

ALPINE SPRINGS COUNTY WATER DISTRICT

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

PUBLIC NOTICE

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

Date: Friday, September 8th, 2023
Location: District Office, Board Room
270 Alpine Meadows Road
Alpine Meadows, CA 96146
Time: 9:00 a.m.

AGENDA

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

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

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 September 5th, 2023 @ 9:00 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, 9:00 a.m., connect to ZOOM. Mtg. ID: 847 0997 3457; passcode: 430857; Times listed are approximate.

Join Zoom Meeting:

<https://us06web.zoom.us/j/84709973457?pwd=bTFjRlFRVUhDQ2hmS3NSSjRlbnJOUT09>

ALPINE SPRINGS COUNTY WATER DISTRICT

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

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) AUGUST REGULAR BOARD MEETING

The Board shall review and vote to approve the minutes of the Regular Board meeting of August 7th, 2023.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

Mike Dobrowski, CPA, shall discuss the August 2023 monthly and yearly 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 August 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 August 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 August 2023 Water/Sewer Report.

D5) TTSA REPORT

The Regular Meeting summary report for August 16th, 2023, is attached.

E. COMMITTEE REPORTS

E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)

Met September 7th, the previous month August 7th, 2023, B&F report is attached.

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

No Meeting, Park use and revenue report attached

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) USE OF ASCWD LANDS TO STAGE AND STORE SNOW REMOVAL EQUIPMENT

ALPINE SPRINGS COUNTY WATER DISTRICT

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

F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

- F1) USE OF ASCWD LANDS TO STAGE AND STORE SNOW REMOVAL EQUIPMENT
Consideration for approval an Agreement between ASCWD and Sierra Pacific Enterprises allowing for the staging and storage of snow removal equipment used in the Alpine Meadows area on Alpine Springs County Water District Property during the winter snow removal season.

G. FUTURE AND OPEN AGENDA ITEMS

- NTFPD NEGOTIATIONS
On hold NTFPD Board did not meet in August

H. CORRESPONDENCE TO THE BOARD

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

I. CLOSED SESSION

None

J. DIRECTORS' COMMENTS

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

K. ADJOURNMENT

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

Next regularly scheduled Board meeting Friday October 13th, 2023, at 9:00 a.m.

I certify that on or before Tuesday September 5th, 2023, at 9:00 a.m., I personally posted and forwarded agendas as requested.


Joe Mueller, General Manager
Alpine Springs County Water District

EXHIBIT C1

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

August 7, 2013

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

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

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

Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Evan Salke, and Dave Smelser. Christine York arrived at 9:26 AM.

Directors Absent: None

Staff Present: General Manager Joseph Mueller

Guests included NTFPD Fire Marshall Brent Armstrong, Jen Faber, Liz Zang, Truckee Town Manager Jenn Callaway, Hilary Hobbs, and Carissa Binkley

B. PUBLIC COMMENT

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

C. APPROVAL OF MINUTES

C1) JULY REGULAR BOARD MEETING

It was moved by Smelser and seconded by Ganong to approve the minutes of the July 14, 2023 Regular Board meeting as corrected. Motion carried unanimously.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

District CPA Mike Dobrowski presented the financial reports as of August 2, 2023 in order to include the billing income and deposits made. He clarified revenues and receivables.

Salke explained why the billing was delayed to August.

Grant reported the Budget and Finance Committee recommends approval of the financial reports.

It was moved by Ganong and seconded by Smelser to approve the financial reports as of August 2, 2023 as presented. Motion carried unanimously.

It was moved by Smelser and seconded by Ganong to approve payment of checks #33091 - 33121, payroll, and electronic fund transfers. Motion carried unanimously.

D2) FIRE DEPARTMENT REPORT

Brent Armstrong reported on responses to calls, including a small brush fire. He answered questions on related incidents in the area.

D3) GENERAL MANAGER'S REPORT

General Manager Joe Mueller presented his activity report for the month of July 2023.

Per Board direction, Mueller has spoken with Michelle Prestowitz at the Truckee River Watershed Council to reiterate ASCWD's expectations. She explained most of the work will be done by hand. Mueller is working with her to advise neighbors of the work to be done and the schedule.

There was a brief discussion about the options for installing the new sewer mainline next to Bear Creek.

1
2 Mueller answered questions clarifying other items in his report.

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

5 Miguel Ramirez presented the Water/Wastewater Report for July 2023, including maintenance and repairs
6 addressed during the month. He described some of the issues working with other contractors when
7 hydrants, valves, and collection system is address annually.

8
9 **D5) TTSA REPORT**

10 Smelser presented the TTSA Board Meeting Summary of the July 19, 2023 meeting. He noted ongoing
11 discussions about surplusing land. More investigation is needed before any decisions are made.

12
13 **E. COMMITTEE REPORTS**

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

15 Grant reviewed the report of the August 7, 2023 Budget & Finance Committee meeting, including the
16 Treasurer's Report. The Committee recognized the increased return on investments.

17
18 There were no unbudgeted expenses presented. That said, there could be some cost to addressing winter
19 damage to the tennis courts. Mueller is investigating the most cost effective option to either repair or
20 replace the courts.

21
22 Salke reiterated that the bills went out late this year. There could be impacts to July's "net cash-on-hand"
23 but that will balance out.

24
25 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

26 This Committee did not meet. There was information on park use and revenues in the meeting packets.

27
28 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

29 This Committee did not meet. Now that the Carollo report has been approved, the Committee will be
30 meeting soon.

31
32 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

33 This Committee did not meet.

34
35 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

36 **F1) TRUCKEE 2040 GENERAL PLAN**

37 Truckee Town Manager Jenn Callaway, Hilary Hobbs, and Carissa Binkley presented the recently
38 adopted Truckee 2040 General Plan and Downtown Specific Plan. She explained how it was prepared,
39 highlights including the Climate Action Plan, Strategic Focus Areas, and next steps to implement the
40 components included. The Plan was included in today's meeting packets.

41
42 Smelser described how TTSA is involved because of proposed land use and a brief discussion followed.

43
44 **F2) DISTRICT WATER AND WASTEWATER MASTER PLAN**

45 Mueller presented the 2023 District Water and Wastewater Master Plan developed by Carollo Engineers.
46 He noted there are different ways to determine upcoming needs, but a specific methodology is
47 recommended in the Plan, which is consistent with what the District would require of developers
48 installing new infrastructure. This document is dynamic and subject to change based on conditions and
49 emergencies. The complete document will be available on the District's website and a hard-copy for
50 review will be made available at the District office upon request.

1 The Plan also proposes capital improvement projects, prioritized based on current conditions. The Long-
2 Range Planning Committee will review and rank the projects, then budgets would be developed and the
3 project brought to the Board for approval.

4
5 There was a discussion about how projects will be considered and prioritized. The importance of
6 community input to help prioritize projects was stressed. Mueller was asked to include more detail about
7 how proposed projects will be evaluated and approved.

8
9 Zang's written comments were reviewed by the Board.

10
11 **It was moved by York and seconded by Smelser to receive and approve the 2023 District Water and**
12 **Wastewater Master Plan as prepared by Carollo Engineers. Additional language explaining the**
13 **Long Range Planning Committee's role will be included. Motion carried unanimously.**

14
15 **F3) FY2023/2024 ASCWD EMPLOYEE SALARY SCHEDULE RESOLUTION 7-2023**

16 Mueller presented the proposed Salary Schedule. It is a CalPERS requirement to adopt the Schedule
17 annually.

18
19 **It was moved by Ganong and seconded by Smelser to adopt Resolution 7-2023 Alpine Springs**
20 **County Water District Fy2023/2024 Employee Salary Schedule as presented.**

21 **ROLL CALL VOTE:**

22 **AYES: Grant, Smelser, Ganong, York, and Salke**

23 **NAYS: None**

24 **Motion carried unanimously.**

25
26 **G. FUTURE AND OPEN AGENDA ITEMS**

- 27 • NTFPD Negotiations

28
29 **H. CORRESPONDENCE TO THE BOARD**

30 The Board reviewed the correspondence submitted. Mueller will acknowledge receipt and review of the
31 email from Steve Hoch.

32
33 **I. CLOSED SESSION**

34 Closed Session was not convened.

35
36 **J. DIRECTORS' COMMENTS**

37 Ganong asked that options for technology at the meeting be considered. Mueller suggested purchasing a
38 large TV monitor that can be linked to a computer that can show presentations. Discussion followed
39 regarding the need and how it would be used. Mueller will bring a proposal to the Budget and Finance
40 Committee.

41
42 Ganong asked if business items requiring action be separated on the agenda from informational items.

43
44 Smelser reported clean-up day went well. A lot of material was removed and the dumpsters were full.

45
46 York is hoping to have survey information for next month's meeting.

47
48 Grant appreciated the suggestions for Mueller's presentation at the Valley-wide meeting. Any Board
49 member is welcome to attend with him on behalf of the District.

50
51 **K. ADJOURNMENT**

1 There being no further business to come before the Board, the meeting was adjourned at 11:37 AM.
2 AM. The next regularly scheduled Board meeting is Friday September 8, 2023 at 9:00 AM.

4 Respectfully Submitted,
5 Judy Friedman
6 Recording Secretary
7 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
8

EXHIBIT D1

Subject: *August 2023 Month End Review*

For: *Alpine Springs County Water District*

To: *The Board of Directors*

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

On a year-to-date basis our net income was \$396,079 higher than the prior fiscal year. Most of that is due to rate increases. Net income was \$301,133 higher than budget on a year to date basis.

Our cash position has increased by \$480,504 from the prior year. There remains \$365,933 of outstanding accounts receivable to be collected.

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 – $\$0 + \$136,474 = \$136,474$

Prior Year + (10% of annual revenues (\$1,722,014-357,270) less Garbage)

Cash available for operations – $\$2,273,957$

(Remaining balance \$2,410,431-136,474)

In Transit Timing Differences
No significant differences.

Work in Progress Accounts	Current Year	Total
Overlay Front Half Circle	22,000	22,000
Upgrade Backup Battery Tank 2&5	<u>0</u>	<u>3,598</u>
Total	\$ 22,000	\$ 25,598

Accounts Payable	
NTFPD Contract	\$ <u>0</u>
Total	\$ 0

Sick and General Leave		
Sick leave Hours	300.00 Hrs.	
General leave Hours and Dollars	290.48 Hrs.	\$ 19,714.69

Prepays	
Sun Life Dental (5103&04) (68.77+212.89) 0 month	\$ 0.00
Garbage Contract (5404.02) 1 Mo. @ \$17,815.40	\$ 17,815.40
Healthplan Services (51031&41) (171.45+208.05) 0 month	\$ 0.00
SDRMA Insurance (5120.00) 10 months @ 3,707.03	\$ 37,070.21
SDRMA (5120.00) Worker's Comp 10 months @ 1,051.06	\$ 10,510.65
Principal Life (5103&04) (25.80+51.60) 0 month	\$ 0.00
Core Software (5167.00) 10 Mo. @ \$52.50	<u>\$ 525.00</u>
Total	\$ 65,921.26

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>
09/01/23	ach09012023	350.00	CalPERS GASB 68 Payment

Benefits Breakdown (YTD)

Health & Life Ins. (Active)	\$ 9,337.72
Health & Life Ins. (Retired)	4,084.47
Pension (Employee 7.75%)	5,186.35 (Employer 7.68% Effective 07/01/23)
Payroll Taxes	1,349.70
Health plan co-ins.	<u>388.77</u>
Total	\$ 20,347.01

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

	<u>Jul - Aug 23</u>	<u>Jul - Aug 22</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Water Revenue	919,850	635,341	284,509
Connection Fees	27,166	0	27,166
Sewer Revenue	387,312	328,592	58,720
Garbage Revenue	357,270	266,604	90,666
Park Revenue	20,118	16,136	3,981
Fire Mitigation Fees	8,055	8,034	21
Fire Fuel Management Fees	0	25,604	(25,604)
Property Tax Revenue	513	369	145
Other Revenue	1,731	15,440	(13,708)
Total Income	<u>1,722,014</u>	<u>1,296,118</u>	<u>425,896</u>
Gross Profit	1,722,014	1,296,118	425,896
Expense			
Salaries and Wages - Admin	33,421	30,438	2,983
Salaries and Wages - O&M	33,981	29,663	4,318
Benefits - Office	4,953	4,222	731
Benefits - O&M	15,006	13,188	1,817
Health Plan Co-Insurance	389	691	(303)
Directors' Fees	925	1,850	(925)
Insurance - Administration	9,516	7,388	2,128
Park Expenditures	2,964	1,160	1,804
Parts/Tools/Misc. Equip	4,299	3,483	816
Postage and Delivery	825	909	(85)
Cleaning	360	180	180
Office Expense	2,151	2,211	(60)
Dues and Subscriptions	829	675	154
Bank and Collection Fees	13	1,169	(1,156)
Analytical Testing	75	128	(53)
Accounting Fees	11,596	10,934	662
Legal Fees	702	1,208	(506)
Consultants-Misc.	711	900	(189)
NTFD Contract	0	(15,218)	15,218
Fire Fuel Management Fee	4,233	18,055	(13,823)
Building Maintenance	1,013	679	334

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

	<u>Jul - Aug 23</u>	<u>Jul - Aug 22</u>	<u>\$ Change</u>
Equipment Maintenance - Ad...	1,443	1,750	(307)
Vehicle Maintenance and Rep.	3,210	0	3,210
Maintenance Water and Sewer	12,589	14,952	(2,363)
Gas and Electric - Admin	5,729	1,714	4,014
SCADA System	4,346	0	4,346
Travel and Entertainment	252	0	252
Education Staff/Board	139	0	139
ASCWD Fuel	2,151	0	2,151
Telephone - Administration	284	543	(259)
Government Mandates	3,203	3,913	(710)
Garbage Services	35,631	26,291	9,340
Depreciation Expense	43,798	43,798	0
Miscellaneous - O&M	327	0	327
Total Expense	<u>241,062</u>	<u>206,876</u>	<u>34,186</u>
Net Ordinary Income	<u>1,480,952</u>	<u>1,089,242</u>	<u>391,710</u>
Other Income/Expense			
Other Income			
Interest Revenue	5,960	1,554	4,405
Total Other Income	<u>5,960</u>	<u>1,554</u>	<u>4,405</u>
Other Expense			
Interest Expense	36	0	36
Total Other Expense	<u>36</u>	<u>0</u>	<u>36</u>
Net Other Income	<u>5,923</u>	<u>1,554</u>	<u>4,369</u>
Net Income	<u><u>1,486,876</u></u>	<u><u>1,090,797</u></u>	<u><u>396,079</u></u>

Alpine Springs County Water District
Profit & Loss Budget Performance 2023/2024
August 2023

	Aug 23	Budget	Jul - Aug 23	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
Water Revenue	894,887	910,129	919,850	910,129	1,034,237
Connection Fees	0	2,101	27,166	4,202	25,214
Sewer Revenue	387,312	339,570	387,312	339,570	385,875
Garbage Revenue	357,270	328,824	357,270	328,824	373,663
Park Revenue	3,236	8,750	20,118	17,500	35,000
Fire Mitigation Fees	150	1,000	8,055	2,000	12,000
Property Tax Revenue	0	0	513	0	915,239
Other Revenue	1,366	1,782	1,731	3,564	21,400
Total Income	1,644,220	1,592,156	1,722,014	1,605,789	2,802,628
Gross Profit	1,644,220	1,592,156	1,722,014	1,605,789	2,802,628
Expense					
Salaries and Wages - Admin	18,986	20,719	33,421	41,438	248,615
Salaries and Wages - O&M	17,619	20,577	33,981	41,154	246,914
Benefits - Office	2,426	4,145	4,953	8,290	49,741
Benefits - O&M	7,673	9,903	15,006	19,806	118,841
Health Plan Co-Insurance	23	749	389	1,498	8,988
Directors' Fees	0	990	925	1,980	11,850
Insurance - Administration	4,758	4,692	9,516	9,384	56,304
Park Expenditures	2,689	6,083	2,964	12,166	36,500
Parts/Tools/Misc. Equip	2,565	2,250	4,299	4,500	27,000
Postage and Delivery	577	573	825	1,146	6,870
Cleaning	360	533	360	1,066	6,400
Newsletter and Printing	0	0	0	0	3,050
Office Expense	1,559	1,965	2,151	3,930	23,575
Dues and Subscriptions	709	972	829	1,944	11,668
Bank and Collection Fees	0	208	13	416	2,500
Analytical Testing	75	583	75	1,166	7,000
Accounting Fees	5,798	5,915	11,596	11,830	70,950
Audit	0	0	0	0	23,000
Legal Fees	702	1,252	702	2,504	15,000
Consultants-Misc.	356	1,311	711	2,622	15,735
NTFD Contract	0	61,016	0	122,032	732,191
Fire Fuel Management Fee	4,233	833	4,233	1,666	10,000
OPEB Trust - Annual Funding	0	0	0	0	30,000

Alpine Springs County Water District
Profit & Loss Budget Performance 2023/2024
August 2023

	Aug 23	Budget	Jul - Aug 23	YTD Budget	Annual Bud...
Building Maintenance	1,013	1,994	1,013	3,988	23,925
Equipment Maintenance - A...	1,077	801	1,443	1,602	9,610
Vehicle Maintenance and Rep.	3,210	908	3,210	1,816	10,900
Maintenance Water and Sewer	8,621	11,884	12,589	23,768	142,600
Gas and Electric - Admin	2,187	4,774	5,729	9,548	57,310
SCADA System	4,346	1,002	4,346	2,004	12,015
Travel and Entertainment	0	25	252	50	300
Education Staff/Board	139	292	139	584	3,500
Uniforms	0	251	0	502	3,000
ASCWD Fuel	2,151	792	2,151	1,584	9,500
Telephone - Administration	0	283	284	566	3,400
Government Mandates	300	2,068	3,203	4,136	24,817
Garbage Services	22,435	17,828	35,631	35,656	213,936
Depreciation Expense	21,899	21,899	43,798	43,798	262,775
Miscellaneous - O&M	327	163	327	326	1,950
Total Expense	138,811	210,233	241,062	420,466	2,542,230
Net Ordinary Income	1,505,409	1,381,923	1,480,952	1,185,323	260,398
Other Income/Expense					
Other Income					
Interest Revenue	0	210	5,960	420	2,500
Total Other Income	0	210	5,960	420	2,500
Other Expense					
Interest Expense	18	0	36	0	0
Total Other Expense	18	0	36	0	0
Net Other Income	-18	210	5,923	420	2,500
Net Income	1,505,391	1,382,133	1,486,876	1,185,743	262,898

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

	Aug 31, 23	Jul 31, 23	\$ Change	Aug 31, 22	\$ Change
ASSETS					
Current Assets					
Checking/Savings					
Petty Cash	474	74	400	336	138
Bank of the West	1,348,342	568,135	780,208	648,274	700,068
Placer County - Interest App.	362,578	362,578	0	355,640	6,938
Wells Fargo Advisors	356,548	356,548	0	0	356,548
LAIF Accounts	342,488	342,488	0	925,677	(583,188)
Total Checking/Savings	2,410,431	1,629,823	780,608	1,929,927	480,504
Accounts Receivable					
Accounts Receivable	365,933	(312,224)	678,158	141,284	224,649
Total Accounts Receivable	365,933	(312,224)	678,158	141,284	224,649
Other Current Assets					
Placer - Agency Taxes 390-770	54,571	54,571	0	393	54,179
Interfund Receivable - Enterp	0	0	0	0	0
Prepaid Expenses	65,921	52,916	13,005	50,087	15,835
County Collection Accounts	28,458	28,458	0	34,347	(5,888)
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	198,565	185,560	13,005	134,440	64,125
Total Current Assets	2,974,929	1,503,159	1,471,770	2,205,651	769,278
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	6,646,779	6,646,779	0	6,459,766	187,013
SCADA System	166,316	155,484	10,832	146,548	19,768
Sewer System	1,046,201	1,046,201	0	1,022,026	24,175
Building Improvements	357,090	357,090	0	357,090	0
Offica 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
Inflow and Infiltration	26,031	26,031	0	26,031	0
Work in Progress	25,598	3,598	22,000	64,152	(38,554)
Accumulated Depreciation	(5,561,331)	(5,539,432)	(21,899)	(5,302,517)	(258,815)
Total Fixed Assets	5,260,964	5,250,031	10,933	5,165,217	95,747
Other Assets					

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

	Aug 31, 23	Jul 31, 23	\$ Change	Aug 31, 22	\$ Change
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	8,281,707	6,799,004	1,482,703	7,416,682	865,025
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	0	15,497	(15,497)	0	0
Total Accounts Payable	0	15,497	(15,497)	0	0
Other Current Liabilities					
Accounts Payable - 05	14	0	14	0	14
OPEB Liability	374,816	374,816	0	374,816	0
Accrued Payroll & Payroll Tax	(100)	(100)	0	100	(200)
Accrued Vacation Payable	19,715	22,421	(2,707)	17,443	2,271
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	4,966	4,966	0	1,161	3,805
Total Other Current Liabilities	478,796	481,489	(2,692)	472,906	5,891
Total Current Liabilities	478,796	496,986	(18,189)	472,906	5,891
Long Term Liabilities					
Caterpillar Financial Serv	126,201	130,698	(4,498)	0	126,201
Total Long Term Liabilities	126,201	130,698	(4,498)	0	126,201
Total Liabilities	604,997	627,684	(22,687)	472,906	132,091
Equity					
Retained Earnings	684,730	684,730	0	347,875	336,855
Retained Earnings - Garbage	477,769	477,769	0	477,769	0
Retained Earnings - Park	(214,040)	(214,040)	0	(214,040)	0
Retained Earnings - Sewer	1,423,792	1,423,792	0	1,423,792	0
Retained Earnings - Water	(1,819,904)	(1,819,904)	0	(1,819,904)	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
Net Income	1,486,876	(18,515)	1,505,391	1,090,797	396,079
Total Equity	7,676,710	6,171,319	1,505,391	6,943,776	732,934
TOTAL LIABILITIES & EQUITY	8,281,707	6,799,004	1,482,703	7,416,682	865,025

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

	<u>Jul - Aug 23</u>
OPERATING ACTIVITIES	
Net Income	1,486,876
Adjustments to reconcile Net Income to net cash provided by operations:	
1150.00 · Accounts Receivable - 05 Fund	(243,951)
1550.00 · Prepaid Expenses	(34,626)
1550.00 · Prepaid Expenses:1550.02 · Prepaid Expe...	(17,815)
1041.00 · Placer Co - Taxes 770	(513)
1850.00 · Accumulate Depreciation:1850.02 · Accum...	1,818
1850.00 · Accumulate Depreciation:1850.03 · Accum...	1,818
1850.00 · Accumulate Depreciation:1850.04 · Accum...	5,466
1850.00 · Accumulate Depreciation:1850.05 · Accum...	31,884
2010.00 · Accounts Payable - 06 Fund:2010.06 · Acc...	(346,433)
2070.00 · Accrued Payroll & Taxes - 05 Fu	(9,039)
2075.00 · Accrued Vacation Pay - 05 Fund	(768)
2010.05 · Accounts Payable - 05	14
	<hr/>
Net cash provided by Operating Activities	874,731
INVESTING ACTIVITIES	
1751.05 · SCADA System	(10,832)
1830.05 · Work in Progress	(22,000)
1850.00 · Accumulate Depreciation:1850.06 · Accumu...	2,812
	<hr/>
Net cash provided by Investing Activities	(30,020)
FINANCING ACTIVITIES	
2095.05 · Caterpillar Financial Serv - 05	(8,995)
	<hr/>
Net cash provided by Financing Activities	(8,995)
Net cash increase for period	835,716
Cash at beginning of period	<hr/> 1,574,715
Cash at end of period	<hr/> <u>2,410,431</u>

Alpine Springs County Water District
 Check Register for Current Month

August 2023

7:22 AM
 09/02/23

Date	Num	Name	Memo	Amount	Balance
08/01/2023	ach08012...	CalPERS (Active)	Customer ID: 2668620501 Heal...	-4,294.95	-4,294.95
08/01/2023	ach08012...	CalPERS (Retired)	CalPERS ID: 2668620501 Heal...	-842.73	-5,137.68
		*** Missing numbers here ***			
08/01/2023	33117	California Rural Water Association	Annual CRWA Membership 8/2...	-709.00	-5,846.68
08/01/2023	33118	Sierra Office Solutions	Customer #AS32:900020-B 7/2...	-237.40	-6,084.08
08/01/2023	33119	Sun Life Financial	Policy #906384-0001 Dental 08...	-350.43	-6,434.51
08/01/2023	33120	Underground Service Alert	Account #100633	-300.00	-6,734.51
08/01/2023	33121	Michael J. Dobrowski, CPA, LLC	August 2023 Invoice #	-5,797.76	-12,532.27
08/14/2023	33122	Tahoe City Chevron, Inc.	Account #147	-151.02	-12,683.29
08/14/2023	33123	Boston Mutual Life Ins. Co. - G	Group #0050300 Division #00060	-299.65	-12,982.94
08/14/2023	33124	Eastern Regional Landfill	Acct # 0000-0200-0	-157.50	-13,140.44
08/14/2023	33125	FedEx	Acct #1834-0409-1 Inv. 8-212-8...	-109.87	-13,250.31
08/14/2023	33126	Griswold Industries	Invoices #874462, 874463, 874...	-5,867.87	-19,118.18
08/14/2023	33127	Dave Mitchell IT/Web Consulting	Invoice #1401	-2,150.00	-21,268.18
08/14/2023	33128	Hunt Propane	Acct. # 5385 Inv. #946431 Date...	-56.91	-21,325.09
08/14/2023	33129	Lakeside Paving & Sealing	Invoice #10445	-22,000.00	-43,325.09
08/14/2023	33130	Liberty Utilities	Acct 88509407-88105912 (6/27 ...	-106.25	-43,431.34
08/14/2023	33131	Mountain Hardware and Sports	Customer #39	-531.09	-43,962.43
08/14/2023	33132	Mountain High Home Services, LLC	Invoice #1473 dates 07/13/23 &...	-360.00	-44,322.43
08/14/2023	33133	ODP Business Solutions, LLC	Acct #60641324	-197.55	-44,519.98
08/15/2023	33134	Principal Life	Account # 1113469-10001 7/15...	-103.20	-44,623.18
08/15/2023	33135	Professional Communications Messaging	Account # 193072 08/01/2023 ...	-42.40	-44,665.58
08/15/2023	33136	Silver State Analytical Laboratories	Water Tests Drinking Water	-32.00	-44,697.58
08/15/2023	33137	Tahoe Truckee Sierra Disposal Co., Inc.	Cust.#028540	-53,446.20	-98,143.78
08/15/2023	33138	Thatcher Company Of Nevada, Inc.	Customer C1081 ASCWD	-1,205.29	-99,349.07
08/15/2023	33139	Truckee & Tahoe Pest Control, Inc.	Acct. #111393, Invoice #23598	-109.00	-99,458.07
08/15/2023	33140	USA BlueBook	Customer #814589	-1,073.08	-100,531.15
08/15/2023	33141	Western Nevada Supply Company	Account #14905	-326.24	-100,857.39
08/15/2023	33142	Tahoe Truckee Sierra Disposal Co., Inc.	Cust.#001431	-4,232.55	-105,089.94
08/15/2023	33143	Tahoe Truckee Sierra Disposal Co., Inc.	Cust.#000355	-370.71	-105,460.65
08/30/2023	33144	Avaya Financial Services	Contract No. 753-0021553-000 ...	-158.91	-105,619.56
08/30/2023	33145	Best Best & Krieger LLP	Invoice #969014 Prof. Serv. thr...	-702.00	-106,321.56
08/30/2023	33146	Boston Mutual Life Ins. Co. - G	Group #0050300 Division #00060	-307.05	-106,628.61
08/30/2023	33147	Cash	For Cash Box Per Laurie's Req...	-400.00	-107,028.61

Alpine Springs County Water District
 Check Register for Current Month

August 2023

7:22 AM
 09/02/23

Date	Num	Name	Memo	Amount	Balance
08/30/2023	33148	Cashman Equipment Company	Customer #001306 Invoice IN...	-3,209.86	-110,238.47
08/30/2023	33149	FedEx	Acct #1834-0409-1 Inv. 8-234-9...	-26.09	-110,264.56
08/30/2023	33150	Flyers Energy	Acct ID: 31116 Invoice #23-89...	-2,150.54	-112,415.10
08/30/2023	33151	Grainger	Acct #887100167	-165.25	-112,580.35
08/30/2023	33152	Liberty Utilities	Acct 88509407-88105912 (7/27 ...	-1,652.68	-114,233.03
08/30/2023	33153	Longo Inc.	Inv #9794, Inv #9796 Service 0...	-2,690.80	-116,923.83
08/30/2023	33154	Tahoe Forest Hospital System	Acct#400065588	-23.44	-116,947.27
08/30/2023	33155	Mountain Hardware and Sports	Customer #39	-163.37	-117,110.64
08/30/2023	33156	ODP Business Solutions, LLC	Acct #60641324	-201.59	-117,312.23
08/30/2023	33157	Printart	Invoice 20913	-440.71	-117,752.94
08/30/2023	33158	Sierra Controls, LLC	Inv. #124210 & Inv. #124247	-15,178.64	-132,931.58
08/30/2023	33159	Sierra Office Solutions	Customer #AS32:90020-B 8/2...	-471.03	-133,402.61
08/30/2023	33160	Silver State Analytical Laboratories	Water Tests Drinking Water	-43.20	-133,445.81
08/30/2023	33161	Steve Hoch	Swigard Reimbursement	-91.81	-133,537.62
08/30/2023	33162	Tahoe City Lumber	Account #2-500750	-266.81	-133,804.43
08/30/2023	33163	Tahoe City Yard	Customer #1431 Invoice #3634...	-381.59	-134,186.02
08/30/2023	33164	The Paper Trail	Invoice #5639	-355.50	-134,541.52
08/30/2023	33165	Independent Technologies	Invoice #5475	-450.00	-134,991.52
*** Missing numbers here ***					
08/04/2023	Auto080423	Verizon Wireless	Account #271135177-00001 (6/...	-166.92	-135,158.44
*** Duplicate document numbers ***					
08/04/2023	Auto080423	Bank of the West	Acct #9637 Confirmation Code...	-1,371.90	-136,530.34
*** Missing numbers here ***					
08/15/2023	Auto081523	Bank of the West	Acct #9637 Duplicate payment.	-1,371.90	-137,902.24
*** Missing numbers here ***					
08/21/2023	AUTO082...	Caterpillar Financial Services Corp	Contract # 001-70093002	-4,515.56	-142,417.80

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09/02/23

Alpine Springs County Water District
Subsequent Payments Listing
September 1 - 2, 2023

Date	Num	Name	Memo	Amount	Balance
09/01/2023	ach09012...	CalPERS (Active)	Customer ID: 2668620501 Health Insurance...	-3,620.34	-3,620.34
09/01/2023	ach09012...	CalPERS (Retired)	CalPERS ID: 2668620501 Health Insurance...	-842.73	-4,463.07
09/01/2023	ach09012...	CalPERS	CalPERS ID: 2668620501	-350.00	-4,813.07
*** Missing numbers here ***					
09/01/2023	33166	Michael J. Dobrowski, CPA, LLC	September 2023 Invoice #	-5,797.76	-10,610.83

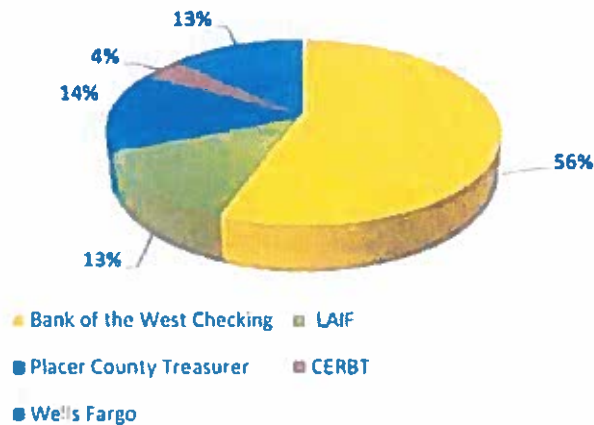
ALPINE SPRINGS COUNTY WATER DISTRICT

September 2023 TREASURERS REPORT

FY 23/24

	Account Balance	Report Date	Interest
Bank of the West Checking	\$1,475,198	9/5/2023	0.00%
LAIF	\$ 342,488	9/5/2023	3.305%
Placer County Treasurer	\$ 362,578	7/31/2023	2.799%
CERBT	\$ 110,529	9/1/2023	-2.320%
Wells Fargo	<u>\$ 350,000</u>	2/27/2023	4.840%
	<u>\$2,640,794</u>		

Cash and Investments as a Percentage of Total



Total Cash and Investments By Month

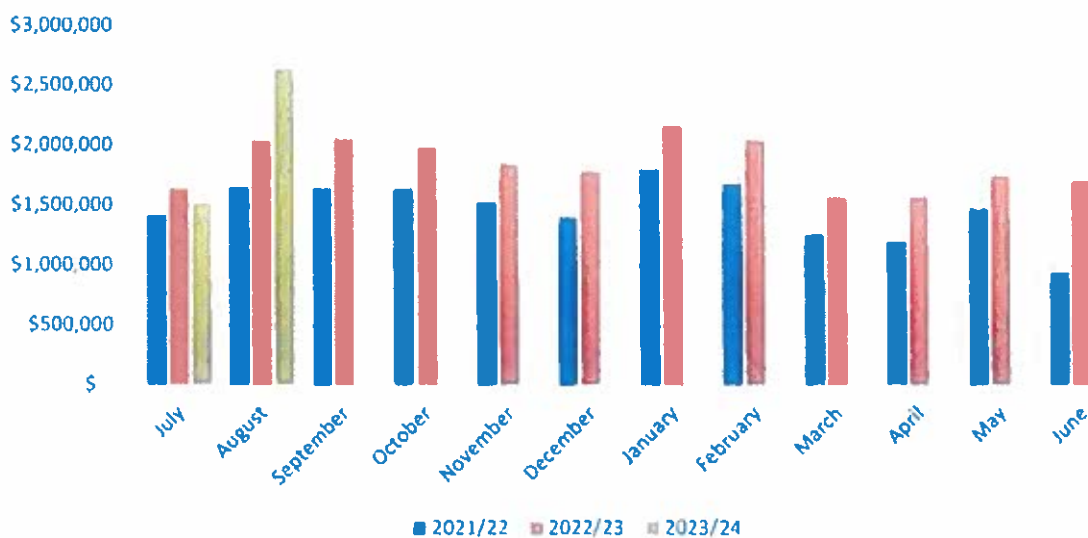


EXHIBIT D2

MTFPD-ASCWB - Response Calls
August 2023

Basic Incident Number (FD2)	Basic Incident Date Time	Basic Incident Full Address	Basic Incident Postal Code (FD1.19)	Basic Incident Type (FD1.21)	Basic Apparatus & Call Sign	Basic Primary Action Taken (FD1.48)	Basic Additional Actions Taken 2 (FD1.66)
2023027044	8/17/2023 0:39	1317 MINERAL SPRINGS Trail	96146	Detector activation, no fire - unintentional	85, E56, M	Investigate	
2023027079	8/6/2023 19:20	2200 ALPHE CIR / 150 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Provide advanced life support (ALS)	
2023027066	8/6/2023 23:51	1779 DEER PARK Drive	96146	EMS call, excluding vehicle accident with injury	85, E56, M	Refusal of EMS care	
2023027335	8/17/2023 21:14	2285 RIVER Road	96146	EMS call, excluding vehicle accident with injury	M56	Emergency medical services, other	
2023023885	8/17/2023 13:34	2285 RIVER Road	96146	Dispatched and cancelled en route auto/mutual aid	M56	Cancelled en route	
2023023933	8/17/2023 20:25	1769 ALPINE MEADOWS Road	96146	EMS call, excluding vehicle accident with injury	M56	Emergency medical services, other	
2023024658	8/25/2023 5:59	2285 RIVER RD #9	96146	Alarm system activation, no fire - unintentional	85, E56	Investigate	
2023025026	8/29/2023 12:01	1720 JOHN SCOTT Trail	96146	CO detector activation due to malfunction	85, E51, M	Restore CO alarm system	
2023025242	8/31/2023 14:40	735 ALPINE MEADOWS RD #106	96146	EMS call, excluding vehicle accident with injury	M51	Provide advanced life support (ALS)	

EXHIBIT D3



AGENDA NO: D3

MEETING DATE: 09/08/2023

General Managers Report

TO: ASCWD Board of Directors Date: September 01, 2023
FROM: Joe Mueller, General Manager
SUBJECT: General Manager and Office Activities for the Month of August 2023

Projects

1) 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.

2) White Wolf Subdivision

Discussed next steps with project team in regards to District requirements and specifications.

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.

3) Snow Crest Tributary Restoration

Working with Truckee River Watershed Council on project community notifications.

Upcoming project activity

Project start date Monday September 11th, 2023, Project completion expected October 13, 2023.

General Business

- Prepared an Agreement for the use of District lands for the staging and storage of snow removal equipment.
- Investigated the cost of an appropriate TV/ computer monitor for the boardroom (\$700 to \$1100 approximate cost)
- Worked with Carollo on Capital Improvement Project sequencing and budgeting outlook over the next five years.
- Working with Carollo on design 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. Made several attempts to contact the water board to discuss.

- Presented at the Valley wide meeting on September 2, 2023.
- Redirected all district office email correspondence to the General Managers email address.
- Continue to discuss next steps on the NTFPD proposed contract agreement amendment with legal counsel.
- Responded to community questions on green waste disposal alternatives.
- Assisted the district's new Office Manager with learning the positions, duties, and responsibilities.
- Performed numerous field meetings discussing utilities, access, and easements.
- Joined operations staff in cross training of office duties.
- Assisted Operation staff on park pass sales and park gate card operational issues.
- Assisted Operations with the evaluation of numerous water losses and / or leak identification.
- Worked with customers on invoice and payment questions.
- Worked with annual audit team on pre-site visit preparations.
- Attended the monthly area General Managers meeting.

Office Activities Performed by Office Manager

- Trained on District office programs such as; Core, Accounting Access Database, Park Pass website and Park activation software.
- As of September 6, 2023 A/R is \$281,492 representing 136 outstanding payment invoices.

EXHIBIT D4

**ASCWD OPERATIONS REPORT
WATER / WASTEWATER
FOR 8-1-23 THRU 8-31 -23**

TO: Board of Directors
DATE: September 8th, 2023
FROM: Miguel Ramirez, Operations & Maintenance

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

<u>Minimum Flow</u>	<u>Maximum Flow</u>	<u>Average Flow</u>
10,000 GPD	142,000 GPD	24,000 GPD

Operations / Maintenance / Repairs:

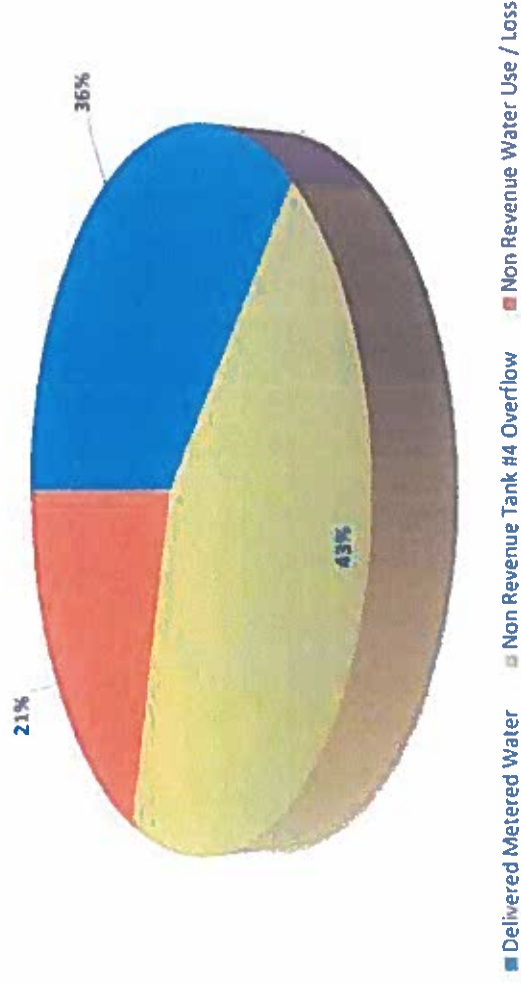
- All routine water zone samples came back absent from Coliform and E-coli.
- All our sources were tested for general physical properties, Inorganics and regulated Voc's. (These are tests that are done every 9 years).
- A local Contractor had one of our water mains moved and up sized in the River Run condo area. (Carollo engineering designed the re- location for the contractor to accommodate the residence).
- A homeowner had to re-locate our sewer main for a garage addition in the Bear Creek area.



ALPINE SPRINGS COUNTY WATER DISTRICT AUGUST 2023 WATER REPORT

Total Potable Water Production	9,892,625 Gallons
Delivered Metered Water	3,593,678 Gallons
Non Revenue Tank #4 Overflow	4,207,618 Gallons
Non Revenue Water Use / Loss	2,091,329 Gallons

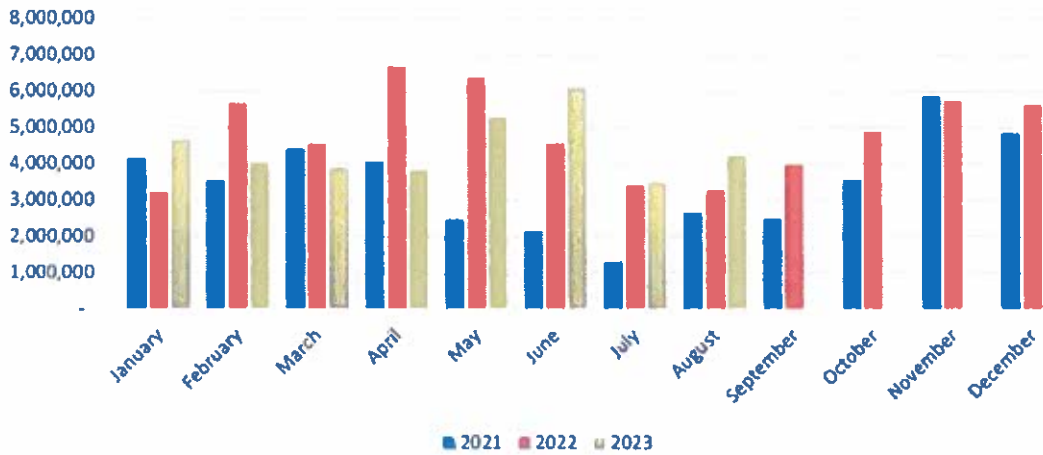
Water Use August 2023



Delivered Metered Water per Month (gallons)



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



Total Water Production per Month (gallons)

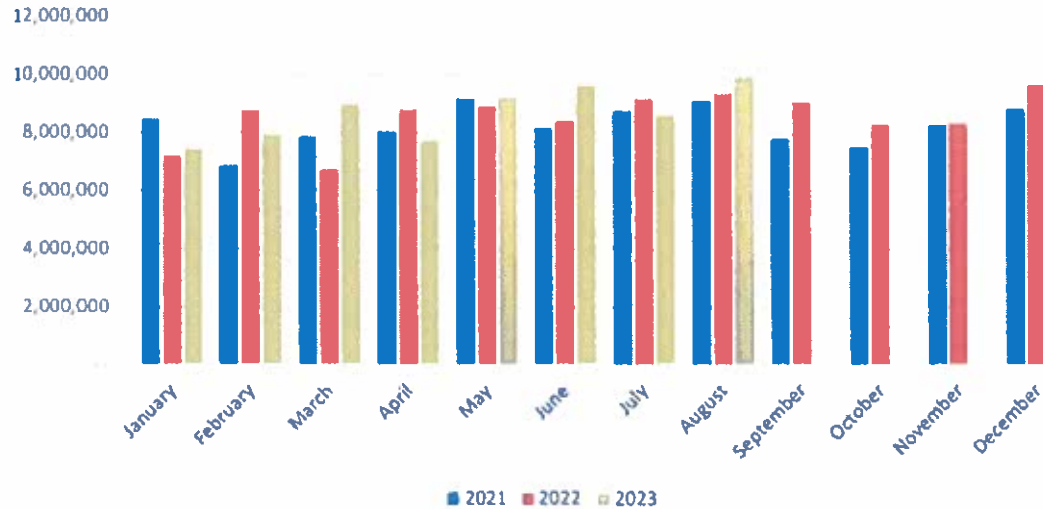


EXHIBIT D5

T-TSA BOARD MEETING SUMMARY

08/16/2023 Regular BOD Meeting

- 1) **The August 16, 2023 Board meeting was held in person:**
 - T-TSA Board Meeting Videos available at: <https://vimeo.com/user183648821>
- 2) **Public Comment (provided during Public Comment or Agenda items).**
 - 1) Jay Parker 2) Scott Wilson
- 3) **No Sanitary Sewer Overflows.**
- 4) **Status Report:**
 - a) **Compliance Report:**
 - All plant waste discharge requirements were met for the month.
 - b) **Operations Report:**
 - Plant performed well through the month.
 - Continue to monitor and evaluate Sodium Hypochlorite pilot project for effluent disinfection.
 - Water Information Management Solution (WIMS) is currently being utilized by staff.
 - Final effluent filter inspections and media replacement.
 - c) **Laboratory Report:**
 - Staff performed necessary laboratory testing.
 - Lab staff in the process of implementing quality systems improvements. Lab assessment completed on May 31st, report received, corrective action in process.
 - d) **Capital Projects Report:**
 - Projects Under Construction: 2021 Chlorine Scrubber Improvements, 2023 Roof Repair Project; Projects in Bid Phase: 2023 Digital Scanning of the Sewer Lines Project; Projects in Development: Boiler Replacement Project, 2022 Filter Influent Condition Assessment Project, 2022 Sodium Hypochlorite Disinfection Full Scale Project, 2022 TRI Alpine Meadows to Olympic Valley Rehabilitation Project, and 2024 Front Parking & Landscaping Improvements Project.
 - e) **Other Items Report:**
 - **The Board Approved:**
 - Approval of the minutes of the regular Board meeting on July 19, 2023.
 - Ratification of payment of General Fund warrants.
 - Ratification of approval of Financial Statements.
 - RFP for Compensation and Limited Classification Study.
 - Agreement with Carollo Engineers, Inc. to conduct a Land Use Risk Analysis Study.
 - Waive of First Reading and Introduction of Ordinance No. 3-2023 Repealing Ordinance No. 3-2015.
 - Waive of First Reading and Introduction of Ordinance No. 4-2023 Prohibiting After Hours Use of Agency Property.
 - Resolution No. 12-2023 Investment of Monies in the Local Agency Investment Fund (LAIF).
 - Approval of Agency Debt Management Policy.
 - Ratification of Insufficiency of Claim to Cari McCormick and Delegate Action to Deny the Claim to General Manager.
 - Purchase of Progressive Cavity Pumps.
 - Resolution No. 13-2023 Commending Jason "Jay" Parker for his dedicated service to the Agency.
 - **Other**
 - Discussion and review of Agency Purchasing Policy Resolution.
 - Concept freeze for 2024 Administration Parking & Landscaping Improvements project.

EXHIBIT E1

Alpine Springs County Water
Budget and Finance Committee Report
Monday August 7, 2023

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

Items discussed and recommendations to board:

1. PUBLIC COMMENT
 - a. No public comment.

2. ITEMS FOR COMMITTEE DISCUSSION AND RECOMMENDED ACTION
 - a. Monthly Financial Reports
 - i. The committee recommends approving the July 1 through August 2, 2023 financials. We discussed some minor cleanup of information on some of the reporting.
 - b. Treasurer's Report.
 - i. We discussed the monthly treasurer's report recognizing the increase rate of return on our investments and discussed the possibility of another opportunity for reducing interest cost which Mike will look into for our next meeting.
 - c. Unbudgeted Expenses
 - i. No unbudgeted expenses are reported for this month; however there was discussion about future tennis court work.

3. MEMBERS' COMMENTS
 - a. There were no members comments today.

4. CORRESPONDENCE
 - a. There was no correspondence this month.

5. ADJOURNMENT
 - a. The committee adjourned at 8:40 a.m.

6. NEXT MEETING
 - a. Next B&F meeting: September 7, 2023, 9:30 a.m.

EXHIBIT E2

ASCWD PARK USE AND REVENUE HISTORY

	As of September 6, 2023										
	2023	2022	2021	2020	2019	2018	2017	2016	2015		
Season Passes Resident	118	119	245	163	175	159	165	150	135		
Season Passes Non resident	52	64	Note #1	Note #1	Note #1	Note #1	Note #1	Note #1	Note #1		
Day Passes	12	6	50	16	18	26	30	19	16		
Week Passes	Note #2	Note #2	4	6	6	7	8	9	12		
Pass Revenue Total	\$ 39,680	\$ 39,580	\$ 45,200	\$ 25,080	\$ 26,970	\$ 24,700	\$ 25,760	\$ 23,370	\$ 20,585		
Season Pass Revenue	\$ 39,200	\$ 39,340	\$ 44,100	\$ 24,450	\$ 26,250	\$ 23,850	\$ 24,750	\$ 22,500	\$ 19,575		
Day Pass Revenue	\$ 480	\$ 240	\$ 800	\$ 270	\$ 360	\$ 430	\$ 530	\$ 330	\$ 290		
Week Pass Revenue	Note #2	Note #2	\$ 300	\$ 360	\$ 360	\$ 420	\$ 480	\$ 540	\$ 720		
Group use #	8	9	6	0	20	26	17	18	30		
Group Use Revenue	\$ 600	\$ 2,175	\$ 400	\$ -	\$ 2,100	\$ 4,300	\$ 1,650	\$ 2,150	\$ 2,850		
Total Season Revenue	\$ 40,280	\$ 41,755	\$ 45,600	\$ 25,080	\$ 29,070	\$ 29,000	\$ 27,410	\$ 25,520	\$ 23,435		

Note #1: Distinguishing between Resident and Non Resident for Season Passes began with the 2022 Park Season
 Note #2: Beginning in 2022 Week passes were eliminated and Day Pass issuance restricted

EXHIBIT F1



AGENDA NO: F1

MEETING DATE: 09/08/2023

Staff Report

TO: ASCWD Board of Directors Date: September 01, 2023
FROM: Joe Mueller, General Manager
SUBJECT: USE OF ALPINE SPRING COUNTY WATER DISTRICT (ASCWD) LANDS TO STAGE AND STORE SNOW REMOVAL EQUIPMENT

BACKGROUND

Earlier this year ASCWD was approached by Sierra Pacific Enterprises, a snow removal contractor from the local area expressing an interest in staging and storing their snow removal equipment locally in the Alpine Meadows Valley. District staff along with District legal counsel (BBK) worked with Sierra Pacific Enterprises in the development of the Agreement presented today.

DISCUSSION:

The use of ASCWD lands by Sierra Pacific Enterprises for the staging and storage of snow removal equipment used in the Alpine Meadows area could provide an overall benefit to the community by having snow removal equipment staged and available locally during winter snow events. Staff do not expect the staging of equipment will have any adverse effects nor impact the districts operations.

FISCAL IMPACT:

The net impact of the agreement would be budget positive, the annual cost of asphalt crack and slurry sealing of the park and well house parking lots (approximately \$3500) would be covered by Sierra Pacific Enterprises.

RECOMMENDATION:

Staff is recommending that the Board provide the General Manager with authority to execute the Agreement with Sierra Pacific Enterprises allowing for the staging and storage of snow removal equipment used in the Alpine Meadows area on Alpine Springs County Water District Property during the winter snow removal season.

Attachments:

1. License Agreement between Alpine Springs County Water District and Sierra Pacific Enterprises

LICENSE AGREEMENT

This LICENSE AGREEMENT (“**Agreement**”) is made and entered into this XX day of September, 2023 (“**Effective Date**”) by and between the Alpine Springs County Water District, a California county water district formed pursuant to Division 12 of the Water Code of the State of California with its principal place of business at 270 Alpine Meadows Road, Alpine Meadows, California (“**District**”) and Sierra Pacific Enterprises, a California corporation with its principal place of business at Tahoe City, CA (“**Licensee**”). District and Licensee may be individually referred to as a “**Party**,” or collectively as the “**Parties**.”

RECITALS

A. District is the fee owner of that certain piece of real property more fully described in **Exhibit A** attached hereto and incorporated herein by reference (“**Property**”).

B. Licensee desires to obtain from District a license to use a portion of the Property as more fully described in **Exhibit B** attached hereto and incorporated herein by reference (“**Premises**”) for storage purposes on the terms and conditions set forth in this Agreement.

C. The Parties desire to enter into this Agreement to set forth the Parties respective obligations pertaining to Licensee’s use of the Premises.

AGREEMENT

NOW, THEREFORE, the Parties, in consideration of the mutual promises set forth in this Agreement, agree as follows:

1. Purpose & Grant of License.

1.1 Grant of License. Subject to the terms of this Agreement, District hereby grants Licensee a non-exclusive license (“**License**”) to enter upon, occupy and use the Premises during the Term (defined below) solely for the Use (defined below). The License includes a limited right of entry for Licensee to enter and travel over the Property to the extent necessary to access the Premises.

1.2 Definition of Use. Licensee shall use the License solely to store snow removal equipment on the Premises from November to May (“**Use**”) and at no point during the Term of this Agreement shall Licensee’s personal property impede District staff access to the any District-owned property.

1.3 District’s Right of Access. District shall have the right, without notice and in its sole discretion, to enter the Premises for any reason, including, without limitation, to inspect the Premises.

1.4 Lawful Use / Restricted Activities.

1.4.1 Lawful Use. Licensee shall use the Premises only: (i) for the Use; (ii) for lawful purposes and consistent with any and all applicable local, state, and federal statutes, regulations, rules and ordinances related to the Premises, Property, and Use; and (iii) shall at all times comply with any orders provided to Licensee by any authority having jurisdiction over the same.

1.4.2 No Modifications. Licensee shall not alter, modify, or improve the Premises, including, without limitation, by performing any construction work or causing any permanent fixtures or appurtenances to be installed or constructed on the Premises, unless District provides prior, written consent.

1.4.3 No Hazardous Materials. Licensee shall not store any Hazardous Materials on the Premises. "Hazardous Materials" shall mean: any hazardous or toxic wastes, materials or substances, and other pollutants or contaminants, which are or become regulated by all applicable local, state and federal laws, including but not limited to, 42 U.S.C. 6901 et seq. 42 U.S.C. 9601 et. seq. and California Health and Safety Code Sections 25100 et. seq., and 25300 et. seq.; petroleum and petroleum-based products, byproducts and fractions; asbestos; polychlorinated biphenyls; and radioactive materials.

2. Term. The term of this Agreement shall commence on the Effective Date and shall expire on July 1, 2024 ("Term"), unless terminated early by either Party.

3. Maintenance, Security & Surrender.

3.1 Maintenance. Licensee shall, at its sole cost and expense, keep the Premises, surrounding areas, and all Licensee's Property in good and attractive order, condition and repair, normal wear and tear excepted.

3.2 Licensee's Responsibilities. In exchange for using the Premises pursuant to the terms of this Agreement, Licensee shall perform the following services:

3.2.1 Snow Removal. Licensee shall provide snow removal services on a regular basis and as frequent as the District deems necessary during the entire Term of this Agreement at the following locations: the Districts' Fire House located at 270 Alpine Meadows Road; the District's roundabout in front of the Districts' offices located at 270 Alpine Meadows Road, Alpine Meadows, California; and the area surrounding the District's well located between 1401 Beaver Dam Trail, Alpine Meadows, CA 96146 and 1402 Beaver Dam Trail, Alpine Meadows, CA 96146.

3.2.2 Asphalt Crack and Slurry Seal. Licensee shall be responsible for all cost to crack and slurry seal as the District deems necessary at the entire entrance and parking area of the Property described above designated for Licensee's use.

3.3 District Right to Alter. District retains the right to make any alterations, improvements or additions to the Premises that it desires.

3.4 Licensee's Obligation to Secure Premises. Licensee expressly acknowledges that District shall not provide any security services or measures for the Premises beyond that which District currently provides for the Property, or otherwise take any steps to secure the Premises and/or to protect any of Licensee's property stored on the Premises. Licensee shall be solely responsible, at its sole cost and expense, for employing reasonable security measures to protect the Premises and Licensee's property thereon, including, without limitation, from vandalism, theft, or other criminal conduct.

3.5 Surrendering the Premises.

3.5.1 Upon the expiration or early termination of the License, Licensee shall, at its sole cost and expense:

3.5.1.1 Promptly remove all of its property from the Premises and return the Premises to District in the same condition as of the Effective Date, normal wear and tear excepted; and

3.5.1.2 Repair all damage to the Premises, if any, resulting from such removal and/or Licensee's use of the Premises.

3.5.2 Any of Licensee's property not so removed may, in District's sole discretion, be deemed abandoned and may be stored, removed, and disposed of by District at Licensee's expense, and Licensee waives all claims against District for any damages resulting therefrom. If District elects to charge Licensee for storage, removal, or disposal costs provided for hereunder, District shall provide a written invoice to Licensee, payable within thirty (30) days of receipt.

4. Insurance, Indemnification & Liability Limitations.

4.1 Insurance.

4.1.1 Licensee shall have and maintain in force during the Term, with the minimum indicated limits, the following insurance:

Commercial General Liability, with Products and Completed Operations Coverage	\$1,000,000 each occurrence \$2,000,000 aggregate
Automobile Liability, Any Auto, Combined Single Limit	\$1,000,000 each occurrence \$2,000,000 aggregate
Workers Compensation	Statutory limits pursuant to State law

4.1.2 Licensee shall provide to District certificate(s) of insurance and endorsements satisfactory to District. The policy(ies) shall not be amended or modified, and the coverage amounts shall not be reduced without thirty (30) days written notice to District prior to cancellation. Except for worker's compensation insurance, District shall be named as an additional insured on all policies. Licensee's policy(ies) shall be primary; any insurance carried by District shall only be secondary and supplemental. Licensee shall not occupy the Premises until Licensee

has obtained the required policy(ies), and the certificate(s) of insurance and endorsements have been provided to District; provided, however, that District reserves the right to reject an insurance policy(ies) if they do not conform with the above insurance requirements.

4.2 Indemnification. Licensee hereby agrees to indemnify, defend, assume all liability for, and hold harmless District, its officers, employees, agents, and representatives (collectively, "**Indemnified Parties**"), to the maximum extent allowed by law, from all actions, claims, suits, penalties, obligations, liabilities, damages to property, costs, and expenses (including without limitation any fines, penalties, judgments, actual litigation expenses, and attorneys' fees), and/or personal injuries or death to any persons (collectively, "**Claims**"), arising out of or in any way connected to this Agreement, the Premises, and/or the Use, except for those damages solely caused by District's willful misconduct or negligent errors or omissions. Licensee's obligation to the Indemnified Parties shall survive the expiration or early termination of this Agreement.

4.3 Liability Limitation / General Waiver. As a condition of District's grant of the License to Licensee, Licensee agrees to the following:

4.3.1 Licensee acknowledges that District is permitting the Licensee to use the Premises free of charge, and that Licensee is voluntarily and freely entering into the Agreement to utilize the Premises and/or Property, and that District shall not monitor the Premises, provide security for the Premises, and shall in no way secure the Premises or Licensee's property thereon. Licensee further acknowledges the dangers involved and with full knowledge of these dangers, voluntarily agrees to assume all risks of bodily injury, death, or property damage, whether those risks are known or unknown. Licensee hereby releases District, its agents, representatives, officers, consultants, employees, trustees, and volunteers from any and all liabilities, causes of action, lawsuits, claims, demands, or damages of any kind whatsoever that Licensee, its staff, participants, relatives, children, spouse, partner, household members, family members, employees, guests, invitees, volunteers, agents, consultants, and any other person using or entering the Property and/or Premises, now have, or may have in the future, for injury, trauma, illness, loss, unwanted contact, harassment, disability, death or property damages related to the Use, Agreement, the Property and/or Premises. Licensee shall make all of its employees or volunteers aware of, and require they agree to, this provision prior to accessing the Property and/or Premises.

4.3.2 In no event shall District be liable, regardless of whether any claim is based on contract or tort, for any and all damages, including, without limitation, any special or consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with the Use, Agreement, the Property and/or Premises.

4.3.3 Licensee's obligation hereunder shall survive the expiration or early termination of this Agreement.

5. Termination. Either Party may terminate this License for any reason upon seven (7) days prior written notice to the other Party. To the extent that there are any sums owed to District by Licensee for any reasons, including, without limitation, Licensee's material breach of this Agreement, District will invoice for any such costs, payable within thirty (30) days of receipt.

6. Notices. Any notice or other communication (“**Notice**”) which any Party may desire to give to the other Party under this Agreement must be in writing and may be given by any commercially acceptable means, including via first class certified mail, personal delivery, or overnight courier, to the Party to whom the Notice is directed, at the address of the Party as set forth below, or at any other address as that Party may later designate by Notice. Any Notice shall be deemed received immediately if delivered by hand, on the third day from the date it is postmarked if delivered by first-class mail, certified and postage prepaid, return receipt requested, and on the next business day if sent via nationally recognized overnight courier.

District: Alpine Springs County Water District
270 Alpine Meadows Road, Alpine Meadows,
California 96146

Licensee: Sierra Pacific Enterprises
P.O. Box 7844, Tahoe City, California 96145

7. No Waiver. The waiver by any Party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

8. Interpretation. The headings used herein are for reference only. The terms of the Agreement are set out in the text under the headings. This Agreement shall be governed by the laws of the State of California without regard to the choice of law or conflicts.

9. Venue. This Agreement is made in Placer County, California. The venue for any legal action in state court filed by any Party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Superior Court of California, County of Placer. The venue for any legal action in federal court filed by any Party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement lying within the jurisdiction of the federal courts shall be the Eastern District of California.

10. Attorney’s Fees. Each Party shall bear their attorney’s fees and costs for any action arising out of, or brought to enforce any term of, this Agreement.

11. Third-Party Beneficiaries. Nothing contained in this Agreement shall be construed to create any rights in third parties and the Parties do not intend to create such rights.

12. Severability. If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.

13. Amendment of Agreement. This Agreement may be amended at any time only by mutual agreement of the Parties. Any amendment shall be in writing and signed by all Parties.

14. Entirety of Contract. This Agreement constitutes the entire agreement between the Parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understandings and negotiations, whether written or oral, among the Parties with respect to the subject matter hereof.

15. Calculation of Time. For the purposes of this Agreement, "day(s)" refers to calendar days unless otherwise specified.

16. Signature Authority. Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

17. Counterparts. This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

18. Assignment. The obligations and liabilities of a Party pursuant to this Agreement shall not be assigned voluntarily by a Party nor assigned by operation of law, without express written consent of the other Party.

19. Provisions Required by Law Deemed Inserted. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included herein.

IN WITNESS WHEREOF, the Parties have executed this License Agreement as of the date first above written.

ALPINE SIERRA COUNTY WATER DISTRICT	SIERRA PACIFIC ENTERPRISES
_____ Joe Mueller General Manager	_____ Andrew Shera Owner

EXHIBIT A

DESCRIPTION OF "PROPERTY"

The term "Property" as used in this Agreement consists of the following District-owned real properties:

1. 270 Alpine Meadows Road, Alpine Meadows, CA 96146 and is described as follows:



2. 1401 Beaver Dam Trail, Alpine Meadows, CA 96146 and 1402 Beaver Dam Trail, Alpine Meadows, CA 96146 and is described as follows:



EXHIBIT B

DESCRIPTION OF "PREMISES"

The term "Premises" as used in this Agreement consists of the following:

1. An area located within 270 Alpine Meadows Road, Alpine Meadows, CA 96146 designated as the District park access road and parking area which is more specifically described below:



2. An area located in front of the District-owned well house located between 1401 Beaver Dam Trail, Alpine Meadows, CA 96146 and 1402 Beaver Dam Trail, Alpine Meadows, CA 96146 which is more specifically described below:

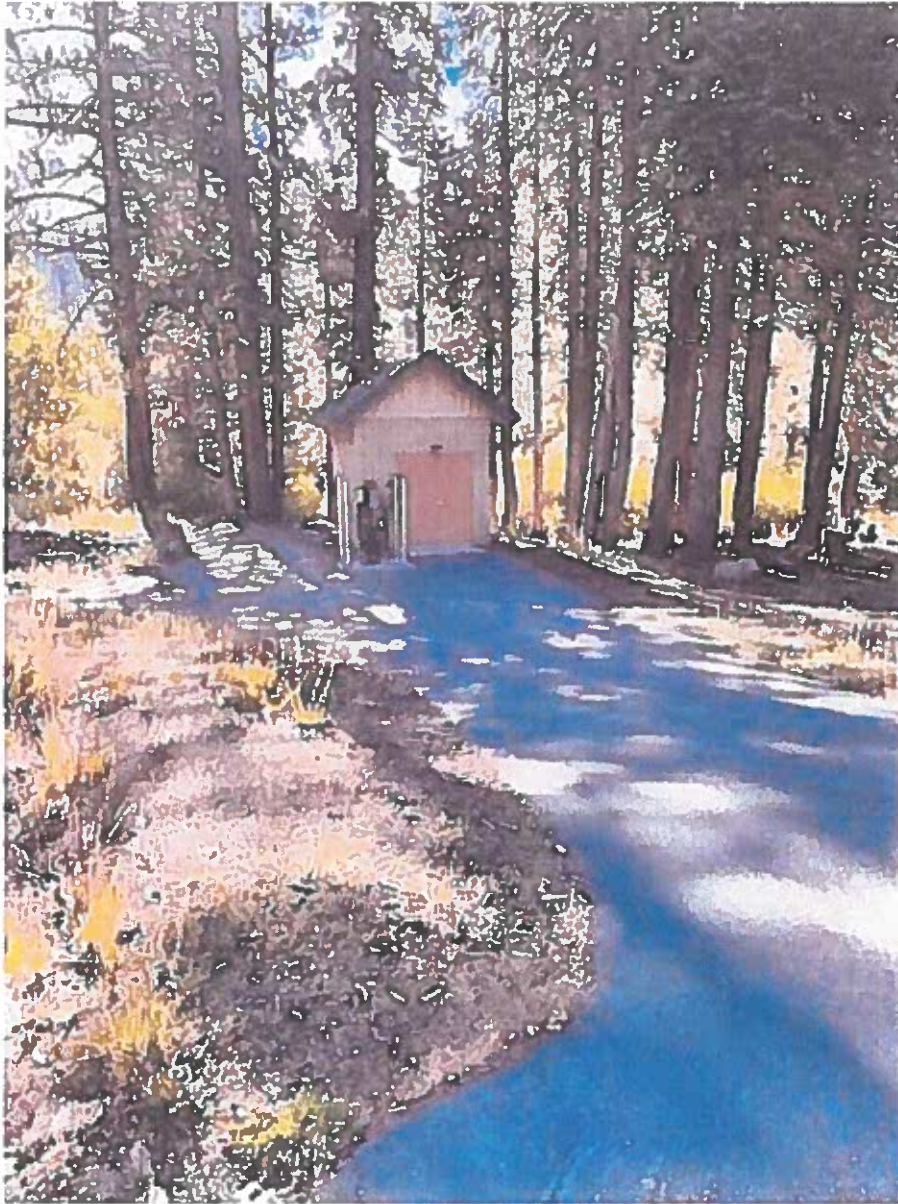


EXHIBIT H1

Dear Members of the Board,

We are writing to address a charge on our Alpine Springs County Water District bill for 2060 John Scott Trail.

This is a vacant lot and unfortunately, during the last billing period, there were two leaks that occurred. One around August 16th, 2022, which was from a faulty back flow valve, and the other on April 23rd, 2023. The leaks were repaired as soon as we found out they had occurred and were beyond our control.

We would like the metered water over 200K to be removed from our current bill, in the amount of \$1,533.45.

Thank you for your time,



Bruce Olson

Owner

Alpine Springs County Water District

270 Alpine Meadows Road
Alpine Meadows, CA 96146

Phone 530-583-2342
www.AlpineSprings.org

Invoice

Date	Invoice #
8/1/2023	230340

Bill To
MARISSA WARREN PO BOX 1510 NOVATO, CA 94948

Ship To
BRUCE OLSON CONSTRUCTION 2060 JOHN SCOTT TRAIL VACANT LOT WITH WATER & SEWER HOOKUPS
Parcel Number
APN 095-232-034

TERMS	DUE DATE	ACCOUNT NUMBER	METER NUMBER
Net 30	8/31/2023	00200104	11713714

Item Code	Quantity	Description	Price Each	Amount
2023 Standard 3/4 Inch Metered	100	Water Service (3/4 Inch Meter) July 1, 2023 to June 30, 2024. Metered Usage (\$3.45 per 1,000 Gallons) July 1, 2022 to June 30, 2023.	1,235.00 3.45	1,235.00 345.00
Metered Over 100K	100	Metered Usage between 100,000 and 200,000 Gallons (\$4.71 per 1,000 Gallons) July 1, 2022 to June 30, 2023.	4.71	471.00
Metered Over 200K	173.271	Metered Usage Over 200,000 Gallons (\$8.85 per 1,000 Gallons) July 1, 2022 to June 30, 2023.	8.85	1,533.45
Sewer Service SFD		Sewer Connection \$545.60. July 1, 2023 to June 30, 2024.	545.60	545.60
		Standard 3 4" Customer No Garbage		4,130.05

Please include account number with payment remittance. We now accept VISA & Mastercard a fee applies. Make Checks Payable To: A.S.C.W.D. Fees not paid within 45 days of original invoice are delinquent and have been assessed a penalty of 10% plus an additional penalty of .833% per month, in accordance with District policy. Failure to pay shall constitute a lien against the parcel on which the charge was imposed. Payment Plans are available. Please call for details.	Total	\$4,130.05
	Payments/Credits	\$0.00
	Balance Due	\$4,130.05