) when I designed and ordered these.

Green Waste Only
That's trees, brush, and cuttings - nothing else!
Don't be the person who causes the loss of this community benefit.