

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, November 8th, 2024
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 November 5th, 2024 @ 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: 823 3077 8434; passcode: 172816**; Times listed are approximate.

Join Zoom Meeting:

<https://us06web.zoom.us/j/82330778434?pwd=1XeJKh3SmGzGIuTYaBwUyMuBz0NneC.1>

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. This is an opportunity for members of the public to address the Board on items that are not on this agenda or any agenda item that they cannot stay for. Please state your name for the record. Comments are limited to five minutes. Under state law, the Board cannot take action on an item not on the agenda. After the closing of Public Comment, the Board may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

C. APPROVAL OF MINUTES

C1) OCTOBER REGULAR BOARD MEETING

The Board shall review and vote to approve the minutes of the Regular Board meeting of October 10th, 2024.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

Mike Dobrowski, CPA, shall discuss the October 2024 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 October 2024 activities of North Tahoe Fire Protection District for Alpine Meadows, 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 October 2024.

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 October 2024 Water/Sewer Report.

D5) TTSA REPORT

The Board of Directors meeting was held on October 16th, 2024, meeting summary attached.

E. COMMITTEE REPORTS

E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)

Met November 7th, the previous month October 9th, 2024, 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

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) ASCWD GREENBELT LANDS FORESTRY FUEL REDUCTION TREATMENT PLAN PROPOSAL**
Consideration for approval an Agreement between ASCWD and Feather River Forestry for the preparation of treatment plans creating shovel ready projects by completing the first stage of field work and permitting.
- F2) FALL 2024 ASCWD NEWSLETTER**
Consider for approval the content of the Fall 2024 ASCWD Newsletter
- F3) OUTGOING DISTRICT DIRECTORS**
Recognition of Service for outgoing District Directors Dave Smelser and Janice Ganong.

G. 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.

H. CLOSED SESSION

ANTICIPATED LITIGATION

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

I. 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.

J. 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 December 13th, 2024, at 9:00 a.m.

I certify that on or before Tuesday November 5th, 2024, at 9:00 a.m., I personally posted and forwarded agendas as requested.

Joe Mueller, General Manager
Alpine Springs County Water District

EXHIBIT C1

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **October 10, 2024**

4
5 **A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

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

7
8 Directors Present: President Janet S. Grant, David Smelser, Jan Ganong, Evan Salke, and Christine
9 York

10 Directors Absent: None

11 Staff Present: General Manager Joseph Mueller, Miguel Ramirez, and Office Manager Laurie Axell

12
13 Guests included CPA Mike Dobrowski, Jamie Shephard from NTFPD, Bert Clement, and Ricky
14 Holak. There may have been others who did not identify themselves.

15
16 **B. PUBLIC COMMENT**

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

18
19 **C. APPROVAL OF MINUTES**

20 **C1) SEPTEMBER REGULAR BOARD MEETING**

21 **It was moved by Smelser and seconded by York to approve the minutes of the September**
22 **Regular Board meeting as corrected. Motion carried unanimously.**

23
24 **D. DEPARTMENT REPORTS**

25 **D1) FINANCIAL REPORT**

26 District CPA Mike Dobrowski presented the financial reports as of September 30, 2024. Late notices
27 were sent to delinquent accounts. Accounts Receivable are approximately \$160,000, which is
28 consistent with prior years. Dobrowski noted the addition of CLASS investment line item, which was
29 clarified later in today's meeting.

30
31 **It was moved by Ganong and seconded by York to approve the financial reports through**
32 **September 2024 as presented. Motion carried unanimously.**

33
34 **It was moved by York and seconded by Smelser to approve payment of checks #33897 – 33927,**
35 **payroll, and electronic fund transfers. Motion carried unanimously.**

36
37 **D2) FIRE DEPARTMENT REPORT**

38 Shephard reported on the calls responded to in the past month. NTFPD provided mutual aid to Reno's
39 Davis Fire, but given the potential fire conditions in the basin during that time, all personnel were
40 called back.

41
42 **D3) GENERAL MANAGER'S REPORT**

43 Mueller presented his written report of activities for September 2024. He and Chief Leighton have
44 reached agreement on the NTFPD contract. It is being vetted by each organization's counsel and
45 should be presented to each Board for action in the next month.

46
47 LAFCO is conducting a Service Review for Fire and Emergency Medical Services. Mueller
48 participated in reviewing the consultant proposals and interviews. The contract was awarded at
49 yesterday's LAFCO meeting.

50
51 Mueller is working with the forester to finalize a fuel reduction plan for District properties.

1
2 Sheid has submitted his resignation effective this December. There will be two full-time staff in
3 Operations and a flex-schedule summer intern will be hired.

4
5 Axell and Dobrowski have set up an ACH option for customers to pay their bills. The service fee will
6 be paid by the District and is less than credit card fees.

7
8 Mueller has postponed the fall newsletter to November so it can include information on the newly
9 elected Board members.

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

12 Mueller presented the September 2024 Water/Wastewater Report, including maintenance and repairs
13 addressed during the month. Photos of recent projects were included. The ADA compliant handrails
14 are being fabricated for the park stairs.

15
16 **D5) TTSA REPORT**

17 Smelser presented the September 18, 2024 TTSA Board Meeting Summary, which was included in the
18 meeting packets. The pipeline rehabilitation project is scheduled for next summer after Labor Day.
19 Smelser described High Strength Waste Study.

20
21 **E. COMMITTEE REPORTS**

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

23 Grant reported on the October 9, 2024 Budget & Finance Committee meeting. Several customers have
24 asked to have late and interest fees waived. Given the newly adopted policy, the General Manager can
25 approve those requests.

26
27 Salke and Mueller described the California CLASS investment opportunity that pools public agency
28 funds into safe, higher yield funds, while keeping them liquid.

29
30 The Treasurer's Report was included in the packet.

31
32 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

33 This Committee did not meet.

34
35 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

36 This Committee did not meet.

37
38 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

39 This Committee did not meet.

40
41 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

42 **F1) USE OF ASCWD LANDS TO STAGE AND STORE SNOW REMOVAL**
43 **EQUIPMENT**

44 Mueller presented the proposed agreement with Sierra Pacific Enterprises allowing them to stage and
45 store snow removal equipment on District property. BBK drafted the agreement that includes
46 protections and recourse for the District if there are any issues or environmental impacts. Part of the
47 agreement includes snow removal on all District properties. SPE asked that the lease amount of \$4500
48 be payable in April instead of at the front end of the contract.

49
50 **It was moved by Ganong and seconded by Salke to approve the agreement between ASCWD and**
51 **Sierra Pacific Enterprises allowing for the staging and storage of snow removal equipment used**

1 **in the Alpine Meadows area on Alpine Springs County Water District Property during the**
2 **winter snow removal season. Motion carried unanimously.**
3

4 **F2) ACCOUNTING PROFESSIONAL SERVICES AGREEMENT**

5 Mueller reviewed the terms of the agreement, which has not been updated since it was first executed
6 several years ago. The auditors asked that it be updated. The agreement will renew automatically
7 annually with a cost adjustment.
8

9 **It was moved by Ganong and seconded by Smelser to approve the agreement between ASCWD**
10 **and Michael J. Dobrowski, CPA for professional accounting services. Motion carried**
11 **unanimously.**
12

13 **G. CORRESPONDENCE TO THE BOARD**

14 No correspondence was presented.
15

16 **H. CLOSED SESSION**

17 Closed Session was not convened.
18

19 **I. DIRECTORS' COMMENTS**

20 Mueller explained the outgoing director terms end December 6, 2024. Their last official Board meeting
21 is in November, but the newly elected directors need to be sworn in prior to the December 13, 2024
22 meeting so a quorum for that meeting can be established.
23

24 **J. ADJOURNMENT**

25 There being no further business to come before the Board, the meeting was adjourned at 10:13 AM.
26 The next regularly scheduled Board meeting is Thursday November 8, 2024 at 9:00 AM.
27

28 Respectfully Submitted,

29 Judy Friedman

30 Recording Secretary

31 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
32

EXHIBIT D1

Subject: *October 2024 Month End Review*

For: *Alpine Springs County Water District*

To: *The Board of Directors*

Prepared by: *Michael J. Dobrowski, CPA 11/04/24*

On a year-to-date basis our net income was \$205,323 more than the prior fiscal year. Net income was \$365,913 favorable to budget on a year-to-date basis. 75-day late notices were mailed out to customers in September. As of the end of the month the accounts receivable balance was \$99,846.

Our cash and investments position has increased by \$763,249 from 10/31/2023 and decreased by \$148,660 from the prior month.

Reports Included: Profit and Loss Previous Year Comparison (Condensed)
Profit and Loss Budget Performance
Balance Sheet Previous Year and Month Comparison
Cash Flow Year to Date
Check Register for Current Month
Subsequent Payments Listing
Quarterly P&L by Fund 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 & Wells Fargo Prior Month statements.

Cash reserved for Capital – **\$0 + \$153,610 = \$153,610**

Prior Year + (10% of annual revenues (\$1,915,432-379,330) less Garbage)

Cash available for operations – **\$3,061,063**

(Remaining balance \$3,214,673-153,610)

In Transit Timing Differences

Work in Progress Accounts	Current Year	Total
Admin Office ADA Compliant	4,512	4,512
Alpine Estates Well #1 Rehab	34,331	34,331
Water Tank Inspection & Evaluation	<u>29,524</u>	<u>29,524</u>
Total	\$ 68,367	\$ 68,367

Accounts Payable	
NTFPD Contract	\$ 0
Total	\$ 0

Sick and General Leave		
Sick leave Hours	255.00 Hrs.	
General leave Hours and Dollars	441.72 Hrs.	\$ 28,230.77

Prepays		
Placer Co. Env. Health Permit (5394.05) (82.00) 8 months		\$ 656.00
Garbage Contract (5404.02) 2 Mo. @ \$19,154.59		\$ 38,309.18
Healthplan Services (51031&41) (171.45+208.05) 0 month		\$ 0.00
SDRMA Insurance (5120.00) 8 months @ 3,600.62		\$ 28,804.94
SDRMA (5120.00) Worker's Comp 8 months @ \$1,768.10		\$ 14,144.81
Duplicate Credit Card payment		\$ 0.00
CSDA (5168) 2 mo @ 682.25 + 12 mo @719.75 (Jan-Dec)		<u>\$ 10,001.50</u>
Total		\$ 91,916.43

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>
10/03/24	Auto100324	2,942.61	CalPERS Pension

Benefits Breakdown (YTD)		
Health & Life Ins. (Active)	\$20,361.17	
Health Ins. (Retired)	7,475.04	
Pension (Employee 7.75%)	10,910.77	(Employer 7.68% Effective 07/01/23)
Payroll Taxes	3,571.60	
Health plan co-ins.	<u>977.25</u>	
Total	\$43,295.83	

Cash Requirements for payroll.	
<u>Pay Date</u>	<u>Amount</u>
10/03/24	\$21,457.34
10/17/24	\$18,790.15
10/31/24	\$18,468.27

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
 July through October 2024

	<u>Jul - Oct 24</u>	<u>Jul - Oct 23</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Water Revenue	1,039,332	895,044	144,288
Connection Fees	27,166	27,166	0
Sewer Revenue	433,539	387,312	46,227
Garbage Revenue	379,330	357,270	22,060
Park Revenue	9,880	21,080	(11,200)
Fire Mitigation Fees	973	12,274	(11,301)
Property Tax Revenue	849	513	335
Other Revenue	24,363	24,294	69
Total Income	<u>1,915,432</u>	<u>1,724,953</u>	<u>190,478</u>
Gross Profit	1,915,432	1,724,953	190,478
Expense			
Salaries and Wages - Admin	88,539	73,433	15,106
Salaries and Wages - O&M	85,242	75,159	10,083
Benefits - Office	11,197	9,787	1,410
Benefits - O&M	31,122	30,104	1,018
Health Plan Co-Insurance	977	434	543
Directors' Fees	4,000	3,525	475
Insurance - Administration	20,647	19,032	1,614
Park Expenditures	12,542	2,951	9,592
Parts/Tools/Misc. Equip	11,279	10,721	558
Postage and Delivery	1,330	1,422	(92)
Cleaning	0	1,440	(1,440)
Newsletter and Printing	0	1,601	(1,601)
Office Expense	3,262	4,439	(1,177)
Dues and Subscriptions	5,002	1,190	3,812
Bank and Collection Fees	2,072	2,563	(491)
Analytical Testing	6,069	5,193	876
Accounting Fees	24,003	23,191	812
Legal Fees	494	2,249	(1,755)
Consultants-Misc.	1,041	1,067	(25)
NTFD Contract	44,222	43,301	921
Fire Fuel Management Fee	3,525	0	3,525
Building Maintenance	11,373	2,898	8,476

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 11/04/24
 Accrual Basis

Alpine Springs County Water District
Profit & Loss Prev Year Comparison
 July through October 2024

	<u>Jul - Oct 24</u>	<u>Jul - Oct 23</u>	<u>\$ Change</u>
Equipment Maintenance - Admin	3,644	3,203	441
Vehicle Maintenance and Rep.	2,818	3,642	(824)
Maintenance Water and Sewer	11,985	79,408	(67,423)
Gas and Electric - Admin	10,089	12,744	(2,655)
SCADA System	1,791	11,958	(10,166)
Travel and Entertainment	0	252	(252)
Education Staff/Board	0	714	(714)
Uniforms	823	805	18
ASCWD Fuel	669	2,151	(1,482)
Telephone - Administration	1,140	1,138	2
Government Mandates	9,344	4,653	4,692
Garbage Services	89,032	71,262	17,770
Depreciation Expense	91,836	87,596	4,240
Miscellaneous - O&M	1,041	327	714
Total Expense	<u>592,152</u>	<u>595,551</u>	<u>(3,399)</u>
Net Ordinary Income	1,323,280	1,129,403	193,877
Other Income/Expense			
Other Income			
Interest Revenue	24,371	12,954	11,416
Total Other Income	<u>24,371</u>	<u>12,954</u>	<u>11,416</u>
Other Expense			
Interest Expense	41	70	(29)
Total Other Expense	<u>41</u>	<u>70</u>	<u>(29)</u>
Net Other Income	<u>24,330</u>	<u>12,884</u>	<u>11,445</u>
Net Income	<u><u>1,347,609</u></u>	<u><u>1,142,287</u></u>	<u><u>205,323</u></u>

4:12 PM
 11/04/24
 Accrual Basis

Alpine Springs County Water District
 Profit & Loss Budget Performance 2024/2025
 October 2024

	Oct 24	Budget	Jul - Oct 24	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
Water Revenue	0	0	1,039,332	1,023,455	1,163,017
Connection Fees	0	2,101	27,166	8,405	25,214
Sewer Revenue	0	0	433,539	396,138	396,138
Garbage Revenue	0	0	379,330	377,496	377,496
Park Revenue	240	0	9,880	20,000	40,000
Fire Mitigation Fees	0	1,000	973	4,000	12,000
Property Tax Revenue	0	0	849	48,296	965,915
Other Revenue	4,776	1,782	24,363	7,143	21,399
Total Income	5,016	4,883	1,915,432	1,884,933	3,001,179
Gross Profit	5,016	4,883	1,915,432	1,884,933	3,001,179
Expense					
Salaries and Wages - Admin	31,417	22,134	88,539	88,529	265,601
Salaries and Wages - O&M	30,912	21,791	85,242	87,159	261,487
Benefits - Office	2,987	7,854	11,197	31,420	94,252
Benefits - O&M	8,820	9,340	31,122	37,359	112,079
Health Plan Co-Insurance	567	999	977	3,992	11,984
Directors' Fees	925	990	4,000	3,930	11,850
Insurance - Administration	5,396	5,752	20,647	22,984	69,000
Park Expenditures	311	0	12,542	18,626	37,250
Parts/Tools/Misc. Equip	1,417	2,725	11,279	10,900	32,700
Postage and Delivery	99	393	1,330	1,576	4,720
Cleaning	0	167	0	664	2,000
Newsletter and Printing	0	0	0	1,600	3,200
Office Expense	902	2,077	3,262	8,309	24,925
Dues and Subscriptions	1,532	1,119	5,002	4,472	13,424
Bank and Collection Fees	739	291	2,072	1,173	3,501
Analytical Testing	1,893	833	6,069	3,336	10,000
Accounting Fees	6,001	6,120	24,003	24,475	73,435
Audit	0	0	0	0	23,000
Legal Fees	390	1,252	494	4,984	15,000
Consultants-Misc.	248	1,311	1,041	5,249	15,737
NTFD Contract	44,222	64,394	44,222	257,580	772,732
Fire Fuel Management Fee	0	833	3,525	3,336	10,000
OPEB Trust - Annual Funding	0	0	0	0	30,000

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 11/04/24
 Accrual Basis

Alpine Springs County Water District
Profit & Loss Budget Performance 2024/2025
 October 2024

	Oct 24	Budget	Jul - Oct 24	YTD Budget	Annual Bud...
Building Maintenance	226	2,994	11,373	11,973	35,925
Equipment Maintenance - A...	1,006	784	3,644	3,139	9,411
Vehicle Maintenance and Rep.	1,130	992	2,818	3,964	11,900
Maintenance Water and Sewer	1,445	12,092	11,985	48,364	145,100
Gas and Electric - Admin	2,269	6,360	10,089	25,431	76,311
SCADA System	1,551	1,466	1,791	5,858	17,586
Travel and Entertainment	0	100	0	400	1,200
Education Staff/Board	0	292	0	1,164	3,500
Uniforms	0	251	823	992	3,000
ASCWD Fuel	0	792	669	3,164	9,500
Telephone - Administration	311	283	1,140	1,136	3,400
Government Mandates	82	2,236	9,344	8,929	26,817
Garbage Services	19,155	19,069	89,032	76,276	228,828
Depreciation Expense	22,959	22,959	91,836	91,837	275,509
Miscellaneous - O&M	229	163	1,041	637	1,941
Total Expense	189,140	221,208	592,152	904,917	2,747,805
Net Ordinary Income	-184,124	-216,325	1,323,280	980,016	253,374
Other Income/Expense					
Other Income					
Interest Revenue	0	415	24,371	1,680	5,000
Total Other Income	0	415	24,371	1,680	5,000
Other Expense					
Interest Expense	9	0	41	0	0
Total Other Expense	9	0	41	0	0
Net Other Income	-9	415	24,330	1,680	5,000
Net Income	-184,133	-215,910	1,347,609	981,696	258,374

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
 As of October 31, 2024

	Oct 31, 24	Sep 30, 24	\$ Change	Oct 31, 23	\$ Change
ASSETS					
Current Assets					
Checking/Savings					
Petty Cash	514	514	0	417	97
Bank of the West	0	0	0	382,556	(382,556)
Plumas Bank Checking	298,609	447,269	(148,660)	0	298,609
Placer County - Interest App.	172,570	172,570	0	365,364	(192,794)
Wells Fargo Advisors	1,156,263	1,156,263	0	1,357,511	(201,249)
California CLASS	1,400,193	1,400,193	0	0	1,400,193
LAIF Accounts	186,525	186,525	0	345,576	(159,051)
Total Checking/Savings	3,214,673	3,363,333	(148,660)	2,451,424	763,249
Accounts Receivable					
Accounts Receivable	99,846	204,619	(104,773)	90,213	9,633
Total Accounts Receivable	99,846	204,619	(104,773)	90,213	9,633
Other Current Assets					
Placer - Agency Taxes 390-770	0	18,291	(18,291)	23	(23)
Accrued Int Rec Wells Fargo	18,914	18,914	0	0	18,914
Funds received, but not yet deposited to a bank account	0	11	(11)	0	0
Interfund Receivable - Enterp	0	0	0	0	0
Prepaid Expenses	91,916	51,103	40,813	82,302	9,614
County Collection Accounts	15,675	15,675	0	10,808	4,867
Deferred Pension Outflows	76,080	76,080	0	76,080	0
Deferred OPEB Outflows	29,960	29,960	0	29,960	0
Total Other Current Assets	232,546	210,035	22,512	199,174	33,373
Total Current Assets	3,547,065	3,777,987	(230,922)	2,740,810	806,255
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	418,391	418,391	0	403,391	15,000
Park Improvements Depreciable	24,564	24,564	0	21,728	2,836
Land Improvements	218,678	218,678	0	151,444	67,234
Alpine Springs Interceptor	58,095	58,095	0	58,095	0
Water System	6,657,802	6,657,802	0	6,650,377	7,425
SCADA System	172,423	172,423	0	172,423	0
Sewer System	1,046,201	1,046,201	0	1,046,201	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	293,229	0
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	68,368	0	68,368	0	68,368

4:15 PM
11/04/24
Accrual Basis

Alpine Springs County Water District
Balance Sheet Previous Year & Month Comparison
As of October 31, 2024

	<u>Oct 31, 24</u>	<u>Sep 30, 24</u>	<u>\$ Change</u>	<u>Oct 31, 23</u>	<u>\$ Change</u>
Accumulated Depreciation	(5,935,056)	(5,912,097)	(22,959)	(5,621,821)	(313,235)
Total Fixed Assets	5,054,210	5,008,802	45,409	5,206,582	(152,371)
Other Assets					
Land Usage and Easement Right	17,436	17,436	0	17,436	0
Total Other Assets	17,436	17,436	0	17,436	0
TOTAL ASSETS	<u>8,618,711</u>	<u>8,804,224</u>	<u>(185,513)</u>	<u>7,964,828</u>	<u>653,883</u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	0	0	0	0	0
Total Accounts Payable	0	0	0	0	0
Other Current Liabilities					
Accounts Payable - 05	54,005	54,005	0	54,005	0
OPEB Liability	368,622	368,622	0	368,622	0
Accrued Payroll & Payroll Tax	1,598	0	1,598	0	1,598
Accrued Vacation Payable	28,231	26,702	1,528	21,266	6,964
Deferred Pension Inflows	1,145	1,145	0	1,145	0
Deferred OPEB Inflows	54,695	54,695	0	54,695	0
Net Pension Liabilities	26,467	26,467	0	26,467	0
HRA Plan Payable	13,478	13,478	0	4,966	8,511
Total Other Current Liabilities	548,240	545,114	3,126	531,167	17,073
Total Current Liabilities	548,240	545,114	3,126	531,167	17,073
Long Term Liabilities					
Caterpillar Financial Serv	9,164	13,670	(4,506)	63,198	(54,034)
Total Long Term Liabilities	9,164	13,670	(4,506)	63,198	(54,034)
Total Liabilities	557,404	558,784	(1,380)	594,365	(36,961)
Equity					
Retained Earnings	485,521	485,521	0	375,196	110,325
Retained Earnings - Garbage	525,809	525,809	0	485,759	40,050
Retained Earnings - Park	(162,301)	(162,301)	0	(173,813)	11,512
Retained Earnings - Sewer	1,781,954	1,781,954	0	1,576,303	205,651
Retained Earnings - Water	(1,489,540)	(1,489,540)	0	(1,561,741)	72,201
Fund balance Undesignated	434,775	434,775	0	411,854	22,921
Investment in plant & equip	5,137,479	5,137,479	0	5,114,618	22,861
Net Income	1,347,609	1,531,742	(184,133)	1,142,287	205,323
Total Equity	8,061,307	8,245,440	(184,133)	7,370,463	690,844
TOTAL LIABILITIES & EQUITY	<u>8,618,711</u>	<u>8,804,224</u>	<u>(185,513)</u>	<u>7,964,828</u>	<u>653,883</u>

4:16 PM
11/04/24

Alpine Springs County Water District
Statement of Cash Flows
July through October 2024

	<u>Jul - Oct 24</u>
OPERATING ACTIVITIES	
Net Income	1,347,609
Adjustments to reconcile Net Income to net cash provided by operations:	
1150.00 · Accounts Receivable - 05 Fund	31,083
1550.00 · Prepaid Expenses	(22,414)
1600.05 · County Collection Accts	18,247
1041.00 · Placer Co - Taxes 770	54,649
1145.05 · Accrued Int Rec Wells Fargo	4,260
1850.00 · Accumulate Depreciation:1850.02 · Accumulated Depr...	3,812
1850.00 · Accumulate Depreciation:1850.03 · Accumulated Depr...	3,812
1850.00 · Accumulate Depreciation:1850.04 · Accumulated Depr...	11,460
1850.00 · Accumulate Depreciation:1850.05 · Accumulated Depr...	66,856
2010.00 · Accounts Payable - 06 Fund	(5,814)
2010.00 · Accounts Payable - 06 Fund:2010.06 · Accounts Payab...	(171)
2070.00 · Accrued Payroll & Taxes - 05 Fu	(9,155)
2075.00 · Accrued Vacation Pay - 05 Fund	1,191
2010.05 · Accounts Payable - 05	(245)
Net cash provided by Operating Activities	<u>1,505,181</u>
INVESTING ACTIVITIES	
1725.00 · Park:1725.03 · Park Assets	(15,000)
1830.05 · Work in Progress:1843.05 · Admin Office ADA Compliant	(4,512)
1830.05 · Work in Progress:1847.05 · Alpine Estates Well #1 Rehab	(34,331)
1830.05 · Work in Progress:1848.05 · Water Tank Inspection & Eval	(29,524)
1850.00 · Accumulate Depreciation:1850.06 · Accumulated Depre...	5,896
Net cash provided by Investing Activities	<u>(77,472)</u>
FINANCING ACTIVITIES	
2095.05 · Caterpillar Financial Serv - 05	(18,021)
Net cash provided by Financing Activities	<u>(18,021)</u>
Net cash increase for period	1,409,688
Cash at beginning of period	<u>1,804,985</u>
Cash at end of period	<u><u>3,214,673</u></u>

4:23 PM
11/04/24

**Alpine Springs County Water District
Check Register for Current Month
October 8 - 31, 2024**

Date	Num	Name	Memo	Amount	Balance
10/21/2024	Payroll 10	Nationwide Retirement Solutions	10/17/24 Payroll Check Date	-200.00	-200.00
*** Duplicate document numbers ***					
10/21/2024	Payroll 10	CalPERS	10/11/24 Payroll Confirm 100275...	-2,882.07	-3,082.07
*** Duplicate document numbers ***					
10/31/2024	Payroll 10		10/25/24 Payroll	-18,468.27	-21,550.34
*** Missing numbers here ***					
10/08/2024	Ach10/08/24	AT&T {319907901}	Account #319907901	-207.99	-21,758.33
*** Missing numbers here ***					
10/16/2024	ACH10/16/...	Tahoe Truckee Sierra Disposal Co., Inc.	Customer #000355 Conf. #29	-394.62	-22,152.95
*** Duplicate document numbers ***					
10/16/2024	ACH10/16/...	Intermedia	Account #2588835	-102.86	-22,255.81
*** Missing numbers here ***					
10/19/2024	Ach10/19/24	Sierra Office Solutions	VOID: Acct #AS32:900020-B was...	0.00	-22,255.81
*** Missing numbers here ***					
10/21/2024	ACH10/21/...	Liberty 1402 Beaver Dam	Acct 200008698793	-173.11	-22,428.92
*** Duplicate document numbers ***					
10/21/2024	ACH10/21/...	Liberty Utilities	Alpine Springs Water Co Acct. 30...	-2,238.71	-24,667.63
*** Duplicate document numbers ***					
10/21/2024	ACH10/21/...	Xerox Financial Service	Contract #010-1016061-001	-241.33	-24,908.96
*** Missing numbers here ***					
10/25/2024	ACH10/25/...	Umpqua Bank Commercial Card OPS	Account #9350	-997.22	-25,906.18
*** Missing numbers here ***					
10/16/2024	33928	Best Best & Krieger LLP	Inv. #1007709	-390.00	-26,296.18
10/16/2024	33929	Big Water Welding	Invoice #34863	-4,200.00	-30,496.18
10/16/2024	33930	Dave Mitchell IT/Web Consulting	Invoice #1425	-850.00	-31,346.18
10/16/2024	33931	Eastern Regional Landfill	Account #200	-213.48	-31,559.66
10/16/2024	33932	FedEx	Account #1834-0409-1	-49.69	-31,609.35
10/16/2024	33933	Mountain Hardware and Sports	Customer #39	-195.84	-31,805.19
10/16/2024	33934	NAPA Sierra	Account #3317	-17.47	-31,822.66
10/16/2024	33935	Pam Zinn		-147.91	-31,970.57
10/16/2024	33936	Sierra Controls, LLC	Inv. #125367 09/30/2024	-680.00	-32,650.57
10/16/2024	33937	Sierra Office Solutions	Acct #AS32:900020-B	-182.16	-32,832.73
10/16/2024	33938	Silver State Analytical Laboratories	Various Invs. #RN320561 - RN3...	-1,829.00	-34,661.73
10/16/2024	33939	Swigard's True Value Hardware, Inc.	Customer #11050	-141.65	-34,803.38
10/16/2024	33940	Tahoe City Lumber	Invoice #2410-782356	-69.41	-34,872.79
10/16/2024	33941	Truckee Rents, Inc.	Customer #40252	-19.46	-34,892.25
10/16/2024	33942	Western Nevada Supply Company	Inv. #11473740	-326.87	-35,219.12
10/17/2024	33943	North Tahoe FPD	September 2024 Statement	-44,221.80	-79,440.92

4:23 PM
11/04/24

Alpine Springs County Water District
Check Register for Current Month
October 8 - 31, 2024

Date	Num	Name	Memo	Amount	Balance
10/31/2024	33944	Blacktop Paving	Invoice #2593	-875.00	-80,315.92
10/31/2024	33945	California Special Districts Association	Membership ID #1 Annual Memb ...	-8,637.00	-88,952.92
10/31/2024	33946	Carollo Engineers	Project #203224 & Project #203235	-63,855.57	-152,808.49
10/31/2024	33947	Empire Southwest, LLC	Invoice EMWK3790474	-1,093.49	-153,901.98
10/31/2024	33948	FedEx	Account #1834-0409-1	-49.75	-153,951.73
10/31/2024	33949	Independent Technologies	Invoice #6435 10/16/2024	-150.00	-154,101.73
10/31/2024	33950	Janet Grant	Oct 24 Bdgt., Fin., & BoD Mtgs	-275.00	-154,376.73
10/31/2024	33951	Janice Ganong	Oct 24 Board of Directors Mtg.	-150.00	-154,526.73
10/31/2024	33952	Evan Salke {1}	Oct 24 Bdgt., Fin & BoD Mtgs.	-200.00	-154,726.73
10/31/2024	33953	David Smelser {1}	Oct 2024 Board of Directors Mtg.	-150.00	-154,876.73
10/31/2024	33954	Christine York	Oct 2024 Board of Directors Mtg	-150.00	-155,026.73
10/31/2024	33955	Laurie Axell	Heath Plan Reimbursements	-512.97	-155,539.70
10/31/2024	33956	Miguel G. Ramirez	Health Reimbursement	-54.10	-155,593.80
10/31/2024	33957	Mountain Hardware and Sports	Customer #39	-84.17	-155,677.97
10/31/2024	33958	Overhead Fire Protection, Inc.	Invoice #12453377	-570.00	-156,247.97
10/31/2024	33959	Sierra Controls, LLC	Inv. #125424 09/30/2024	-871.34	-157,119.31
10/31/2024	33960	Silver State Analytical Laboratories	Inv. #RN321621	-64.00	-157,183.31
10/31/2024	33961	Tahoe Truckee Sierra Disposal Co., Inc.	Customer #028540	-57,463.77	-214,647.08
10/31/2024	33962	The Paper Trail	10/10/2024 Board Meeting	-247.50	-214,894.58
10/31/2024	33963	Truckee Rents, Inc.	Customer #40252	-466.84	-215,361.42
10/31/2024	33964	USA BlueBook	Customer #814589	-429.24	-215,790.66
10/31/2024	33965	Western Nevada Supply Company	Account #14905	-188.60	-215,979.26
*** Missing numbers here ***					
10/10/2024	ACH101024	Merchant Services	Sep 2024	-708.72	-216,687.98
*** Missing numbers here ***					
10/23/2024	Ach102324	Caterpillar Financial Services Corp	Contract #001-70093002	-4,515.56	-221,203.54
*** Missing numbers here ***					
10/11/2024	200019	SDRMA	Conf. #26	-425.56	-221,629.10
10/21/2024	200020	Badger Meter	Conf. #27	-53.52	-221,682.62
10/22/2024	200021	Professional Communications Messaging	Account #193072 Conf. #28	-42.40	-221,725.02
10/30/2024	200022	SDRMA	Member #7084 Conf. #30	-27.37	-221,752.39
10/31/2024	200023	Badger Meter	Customer ID: 23930 Conf. #31	-53.52	-221,805.91

4:20 PM
11/04/24

Alpine Springs County Water District
Subsequent Payments Listing

November 1 - 6, 2024

Date	Num	Name	Memo	Amount	Balance
11/06/2024	ach11062...	CalPERS (Active)	Customer ID: 2668620501 Health Insurance...	-4,903.43	-4,903.43
11/06/2024	ach11062...	CalPERS (Retired)	CalPERS ID: 2668620501 Health Insurance...	-898.45	-5,801.88
*** Missing numbers here ***					
11/06/2024	Payroll 10	CalPERS	10/25/24 Payroll Confirm 1002769750	-2,825.13	-8,627.01
11/06/2024	Payroll 11	Nationwide Retirement Solutions	10/31/24 Payroll Check Date	-200.00	-8,827.01
*** Missing numbers here ***					
11/04/2024	33966	Pam Zinn		-147.91	-8,974.92
11/04/2024	33967	Michael J. Dobrowski, CPA, LLC	November 2024 Invoice #24497	-6,000.68	-14,975.60

EXHIBIT D2

NTPFD-ASCWD Response Calls

October 2024

Basic Incident Number (FD-1)	Basic Incident Date Time	Basic Incident Full Address	Basic Incident Postal Code (FD-1.19)	Basic Incident Type (FD-1.21)	Basic Apparatus Call Sign List	Basic Primary Action Taken (FD-1.48)	Basic Additional Actions Taken 2 (FD-1.66)
2024029672	10/3/2024 13:27	2600 ALPINE MEADOWS Road	96146	Dispatched and cancelled en route	E56, B5, M	Cancelled en route	
2024029694	10/3/2024 16:17	2600 ALPINE MEADOWS Road	96146	Alarm system activation, no fire - unintentional	B5, M53, E	Investigate	
2024030353	10/10/2024 10:45	2 ALPINE MEADOWS RD / 2430 RIVER Road	96146	EMS call, excluding vehicle accident with injury	M56	Refusal of EMS care	
2024030741	10/14/2024 10:41	2600BLK ALPINE MEADOWS Road	96146	False alarm or false call, other	M51, B5, E	Assistance, other	
2024030956	10/16/2024 12:22	2253 BEAR CREEK Drive	96146	False alarm or false call, other	E56	Investigate	

Total Calls= 5

EXHIBIT D3



AGENDA NO: D3

MEETING DATE: 11/08/2024

General Managers Report

TO: ASCWD Board of Directors Date: November 01, 2024
FROM: Joe Mueller, General Manager
SUBJECT: General Manager and Office Activities for the Month of October 2024

Projects

1) Alpenglow (Previously Alpine Sierra) Subdivision

Reviewed sewer system collections options, comparing a gravity mainline to the use of a sewage lift station with Development team and Carollo Engineers. Discussed District preferences, advantages and project history with the Bear Creek Association President

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

No activity this month

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.

General Business

- Reviewed Forestry on treatment plan options for forest fuel reduction on district greenbelt lands.
- Discussed with district staff the operational staffing needs going forward with the departure of one of our flex operational employees.
- Final cleanup work with the District Auditor, Accountant, and Office Manager on the District's annual financial audit.
- Executed an agreement for the storage of snow removal equipment on District lands.
- Continued finalizing the edits of the fire protection and emergency medical services with the NTFPD Chief. Reviewed edit responses from legal counsels.
- Worked with LAFCO to get the Fire and Emergency Medical agreement on the Dec 11th LAFCO meeting agenda for a determination that the contract is or isn't subject to section 56134 (SB 239) of the Government Code.

- Reviewed customers request for penalty and late fee waivers.
- Reviewed building and/or remodeling plans with Operations staff for potential conflicts with District water or sewer lines.
- Assisted Operations with the evaluation of water losses and / or leak identification.
- Attended the monthly area General Managers meeting.

Office Activities Performed by Office Manager

- Continued to work with AWAXX on preparations to update the park card reader system.
- Reviewed the second notice to customers for past due accounts and late fees with District Accountant. The District sends a total of four notices before an account is placed on the list for collections through Placer County.
- Processed customer payments.
- The current past due Accounts Receivable are 43 for a total of \$79,435. In comparison, April of 2024 a total of 22 accounts went to Placer County for collection for a total of \$45,112.
- The District has a total of 11 accounts on the District Payment Plan.
- Assisted customers on property and account ownership changes and updates.
- Answered questions on customer annual billings.

EXHIBIT D4

**ASCWD OPERATIONS REPORT
WATER / WASTEWATER
FOR 10-1-24 THRU 10-31-24**

TO: Board of Directors
DATE: November 8th, 2024
FROM: Miguel Ramirez, Operations & Maintenance

Wastewater Flows: 31 Days / October 2024 normal operation throughout the month.

<u>Minimum Flow</u>	<u>Maximum Flow</u>	<u>Average Flow</u>
7,000 GPD	78,000 GPD	26,000 GPD

Operations / Maintenance / Repairs:

- All routine water zone samples came back absent from Coliform and E-coli.
- We worked with Carson pump on the repair for the R-2 snowmaking well. (This well is now repaired for the 24/25 snowmaking season with no loss of GPM).
- We assisted Longo Inc. with a water leak in Bear Creek. (We had a pin hole leak on the district's side of the water service that was bubbling up in the street).
- We have been working with a contractor on a new construction project on Mineral Springs. (This has been a very extensive project due to the fact the wastewater line has been so deep).
- Mountain Pipeline is finishing up the Tv program on the Collection system. (Roughly 30% of the collection system is video recorded after the cleaning is completed).
- Finished the installation and painting of the new ADA compliant handrails in the park. (We had a local welder build us some beautiful handrails for the ADA compliance list in the park).



Still Image Report



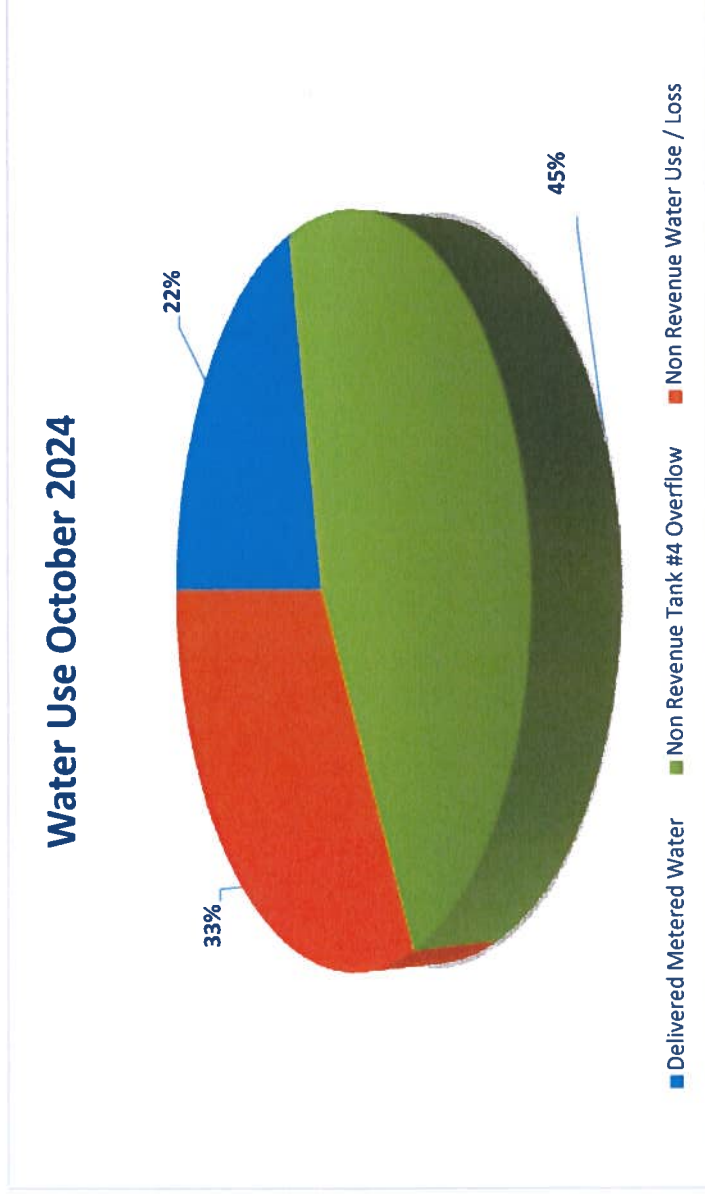
Broken Sewer Line

D:\Photos\ASCWD 2024-AMH 'MC-5'-AMH 'MC-4'-B at 324.7 ft.JPG
 10/21/2024

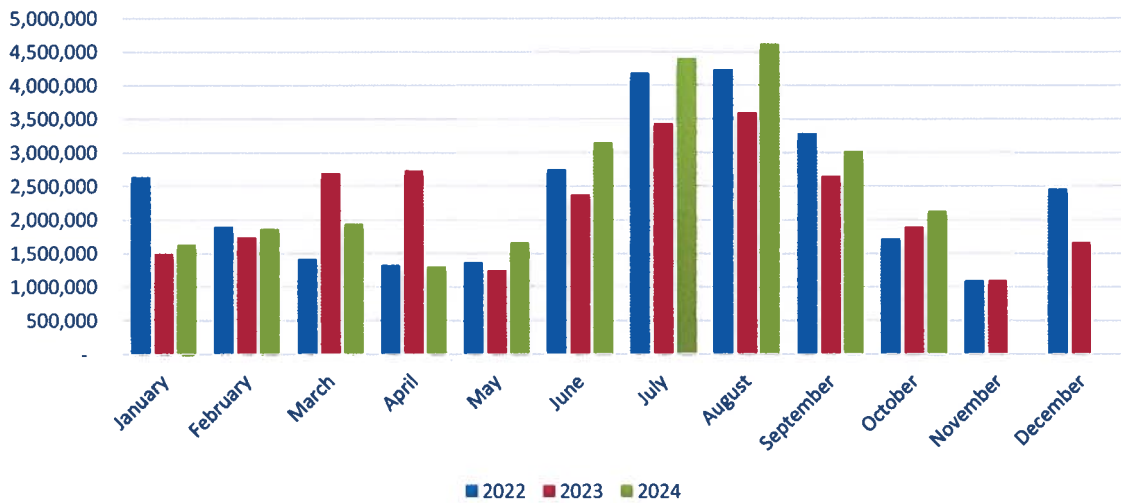
check previous pipe 12 years there for

ALPINE SPRINGS COUNTY WATER DISTRICT OCTOBER 2024 WATER REPORT

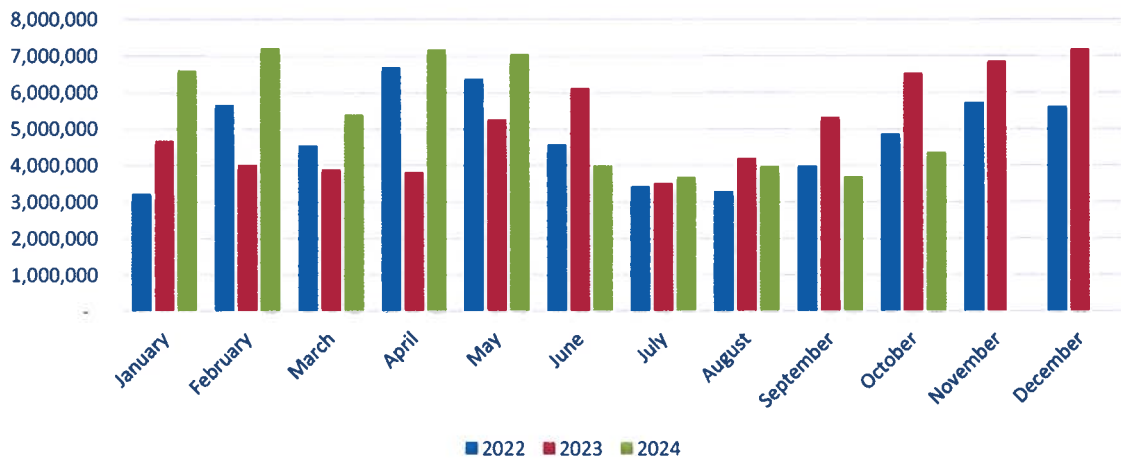
Total Potable Water Production	9,704,475	Gallons
Delivered Metered Water	2,132,095	Gallons
Non Revenue Tank #4 Overflow	4,367,848	Gallons
Non Revenue Water Use / Loss	3,204,532	Gallons



Delivered Metered Water per Month (gallons)



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



Total Water Production per Month (gallons)

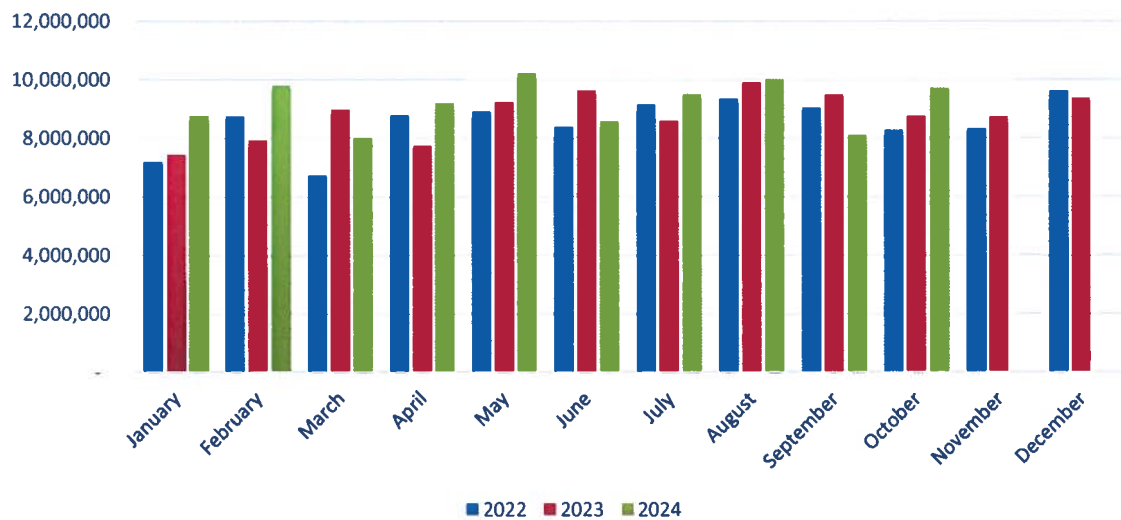


EXHIBIT D5



T-TSA BOARD MEETING SUMMARY

10/16/2024 Regular Board Meeting

1) The October 16, 2024 Board meeting was held in person:

- **T-TSA Update - Board Meeting Videos Can Now Be Found on YouTube:**
 - <https://www.youtube.com/@TTSABoardVideos/featured>

2) Public Comment (provided during Public Comment or Agenda items).

- An appreciation letter was submitted to the Board by Don McKechnie, Retired employee.

3) Status Report:

a) Operations Report:

- All plant waste discharge requirements were met, and the plant performed well in August.
- Cleaned rapid mix, floc, chemical, and recarbonation basins side two.
- Replaced iron sponge media.
- Added anthracite media to final effluent filter #4.

b) Laboratory Report:

- Annual Proficiency testing is underway.
- Several new pieces of equipment with plans to replace other aging instruments.

c) Public Outreach:

- Plant Tours: Staff toured Brightwater Treatment Plant in Washington State.
- Public Outreach:
 - The Sodium Hypochlorite Ribbon Cutting event was a success. To see the article, [Click Here](#)
 - CA Water Professionals Appreciation Week at T-TSA. To see this article, [Click Here](#)

d) Capital Projects Report:

- Digestion Improvements Project: Reviewed and finalized the basis of design verification. TRI Alpine Meadows to Olympic Valley Rehabilitation Project: Staff is currently reviewing the first draft of PDR. Nutrient Removal Alternatives Study: CAMP's completed. Outstanding participation from T-TSA and Carollo staff. A likely decision was made for the preferred alternative. Fate and Transport Study: Responding to requests for information.
- Please visit the "**Projects**" page on the Agency website for updates on ongoing projects by using the following link: <https://www.ttsa.ca.gov/home/pages/construction-projects>

e) Other Items Report:

The Board Approved:

- The Regular Board meeting minutes from September 18, 2024.
- Ratification of Payment of General Fund Warrants.
- The September Financial Results.
- Review and Comment on the Quarterly Financial Plan Update.

Additionally:

- Update and Discussion on the Nutrient Removal Alternatives Study.
- Update from the Land Use Policy Ad Hoc Committee.
- CFO/Risk Manager Interviews in October.
- Leadership Training for Management and Supervisory staff.
- 3rd Quarter First Responder Drill and Safety Committee Meetings were held.
- Several staff attending conferences in October: WEFTEC, Caselle, CSDA Board Secretary/Clerk, and CalPERS.
- Holiday Fundraisers Begin: Sierra Community House / Winter Coat Drive / Toys-for-Tots

EXHIBIT E1

Alpine Springs County Water
Budget and Finance Committee Report
Wednesday, October 9, 2024 9:30 a.m.

Members: Janet Grant, District Director, Chair
Evan Salke, District Director
Joe Mueller, General Manager
Advisors: Mike Dobrowski, CPA, District Accountant
Staff: Laurie Axell
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. After reviewing the September financial reports and the payables, the committee recommends board approval.
 - b. Treasurer's Report
 - i. The committee talked about the California Class investment with the thought that some of our operating cash with Plumas Bank be directed to California Class when we know how user friendly working on money transfer is with California Class.
 - c. Accounting Professional Services Agreement
 - i. The committee reviewed the Fixed Price Agreement presented and recommends that this agreement be approved.
 - d. Unbudgeted Expenses
 - i. No unbudgeted expenses this month.

3. MEMBERS' COMMENTS
 - a. No members' comments

4. CORRESPONDENCE
 - a. There was no correspondence this month although Joe commented that several homeowners requested adjustments to their bills and he responded per our board policy.

5. ADJOURNMENT
 - a. The committee adjourned at 10:18 a.m.

6. NEXT MEETING
 - a. Next B&F meeting: Thursday, November 7, 2024 9:30 a.m.

ALPINE SPRINGS COUNTY WATER DISTRICT NOVEMBER 2024 TREASURERS REPORT FY 24/25

	Account Balance	Report Date	Interest
Checking Plumas Bank	\$ 438,795	11/4/2024	0.00%
LAIF	\$ 188,734	11/4/2024	4.575%
Placer County Treasurer	\$ 172,570	9/30/2024	3.778%
CERBT	\$ 154,142	11/1/2024	-3.440%
California CLASS	\$ 1,406,127	9/31/2024	5.004%
Wells Fargo Bonds	\$ 254,010	8/31/2024	4.800%
Wells Fargo CDs	\$ 884,586	8/31/2024	5.160%
	<u>\$ 3,498,964</u>		

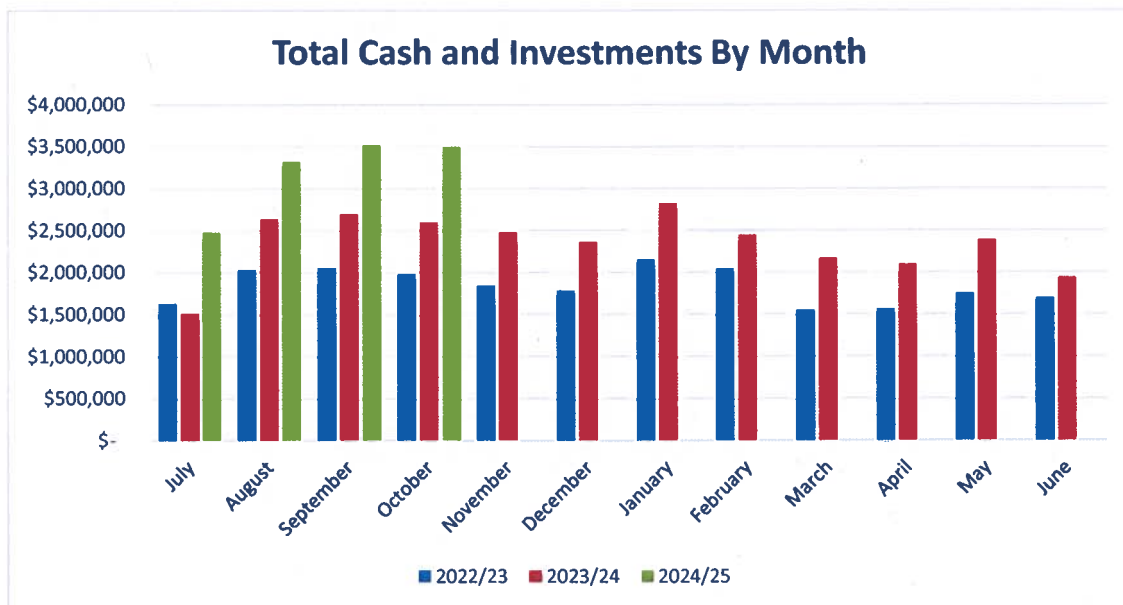
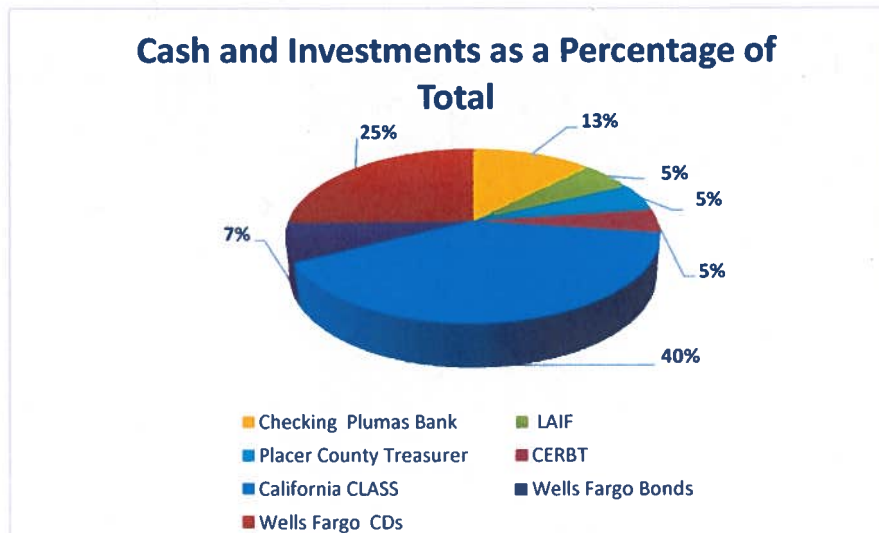


EXHIBIT F1



AGENDA NO: F1

MEETING DATE: 11/08/2024

Staff Report

TO: ASCWD Board of Directors

Date: November 01, 2024

FROM: Joe Mueller, General Manager

SUBJECT: ASCWD GREENBELT LANDS FORESTRY FUELS REDUCTION TREATMENT PLAN PROPOSAL

BACKGROUND:

The District currently owns approximately 106 acres of designated greenbelt lands throughout Alpine Meadows. The District Board along with the District Park Recreation and Greenbelt Committee has identified that the parcels would benefit from forestry and fuels reduction activities. Over the past few years the District has been seeking a Forester with availability to begin the process. The typical first steps in the process are

- Perform field work to determine treatment areas, types and acres
- Archaeological surveys and reports
- Marking of the area
- Development of treatment prescriptions
- Permitting and Exemption submittals
- Timber Harvest plan if applicable
- CalFire Review

DISCUSSION:

Danielle Bradfield with Feather River Forestry will present the outlined strategy to bring the Districts greenbelt parcels into a "shovel ready" status, where field work and permitting will be completed, providing for a more competitive grant applications for implementation funding. For the past few years Danielle through Feather River Forestry has been working with our neighbors, Olympic Valley PSD preparing plans and helping to secure funding totaling over a million dollars for fuels reduction and forestry programs.

FISCAL IMPACT:

The expense for the Proposed work would come out of the General Fund reserves, the expenses have been planned for but remained unbudgeted due to the uncertainty of when a Forester would come available to perform the work. The General Fund reserve contains adequate funds for the project.

RECOMMENDATION:

In accordance with ASCWD Policy Number: 4.12.0 Consultant and Contractor Selection, authorize the General Manager to execute a Contract Agreement for Forestry / Fuels Reduction Planning with Feather River Forestry, Danielle Bradfield, Registered Professional Forester.

Attachments:

Proposal from Feather River Forestry



FEATHER RIVER
FORESTRY

October 2, 2024

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

RE: Alpine Springs County Water District Forestry/Fuel Reduction Proposal

Mr. Mueller,

Thank you for the opportunity to provide the Alpine Springs County Water District (District) with a fuel reduction proposal. After reviewing the District's forested parcels earlier this summer, I have outlined a strategy to bring the subject parcels into "shovel ready" status, where field work and permitting will be complete, providing for more competitive grant applications for implementation funding in the near future. I have planned the fuel reduction design and permitting by parcel, and combined the parcels by permit type as described below and shown on the attached map.

Component A – Forest Fire Prevention Exemption:

Assessor Parcel #: 095-300-011, 013, and 026

Permit: Cal Fire Forest Fire Prevention Exemption (valid term = 1 year, resubmittal allowed if not completed).

Scope of Work:

- a. All field reconnaissance to determine treatment areas, treatment types, and acres.
- b. Archaeological survey and reporting as required for Exemption.
- c. Ten percent sample mark (tree mark) for harvest trees.
- d. Development of treatment prescriptions.
- e. Completion and submittal of Forest Fire Prevention Exemption.

Timeline:

- a. Completion of all field work: Prior to December 1, 2024
- b. Completion and submittal of Forest Fire Prevention Exemption: Prior to January 31, 2025.

Cost Proposal: Not to Exceed \$13,500.00 including all time, materials, and mileage.

Component B – Timber Harvest Plan:

Assessor Parcel #: 095-300-046, 051, 039

Permit: Timber Harvest Plan (valid term = 7 years).

Scope of Work:

- a. All field reconnaissance to determine treatment areas, treatment types, and acres.
- b. Archaeological survey and reporting.
- c. Ten percent sample mark (tree mark) for harvest trees.
- d. Development of treatment prescriptions.
- e. Completion and submittal of the Timber Harvest Plan sections 1-6.
- f. Attendance at Pre-Harvest Inspection and responses of Cal Fire Review Team questions.

Timeline:

- a. Completion of all field work and surveys: Prior to December 31, 2024
- b. Completion of THP and submittal to Cal Fire: Prior to March 31, 2024

Cost Proposal: Not to Exceed \$18,720.00 including all time, materials, and mileage.

Should you have any questions regarding this proposal, please feel free to contact me at (530)927-7095, or email at danielle@rforestry.org. Thank you for this opportunity and I look forward to discussing this topic with you soon.

Respectfully Submitted,



Danielle E. Bradfield
RPF #2808
Feather River Forestry LLC

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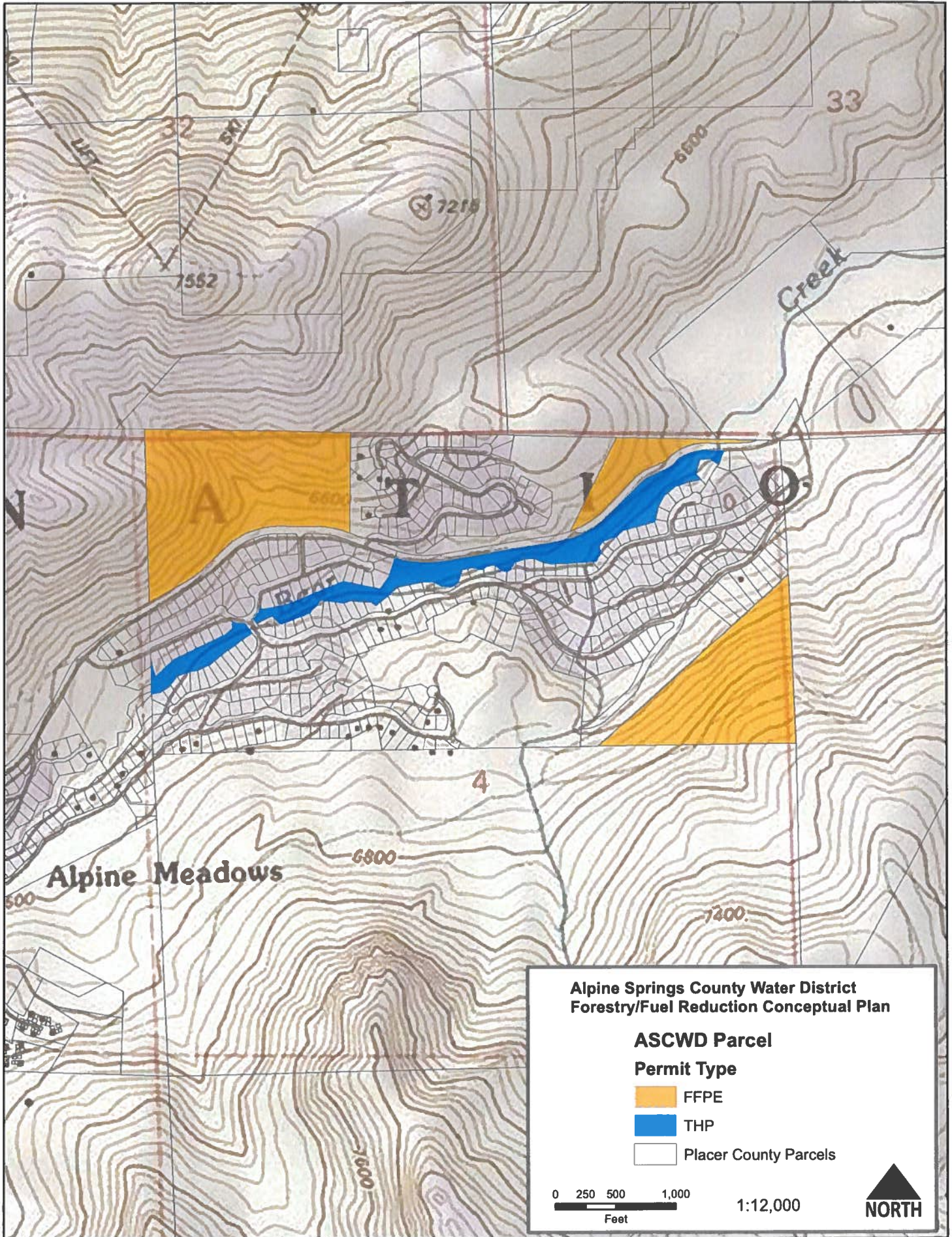


EXHIBIT F2



AGENDA NO: F2

MEETING DATE: 11/08/2024

Staff Report

TO: ASCWD Board of Directors
FROM: Joe Mueller, General Manager
SUBJECT: Fall 2024 ASCWD Newsletter

Date: November 01, 2024

Recommendation:

Review, discuss and provide direction to staff on the content, and layout, of the ASCWD Fall Newsletter.

DISCUSSION

This year's fall newsletter is six pages including room for addressing for mailing.

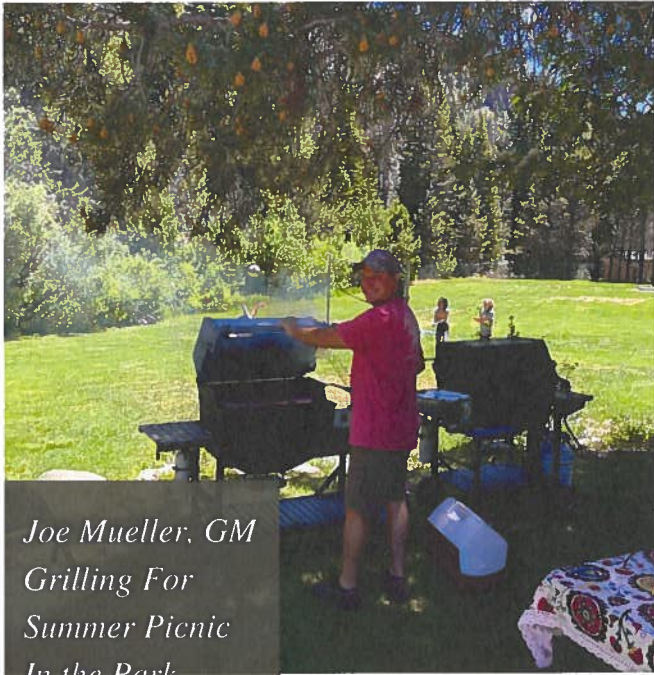
As in the past, the District newsletter will be posted on our website, with hard copies mailed to all customers and available for pickup at the District office.

Printing and mailing of the fall and spring newsletters is budgeted annually at \$2500 per event.

Attachments:

Draft Fall 2024 ASCWD Newsletter

DIRECT FROM THE DISTRICT



*Joe Mueller, GM
Grilling For
Summer Picnic
In the Park*

GENERAL MANAGER'S MESSAGE

Happy fall Alpine Meadows Community! It is that exciting time of year with the leaves changing, cool mornings have settled in and winter is knocking at our doors. The staff at ASCWD had a great spring/summer season, seeing our community enjoying our community park space and this valley we are fortunate to call home. This year we hosted our first picnic in the park and I want to thank everyone who came out to celebrate with us. I enjoyed grilling hotdogs and hamburgers for our community but mostly having some casual time to connect and chat with our community members.

We look forward to hosting another event next summer as an opportunity for community gathering and celebration of our park space.

Update on Contract Agreement for Fire Protection, Emergency Medical Services

We have made progress with the contract agreement for Fire Protection and Emergency Medical Services. Working directly with Chief Leighton and respective legal counsels for both Districts, we have worked through many of the contract provisions and anticipate having an updated contract in place by early 2025.





*Christine York,
Jan Ganong and
Dave Smelser*

THANK YOU TO OUTGOING BOARD MEMBERS!

Thank you to our outgoing board members, Dave Smelser and Jan Ganong. Serving on the Alpine Springs County Water District Board, as with any public agency board, is essentially a volunteer position, in which Board members freely give of their time and experience to serve the community - a true gift of public service.

DAVE SMELSER

Dave Smelser has served the District as a Director since 2015, taking his first Oath of Office with the District on July 10, 2015. Prior to serving as a Board Director, Dave was a volunteer firefighter and Engineer with the District until 2006 when the District transitioned from volunteer fire services to contract fire services. While on the Board, Dave served as the District Representative on the Tahoe Truckee Sanitary Agency Board since 2020 and has served as chair of the Long-Range planning committee. Dave helped to oversee the recent master planning efforts of the District, balancing the need for infrastructure maintenance, replacement and upgrades while managing customer rates.

Committed to community service, Dave has served on the Bear Creek Planning commission as a member and as President and is a familiar face in Alpine, often seen driving the winter shuttle vans throughout the valleys. Thank you, Dave, for your service and commitment to our community.

JAN GANONG

Jan Ganong has served the District as a Director since 2020, assuming office on September 11, 2020. During her tenure with the District, Jan served as chair of the Administration and Personnel committee and a member of Park Recreation and Greenbelt Committee. Most recently, Jan volunteered to serve as a subcommittee member working through the service agreement for Fire and Emergency Medical.

Before becoming a District Director, Jan was an active member of the Park Recreation and Greenbelt Committee. Throughout the years Jan has been a strong community force behind Save our Schools and served on the Juniper Mountain Homeowners association. Thank you, Director Ganong, for your service and commitment to our community.

WELCOME TO OUR NEW BOARD MEMBERS

Congratulations to XXXX and XXX, our new Alpine Springs County Water District Board members. XXX and XXX will take their oath of office and assume their roles on December 6, 2024. Please join us in welcoming xxx and xxx to the Board!



Winter Is Almost Here!



WINTERIZE YOUR HOME

THE FACTS ON LEAKS

10
percent of homes have leaks that waste 10 gallons or more per day

A leaky faucet dripping at the rate of one drip per second can waste more than **3,000 gallons** per year

Did you know?
Minor water leaks account for nearly **1** trillion gallons of wasted water each year and is equal to annual household water use in nearly

A shower leaking at **10 Drips** per minute wastes more than **500** gallons per year

11 million homes

Repair
Leaks by checking faucet washers and gaskets for wear and replacing them if necessary

Replace old toilets with WaterSense models & save **13,000** gallons of water savings for the average family

Homeowners can save **10 percent** on their water bills

look for **WaterSense** Meets EPA Challenge

Water Leak Notices!

Pay attention to any notice from the District regarding a possible water leak. You should check all your water fixtures and or have a plumber check for leaks on the customer side of the water service. Several customers have experienced “high” water bills due to leaks that have been allowed to exist for extended periods of time.





ACH PAYMENTS NOW ACCEPTED

We now offer payments via ACH. If you receive your invoice via email, you will see a link to “View and Pay Invoice. All you need is your routing and account number from either a checking or savings account, it’s simple and there is no service fee. Once you have submitted your payment the District will receive a payment receipt showing that your invoice has been paid.

Do you receive your invoice via postal service, no problem, we can still assist you with processing an ACH payment. If you would like to pay via ACH, simply call us at the District and we can e-mail you a link to make the payment.

If you have any questions regarding this new service, please call Laurie at 530-583-2342 x101.

Staging and Storing of Snow and Equipment

You may notice a bit of extra snow removal equipment on District property again this season, and there is a good reason why. Sierra Tahoe Enterprises, a snow removal contractor from the local area, is staging and storing their snow removal equipment locally in the Alpine Meadows Valley. Staging and storing of the snow removal equipment in the valley provides an overall benefit to the community by having the equipment available locally during winter snow events. District staff, along with District legal Counsel, worked with Sierra Tahoe Enterprise to develop an agreement allowing the storage and staging of equipment on District owned property in exchange for a small reimbursement to the District for the annual cost of asphalt crack and slurry sealing of the park and parking lot.





Please join us for our December 13th District Board meeting to welcome our newest Board members xxx and xxxx. Come for the meeting and stay for our annual District Holiday Open House. We love getting to know our community members and the Holiday Open House is a great way to do just that as well as a great time to connect with our new Board Members. Stop by and say hi, or relax and enjoy a light lunch, refreshments and conversation with your District team. We just hope to see you on December 13th!

Happy Holidays from the ASCWD Team!

ASCWD GENERAL INFORMATION

Board meetings are now offered in a hybrid format - both in person and available virtually via zoom. Upcoming Board Meetings are:

- Friday, November 8th, at 9:00 a.m.
- Friday, December 13th, at 9:00 a.m.
- Friday, January 10th, at 9:00 a.m.
- Friday, February 14th, at 9:00 a.m.
- Friday, March 14th, at 9:00 a.m.
- Friday, April 11th, at 9:00 am



Board Of Directors

Janet S. Grant, President
xxx
Evan Salke
xxx
Christine York

District Staff

Joe Mueller, General Manager
Laurie Axell, Office Manager
Miguel Ramirez, Operations & Maintenance Supervisor
Robb Pascarella, Operations Specialist

EXHIBIT F3



AGENDA NO: F3

MEETING DATE: 11/08/2024

Staff Report

TO: ASCWD Board of Directors

Date: November 01, 2024

FROM: Joe Mueller, General Manager

SUBJECT: OUTGOING DISTRICT DIRECTORS

DISCUSSION

Recognition of Service for outgoing District Directors Dave Smelser and Janice Ganong.

Dave Smelser

Board of Directors July 2015 – December 2024

Dave Smelser has served the District as a Director since 2015, taking his first Oath of Office with the District on July 10, 2015. Prior to serving as a Board Director, Dave was a volunteer firefighter and Engineer with the District until 2006 when the District transitioned from volunteer fire services to contract fire operations. While on the Board, Dave served as the District Representative on the Tahoe Truckee Sanitary Agency Board since 2020 and has served as chair of the Long-Range planning committee. Dave helped to oversee the recent Master planning efforts of the District, balancing the need for infrastructure maintenance, replacement and upgrades while managing customer rates.

Committed to community service, Dave has served on the Bear Creek Planning commission as a member and as President and is a familiar face in Alpine, often seen driving the winter shuttle vans throughout the valleys. Thank you, Director Smelser, for your service and commitment to our community.

Jan Ganong

Board of Directors September 2020 – December 2024

Jan Ganong has served the District as a Director since 2020, assuming office on September 11, 2020. During her tenure with the District, Jan served as chair of the Administration and Personnel committee, a member of Park Recreation and Greenbelt Committee, and as the official District Easter Bunny. Most recently, Jan volunteered to serve as a subcommittee member working through the service agreement for Fire and Emergency Medical.

Before becoming a District Director, Jan was an active member of the Park Recreation and Greenbelt Committee. Throughout the years Jan has been a strong community force behind Save our Schools and served on the Juniper Mountain Homeowners association. Thank you, Director Ganong, for your service and commitment to our community.

Join us in saying **THANK YOU** for all you both have done for the District and your community; You both will be missed.