
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 July 14th, 2023
Location: District Office, Board Room
270 Alpine Meadows Road
Alpine Meadows, CA 96146
Time: 10:30 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.

Meetings are held in person in the ASCWD boardroom at 270 Alpine Meadows Rd. and are open to the general public. Public comment is accepted by the board only in the following ways, in person at 270 Alpine Meadows Rd., Alpine Meadows, CA, in writing submitted to the Board Secretary by email to info@alpinesprings.org, or by mail before Tuesday, July 11th at 10:30 a.m.

A ZOOM broadcast is provided when available through the following link. No public participation or comment is provided through ZOOM.

ZOOM: At the specified time, 10:30 a.m., connect to ZOOM. Mtg. ID: 881 2770 3603; passcode: 907254; Times listed are approximate.

Join Zoom Meeting:

<https://us06web.zoom.us/j/88127703603?pwd=Y05yYm5xN3Q3S2VpNWxuSk9ZTkMrQT09>

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

B. PUBLIC COMMENT

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

C. APPROVAL OF MINUTES

C1) JUNE REGULAR BOARD MEETING

The Board shall review and vote to approve the minutes of the Regular Board meeting of June 9th, 2023.

ALPINE SPRINGS COUNTY WATER DISTRICT

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

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

Mike Dobrowski, CPA, shall discuss the June 2023 monthly financial statements highlighting outstanding issues. The Chair of the Budget & Finance Committee shall comment on the Committee's review of the statements. The Board shall vote to accept the financial statements and to approve the monthly (reports) 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 June 2023 dispatch report and the staffing of the Alpine Meadows Fire Station 56.

D3) GENERAL MANAGER'S REPORT

Joe Mueller, the General Manager, shall report on his activities during the month of June 2023.

D4) OPERATION & MAINTENANCE DEPARTMENT REPORT

The Operations Staff shall report on issues regarding water, sewer, parks, garbage, and other services provided by the district. Staff shall comment on and answer questions regarding the June 2023 Water/Sewer Report.

D5) TTSA REPORT

The Regular Meeting for May 17th, 2023, report was handed out at the May meeting. The next meeting was June 21st, 2023, and the report will be submitted with the July agenda.

E. COMMITTEE REPORTS

E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)

Met July 13th, the previous month June 8th, 2023, B&F report is attached.

E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)

No Meeting

E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)

No Meeting

E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)

No meeting

F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

F1) GOALS AND OBJECTIVES

Year end review of the 2022/2023 District Goals and Objectives Matrix. Consideration for approval the 2023/2024 District Goals and Objectives Statement and Matrix.

F2) PENALTY WAIVER POLICY.

Consideration of Resolution 5-2023 Alpine Springs County Water District Penalty Waiver Policy.

F3) GREEN WASTE DUMPSTER REBATE PROGRAM AND DISTRICT GREEN WASTE DISPOSAL SERVICES

Consideration of Resolution 6-2023 Alpine Springs County Water District authorizing the District to provide a customer rebate for green waste only dumpsters. General discussion on District provided green waste services.

F4) BOARD MEETING TELECONFERENCING AND BROWN ACT

Review and discussion of Brown Act requirements and District position on board meeting teleconferencing and public participation.

ALPINE SPRINGS COUNTY WATER DISTRICT

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

General Manager: Joe Mueller

G. FUTURE AND OPEN AGENDA ITEMS

- AUGUST DISTRICT BOARD OF DIRECTORS MEETING DATE AND TIME
- NTFPD NEGOTIATIONS

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

To occur at 9:00 July 14, 2023, directly before this meeting.

J. DIRECTORS' COMMENTS

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

K. ADJOURNMENT

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

Next regularly scheduled Board meeting – Friday August 11th, 2023, at 9:00 a.m.

I certify that on or before Tuesday July 11th, 2023, at 10:30 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 **June 9, 2023**

4 **NOTE: Due to continued COVID restrictions, this meeting was a "hybrid" of an in-person meeting for Board and staff**
5 **and Zoom for additional attendees**
6
7

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

9 Vice President Ganong called the meeting to order at 9:02 AM.

10
11 Directors Present: Vice-President Janice Ganong, Evan Salke, Dave Smelser and Christine York

12 Directors Absent: President Janet S. Grant
13

14 Staff Present: General Manager Joseph Mueller
15

16 Guests included NTFPD Fire Marshall Brent Armstrong, Peggy Heidelberger Smith, and Liz Hobart Zang
17

18 **B. PUBLIC COMMENT**

19 Peggy Heidelberger Smith asked if a program can be set up for regular collection of yard waste. Ganong
20 said green waste dumpsters will be available in July. Mueller explained that was never part of the TTSD
21 contract. He described the options being considered for chipping and green waste collection. At the July
22 meeting, Mueller may recommend ASCWD reimburse residents for the costs of up to two 6 yard green
23 waste containers.
24

25 Liz Zang said TCPUD is allowing for public comment via Zoom and asked that ASCWD consider doing
26 the same. There was a brief discussion about the equipment needed and requirements, given the California
27 Brown Act and restrictions since the emergency Covid order was lifted. This item will be on the next
28 agenda for more discussion.
29

30 **C. APPROVAL OF MINUTES**

31 **C1) MAY REGULAR BOARD MEETING**

32 **It was moved by Smelser and seconded by York to approve the minutes of the May 12, 2023**
33 **Regular Board meeting as corrected. Motion carried unanimously.**
34

35 **D. DEPARTMENT REPORTS**

36 **D1) FINANCIAL REPORT**

37 Dobrowski's written report on the financials for May 2023 was in the meeting packet. Salke reviewed the
38 details. Approximately \$12,000 in outstanding payables is being turned over to Placer County for
39 collection.
40

41 **It was moved by Smelser and seconded by York to approve the May 2023 financial reports as**
42 **presented. Motion carried unanimously.**
43

44 **It was moved by York and seconded by Smelser to approve payment of checks #32993 – 33026,**
45 **payroll, and electronic fund transfers. Motion carried unanimously.**
46

47 **D2) FIRE DEPARTMENT REPORT**

48 Armstrong presented the Response Calls report in the meeting packets. He noted preparations for the
49 summer season are underway.
50

51 **D3) GENERAL MANAGER'S REPORT**

52 Mueller's written May 2023 report on activities for the month was in the packet.

1
2 Based on last month's rate discussion, Mueller opened a conversation with Carollo about prioritizing
3 capital improvement projects identified in the Master Plan. Most projects scheduled for next year are
4 O&M, but some of the others in future years can be considered for reprioritization . Mueller will present a
5 recommendation in August.
6

7 Muller continued to clarify items in his report. The Park is scheduled to open July 1. No passes have been
8 sold yet and the glitches with online sales are being worked out.
9

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

11 Mueller presented the May Water/Wastewater Report as Ramirez was in the field working on repairing a
12 transponder on a tank.
13

14 The annual I&I investigation report is being compiled. There were photos in the meeting packet of some
15 of the manhole and other winter damage being addressed.
16

17 **D5) TTSA REPORT**

18 The report of the May 17, 2023 TTSA Board meeting was in today's meeting packet. There were 337
19 letters protesting the new rates, far below the required 50%+1. The new rates were adopted.
20

21 **E. COMMITTEE REPORTS**

22 **E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

23 Salke presented the June 8, 2023 Committee meeting report.
24

25 Salke described the report from Wells Fargo on a ladder investment policy that minimizes risk as much as
26 possible and yields around 5%. The Committee recommends shorter duration T-bills. Mueller will make
27 the investments and keep the Board informed.
28

29 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

30 York presented the report of the Committee meeting. The group is recommending a community survey
31 about the greenbelt and a workshop on defensible space. There was some question about who is
32 responsible for defensible space on some AMEA lots and whether ASCWD should acquire them. There
33 was consensus from the Park, Recreation and Greenbelt (PRG) committee that ASCWD should not
34 acquire additional greenbelt lands unless there is a funding mechanism for defensible space work. Salke
35 suggested the survey can help inform the ASCWD Board about taking over ownership. Mueller will work
36 with York and the PRG committee to develop a draft survey. It will be reviewed and approval by this
37 Board for consideration with a goal of getting it out this summer. The results can be presented at the
38 Valley-wide meeting.
39

40 Regarding chipping, ASCWD is still in negotiation with NTFPD for a contract amendment.
41

42 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

43 This Committee did not meet.
44

45 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

46 This Committee did not meet.
47

48 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

49 **F1) ASCWD THE LOCAL AGENCY RESPONSIBLE FOR PROVIDING** 50 **RESIDENTAL GARBAGE SERVICE IN ALPINE MEADOWS**

1 As a follow up to last month's meeting, Mueller presented his report regarding ASCWD's responsibility
2 to provide residential garbage service. There was no public comment.

3
4 **F2) RESIDENTIAL GARBAGE SERVICE AGREEMENT BETWEEN ASCWD AND**
5 **TTSD.**

6 Mueller presented the proposed three-year agreement with TTSD. It fixes the fees at with a 7% annual
7 increase after the first year. Discussion followed as the details were clarified.

8
9 Mueller was asked to present costs to offer green waste dumpsters more often than two days a year.

10
11 **It was moved by Smelser and seconded by York to approve the three-year agreement between**
12 **ASCWD and TTSD as presented and authorize the General Manager to executive it. Motion**
13 **carried unanimously.**

14
15 **F3) FISCAL YEAR 2023/2024 OPERATIONS AND CAPITAL BUDGET**
16 **It was moved by York and seconded by Salke to approve Resolution 4-2023 Alpine Springs County**
17 **Water District Operating and Capital Improvement Plan Budgets for Fiscal Year July 1,2023,**
18 **through June 30, 2024.**

19 **ROLL CALL VOTE**
20 **AYES: Ganong, Smelser, York, and Salke**
21 **NAYS: None**
22 **Motion carried unanimously**

23
24 **F4) GOALS AND OBJECTIVES 2022/2023**
25 Ganong read the ASCWD FY 2022/23 Goals & Objectives Statement agreed to by all Directors

26
27 **F5) SPRING SUMMER 2023 ASCWD NEWSLETTER**
28 **Review and consider for approval the content of the spring summer 2023 ASCWD**
29 **Newsletter.**

30 The Board reviewed the draft spring/summer 2023 newsletter and offered comments and suggested
31 revisions. There was a lengthy discussion about whether to open the Park to all Alpine Meadows residents
32 over the July 1 weekend or select another date. In the end, there was agreement to keep that date..

33
34 **G. FUTURE AND OPEN AGENDA ITEMS**
35

- NTFPD Agreement Amendment
- Options for electronic public comment
- Green waste container program subsidy
- Policy for late-fee forgiveness
- Goals and objectives

36
37
38
39
40
41 **H. CORRESPONDENCE TO THE BOARD**
42 The Board reviewed correspondence submitted.

43
44 **I. CLOSED SESSION**
45 The Board went into Closed Session at 11:54 AM to consider:
46 **I1) GOVERNMENT CODE SECTION 54957: PUBLIC EMPLOYEE PERFORMANCE**
47 **EVALUATION**
48 **General Manager performance evaluation for fiscal year 2022/2023**

49 Open Session was reconvened at 12:25 P.M. and the following action reported:

1 **It was moved by Ganong and seconded by Smelser to amend General Manager Mueller’s**
2 **Employment Agreement by adjusting the benefits in-lieu rate to \$34,044, bringing it in line with**
3 **current District employee health benefit liability, and subsequently incorporating the benefit in-lieu**
4 **into the General Manager’s Base rate of pay, thus eliminating the benefit in-lieu payment. The**
5 **adjusted General Managers base pay will be \$177,394.93. The General Manager’s Position remains**
6 **stipulated without health benefits. Motion carried unanimously.**

7

8 **J. DIRECTORS’ COMMENTS**

9 York announced the Flower Walk is scheduled for July 2 at 9:00 AM.

10

11 Mueller described the process and next steps for a possible contract agreement amendment with NTFPD.

12

13 **K. ADJOURNMENT**

14 There being no further business to come before the Board, the meeting was adjourned at 1:15 PM. The
15 next regularly scheduled Board meeting is Friday July 13, 2023 at 9:00 AM.

16

17 Respectfully Submitted,

18 Judy Friedman

19 Recording Secretary

20 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

21

D1

Subject: *June 2023 Month End Review*

For: *Alpine Springs County Water District*

To: *The Board of Directors*

Prepared by: *Michael J. Dobrowski, CPA 07/10/23*

On a year-to-date basis our net income was \$31,564 lower than the prior fiscal year. Please note that water meter read revenue has been estimated at \$140,000. We are currently working on finalizing that number. Interest revenue was \$21,256 greater than the prior year. Current month total expenses were \$134,898 which includes an NTFD accrual adjustment from last month of (\$11,479).

Our cash position has increased by \$676,399 from June 2022 and has decreased by \$112,941 from the prior month. These financial statements should be considered preliminary as we leave July open to properly account for multiple year end transactions.

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 + \$209,740 = \$209,740**

Prior Year + (10% of annual revenues (\$2,364,788-267,381) less Garbage)

Cash available for operations – **\$1,328,839**

(Remaining balance \$1,524,438-195,599)

In Transit Timing Differences
No significant differences.

Work in Progress Accounts	Current Year	Total
Master Plan	97,146	146,901
Zone 3 Water Testing Site	12,100	12,100
Sewer Line – Pine Trail	12,875	12,875
Rate Study	28,012	28,012
Upgrade Backup Battery Tank 2&5	3,598	3,598
Sewer Easement	<u>0</u>	<u>11,300</u>
Total	\$153,730	\$ 214,785

Accounts Payable	
NTFPD Contract	\$ <u>296,373</u>
Total	\$ 296,373

Sick and General Leave		
COVID Sick leave	0.00 Hrs.	
Sick leave Hours	301.00 Hrs.	
General leave Hours and Dollars	311.51 Hrs.	\$ 20,482.58

Prepays	
Sun Life Dental (5103&04) (68.77+212.89) 0 month	\$ 0.00
Garbage Contract (5404.02) 0 Mo. @ \$13,196.16	\$ 0.00
Healthplan Services (51031&41) (171.45+208.05) 0 month	\$ 0.00
SDRMA Insurance (5120.00) 0 months @ 2,962.64	\$ 0.00
SDRMA (5120.00) Worker's Comp 12 months @ 1,051.06	\$ 12,612.77
Principal Life (5103&04) (25.80+51.60) 0 month	\$ 0.00
Core Software (5167.00) 12 Mo. @ \$52.50	\$ 630.00
Sierra Office Solutions (5232.00) 1 Mo. @ \$237.40	\$ 237.40
SDRMA (5120.00) Worker's Comp 0 months @ 731.46	<u>\$ 0.00</u>
Total	\$ 13,480.17

Stale-Dated Checks

<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>
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Last disbursement issued from prior financial reports.

<u>Date</u>	<u>Check or EFT #</u>	<u>Amount</u>	<u>Vendor</u>
06/01/23	ach060123b	842.81	CalPers Retired Health Insurance

Benefits Breakdown (YTD)

Health & Life Ins. (Active)	\$47,958.68
Health & Life Ins. (Retired)	16,865.77
Pension (Employee 6.75%)	25,999.40 (Employer 7.47% Effective 07/01/22)
Payroll Taxes	9,505.31
Health plan co-ins.	<u>9,658.76</u>
Total	\$109,987.92

4:29 PM
07/09/23
Accrual Basis

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

	<u>Jul '22 - Jun 23</u>	<u>Jul '21 - Jun 22</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Water Revenue	779,698	768,110	11,588
Connection Fees	27,166	47,609	(20,443)
Sewer Revenue	329,675	312,653	17,022
Garbage Revenue	267,381	257,010	10,371
Park Revenue	16,665	31,819	(15,154)
Fire Mitigation Fees	17,166	41,119	(23,953)
Fire Fuel Management Fees	25,604	24,827	777
STR Fire Collection	0	(5,260)	5,260
Property Tax Revenue	881,201	847,350	33,851
Other Revenue	20,233	22,241	(2,008)
Total Income	<u>2,364,788</u>	<u>2,347,478</u>	<u>17,311</u>
Gross Profit	2,364,788	2,347,478	17,311
Expense			
Salaries and Wages - Admin	219,408	196,376	23,032
Salaries and Wages - O&M	206,782	201,522	5,260
Benefits - Office	27,650	25,461	2,189
Benefits - O&M	72,679	58,063	14,616
OPEB Expense	0	(24,926)	24,926
Health Plan Co-Insurance	9,659	7,386	2,273
Directors' Fees	11,275	8,250	3,025
Insurance - Administration	42,611	42,011	600
Park Expenditures	8,448	10,542	(2,094)
Parts/Tools/Misc. Equip	18,842	12,958	5,884
Postage and Delivery	5,033	5,497	(464)
Cleaning	2,835	2,850	(15)
Newsletter and Printing	1,092	1,021	70
Office Expense	15,112	13,337	1,774
Dues and Subscriptions	9,882	9,919	(37)
Bank and Collection Fees	2,693	2,009	683
Analytical Testing	2,505	2,682	(176)
Accounting Fees	67,589	64,252	3,337
Audit	20,500	19,250	1,250
Legal Fees	8,125	8,978	(852)

4:29 PM
07/09/23
Accrual Basis

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

	<u>Jul '22 - Jun 23</u>	<u>Jul '21 - Jun 22</u>	<u>\$ Change</u>
Consultants-Misc.	4,989	5,018	(29)
NTFD Contract	704,841	658,068	46,773
Fire Fuel Management Fee	(20,102)	27,613	(47,715)
OPEB Trust - Annual Funding	30,000	30,000	0
Building Maintenance	6,652	17,312	(10,661)
Equipment Maintenance - Ad...	8,899	8,243	656
Vehicle Maintenance and Rep.	11,023	5,475	5,548
Maintenance Water and Sewer	56,417	55,093	1,324
Gas and Electric - Admin	48,509	38,049	10,461
SCADA System	11,384	16,413	(5,030)
Travel and Entertainment	412	276	136
Education Staff/Board	522	231	291
Uniforms	1,667	4,323	(2,656)
ASCWD Fuel	5,778	4,873	905
Telephone - Administration	3,257	10,790	(7,533)
Government Mandates	22,355	18,882	3,474
Garbage Services	158,051	148,168	9,882
Depreciation Expense	262,788	284,447	(21,659)
Miscellaneous - O&M	1,810	1,255	555
Total Expense	<u>2,071,970</u>	<u>2,001,968</u>	<u>70,002</u>
Net Ordinary Income	292,818	345,510	(52,692)
Other Income/Expense			
Other Income			
Interest Revenue	23,620	2,365	21,256
Total Other Income	<u>23,620</u>	<u>2,365</u>	<u>21,256</u>
Other Expense			
Interest Expense	128	0	128
Total Other Expense	<u>128</u>	<u>0</u>	<u>128</u>
Net Other Income	<u>23,492</u>	<u>2,365</u>	<u>21,127</u>
Net Income	<u><u>316,310</u></u>	<u><u>347,875</u></u>	<u><u>(31,564)</u></u>

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

	Jun 23	Budget	Jul '22 - Jun...	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
Water Revenue	140,106	149,897	779,698	783,437	783,437
Connection Fees	0	2,101	27,166	25,214	25,214
Sewer Revenue	0	0	329,675	326,446	326,446
Garbage Revenue	0	0	267,381	264,553	264,553
Park Revenue	-50	8,750	16,665	35,000	35,000
Fire Mitigation Fees	0	1,000	17,166	12,000	12,000
Fire Fuel Management Fees	0	0	25,604	25,604	25,604
Property Tax Revenue	0	0	881,201	831,558	831,558
Other Revenue	0	1,797	20,233	21,400	21,400
Total Income	140,056	163,545	2,364,788	2,325,212	2,325,212
Gross Profit	140,056	163,545	2,364,788	2,325,212	2,325,212
Expense					
Salaries and Wages - Admin	26,212	18,329	219,408	220,025	220,025
Salaries and Wages - O&M	27,217	20,356	206,782	244,305	244,305
Benefits - Office	2,864	3,585	27,650	42,998	42,998
Benefits - O&M	6,954	7,867	72,679	94,338	94,338
Health Plan Co-Insurance	911	290	9,659	3,381	3,381
Directors' Fees	875	960	11,275	11,850	11,850
Insurance - Administration	3,694	3,720	42,611	44,596	44,596
Park Expenditures	4,011	3,600	8,448	21,600	21,600
Parts/Tools/Misc. Equip	2,824	2,000	18,842	24,000	24,000
Postage and Delivery	789	621	5,033	7,485	7,485
Cleaning	360	432	2,835	5,250	5,250
Newsletter and Printing	324	0	1,092	2,500	2,500
Office Expense	1,449	1,823	15,112	21,875	21,875
Dues and Subscriptions	0	914	9,882	11,023	11,023
Bank and Collection Fees	0	213	2,693	2,501	2,501
Analytical Testing	192	587	2,505	7,000	7,000
Accounting Fees	5,798	5,640	67,589	67,570	67,570
Audit	0	0	20,500	19,250	19,250
Legal Fees	52	1,228	8,125	15,000	15,000
Consultants-Misc.	861	1,288	4,989	15,500	15,500
NTFD Contract	-11,479	55,439	704,841	665,246	665,246
Fire Fuel Management Fee	0	2,130	-20,102	25,604	25,604

4:30 PM
 07/09/23
 Accrual Basis

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

	Jun 23	Budget	Jul '22 - Jun...	YTD Budget	Annual Bud...
OPEB Trust - Annual Funding	0	0	30,000	30,000	30,000
Building Maintenance	686	1,199	6,652	14,465	14,465
Equipment Maintenance - A...	410	800	8,899	9,611	9,611
Vehicle Maintenance and R...	150	664	11,023	8,100	8,100
Maintenance Water and Se...	17,402	9,524	56,417	114,200	114,200
Gas and Electric - Admin	5,855	4,526	48,509	54,400	54,400
SCADA System	0	808	11,384	9,806	9,806
Travel and Entertainment	70	25	412	300	300
Education Staff/Board	0	288	522	3,500	3,500
Uniforms	492	287	1,667	3,400	3,400
ASCWD Fuel	0	788	5,778	9,500	9,500
Telephone - Administration	284	113	3,257	1,400	1,400
Government Mandates	540	2,150	22,355	25,723	25,723
Garbage Services	13,196	13,175	158,051	158,034	158,034
Depreciation Expense	21,899	21,885	262,788	262,774	262,774
Miscellaneous - O&M	7	274	1,810	3,200	3,200
Total Expense	134,898	187,528	2,071,970	2,281,310	2,281,310
Net Ordinary Income	5,158	-23,983	292,818	43,902	43,902
Other Income/Expense					
Other Income					
Interest Revenue	0	190	23,620	2,500	2,500
Total Other Income	0	190	23,620	2,500	2,500
Other Expense					
Interest Expense	20	0	128	0	0
Total Other Expense	20	0	128	0	0
Net Other Income	-20	190	23,492	2,500	2,500
Net Income	5,138	-23,793	316,310	46,402	46,402

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
As of June 30, 2023

	Jun 30, 23	May 31, 23	\$ Change	Jun 30, 22	\$ Change
ASSETS					
Current Assets					
Checking/Savings					
Petty Cash	13	38	(25)	336	(323)
Bank of the West	471,145	584,061	(112,916)	67,917	403,228
Placer County - Interest App.	360,913	360,913	0	355,221	5,692
Wells Fargo Advisors	353,390	353,390	0	0	353,390
LAIF Accounts	338,976	338,976	0	424,565	(85,589)
Total Checking/Savings	1,524,438	1,637,379	(112,941)	848,039	676,399
Accounts Receivable					
Accounts Receivable	126,148	(12,044)	138,193	112,706	13,442
Total Accounts Receivable	126,148	(12,044)	138,193	112,706	13,442
Other Current Assets					
Placer - Agency Taxes 390-770	1,366	1,366	0	49,111	(47,745)
Other Accounts Receivable	24,071	24,071	0	0	24,071
Interfund Receivable - Enterp	0	0	0	0	0
Prepaid Expenses	13,480	29,862	(16,382)	44,329	(30,849)
County Collection Accounts	30,176	30,176	0	34,347	(4,171)
Deferred Pension Outflows	43,042	43,042	0	43,042	0
Deferred OPEB Outflows	6,572	6,572	0	6,572	0
Total Other Current Assets	118,708	135,089	(16,382)	177,401	(58,693)
Total Current Assets	1,769,293	1,760,424	8,869	1,138,146	631,147
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	21,728	0
Land Improvements	129,444	129,444	0	129,444	0
Alpine Springs Interceptor	58,095	58,095	0	58,095	0
Water System	6,459,766	6,459,766	0	6,459,766	0
SCADA System	153,161	150,782	2,379	146,548	6,612
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	293,229	293,229	0	131,068	162,161
Truckee River Interceptor	358,524	358,524	0	358,524	0

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
 As of June 30, 2023

	Jun 30, 23	May 31, 23	\$ Change	Jun 30, 22	\$ Change
Inflow and Infiltration	26,031	26,031	0	26,031	0
Work in Progress	214,785	210,664	4,121	61,054	153,731
Accumulated Depreciation	(5,521,507)	(5,499,608)	(21,899)	(5,258,719)	(262,788)
Total Fixed Assets	5,265,634	5,281,033	(15,399)	5,205,918	59,716
Other Assets					
Net Pension Asset	28,378	28,378	0	28,378	0
Land Usage and Easement Right	17,436	17,436	0	17,436	0
Total Other Assets	45,814	45,814	0	45,814	0
TOTAL ASSETS	<u>7,080,741</u>	<u>7,087,271</u>	<u>(6,530)</u>	<u>6,389,877</u>	<u>690,864</u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	296,373	307,851	(11,479)	38,778	257,595
Total Accounts Payable	296,373	307,851	(11,479)	38,778	257,595
Other Current Liabilities					
Accounts Payable - 05	0	0	0	17,201	(17,201)
OPEB Liability	374,816	374,816	0	374,816	0
Accrued Payroll & Payroll Tax	200	0	200	7,574	(7,374)
Accrued Vacation Payable	20,483	16,376	4,107	17,984	2,499
Deferred Pension Inflows	31,598	31,598	0	31,598	0
Deferred OPEB Inflows	47,787	47,787	0	47,787	0
HRA Plan Payable	5,000	5,000	0	1,161	3,838
Total Other Current Liabilities	479,883	475,576	4,307	498,120	(18,237)
Total Current Liabilities	776,256	783,428	(7,172)	536,898	239,358
Long Term Liabilities					
Caterpillar Financial Serv	135,195	139,692	(4,497)	0	135,195
Total Long Term Liabilities	135,195	139,692	(4,497)	0	135,195
Total Liabilities	911,451	923,120	(11,668)	536,898	374,553
Equity					
Retained Earnings	358,176	358,176	0	10,301	347,875
Retained Earnings - Garbage	467,468	467,468	0	467,468	0
Retained Earnings - Park	(214,040)	(214,040)	0	(214,040)	0
Retained Earnings - Sewer	1,403,264	1,403,264	0	1,403,264	0
Retained Earnings - Water	(1,799,376)	(1,799,376)	0	(1,799,376)	0
Fund balance Undesignated	390,185	390,185	0	390,185	0
Investment in plant & equip	5,247,303	5,247,303	0	5,247,303	0

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Accrual Basis

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
As of June 30, 2023

	<u>Jun 30, 23</u>	<u>May 31, 23</u>	<u>\$ Change</u>	<u>Jun 30, 22</u>	<u>\$ Change</u>
Net Income	316,310	311,172	5,138	347,875	(31,564)
Total Equity	6,169,289	6,164,151	5,138	5,852,979	316,310
TOTAL LIABILITIES & EQUITY	<u>7,080,741</u>	<u>7,087,271</u>	<u>(6,530)</u>	<u>6,389,877</u>	<u>690,864</u>

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

Jul '22 - Jun 23

	<u>Jul '22 - Jun 23</u>
OPERATING ACTIVITIES	
Net Income	316,310
Adjustments to reconcile Net Income to net cash provided by operations:	
1150.00 · Accounts Receivable - 05 Fund	(13,442)
1550.00 · Prepaid Expenses	83,532
1550.00 · Prepaid Expenses:1550.02 · Prepaid Expenses - 02	(52,684)
1600.05 · County Collection Accts	4,171
1041.00 · Placer Co - Taxes 770	47,745
1160.06 · Other Accounts Receivable	(24,071)
1850.00 · Accumulate Depreciation:1850.02 · Accumulated Deprec. - 02	10,908
1850.00 · Accumulate Depreciation:1850.03 · Accumulated Deprec. - 03	10,908
1850.00 · Accumulate Depreciation:1850.04 · Accumulated Deprec. - 04	32,796
1850.00 · Accumulate Depreciation:1850.05 · Accumulated Deprec. - 05	191,304
2010.00 · Accounts Payable - 06 Fund	6,768
2010.00 · Accounts Payable - 06 Fund:2010.06 · Accounts Payable - 06	250,827
2070.00 · Accrued Payroll & Taxes - 05 Fu	100
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.02 · Accrued Payroll & Taxes - ...	(374)
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.03 · Accrued Payroll & Taxes - ...	(1,495)
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.04 · Accrued Payroll & Taxes - ...	(747)
2070.00 · Accrued Payroll & Taxes - 05 Fu:2070.05 · Accrued Payroll & Taxes - ...	(4,858)
2075.00 · Accrued Vacation Pay - 05 Fund	2,499
2010.05 · Accounts Payable - 05	(17,201)
2091.05 · HRA Plan Payable	3,838
	<hr/>
Net cash provided by Operating Activities	846,835
INVESTING ACTIVITIES	
1751.05 · SCADA System	(6,612)
1800.00 · Maintenance Equipment	(162,161)
1830.05 · Work in Progress:1834.04 · Pine Trail Sewer Line - 04	(12,875)
1830.05 · Work in Progress:1837.05 · Upgrade Backup Battery Tank2&5	(3,598)
1830.05 · Work in Progress:1842.05 · Water & Wastewater Master Plan	(97,146)
1830.05 · Work in Progress:1845.05 · Zone 3 Water Testing Site	(12,100)
1830.05 · Work in Progress:1846.05 · Rate Study	(28,012)
1850.00 · Accumulate Depreciation:1850.06 · Accumulated Deprec. - 06	16,872
	<hr/>
Net cash provided by Investing Activities	(305,632)
FINANCING ACTIVITIES	
2095.05 · Caterpillar Financial Serv - 05	135,195
	<hr/>
Net cash provided by Financing Activities	135,195
	<hr/>
Net cash increase for period	676,399
Cash at beginning of period	848,039
	<hr/>
Cash at end of period	<u>1,524,438</u>

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Alpine Springs County Water District Check Register for Current Month

June 2 - 30, 2023

Date	Num	Name	Memo	Amount	Balance
06/20/2023	33028	Best Best & Krieger LLP	Invoice #967324 Prof. Serv. thr...	-52.00	-52.00
06/20/2023	33029	Blacktop Sealing and Striping, Inc.	Invoice #1459	-2,775.00	-2,827.00
06/20/2023	33030	CORE Utilities, Inc.	Invoice 13373 July 1, 2023 - Jul...	-630.00	-3,457.00
06/20/2023	33031	FedEx	Acct #1834-0409-1 Inv. 8-156-8...	-73.20	-3,530.20
06/20/2023	33032	HDR Engineering, Inc.	Invoice 1200531103 Prof. Servi...	-4,121.13	-7,651.33
06/20/2023	33033	Liberty Utilities	Acct 88509407-88105912 (04/2...	-330.62	-7,981.95
06/20/2023	33034	Mountain Hardware and Sports	Customer #39 Invoices 944438...	-1,299.76	-9,281.71
06/20/2023	33035	Mountain High Home Services, LLC	Invoice #1403 5/11/23 & 5/25/2...	-360.00	-9,641.71
06/20/2023	33036	North Lake Auto Parts	Acct #300	-49.71	-9,691.42
06/20/2023	33037	ODP Business Solutions, LLC	Acct #60641324	-45.43	-9,736.85
06/20/2023	33038	Professional Communications Messaging	Account # 193072 06/01/2023 ...	-42.40	-9,779.25
06/20/2023	33039	Principal Life	Account # 1113469-10001 6/15...	-77.40	-9,856.65
06/20/2023	33040	Miguel G. Ramirez	Reimbursements	-758.08	-10,614.73
06/20/2023	33041	Sierra Office Solutions	Customer #AS32:900020-B 6/2...	-237.40	-10,852.13
06/21/2023	33042	Sun Life Financial	Policy #906384-0001 Dental 06...	-393.98	-11,246.11
06/21/2023	33043	Tahoe City Chevron, Inc.	Account #147	-100.00	-11,346.11
06/21/2023	33044	Tahoe Truckee Sierra Disposal Co., Inc.	Cust.#000355 Inv. 681416 (05/...	-342.18	-11,688.29
06/21/2023	33045	The Paper Trail	Invoice #5490 & Invoice #5572	-860.50	-12,548.79
06/21/2023	33046	USA BlueBook	Customer #814589 INV00032600	-6.99	-12,555.78
06/21/2023	33047	Western Nevada Supply Company	Account #14905	-1,334.23	-13,890.01
06/21/2023	33048	Pam Zinn	Reimbursement Medical & Mille...	-714.36	-14,604.37
06/30/2023	33049	A-1 Testing / Maintenance, Inc	Invoice #2953	-460.00	-15,064.37
06/30/2023	33050	Atomic Printing	Account No. 682 Inv #39642 & ...	-864.43	-15,928.80
06/30/2023	33051	Avaya Financial Services	Contract No. 753-0021553-000 ...	-158.91	-16,087.71
06/30/2023	33052	AWAXX Systems, Inc.	Invoice #14163	-247.16	-16,334.87
06/30/2023	33053	Daniela Fal	Returned Park Card #39496	-25.00	-16,359.87
06/30/2023	33054	Badger Meter	Invoice #80130981 Services Ju...	-46.69	-16,406.56
06/30/2023	33055	FedEx	Acct #1834-0409-1 Inv. 8-178-4...	-73.36	-16,479.92
06/30/2023	33056	Liberty Utilities	Acct 88509407-88105912 (04/2...	-5,181.85	-21,661.77
06/30/2023	33057	Longo Inc.	Invoice #9779 & Invoice #9780	-10,126.57	-31,788.34
06/30/2023	33058	Mountain Hardware and Sports	Customer #39 Invoices #94757...	-231.01	-32,019.35
06/30/2023	33059	Mountain Pipeline TV Inspection & Sealing	Invoice #1428	-6,430.72	-38,450.07
06/30/2023	33060	Overhead Fire Protection, Inc.	Invoice 12449116	-385.00	-38,835.07
06/30/2023	33061	Printart	Invoice 20912	-440.71	-39,275.78

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Alpine Springs County Water District
Check Register for Current Month

June 2 - 30, 2023

Date	Num	Name	Memo	Amount	Balance
06/30/2023	33062	Sierra Controls, LLC	Invoice #124069	-2,378.57	-41,654.35
06/30/2023	33063	Signs By Tomorrow	Invoice #104080	-365.44	-42,019.79
06/30/2023	33064	Silver State Analytical Laboratories	Water Tests Drinking Water	-192.00	-42,211.79
06/30/2023	33065	Swigard's True Value Hardware, Inc.	Acct#11050 Inv. #40923/1 & In...	-176.50	-42,388.29
06/30/2023	33066	Western Nevada Supply Company	Account #14905	-1,489.67	-43,877.96
06/30/2023	33067	Janice Ganong	Jun 2023 Board Mtg	-225.00	-44,102.96
06/30/2023	33068	Evan Salke {1}	Jun 2023 Board Mtg	-250.00	-44,352.96
06/30/2023	33069	David Smelser {1}	Jun 2023 Board Mtg	-150.00	-44,502.96
06/30/2023	33070	Christine York	Jun 2023 Board Mtg	-250.00	-44,752.96

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Alpine Springs County Water District
Subsequent Payments Listing

July 1 - 9, 2023

Date	Num	Name	Memo	Amount	Balance
07/05/2023	ach07052...	* CalPERS (Active)	Customer ID: 2668620501 Health Insurance...	-4,295.44	-4,295.44
07/05/2023	ach07052...	* CalPERS (Retired)	CalPERS ID: 2668620501 Health Insurance...	-842.81	-5,138.25
07/05/2023	ach07052...	* CalPERS	CalPERS ID: 2668620501	-25.00	-5,163.25
		*** Missing numbers here ***			
07/03/2023	33071	Boston Mutual Life Ins. Co. - G	Group #0050300 Division #00060	-299.65	-5,462.90
07/03/2023	33072	LAFCO	Alpine Springs Water (LAFCO Fees)	-2,204.42	-7,667.32
07/03/2023	33073	SDRMA	Property/Liability Package 2023-24 Inv.73712	-44,484.27	-52,151.59
07/03/2023	33074	Sun Life Financial	Policy #906384-0001 Dental 07/01/23-07/31...	-393.98	-52,545.57
07/05/2023	33075	Michael J. Dobrowski, CPA, LLC	July 2023 Invoice #23375	-5,797.76	-58,343.33
07/05/2023	33076	North Tahoe FPD	Through May 2023	-296,372.59	-354,715.92
07/06/2023	33077	Marie Torkelson	Returned Park Card Refund	-25.00	-354,740.92

CalPERS Retirement con firm # 1002388514
 Naticum wide Bank (Miguel) - \$100 6/20/23
 Bank of the West credit card - \$863.38 6-15-23

EXHIBIT D2

NTPFD-ASCWD Response Calls
June 2023

Basic Incident Number (FD1)	Basic Incident Date Time	Basic Incident Full Address	Basic Incident Postal Code (FD1.19)	Basic Incident Type (FD1.21)	Basic Apparatus Call Sign List	Basic Primary Action Taken (FD1.48)
2023015331	6/1/2023 15:27	1810 DEER PARK Drive	96146	Rescue, EMS incident, other	B5, M51, M	Provide advanced life support (ALS)
2023015396	6/2/2023 8:33	135 ALPINE MEADOWS RD #25	96146	Smoke detector activation due to malfunction	B5, E56, M	Restore fire alarm system
2023015532	6/3/2023 9:52	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	B5, E51, M	Provide advanced life support (ALS)
2023015549	6/3/2023 11:57	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)
2023015551	6/3/2023 12:03	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)
2023015666	6/4/2023 13:12	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)
2023016148	6/9/2023 11:47	1320 MINERAL SPRINGS Place	96146	Gas leak (natural gas or LPG)	B5, E52, M	Investigate
2023016247	6/10/2023 13:20	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Emergency medical services, other
2023016356	6/11/2023 16:54	1560 OLYMPIC VALLEY RD #6	96146	Dispatched and cancelled en route	E56	Cancelled en route
2023016414	6/12/2023 10:24	1536 JUNIPER MOUNTAIN Road	96146	False alarm or false call, other	B5, E56, M	Investigate
2023017067	6/18/2023 13:37	1930 JOHN SCOTT Trail	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)
2023017556	6/23/2023 9:27	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51	Provide advanced life support (ALS)
2023018264	6/30/2023 10:35	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Emergency medical services, other
2023018281	6/30/2023 13:10	2600 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M51, M52	Emergency medical services, other

Total Calls= 14

EXHIBIT D3



AGENDA NO: D3

MEETING DATE: 07/14/2023

General Managers Report

TO: ASCWD Board of Directors Date: June 06, 2023
FROM: Joe Mueller, General Manager
SUBJECT: General Manager and Office Activities for the Month of June 2023

Projects

1) District Master Plan

Discussed capital improvement projects sequencing over the next five years and the opportunities and justification for possible reprioritizing.

Upcoming project activity

Place the Master Plan on the agenda for Board Approval.

2) 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.

3) White Wolf Subdivision

Worked with Carollo on finalizing the engineering review of the White Wolf Water Facilities Report.

Upcoming project activity

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

4) Snow Crest Tributary Restoration

No Activity this month.

Upcoming project activity

Continued project participation as needed.

General Business

- Met on site with Carollo engineers on options and mitigation measures for a District sewer mainline the resides next to Bear creek, the creek flow has shifted, thus eroding the bank and into our backfill material.
- Reviewed the presentation on the Truckee 2040 General Plan, high-level overview and the plan in action, the Truckee Town Manager has offered to give this same presentation to the ASCWD Board.
- Discussed NTFPD proposed contract agreement amendment with District council.
- Responded to community questions on green waste disposal alternatives.
- Responded to community questions on trash recyclables and hazardous waste disposal options.
- Answered questions on the inclusion of garbage service to the residential condos in our service area.
- Posted the FY 2023/24 Final Budget and prepared the monthly distribution breakdown.
- Assisted Operation staff on park preparations and opening day preparations including the placement of recommended flowers.
- Discussed investment opportunities for the Districts operations funds with Wells Fargo.
- Worked through initial refinements to the online park applications and payments.
- Assisted Operations with the evaluation of numerous water losses and / or leak identification.
- Reviewed a change in design from a contractor on the rerouting of the districts sewer main to accommodate a garage.
- Worked with customers on rate questions, clarifications, and future project needs.
- Received the Office Managers retirement notice, began working on a job description, and prepared for recruitment of potential applicants.
- Attended the monthly area General Managers meeting.

Office Activities Performed by Office Manager

- Updated one address for an existing customer and responded to five inquiries from title companies.
- Processed one new construction permit and have one pending waiting on NTFPD review.
- Park memberships are coming through the website as expected with no major glitches.
- Copied CPA on all bank statements.
- Processed first draft of B&F and BOD agendas and sent to GM for review and additions.
- Posted agendas and packets for B&F Committee and Regular Board of Directors meeting; moved priors months packet to the archive section of the website.
- Posted Consumer Confidence Report (CCR) to website.
- Mailed out postcards notifying residents of the summer newsletter and CCR on the website.

- Sent out email notifications for green waste event and flower walk.
- Set up the meter reading program for annual billing reads.
- Received the Ford Ranger back from Advanced Auto Body at the end of June, the check has now been mailed to SDRMA and they have been notified.
- Returned old AT&T phone equipment to AT&T per their request.
- Issued construction meter to Palisades Tahoe for construction activities.
- Ordered 4th of July green waste dumpsters with TTSD.
- Filed a workman's comp injury for staff (Miguel twisted his ankle).
- Processed 134 park memberships (90 residents, 44 non-residents).
- Confirmed sample invoice for this year's billing with CPA.
- Sent a few customer address update requests when the CCR postcards came back undeliverable.

D4

**ASCWD OPERATIONS REPORT
WATER / WASTEWATER
FOR 6-1-23 THRU 6-30 -23**

TO: Board of Directors
DATE July 14th, 2023
FROM: Miguel Ramirez, Operations & Maintenance

Wastewater Flows: 30 Days / June 2023 normal operation throughout the month.

<u>Minimum Flow</u>	<u>Maximum Flow</u>	<u>Average Flow</u>
43,000 GPD	205,000 GPD	105,000 GPD

Operations / Maintenance / Repairs:

- All routine water zone samples came back absent from Coliform and E-coli.
- We Completed Raw water sampling for the month.
- Mountain Pipeline and Alpine Septic started the annual cleaning of the collection system.
- We have found more than usual amounts of grit and dirt in the Bear Creek lines. (Two new remodels have been going up in that area).
- Bear Creek is eroding a bank near one of our wastewater lines. (Carollo engineering is actively working on a solution for this problem).
- The park is up and running.
- USA reports coming through (Underground Service Alerts). We are seeing numerous builds, remodels, additions etc.

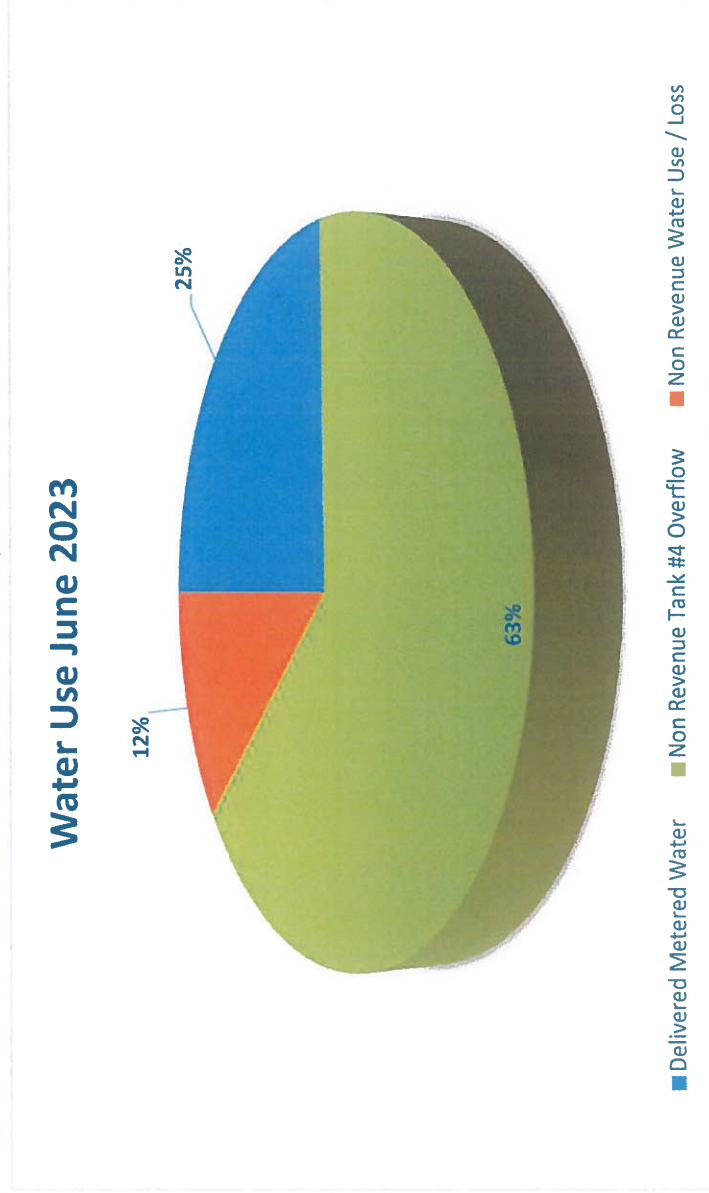


Alpine Septic and Mountain Pipeline
annual cleaning 2023.

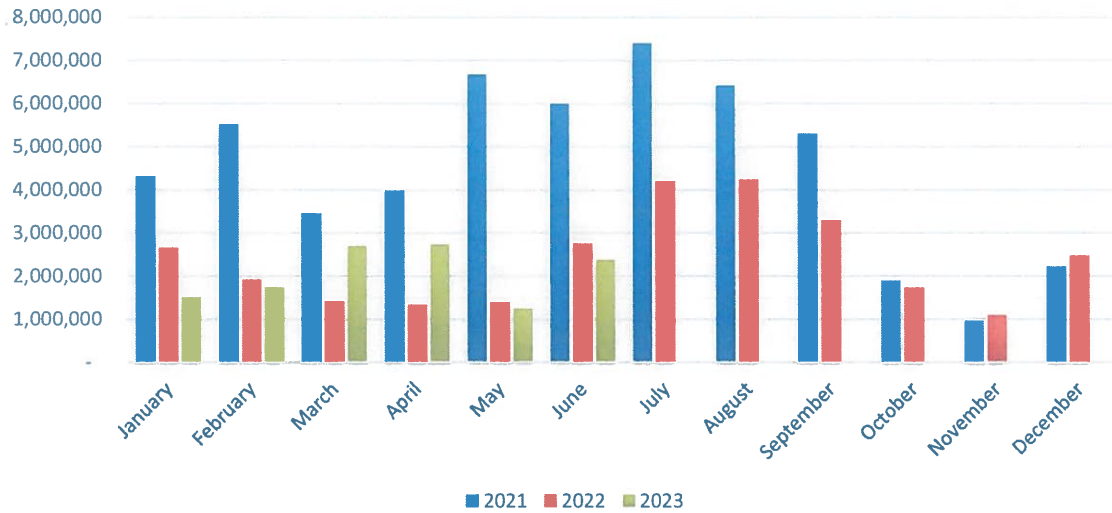
Park Pond refilling after
cleaning 2023.

ALPINE SPRINGS COUNTY WATER DISTRICT JUNE 2023 WATER REPORT

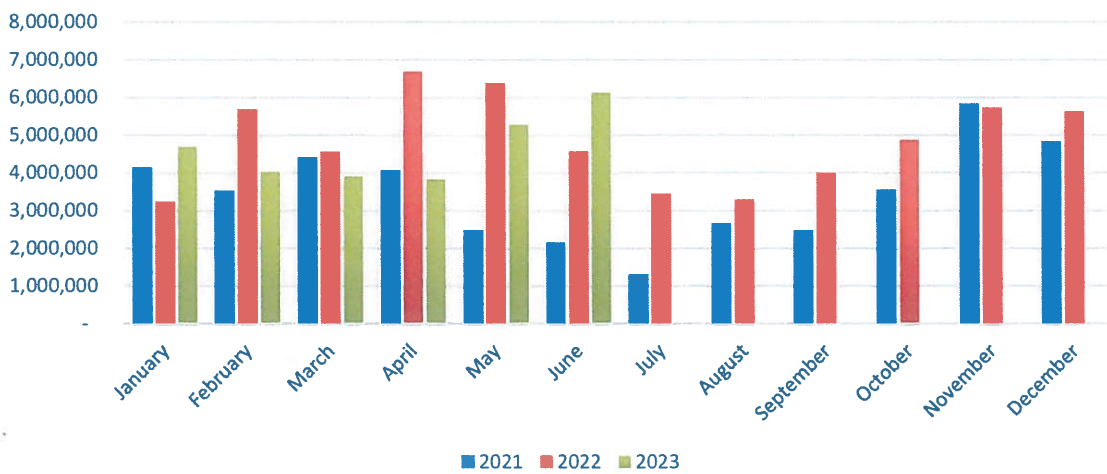
Total Potable Water Production	9,623,335	Gallons
Delivered Metered Water	2,375,116	Gallons
Non Revenue Tank #4 Overflow	6,119,204	Gallons
Non Revenue Water Use / Loss	1,129,015	Gallons



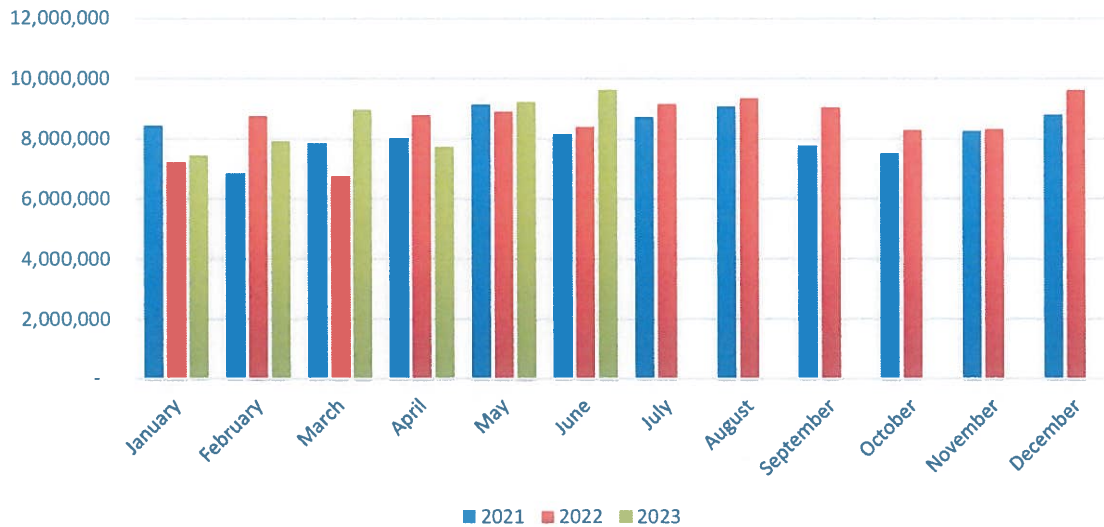
Delivered Metered Water per Month (gallons)



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



Total Water Production per Month (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 JUNE 26, 2023

TIME: 9:00 AM

Meeting in person

Members Present:

Blake Tresan, Truckee Sanitary District

Scott Wilson, NTPUD

Dale Cox, SVPUD

Dan Wilcox, President

Dave Smelser, ASCWD via Zoom

Michael Peak, Acting T-TSA General Manager

Richard Pallante attended the meeting.

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. The board received a legal opinion about the requirements and process to dispose of surplus land.
4. A long discussion followed about T-TSA land requirements.
5. The Sodium Hypochlorite Disinfection System is in place of our Chlorine System, which is being serviced, and seems to be working well and is testing equal to the Chlorine System. Staff will continue to monitor the system to evaluate its' operation through a full year and various weather conditions.
6. Jay Parker our Engineering Manager announced his retirement in August.

Respectfully submitted,

Dave Smelser

E1

**ALPINE SPRINGS COUNTY WATER DISTRICT
COMMITTEE REPORT**

Date: Thursday, June 8, 2023
Location: District Office, Board Room
270 Alpine Meadows Road
Time: 9:30 a.m.
Members: Evan Salke, District Director
Joe Mueller, District General Manager
Advisors: Michael Dobrowski, CPA, District Accountant (absent today)

- 1. Meeting was called to order at 9:30 a.m.**
- 2. No public were in attendance at the meeting**
- 3. Overview of May, 2023 Financial Reports**
 - A. A review of current budgets and the check register was evaluated. No unusual transactions were noted.
 - B. Outstanding payables of approximately \$12,000 were forwarded to Placer County for collection. Anticipate another tax payment incoming of approximately \$300,000, which 80% will go to NTFPD.
 - C. A discussion regarding the Wells Fargo T-Bill short term duration ladder was discussed. Joe will work with the advisor to optimize a balance between working capital needs, duration, and yield.
 - D. No unbudgeted expenses to report.
- 4. Member's Comments**

No member comments were made.
- 5. Correspondence**

No correspondence was received by the committee.
- 6. Meeting was adjourned at 9:40 a.m.**

The Committee has scheduled its next meeting for Thursday, July 13, 2023 at 9:30 a.m.

By: _____
Evan Salke, District Director

Date: _____

F1



AGENDA NO: F1

MEETING DATE: 07/14/2023

Staff Report

TO: ASCWD Board of Directors

Date: July 5, 2023

FROM: Joe Mueller, General Manager

SUBJECT: YEAREND REVIEW OF DISTRICT 2022/23 GOALS AND OBJECTIVES MATRIX, AND CONSIDERATION OF 2023/2024 GOALS AND OBJECTIVES

BACKGROUND:

This is the yearend review (semi-annual) and close out of the 2022/23 Goals and Objective Matrix and approval of the 2023/24 Goals and objectives Statement and Matrix.

Per Policy 4.6.0, the Board of Directors and the General Manager are to develop annually a list of goals and objectives for the fiscal year. These goals and objectives can be directed towards staff, the General Manager and/or the Board itself and will be used to measure the overall performance of each.

The Administration and Personnel Committee met on March 29, 2023, to review, discuss and suggest updates to the Goals and Objectives for Fiscal Year (FY) 2023/24 and presented their suggested updates and clarifications to the full Board at the April 14, 2023, Regular ASCWD Board Meeting. The Board reviewed the recommended changes proposed by the Administration and Personnel Committee and where asked for any additional changes or updates to their specific committee areas. All additional comments have been incorporated into the attached documents.

DISCUSSION:

Discuss the Yearend Review of the FY 2022/23 Goals and Objectives Matrix and consider for approval the 2023/24 Goals and objectives Statement and Matrix.

FISCAL IMPACT:

Funds are allocated annually in the District's budget for Goals and Objectives.

Attachments:

1. Yearend (Semi-Annual) - 2022/23 Board Goals and Objectives Matrix
2. 2023/24 Goals and Objectives Statement
3. 2023/23 Goals and Objectives Matrix

Alpine Springs County Water District Board Goals/Objectives 2022/23 Matrix

Reviewed Semi Annually; December 2022 and July 2023

GOAL	OBJECTIVE (ACTION PLAN)	WHO	WHEN/ % COMPLETE	December 2022 Review	July 2023 Review
1. Review District's Mission Statement and Goals and Objectives annually	1.1 Review and revise as needed the District's Mission Statement and Board Goals and Objectives (Policy 4.6.0)	Administration and Personnel Committee, GM, Board	May 2023/100%	On track to be reviewed before May 2023	Reviewed March 29, 2023 by A&P Committee and April 14, 2023 Board of Directors 100%
	1.2 Review of General Manager	Administration and Personnel Committee, GM, Board	May 2023/ 100%	On track to be reviewed before May 2023	Performed June 9, 2023 100%
2. Review existing policies at the Committee and Board level and make new policies as required for the management and operation of the District.	2.1 Maintain a long term strategic plan and update it every 3-5 years. <i>(Policy 1.0.0)</i>	Board, GM	June 2023/ 100%	This Goal and Objective is driven by the District Master Plan. Carollo Engineers is in the final stages of the Master plan preparation. Chapters 1 through nine have been issued for staff review and comment.	The District Master Plan has been completed by Carollo Engineers and its data is being used for CIP planning and rate formation. 100%

	<p>2.2. Inform valley residents via a park bulletin board and the newsletter about the District's voluntary water conservation program. <i>(Policy 1.2.0)</i></p>	<p>Board, GM</p>	<p>August 2022/ 100%</p>	<p>On track, the Fall newsletter was published in November which included water conservation tips.</p>	<p>Information has been posted in the District newsletters and bulletin board. 100%</p>
	<p>2.3. Maintain volunteer membership on Board Committees through continued communications via the District Newsletters and Park message board. <i>(Policy 2.0.0)</i></p>	<p>Board, GM</p>	<p>June 2023/ 100%</p>	<p>Information on volunteer opportunities will be included in the Spring newsletter along with posted on the park message board.</p>	<p>Information on volunteer opportunities has been included in the District newsletters, and posted on the park message board. All committees have adequate volunteer participation.100%</p>
	<p>2.4. Discuss and update park user fees for Alpine Meadows residents/non-residents for the next park season. <i>(Policy 6.1.0)</i></p>	<p>Park, Recreation, Greenbelt Committee, Board, GM</p>	<p>April 2023/ 100%</p>	<p>On track to be updated before April 2023</p>	<p>Reviewed by the PR&G committee on March 30, 2023, and April 14, 2023 Board of Directors. 100%</p>
	<p>2.5. Provide possible locations for defensible space work on selected District owned greenbelt lands for the community workday. <i>(Policy 6.6.0)</i></p>	<p>Park, Recreation, Greenbelt Committee, Board, GM</p>	<p>April 2023/100%</p>	<p>On track to be reviewed before April 2023</p>	<p>This year's community workday location was provided on private property.</p>

	<p>2.6. Continue to develop, update, and keep current the multi-phase plan for stewardship of District owned greenbelt lands. Through Community events, workshops, and the evaluation of a parcel tax for defensible space. <i>(Policy 6.6.0)</i></p>	<p>Park, Recreation, Greenbelt Committee, Board GM</p>	<p>March 2023/ 75%</p>	<p>Staff continues to work with the Park, Recreation, Greenbelt Committee and the community at large to evaluate opportunities for District green belt lands</p>	<p>PR&G committee met on May 31, 2023 and continue to work on the idea of a potential workshop and have decided to survey the community to judge interest. \$15k is currently budgeted for defensible space work on district land for 2023/24.</p>
	<p>2.7. Review, revise, and update the Strategic Long-Range Plan to include documents showing water quantity for potable uses, emergency uses, and future development. Review the condition of existing infrastructure with respect to long range repair and replacement. <i>(Policy 8.0.0) (Policy 8.1.0) (Policy 8.3.0)</i></p>	<p>Long Range Planning Committee, Board, GM</p>	<p>February 2023/ 80%</p>	<p>This Goal and Objective is driven by the District Master Plan. Carollo Engineers is in the final stages of the Master plan preparation. Chapters 1 through nine have been issued for staff review and comment.</p>	<p>The District Master Plan has been completed by Carollo Engineers and its data is being used for CIP planning and rate formation. 100%</p>
<p>3. Budget resources to ensure that money, staff, and facilities are available for the District to</p>	<p>3.1 Approve fiscal budget each year. <i>Policy 2.6.0)</i></p>	<p>Budget and Finance Committee, Board, GM</p>	<p>June 2023/ 100%</p>	<p>On track to be developed and approved before June 2023</p>	<p>Approved June 9, 2023,. 100%</p>

<p>operate within all the policies of the Board.</p>							
	<p>3.2 Review a list of all active District Contracts which will include: service provided, amount, inception date, and expiration date,</p>	<p>Budget and Finance Committee, Board, GM</p>	<p>February 2023/ 100%</p>		<p>A review of active District Contracts is part of the January 2023 Board of Directors Meeting</p>		<p>Performed January 13, 2023. 100%</p>
<p>4. Provide the public with Information about the District's activities including goals and objectives.</p>	<p>4.1 Provide information to the public via the park bulletin board, the District website, semi-annual newsletter, annual valley-wide meeting, and on the street communications.</p>	<p>Board, GM</p>	<p>Continuous 100%</p>		<p>The Fall newsletter was published in November, the District hosted a Holiday open house, and the District General Manager participated in the Annual valley wide Meeting and the Annual Valley Evacuation Drill.</p>		<p>The Fall and Spring newsletters have been posted to the website, the District hosted a Holiday open house, and the District General Manager participated in the Annual valley wide Meeting and the Annual Valley Evacuation Drill.</p>
<p>5. Always communicate with each other, the General Manager, and the public in a polite and respectful manner.</p>	<p>5.1 Provide opportunity for residents to enter and attend Board meetings in person at the District office as soon as Covid regulations allow.</p>	<p>Board, GM</p>	<p>Continuous 100%</p>				<p>Board meetings are currently being held in person at the District office. As an added service the District continues to provide a zoom link for the community to view the meetings and participate to</p>

				the extent the connection allows. In person is the means for the community to address the Board.	meetings. In person is the means for the community to address the Board

ASCWD 2023/2024 GOALS AND OBJECTIVES STATEMENT

Per Policy 4.6.0, the Board of Directors and the General Manager are to develop annually a list of goals and objectives for the fiscal year. These goals and objectives can be directed towards staff, the General Manager and/or the Board itself and will be used to measure the overall performance of each. This list, per the policy, is to be completed prior to June 1 so that it will coincide with the fiscal year.

Also, per the policy, ambiguous and subjective goals or objectives are excluded since the objective of the policy is to provide measurable criteria.

The following list has been created as a collaborative effort between the Administration & Personnel Committee, the General Manager, and the Board of Directors.

Board Goals and Objectives

1. Review the District's Mission Statement and the Goals and Objectives in spring of each year.
2. Review existing policies at the Committee and Board level and make new policies as required for the management and operation of the District at a committee and board level.
3. Review the District Board Goals and Objectives Matrix semi-annually.
4. Budget resources to ensure that money, staff, and facilities are available for the District to operate within all the policies of the Board.
5. Provide the public with information about the District's activities, goals, and objectives through the District website, semi-annual newsletter, annual valley-wide meeting, Board meetings and on-the-street communications.
6. Always communicate with each other, the General Manager, and the public in a polite and respectful manner.

General Manager Goals and Objectives

1. Personnel:
 - a. Provide a work environment for staff that promotes employee retention.
 - b. Provide guidance to the Board regarding the resources necessary for adequate training and continuing education of staff as it pertains to succession planning and future District needs.
2. Budget & Finance:
 - a. Provide guidance to the Board regarding the budgetary needs of the District, both in annual operations and future capital expenditures.
 - b. Provide guidance to the Board regarding the financial condition of the District and manage the District's financial resources in a fiscally efficient way.
3. Planning and Implementation:
 - a. Prepare and carry out the necessary plans and actions to implement the approved operating and capital improvement budgets.
 - b. Carry out the following tasks not specified in the operating or capital budgets.

- i. Implement the recommendations in the water and sewer Master Plan and continue to refine and update the plan to keep relevant.
- ii. Continue to retroactively obtain easements for installed water and sewer facilities, including consultation with Legal regarding lot transfers.
- iii. Take a proactive role with development projects within the valley providing clear and concise steps for District approvals while protecting and enhancing district infrastructure to insure adequate services.
- iv. Assist in efforts to address valley wide fire risk and defensible space activities.

4. Communications:

- a. Communicate with the Board regarding: Operation and management of the District.
 - i. Follow-up items from Board meetings.
 - ii. Legal, financial, and operational impacts of projects
- b. Communicate to the public District activities including:
 - i. Newsletters
 - ii. Web page
 - iii. If possible, attendance at the annual All-Valley Meeting
 - iv. Other outreach to improve public information.

Evaluation Summary:

Prior to the evaluation, the General Manager will provide the Board with a written summary of ongoing project areas and progress to date on each.

Effective: 7/1/23

Alpine Springs County Water District Board Goals/Objectives 2023/24 Matrix

Reviewed Semi Annually; December 2023 and July 2024

GOAL	OBJECTIVE (ACTION PLAN)	WHO	WHEN/ % COMPLETE	December 2023 Review	July 2024 Review
1. Review District's Mission Statement and Goals and Objectives annually	1.1 Review and revise as needed the District's Mission Statement and Board Goals and Objectives (Policy 4.6.0)	Administration and Personnel Committee, GM, Board	May 2024/100%		
	1.2 Review of General Manager	Administration and Personnel Committee, GM, Board	May 2024/ 100%		
2. Review existing policies at the Committee and Board level and make new policies as required for the management and operation of the District.	2.1 Maintain a long term strategic plan and update it every 3-5 years. Long Range Planning committee to review the District Master plan (Strategic Long-Range Plan) as it pertains to capital improvement projects and timelines for implementation. (Policy 1.0.0) (Policy 8.0.0) (Policy 8.1.0) (Policy 8.3.0)	Long Range Planning Committee, Board, GM	November 2024/ 100%		

	events, workshops, and the evaluation of a parcel tax for defensible space. (Policy 6.6.0)				
3. Budget resources to ensure that money, staff, and facilities are available for the District to operate within all the policies of the Board.	3.1 Approve fiscal budget each year. Policy 2.6.0	Budget and Finance Committee, Board, GM	June 2024/ 100%		
	3.2 Review a list of all active District Contracts which will include: service provided, amount, inception date, and expiration date,	Budget and Finance Committee, Board, GM	February 2024/ 100%		
4. Provide the public with Information about the District's activities including goals and objectives.	4.1 Provide information to the public via the park bulletin board, the District website, semi-annual newsletter, annual valley-wide meeting, and on the street communications.	Board, GM	Continuous 100%		
5. Always communicate with each other, and the public in a polite and respectful manner.	5.1 Provide opportunity for residents to enter and attend meetings and events in person at the District office.	Board, GM	Continuous 100%		

F2



AGENDA NO: F2

MEETING DATE: 07/14/2023

Staff Report

TO: ASCWD Board of Directors

Date: July 5, 2023

FROM: Joe Mueller, General Manager

SUBJECT: PENALTY WAIVER POLICY RESOLUTION 5-2023

BACKGROUND:

The Alpine Springs County Water District bills for Water, Sewer, and Garbage on one annual bill the reaches customer's mid-summer. Each year the District receives numerous requests for late fees and penalty forgiveness that must be reviewed by the Budget and Finance Committee and the Board of Directors for consideration. Request very from, simply forgot, missed the invoice, ownership changes, out of the country, US mail short staffing resulting in missed or returned mail, and numerous other reasons, some within customers control, some not. With the passing of the five-year rate increase and structure on May 12, 2023, the Board of Directors requested that staff look into creative ways to assist customers without creating a financial burden on the district. A penalty waiver policy is one way to be responsive to customers that request a one-time waiver for unseen events. The policy limits its use to General Managers approval and to once every thirty- six months to avoid abuse and any perceived incentives for delaying payments. The Districts installment payment plan remains in place and is unaffected by the penalty waiver policy.

DISCUSSION:

Discuss for consideration Resolution 5-2023 establishing the ASCWD policy 2.25.0 Penalty Waiver.

FISCAL IMPACT:

No fiscal impact, late fees and penalties are not budgeted for, or taken into account in the District's annual budget.

RECOMMENDATION:

That the Board adopt Resolution 5-2023, establishing the ASCWD policy 2.25.0 Penalty Waiver.

ATTACHMENTS:

1. Resolution 5-2023
2. ASCWD Policy 2.25.0 PENALTY WAIVER

Policy Number: 2.25.0

Title: PENALTY WAIVER

Introduction:

The Alpine Springs County Water District Board sets financial management policies, as recommended by staff and advisory committees. This Penalty Waiver Policy for Utilities ("Policy") is designed to establish guidelines to allow for utility customer penalty waivers under qualifying circumstances.

Purpose:

The Penalty Waiver Policy for Utilities establishes a mechanism and authority for providing billing adjustments to forgive penalties of the one-time administrative charge of ten percent (10%) of the outstanding balance and the assessed finance charge of ten percent (10%) per year (0.8333% per month). An adjustment of the full amount of the penalty may be made one time during a thirty-six-month period.

Waiver of Penalty

If the account has not been paid in full within forty-five (45) calendar days after the billing date, the account is considered past due and assessed a one-time administrative charge of ten percent (10%) of the outstanding balance. In addition to the administrative charge, the account is assessed a finance charge of ten percent (10%) per year (0.8333% per month) on the outstanding balance to cover ongoing administrative costs of the District.

One penalty fee waiver may be offered to customers during a thirty-six-month period. District staff working with customers to bring accounts current may offer the penalty forgiveness without further approval. The associated customer may request penalty forgiveness. Such approval will be documented in the customer's account notes with the following information:

- Date of conversation with customer and customer's name requesting waiver
- Notes regarding customer's request or circumstances
- Date of waiver and amount
- General Managers approval of the waiver

Responsibility:

The General Manager will be responsible for the implementation of this policy.

RESOLUTION NO. 5-2023

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ALPINE SPRINGS COUNTY WATER DISTRICT
ADOPTING A PENALTY WAIVER POLICY FOR UTILITIES**

WHEREAS, The Alpine Springs County Water District charges penalties on late payments; if the account has not been paid in full within forty-five (45) calendar days after the billing date, the account is considered past due and assessed a one-time administrative charge of ten percent (10%) of the outstanding balance. In addition to the administrative charge, the account is assessed a finance charge of ten percent (10%) per year (0.8333% per month) on the outstanding balance to cover ongoing administrative costs of the District.

WHEREAS, staff recommends the Alpine Springs County Water District Board of Directors adopt the proposed Penalty Waiver Policy to formalize a policy for consistent administrative application by staff.

NOW, THEREFORE, BE IT RESOLVED by the Alpine Springs County Water District Board of Directors, that the "Penalty Waiver Policy" as documented, attached hereto and incorporated herein, is hereby approved.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Alpine Springs County Water District this 14th day of July 2023, by the following vote:

AYES: _____, _____, _____, _____, _____
NOES: _____, _____, _____, _____, _____
ABSTAIN: _____, _____, _____, _____, _____
ABSENT: _____, _____, _____, _____, _____

Janet S. Grant
President, Board of Directors

ATTEST:

Joe Mueller
Secretary, Board of Directors

F3



AGENDA NO: F3

MEETING DATE: 07/14/2023

Staff Report

TO: ASCWD Board of Directors

Date: July 5, 2023

FROM: Joe Mueller, General Manager

SUBJECT: GREEN WASTE DUMPSTER REBATE PROGRAM AND DISTRICT GREEN WASTE DISPOSAL SERVICES, RESOLUTION 6-2023

BACKGROUND:

The District contracts with the Tahoe Truckee Sierra Disposal Company, Inc. (TTSD) for municipal solid waste collection and disposal services. Alpine Meadows, Olympic Valley, and NorthStar all have very similar service contracts with TTSD.

Due to new and emerging recycling requirements most notably SB1383 as it refers to Organic and green waste recycling 2022, along with operational challenges of separating green waste from the municipal waste stream, TTSD stopped the practice of the curbside collection of green waste. Although green waste collection was never technically part of our contract with TTSD the sporadic practice needed to be eliminated going forward.

Numerous programs are available to Alpine Meadows residents for the responsible disposal of green waste. The District and TTSD currently offers the following green waste programs.

- 1) Green waste disposal weekend in which green waste dumpsters are positioned throughout the valley for the communities use, this year was scheduled over July 1st and 2nd,
- 2) Six yards of free green waste disposal at cabin creek,
- 3) A six yard green waste only dumpster rental delivered directly to your residents at a reduced rate of \$146.03,
- 4) Fee based onsite residential chipping.

Our previous contract with TTSD dated 1991 did not have any provisions for green waste pickup and disposal and new recycling requirements have brought the above-mentioned programs in place.

To encourage the use of the six-yard green waste only dumpster program and to show the district support of residential defensible space cleanup efforts, the following dumpster rebate program is being proposed to fully reimburse the discounted rate to rent a green-waste dumpster for a one-week period, delivered, picked-up, and disposed of by TTSD. The program would allow residential customers to submit proof of paid dumpster purchase, up to two per year for a credit on their annual ASCWD invoice. The credits would be issued on a first come first serve basis, first priority first dumpster for customer, second priority second dumpster until the annual budget cap of \$15,000 (for FY23/24) is reached.

DISCUSSION:

Consideration of financial support for those that opt to use the six-cubic-yard green-waste-only dumpsters. These dumpsters are a convenient way to dispose of green waste. They are delivered to the resident's property upon request and are picked up a week later. If a resident is doing maintenance and has less than six-cubic-yards of waste, they could consider sharing a dumpster between neighbors to further reduce the financial impact.

This program going forward is proposed to be considered as part of the fiscal year budget review and approval. The program would be first-come, first-served with a cap of \$15,000 and would credit 100% of the costs of the dumpster. Initially one rebate per garbage customer would be allowed and if the cap has not been met a second dumpster credit would be allowed. Documentation to be provided to the District includes receipt with Proof of Payment, Property Address, Payee Name, and Mailing Address.

Other potential Green waste services the Board may consider:

1. Additional valley wide green waste dumpster weekends. Currently the District funds one weekend per year providing 14, 30-yard dumpsters for a total of 420 yards of green waste removed from the valley at a cost of approximately \$9,000 dollars for the weekend.
2. Reconsideration of a curbside green waste cart program, 13 pickups per year, residential on site 92-gallon green waste carts, approximate volume, 6 yards of green waste per year with all 13 pickups, mandatory participation, estimated annual cost per parcel \$132.
3. Manned green waste only receiving station on designated days, a cost determination would need to be performed along with the ability to hire staff to man the site.

ALTERNATIVES:

1. Adopt Resolution 6-2023 authorizing staff to provide a 100% rebate for eligible customers that have rented a six-cubic-yard green-waste-only dumpster.
2. Do not adopt Resolution 6-2023.
3. Direct staff to explore another potential green waste disposal opportunity

FISCAL IMPACT:

Staff recommends a \$15,000 cap on the Rebate Program for FY23/24, approximately 100 dumpsters. The weekly cost for the green-waste-only dumpster is \$146.03. The credited amounts would be from the Garbage revenue.

RECOMMENDATION:

That the Board adopt Resolution 6-2023 establishing the District green waste dumpster rebate program.

ATTACHMENTS:

1. Resolution 6-2023

RESOLUTION NO. 6-2023

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ALPINE SPRINGS COUNTY WATER DISTRICT
AUTHORIZING THE DISTRICT TO PROVIDE A REBATE TO RESIDENTS
FOR GREEN WASTE ONLY DUMPSTERS**

WHEREAS, the Board of Directors of the Alpine Springs County Water District has adopted regulations for garbage collection service for residents within District boundaries; and,

WHEREAS, the County of Placer and the Tahoe Truckee Sierra Disposal Company, Inc. have entered a Contract for Garbage Franchise Area #3, which encompasses Alpine Springs County Water District Service Area; and,

WHEREAS, the District negotiated an agreement with the Tahoe Truckee Sierra Disposal Company that provides for additional service to Alpine Springs County Water District customers; and

WHEREAS, the District provides benefit to Tahoe Truckee Sierra Disposal Company by setting rates, preparing and mailing bills, collecting and processing fees, and providing customer service representation; and

WHEREAS, the 2023-2024 Contract does not include curbside collection of green waste; and

WHEREAS, the District would like to lessen the burden on customers to dispose of hazardous vegetation, collected in compliance with Defensible Space Requirements;

WHEREAS, the program would be funded through the Garbage revenues for garbage customers;

NOW, THEREFORE, BE IT RESOLVED by the Alpine Springs County Water District Board of Directors, hereby authorizes the District to provide a 100% rebate to customers who purchase and utilize a 6-yard green-waste-only dumpster from Tahoe Truckee Sierra Disposal Company. The rebate program will be effective on the fiscal year based on budget approvals.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Alpine Springs County Water District this 14th day of July 2023, by the following vote:

AYES: _____, _____, _____, _____, _____
NOES: _____, _____, _____, _____, _____
ABSTAIN: _____, _____, _____, _____, _____
ABSENT: _____, _____, _____, _____, _____

Janet S. Grant
President, Board of Directors

ATTEST:

Joe Mueller
Secretary, Board of Directors

F4



AGENDA NO: F4

MEETING DATE: 07/14/2023

Staff Report

TO: ASCWD Board of Directors

Date: July 5, 2023

FROM: Joe Mueller, General Manager

SUBJECT: BOARD MEETING TELECONFERENCING AND BROWN ACT

BACKGROUND:

In response to the COVID-19 pandemic, the teleconference provisions were substantially modified by AB 361 when it was signed into law on September 16, 2021, and became effective on October 1, 2021. AB 361 only remains in effect until January 1, 2024, when it terminates by its own provisions.

AB 361 provides tremendous flexibility for conducting meetings and the District had been conducting most of its meetings during the pandemic pursuant to these rules. However, AB 361 teleconferencing can only be utilized while a state of emergency that has been proclaimed by the Governor is in effect. On October 17, 2022, Governor Newsom announced that the COVID-19 state of emergency will end on February 28, 2023. Therefore, on March 1, 2023, the ASCWD transitioned back to conducting meetings under the traditional Brown Act rules.

However, on September 13, 2022, AB 2449 was signed into law and became effective on January 1, 2023. It will remain in effect through the end of 2025. These rules are very complex and restrictive. Beginning on January 1, 2026, only the traditional teleconferencing rules will be available unless further legislation is enacted.

If the District chooses to conduct meetings under AB 2449 teleconferencing rules until the end of 2025 the following would apply as it pertains to public participation:

- There must be either a two-way audiovisual platform or two-way telephonic service and a live webcasting of the meeting to allow the public to remotely hear and visually observe the meeting, and remotely address the legislative body.
- The agenda must identify and include an opportunity for all people to attend via a call-in option, internet-based service option, and at the in-person location of the meeting.
- If a disruption prevents the broadcasting of the meeting to the public using the call-in option or internet-based service option, or if a disruption within the local agency's control prevents the public from offering public comments using the call-in option or internet-based service option, no further action may be taken until public access to the meeting via the call-in option or internet-based service option is restored.
- Can't require that public comments be submitted in writing in advance of the meeting; public must be able to address the body and offer comment in real time.

- Members of the public who choose to make public comments through an internet website or online platform not under the control of the agency may be required to register as required by the third-party website or platform.
- Must allow a reasonable amount of time for members of the public to register or otherwise be recognized before closing public comment.

DISCUSSION:

During the Covid-19 pandemic, the District and Directors made use of their personal computers and devices to continue to run the district safely and effectively under AB361. On March 1, 2023, the ASCWD transitioned back to conducting meetings under the Brown Act and traditional teleconferencing rules while still providing a video option (when available) for the public to remotely watch the meetings and provide a video recording through a staff members personal computer. The District received a request from a community member which was presented at the June 9th, 2023, Board Meeting to reconsider allowing for public comment through remote means. The Board Directors have requested this item be added to the agenda for further discussion.

While the District has been able to make do with the use of a personal laptop computer to provide teleconferencing during the pandemic and transition to the hybrid video option this spring, it is recommended that additional and updated equipment be purchased if the Board desires to transition to conducting meetings under AB 2449.

Recommended equipment would include a district laptop computer running a current operating system that allows for updates, a video camera that can capture who is currently speaking or presenting, a speaker system to allow all members and the secretary to accurately capture what is being said, and a large wall mounted screen to be able to identify and record who from the public is speaking.

FISCAL IMPACT:

Cost estimates from the District IT manager puts the additional equipment needs and installation between \$6000 and \$7000 dollars. If approved this would be an unbudgeted expense and would be funded out of reserves.

RECOMMENDATION:

Provide staff direction on:

- 1) The Boards desire to transition to conducting meetings under AB 2449 and allow public comment through a zoom and a call-in option.
- 2) Continuing to broadcast and record meetings through zoom with current equipment as available.
- 3) Upgrade the AV equipment as an unbudgeted expense.

EXHIBIT H

Pam Zinn

From: John Moise <johnmoise@icloud.com>
Sent: Sunday, July 9, 2023 7:41 AM
To: Joe Mueller
Cc: Pam Zinn
Subject: Re: July 19th Board meeting comments re item F3

- > On behalf of the Alpine Meadows Fire Safe Council I would like to express our support for item F3, the Green Waste Dumpster Rebate Program. With the termination of the free chipping services in Alpine Meadows and the inability to place green waste in our garbage it has become increasingly difficult for homeowners to dispose of green waste.
- >
- > A key to creating and maintaining defensible space around the dwellings in Alpine Meadows is the annual removal of flammable materials around dwellings in the Valley. Our risk of an out of control fire in Alpine Meadows is proportionate to the amount of fuels around our homes. Establishing a Green Waste Dumpster Rebate program will be an important resource to encourage the removal of fuels in our Valley.
- >
- > Thank you for developing this important proposal to make Alpine Meadows safer from a devastating wildfire.