

**SQUAW VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #861
SEPTEMBER 24, 2019**

Agenda with board packet and staff reports is available at the following link:

<https://www.svpsd.org/board-agenda-september-2019>

A. Call to Order, Roll Call and Pledge of Allegiance. President Dale Cox called the meeting to order at 8:30 a.m.

Directors Present: Directors: Dale Cox, Katy Hover-Smoot, Bill Hudson, Fred Ilfeld, and Victoria Mercer

Directors Absent: None.

Staff Present: Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Superintendent; Chris DeDeo, Fire Captain; Mike Geary, General Manager; Danielle Grindle, Finance & Administration Manager; Dave Hunt, District Engineer; Allen Riley, Fire Chief.

Others Present: Jean Lange, Perry Norris, David Stepner, Noyan Süel.

President Cox asked Brandon Burks to lead the Pledge of Allegiance.

B. Community Informational Items.

B-1 Friends of Squaw Creek (FOSC) – None.

B-2 Friends of Squaw Valley (FOSV) – None.

B-3 Squaw Valley Design Review Committee (SVDRC) – David Stepner stated the DRC discussed the Resort at Squaw Creek parking lot and gate at the last meeting. Due to the change in management at the Resort, with Andre Priemer relocating, Mr. Stepner is unsure of the gate design re-submission status.

B-4 Squaw Valley Municipal Advisory Council (SVMAC) – David Stepner provided an update. There was no MAC meeting last month. He anticipates the next meeting will include information on Squaw Valley Resort traffic control; the proposed triple lane and bus-on-shoulder project; Placer County's updated accessory dwelling unit ordinance; and road maintenance within the Valley. The fire evacuation drill was successful, approximately 60 people attended, and 12 people signed up for the Fire Wise Community committee which Andrew Lange agreed to lead.

B-5 Squaw Valley Mutual Water Company (SVMWC) – Mr. Stepner provided an update. The annual meeting and election were August 31, 2019. Anne Thys replaced Patti Gilford as a Board member. A large generator has been ordered to provide backup power and will be installed soon. The United States Department of Agriculture (USDA) loan application of \$4.2M was discussed at the annual meeting and the public in attendance supported doing all projects at one-time. The USDA is hopeful that the loan will be complete by the end of this year. The interest rates dropped to 3%. Interim financing is required. Director Cox asked how much in debt the MWC was. Mr. Stepner said MWC is approximately \$3.5M in debt now and will be \$7-8M in debt including the proposed USDA loan. Director

Hudson asked how the capital replacement plan would be modified in the future. Mr. Stepner said that starting 4-6 years ago, when he came onto the Board, the MWC started a capital reserve fund and the MWC is working on the capital replacement plan to grow reserve funds appropriately. Mr. Stepner said he felt that both the District and MWC should prioritize an intertie between the systems. Mr. Geary said the District has not deferred the project and is prepared to discuss the project with the MWC. Mr. Stepner said the loan application does not include capital funds for the intertie.

- B-6** Squaw Valley Property Owners Association – None.
- B-7** Mountain Housing Council of Tahoe Truckee (MHC) – Director Ilfeld said that there is a new bill in California, Assembly Bill (AB) 670, which generally requires that homeowner’s associations allow accessory dwelling units.
- B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox provided an update. Director Cox is serving as a hearing officer for the agency and was appointed Chairman of the T-TSA Board of Directors. All waste discharge requirements were met in August.
- B-9** Capital Projects Advisory Committee (CAP) – Ms. Grindle provided an update. The CAP committee didn’t meet last month, the next meeting is September 26th, 2019 at 4:30 p.m. New grant applications will likely be released soon with an October 31st, 2019 filing deadline. Mike Geary said that there is a transition in the leadership of the committee. There are 13 seats on the committee, 2 are held by representatives of Special Districts. One is to be filled by an in-basin representative and the other an out-of-basin representative.
- B-10** Creekside Charter – None

C. Public Comment/Presentation.

C-1 Resolution 2019-21 – Certificate of Appreciation – Eric Poulsen

Director Cox asked that we postpone item C-1 to a meeting which Mr. Poulsen can attend. Staff will plan to have a presentation at the October meeting, if Director Poulsen can be in attendance.

D. Financial Consent Agenda Items.

Directors Ilfeld and Mercer convened with staff on September 24, 2019 from approximately 9:00 – 10:00 a.m. to review items D-1 through D-13.

Ms. Grindle provided a summary. The District received Placer County’s Estimated Allocation of Property Taxes for Fiscal Year 2019-20, also known as the “September Surprise”. It provides a favorable estimate; a growth of 1.34% compared to last year for a total increase of \$48,000. The total tax revenue after fees paid to Placer County for FY 2019-20 is estimated to be \$3,616,000. This is \$55,000 greater than the budgeted amount.

Public Comment –

David Stepner asked if the Mutual Water Company tax apportionment would be discussed at this meeting. Mr. Geary responded that it will be on the October agenda.

Director Ilfeld made a motion to approve the financial consent agenda which was seconded by Director Hover-Smoot. The motion passed unanimously.

Cox – Yes
Hover-Smoot – Yes
Hudson – Yes
Ilfeld – Yes
Mercer – Yes

E. Approve Minutes.

E-1 Minutes for the Board of Directors Regular Meeting of August 27, 2019.

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors regular meeting of August 27, 2019.

Public Comment – none

Director Hudson made a motion to approve the minutes for the Board of Directors meeting of August 27, 2019 which was seconded by Director Mercer. The motion passed.

Cox – Yes
Hover-Smoot – Abstain
Hudson – Yes
Ilfeld – Yes
Mercer – Yes

E-2 Minutes for the Board of Directors Special Meeting of August 29, 2019.

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors special meeting of August 29, 2019.

Public Comment – none

Director Hudson made a motion to approve the minutes, for the Board of Directors meeting of August 29, 2019 which was seconded by Director Ilfeld. The motion passed.

Cox – Yes
Hover-Smoot – Abstain
Hudson – Yes
Ilfeld – Yes
Mercer – Abstain

F. Old & New Business.

F-1 Olympic Meadow Property – Project Update.

The Board reviewed the item and accepted public comment.

Mr. Geary reviewed the staff report. Measure E was withdrawn from the November ballot following Resolution 2019-20. Staff prepared a letter to inform the community about the withdrawal of Measure E from the November ballot. The Sierra Sun also published an article on September 6, 2019 regarding withdrawal of the Measure. District staff continues to work with the Truckee Donner Land Trust to acquire the property and to reduce the overall budget.

Director Mercer noted that some information in the Sierra Sun was inaccurate and asked how the media received the information. Ms. Asher noted that there are some inaccuracies in the article and that she had asked the reporter if the District could fact check the article after the reporter completed all interviews and was told there would not be enough time.

Director Hudson and Director Mercer asked if staff could provide a summary of the public comment they've heard regarding the withdrawal of Measure E. Mr. Geary said he had talked with a handful of constituents, about half have been supporters requesting clarification on why the Measure was withdrawn from the ballot, and the other half continue to express opposition to the project and the District pursuing parks and recreation services.

Public Comment –

Mr. Stepner asked if there were ongoing conversations about ownership of the property. Mr. Geary confirmed that the District and Land Trust do continue to discuss the advantages and disadvantages of each entity managing the property. Mr. Stepner asked if the Land Trust could structure the deal like the acquisition at Royal Gorge where large donors local to the area purchased the land. Mr. Archer said that the Land Trust has many resources to consider including public and private financing.

F-2 Selection of President and Vice-President.

The Board accepted public comment and nominated and elected Dale Cox to serve as President and Bill Hudson to serve as Vice-President by adoption of Resolution 2019-22.

Due to the resignation of Director Poulsen on September 3, 2019, a new Vice President must be selected.

Director Ilfeld asked Director Cox how he would balance his responsibilities as chairman of T-TSA and District President while in Florida and to confirm that he wanted to continue holding the president position. Director Cox explained that he will be home one week per month, as he was last year, for the District meetings and would continue to review the meeting materials and talk with staff via phone. Director Mercer said that she thought the continuity of Director Cox continuing to serve as President was important with two new Directors.

Public Comment – none

Director Mercer made a motion to adopt Resolution 2019-22 and nominated Dale Cox to serve as President and Bill Hudson as Vice President for the remainder of 2019. The motion was seconded by Director Ilfeld. A roll call vote was taken, and the motion passed unanimously.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-3 2019 Committee Assignments and Appointment.

The Board reviewed the item, accepted public comment and the President revised the 2019 Committee assignments as required due to the recent appointment of Director Katy Hover-Smoot.

Ms. Asher reviewed the item including a draft list of assignments and appointments prepared by staff.

Director Ilfeld said that the Mountain Housing Council is sunsetting, but the Council may continue since more progress is required. Director Ilfeld said it is important that we are not bound by precedent. Director Hover-Smoot said she thinks it would be helpful to serve on the finance committee and those committees that others do not wish to serve on.

Public Comment – None

The Committee assignments for 2019 are as follows:

STANDING COMMITTEES			
COMMITTEE	MEETING HELD	MEMBERS	TERM
Personnel & Administrative	As Needed	Chair Hudson, Member Ilfeld	Appointed Annually in December
Water & Sewer	As Needed	Chair Cox, Member Mercer	Appointed Annually in December
Finance & Budget	Day preceding Board meeting	Chair Mercer, Member Hover-Smoot	Appointed Annually in December
Fire Department	As Needed	Chair Hudson, Member Hover-Smoot	Appointed Annually in December
Parks & Recreation	As Needed	Chair Ilfeld, Member Hudson	Appointed Annually in December
Garbage	As Needed	Chair Cox, Member Hover-Smoot	Appointed Annually in December
AD HOC COMMITTEES			
Olympic Meadow Property	As Needed	Chair Ilfeld, Member Hudson	Appointed Annually in December
OTHER APPOINTMENTS			
T-TSA	2 nd Wednesday	Director Cox	Appointed by Board
GMP Advisory	As Needed	Mike Geary, General Manager	Appointed by Board
GMP Implementation	As Needed	Full Board	Not Applicable
Mountain Housing Council	As Needed	Director Ilfeld	Appointed by Board
North Tahoe Transportation Authority	As Needed	Director Hudson	Appointed by Board

Director Mercer made a motion to accept the committee assignments as drafted which was seconded by Director Ilfeld. The motion passed, and the vote was unanimous.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-4 LaserFiche – ECS Imaging, Inc. Agreement.

The Board reviewed the item, accepted public comment and approved the agreement with ECS Imaging Inc. and authorized the General Manager to execute the agreement.

Ms. Grindle reviewed the staff report. The District still has many paper documents stored in filing cabinets and in the archive room. This makes searching for customer files or permanent records cumbersome and puts the District at risk if anything catastrophic were to happen to the building.

Staff researched multiple document management system providers and determined that ECS software was most consistent with the District needs. Additionally, several other local agencies

are using the software and highly recommend it. While there are many features to a document management system, the District will first focus on scanning all customer files and permanent records into a database that is easy to search.

Director Ilfeld asked about the security of customer files. Ms. Grindle explained that the data will be held on a server within the office, not on the cloud. Mr. Geary explained that staff is currently working with our IT consultant on security and upgrading technology infrastructure as needed to ensure the District is protected. Director Mercer asked if the IT consultant could discuss the risks and necessary preventative measures with the Board. Staff suggested that staff could provide a broad summary of the recently performed security audit at an upcoming meeting. Director Hover-Smoot said we should have a contingency plan for when, not if, there is an attack on our systems.

Public Comment:

Mr. Stepner asked if the files previously scanned could be imported into LaserFiche. Mr. Geary said that it has not yet been tested but the previous program created portable document formats (PDFs) on which LaserFiche can perform optical character recognition (OCR) to make the documents searchable. Mr. Stepner noted that there are programs that can make PDFs searchable without OCR. Mr. Stepner said storing backup files off the network offers the best protection. Ms. Grindle said that backups are done nightly and held off-site; quarterly a full backup is held in our safe deposit box.

A motion to approve the agreement with ECS Imaging Inc. and authorize the General Manager to execute the agreement was made by Director Hudson and seconded by Director Mercer. The motion passed unanimously.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-5 Fire Code Revisions

Chief Riley provided background on the process to amend and adopt the 2019 California Fire Code, which is done every 3 years. Chief Riley explained the proposed revisions in detail. The amendments include banning of open burning (including charcoal grills) during the summer; and changes to the regulations for open flame devices, automatic sprinkler systems, lock boxes, and gates on private roads.

Tom Archer asked if the County changed their code related to liquefied propane gas (LPG). Chief Riley responded that the District first adopted LPG standards in 2002 and in 2012 the County updated their regulations. The Department's code is now redundant with the County's, and thus the proposed 2019 Fire Code references Placer County Code.

Director Mercer asked how the Fire Code address the differences in local conditions for the Valley and the homes along the Truckee River corridor (access to which can be comprised due to bridge access). Chief Riley said the Department proposes to adopt Appendix D from the International Fire Code, which was not adopted by the State, for more stringent standards for fire access and egress roads due to the challenging access conditions throughout the jurisdiction. Director Hudson asked if private gates caused any issues for the Department. Chief Riley said that right now there is generally adequate access through gates.

Ms. Asher described the process the Board could take in order to amend and adopt the 2019 California Fire Code. Specifically performing the first reading of Ordinance 2019-02 and adoption of Resolution 2019-23. Mr. Geary provided additional background on the history of the Fire Code adoption process and thanked staff for the tremendous effort to update the 2019 Fire Code.

Ms. Hover-Smoot asked for clarification that the proposed Fire Code will restrict all charcoal grilling in the summer. Mr. Riley confirmed this was accurate and clarified that all local Fire Departments have adopted this requirement. Director Mercer said that this Fire Code seems responsive to fire insurance concerns.

Director Cox explained that typically when the District adopts an Ordinance two public hearings are performed and asked why the proposed procedure is different. Mr. Archer replied that under the current code the requirements for adoption of the fire code are more stringent and the outline Ms. Asher provided is accurate for this Ordinance. Ms. Asher said there is time available in the schedule for two public hearings if the Board desires. However, since only one is required, and there are additional costs for each public hearing due to the publishing requirements (average \$100-\$800 per notice) staff recommends only doing the one required hearing. Director Mercer, Cox and Hudson agreed one public hearing would be enough if it was well-advertised in advance. Director Ilfeld said that due to the significant changes in the code, such as the proposed charcoal ban, he would prefer two public hearings. Mr. Geary suggested that the Board do one public hearing and if desired can call for a second hearing if they are not prepared to adopt the Ordinance after the first hearing. The Board agreed with this suggestion.

The Board directed staff to send an email to the District's email distribution list to outline the proposed fire code changes, notice the public hearing, and describe the advantages that a more stringent code will have to keep the community safe and insurable.

Public Comment –

Jean Lange noticed in Section II of the Draft Ordinance (Topographical Factors) that the proposed language acknowledges that "Squaw Valley is a popular tourist destination in both winter and summer, which causes traffic congestion and can impede the ability of fire equipment to travel to the source of a fire or medical emergency in a timely manner" and asked how the increase in traffic congestion anticipated from the proposed Village at Squaw Valley Specific Plan will impact the Fire Department's response times. Chief Riley said that it is due to these types of issues that the proposed Fire Code adopts some language that is stricter than the state fire code.

David Stepner said that he likes the “Burn Ban” Changeable Message Board parked on Squaw Valley Road in front of the Fire Department. Chief Riley said the Squaw Valley Resort owns the sign and placed the sign in advance of the evacuation drill. Mr. Stepner said he thinks the messaging is very effective and requested that the Board request that Squaw Valley Resort maintain similar signage every summer. Director Ilfeld said Nixle notifications are also very helpful for informing the community.

A. Introduce Ordinance 2019-02 “Amending and Adopting 2019 California Fire Code”

With Chief Riley having already provided a summary of Ordinance 2019-02 “Amending and Adopting 2019 California Fire Code,” President Cox asked for a motion to waive the reading of the Ordinance. The motion was moved by Director Hover-Smoot and seconded by Director Ilfeld. A roll call vote was taken, the motion passed unanimously.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

B. Adopt Resolution 2019-23

The Board reviewed the item, accepted public comment and adopted Resolution 2019-23 in order that District may comply with the necessary requirements and procedures to amend the Code including authorization of District staff to prepare and publish a summary of the Ordinance pursuant to Government Code Section 25124(b)(1).

Ms. Asher provided a summary of Resolution 2019-23. Tom Archer, District Counsel, noted that the word “reasonably” should be added in the 3rd paragraph of the Resolution.

A motion to adopt Resolution 2019-23, as amended, was moved by Director Hudson and seconded by Director Mercer. A roll call vote was taken, the motion passed unanimously.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-6 Well 5 Variable Frequency Drive (VFD) Emergency Replacement Project.

The Board reviewed the item, accepted public comment and approved the purchase of materials necessary for the replacement project and authorized the General Manager to execute all necessary contractual documents.

Brandon Burks reviewed the item. The Well 5R VFD was built in 2007 and has a normal service life of 7-10 years. It has failed and needs to be replaced. The replacement of the VFD will cost \$11,218, including replacement of the case, startup training and a two-year extended warranty.

A motion to approve the purchase of materials necessary for the replacement project and authorize the General Manager to execute all necessary contractual documents was made by Director Mercer and seconded by Director Hudson. The motion passed unanimously.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-7 Board Member Oath of Office.

Not needed.

G-1 Fire Department Report

Chief Riley reviewed the report.

Chief Riley provided background on the staffing needs of the Fire Department and the potential for seasonal staffing. Director Mercer said she is very concerned about the Department having appropriate staffing and looks forward to discussing it at a later meeting. Director Ilfeld said it was helpful to hear the quantitative data for defensible space inspections and asked if when seasonally appropriate it could be included in the monthly Department report.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report. Mr. Burks highlighted that the water audit resulted in finding three leaks on the District side of the system which have been or are currently being repaired.

G-3 Engineering Report

Mr. Hunt reviewed the report.

Roof leaks at the 1810 property will be repaired this fall since the roof replacement project has not yet been awarded. The Resort at Squaw Creek is nearly finished with their water line installation but is approaching the close of allowable excavation and likely will not finish all proposed work due to some utility conflicts.

The Truckee River Siphon Replacement project is progressing well but will likely not meet the completion deadline of October 15th. Director Hudson asked if the project was on budget. Mr. Hunt responded that the project is on budget, there has been one change order but there are savings on other budget items.

G-4 Administration & Office Report

Ms. Asher reviewed the report.

Director Cox asked if the District has considered having the County administer the District's billing, like T-TSA. Mr. Geary responded that the District has performed a cost analysis and determined that in-house billing is more cost effective than joining the County's "Teeter Plan" due to the District's size and because billing statements are mailed annually.

G-5 General Manager Report

Mr. Geary reviewed the report.

G-6 Legal Report (verbal)

Mr. Archer was not in the room during the legal report.

Director Ilfeld asked why Mr. Archer's billing changed this month. Mr. Geary responded that previously Mr. Archer had not been charging for the Olympic Meadow work but due to the extensive work this past month has started to.

G-7 Directors' Comments (verbal)

The Directors had no comments.

Director Mercer made a motion to move to closed session, which was seconded by Director Ilfeld. The Board moved into closed session at 11:12 a.m.

Item H-2 was taken out of order.

H-2 Conference with Real Property Negotiators

The Board of Directors met in Closed Session to discuss matters authorized by Government Code Section 54956.8

Property: 325 Squaw Valley Rd. Olympic Valley CA 96146; APN 096-290-050; 096-230-062

Agency Negotiator: Mike Geary, General Manager SVPSD

Negotiating Parties: Truckee Donner Land Trust

Under Negotiation: Price and Terms of Payment

Only the item on the agenda, the price and terms of payment for real-property negotiations, was discussed.

H-1 Performance Evaluation of General Manager

The Board of Directors met in Closed Session pursuant to Government Code 54957 et al regarding the performance evaluation of the General Manager.

This item was not discussed, and no action was taken. The item will be placed on a future agenda for discussion.

I. Possible Action from Closed Session.

No action was taken from the closed session.

J. Adjourn.

Director Mercer made a motion, seconded by Director Hover-Smoot to adjourn at 1:40 P.M. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ifeld – Absent

Mercer – Yes

By, J. Asher