

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #880
MAY 25, 2021**

*Agenda with board packet and staff reports is available at the following link:
<https://www.ovpsd.org/board-agenda-may-2021>*

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 Manager; Brad Chisholm, Fire Captain; Mike Geary, General Manager; Danielle Grindle, Finance & Administration Manager; Fabienne Gueissaz, Office Supervisor; Dave Hunt, District Engineer; Alexa Kinsinger, Junior Engineer; Allen Riley, Fire Chief.

Others Present: Jane Davis; Erin Holland; Jean Lange; Jon Shanser; David Stepner

President Cox led 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) – None.

B-4 Squaw Valley Municipal Advisory Council (SVMAC) – None.

B-5 Squaw Valley Mutual Water Company (SVMWC) – Mr. Stepner provided an update on upcoming construction projects.

B-6 Squaw Valley Property Owners Association (SVPOA) – None.

B-7 Mountain Housing Council of Tahoe Truckee (MHC) – None.

B-8 Tahoe-Truckee Sanitation Agency (T-TSA) – President Cox reviewed the T-TSA Board Meeting summary.

B-9 Capital Projects Advisory Committee (CAP) – Ms. Grindle provided an update on the North Lake Tahoe Resort Association (NLTRA) reorganization due to the formation of the Tourism Business Improvement District (TBID). With the formation of the TBID, previously earmarked transient occupancy tax (TOT) funds will be used for housing and transportation projects. The CAP Committee may participate by recommending projects in these sectors with the new funding.

B-10 Firewise Community – Defensible space inspections will begin in mid-June. Saturday June 12th is scheduled for green waste collection with Tahoe Truckee Sierra Disposal. The District has started the Olympic Valley Community Wildfire Protection Plan (CWPP) and submitted a grant application to the California Department of Forestry and Fire Protection (CALFIRE) for funding to prepare the CWPP. Chief Riley encouraged the public to implement home hardening measures and said the National Fire Protection Association (NFPA) is a great resource. The District is working with Placer County to update the local hazard mitigation plan which is available for

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public comment through the County. Mr. Stepner added that the state's budget for wildfire mitigation has doubled and encouraged the District to apply for grants for fuels mitigation.

C. Public Comment/Presentation.

Mr. Shanser voiced concern about a conflagration in the region and encouraged the District to further fund wildfire mitigation programs. Mr. Stepner urged the District to find grant writing resources concurrently with the CWPP project. Staff responded with a discussion about the current defensible space program, the District's commitment to scoping a fuels management program and completing a CWPP, hiring a consultant to assist with specific grant applications, and determining if a parcel tax to fund the work should be pursued. Staff noted that while they are working to scope a Fuels Management Program it has yet to be determined if a funding measure could be pursued concurrently with CWPP as the amount of a potential parcel tax would be informed by the scope and cost of projects identified in the CWPP. The Board said that this issue has been discussed at all Board meetings over the past several months and while the movement may feel insufficient given the urgency, the Board will continue to push staff to expediate this work. Ms. Asher provided a summary of the CWPP process including progress on data gathering, base mapping, and the schedule for the community and stakeholder meetings.

Jane Davis provided comments related to T-TSA.

C-1 Recognition of Service – 5 years – Fabienne Gueissaz, Office Supervisor

The Board and Mr. Geary thanked Ms. Gueissaz for her excellent service to the District over the past five years. Ms. Gueissaz expressed her gratitude.

D. Financial Consent Agenda Items.

Directors Hover-Smoot and Mercer convened with staff on May 24, 2021, from approximately 3:00 – 4:30 p.m. to review items D-1 through D-11, and other finance-related items on the agenda. Ms. Grindle and Director Mercer provided a summary of the meeting.

Public Comment – None.

Director Hover-Smoot made a motion to approve the financial consent agenda which was seconded by Director Hudson. A roll call vote was taken. The motion passed.

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 April 27, 2021.

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors regular meeting of April 27, 2021.

Public Comment – None.

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Director Hover-Smoot made a motion to approve the minutes for the Board of Directors meeting of April 27, 2021, which was seconded by Director Mercer. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F. Old & New Business.

F-1 Community Update – OVPSD Response to COVID-19

The Board reviewed the item and accepted public comment.

Staff provided an update on the District’s response to the COVID-19 pandemic. There was a discussion about returning to in person Board meetings and the benefits and concerns of hosting hybrid meetings (in-person and virtual). While the Board showed support for hybrid meetings, they did not endorse a costly equipment investment and wanted to ensure there are not any hurdles to participation due to any disabilities (such as hearing).

Public Comment –

Ms. Lange said she feels her virtual participation has been easier because of her previous in-person attendance.

F-2 Third Draft of FY 2021-2022 Budget and Rates

The Board reviewed the item and accepted public comment.

Ms. Grindle, Mr. Geary, and Mr. Hunt reviewed the staff report and third draft of the FY 2021-2022 Budget, which was reviewed with the Finance Committee yesterday.

Mr. Hunt announced that the Placer County Water Agency Financial Assistance Program (PCWA FAP) awarded \$775,000 for the water meter replacement project and for an emergency intertie between the Squaw Valley Mutual Water Company and District’s water distribution lines. Including this award, active grants total almost \$900,000. Mr. Geary shared that Ms. Asher would distribute a letter of gratitude to the Directors for signature and delivery to PCWA.

Ms. Grindle, Mr. Geary and Mr. Hunt gave a presentation on the Fiscal Year 2021/2022 Budget including proposed rates and charges, revenues, expenses, consulting projects, CalPERS unfunded accrued liability (UAL) funding, debt payments, budgeted capital projects (west tank recoating, sewer rehab/replacement, water meter replacement, new water tender, Hidden Lake waterline and sewer replacement, Mutual Water Company intertie, zone 3 portable generator, regional training facility, turnouts and radios), and water, sewer and fire fixed asset replacement (FARF) balance projections.

There was a discussion about consulting projects including the cost of service and rate study and ensuring the cost and prioritization of projects are commensurate with the importance to the District.

Public Comment – None.

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F-3 Introduce Ordinance 2021-01 – Adopting Rates & Charges and Revised District Codes.

The Board reviewed the item, accepted public comment, and waived the reading of Ordinance 2021-01.

Ms. Grindle reviewed the staff report and introduced the Ordinance. The District will host a public hearing and the Board will consider adoption in June. Proposed rate increases are Sewer 5%, Water 4%, and Garbage 3%.

There was a discussion about additional dwelling units (ADUs) and the need to balance the objectives of the Mountain Housing Council to encourage achievable local workforce housing with the requirements of proposition 218. The Directors noted that it would be helpful to provide information on neighboring District’s connection fee structures when proposed fees are brought to the Board.

Public Comment – None.

Director Hudson made a motion to waive the reading of Ordinance 2021-01. The motion was seconded by Director Mercer. A roll call vote was taken, and the motion passed.

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

F-4 Annual Review of Financial Investment Policy.

The Board reviewed the item, accepted public comment, and approved the revised District’s Financial Investment Policy with the proposed changes.

Ms. Grindle reviewed the staff report and proposed changes which were ministerial in nature.

Public Comment – None.

Director Hover-Smoot made a motion to approve the revised District’s Financial Investment Policy, which was seconded by Director Mercer. A roll call vote was taken, and the motion passed.

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

F-5 Annual Review of Financial Reserves Policy.

The Board reviewed the item, accepted public comment, and approved the revised District’s Financial Reserves Policy.

Ms. Grindle reviewed the staff report. There are no proposed changes except for updating the District’s name, which was changed from “Squaw” to “Olympic” by Resolution 2020-17.

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Public Comment – None.

Director Hover-Smoot made a motion to approve the revised District’s Financial Reserves Policy, which was seconded by Director Hudson. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-6 Removed from Agenda.

This item was removed from the agenda prior to posting.

F-7 Establish Appropriation Limits for Funds FD30144 and FD30146

Historically the District has held a public hearing in advance of establishing the appropriations limits, however, per Revenue and Taxation Code, Section 7910 a public hearing is not required. The Board can consider establishing its appropriations limit by Resolution at a regularly scheduled meeting. Documentation was provided to the public fifteen days prior to the meeting as required.

Ms. Grindle reviewed Resolution 2021-12, establishing an Appropriations Limit for Fund FD30144 for FY 2021-2022 and Resolution 2021-13, establishing an Appropriations Limit for Fund FD30146 for FY 2021-2022. Article XIII B of the California Constitution specifies that appropriations made by State and local governments may increase annually by a factor comprised of the change in population combined with either the change in California per capita personal income or the change in the local assessment roll due to local non-residential construction. The new appropriations limits for each fund are shown on the corresponding Resolutions.

F-7A Adopt Resolution 2021-12, establishing an Appropriations Limit for Fund FD30144 for FY 2021-2022.

The Board reviewed the item, accepted public comment and adopted Resolution 2021-12, establishing an Appropriations Limit of \$1,810,241 for Fund FD30144 for FY 2021-2022.

Public Comment – None.

Director Hudson made a motion to approve Resolution 2021-12, establishing an Appropriations Limit of \$1,810,241 for Fund FD30144 for FY 2021-2022, which was seconded by Director Mercer. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

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F-7B Adopt Resolution 2021-13, establishing an Appropriations Limit for Fund FD30146 for FY 2021-2022.

The Board reviewed the item, accepted public comment and adopted Resolution 2021-13, establishing an Appropriations Limit of \$5,902,977 for Fund FD30146 for FY 2021-2022.

Public Comment – None.

Director Hudson made a motion to approve Resolution 2021-13, establishing an Appropriations Limit of \$5,902,977 for Fund FD30146 for FY 2021-2022, which was seconded by Director Mercer. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-8 Hidden Lake Loop Water & Sewer Line Replacement Project – Design Services – Farr West Engineering.

The Board reviewed the item, accepted public comment, and approved the professional services agreement with Farr West Engineering for design consulting services in an amount not to exceed \$110,796, authorized the General Manager to execute all contractual documents, and approved a \$50,000 amendment to the Fiscal Year 2021 Sewer and Water Fixed Asset Replacement Fund.

Mr. Hunt reviewed the staff report. This Project includes the replacement of aged and undersized water and sewer lines serving nine (9) properties in the Forrest Glen and Hidden Lake subdivisions. These replacement projects are accounted for in the capital replacement and capital improvement budgets however they have been moved up in schedule due to the construction of a new single-family residence at 980 Squaw Valley Rd. It will be a much easier and less expensive project for the District to replace our facilities prior to the completion of the new home. The design would commence immediately, and construction would be completed by October 2021.

Public Comment – None.

Director Mercer made a motion to approve the professional services agreement with Farr West Engineering for design consulting services in an amount not to exceed \$110,796, authorize the General Manager to execute all contractual documents, and approve an amendment to the Fiscal Year 2021 Sewer and Water Fixed Asset Replacement Fund in the amount of \$50,000. The motion was seconded by Director Hover-Smoot. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

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F-9 Notice of Completion – 2020 Sewer Television Inspection Project.

The Board reviewed the item, accepted public comment, and authorized staff to file a Notice of Completion with Placer County for the 2020 Sewer Inspection Project.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Ilfeld made a motion to authorize staff to file a Notice of Completion with Placer County for the 2020 Sewer Inspection Project. The motion was seconded by Director Mercer. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-10 Award Contract – 1810 and 305 Squaw Valley Road Paving Project

The Board reviewed the item, accepted public comment and approved the contract with Blacktop Sealing & Striping, Inc. in an amount not to exceed \$24,959.00 and authorized the General Manager to execute all contractual documents.

Public Comment – None.

Ms. Kinsinger reviewed the staff report. The scope of work includes routine maintenance, approximately 350 sf of asphalt removal and replacement, sealing larger cracks and applying a seal coat at the District’s properties at 305 and 1810 Squaw Valley Road. Staff recommends award of the project to Blacktop Sealing and Striping Inc. in Tahoe City CA. The project would commence as soon as possible and would be completed before June 30, 2021.

Director Hudson made a motion to approve the contract with Blacktop Sealing & Striping, Inc. in an amount not to exceed \$24,959.00, and to authorize the General Manager to execute all contractual documents. The motion was seconded by Director Mercer. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-11 Carville-Rosser Residential Subdivision Construction Observation Services – Farr West Engineering Professional Services Agreement.

The Board reviewed the item, accepted public comment, and approved the agreement with Farr West Engineering for construction observation services for an amount not to exceed \$27,489.00, and authorized the General Manager to execute all contractual documents.

Public Comment – None.

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Mr. Hunt reviewed the staff report. District staff is proposing to contract with Farr West Engineering to provide inspection of proposed water and sewer facilities for a residential development on Washoe Drive in Olympic Valley during the 2021 Construction season. The inspection fees will be reimbursed by the Developer pursuant to a development agreement which is currently being drafted.

Mr. Hunt discussed the projects that will be constructed this summer and discussed that Ms. Kinsinger will shadow the Farr West Inspectors such that more work can be done in-house in the future. There was a discussion about the process for plan review and residential development inspections which are completed by staff.

Director Hudson made a motion to approve the agreement with Farr West Engineering for construction observation services for an amount not to exceed \$27,489.00, and to authorize the General Manager to execute all contractual documents. The motion was seconded by Director Mercer. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

G. Management Status Reports.

G-1 Fire Department Report

Chief Riley reviewed the report. While call volume over the past month was lower than average, staff has been busy reviewing plans, completing inspections, preparing for wildland work, and commencing the annual defensible space program. There was a discussion about the range of options for staffing a fuels mitigation program.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report and provided an update on several active projects. There was a discussion about the need to potentially implement drought restrictions which spurred a discussion about the aquifer and water availability. Staff provided a basic overview of water operations and noted that due to the personnel changes for water managers throughout the Valley, water supply and water management education will be an important part of the upcoming Olympic Valley Groundwater Management Plan quinquennial review. Additionally, over the next 12-18 months staff will provide training on major Valley issues. The Board requested that staff continue to work with the County to install benches along the bike trail, which staff confirmed it was.

G-3 Engineering Report

Mr. Hunt reviewed the report. The Board thanked Mr. Hunt for his effort and tremendous success with the PCWA grant process.

G-4 Administration & Office Report

Ms. Asher reviewed the report, requested feedback on adopting a different regular Board meeting schedule, and informed the Board that the deadline to submit ballots for the Placer Local Agency Formation Commission (LAFCO) Special District Representative was extended 60 days as only 14 ballots had been received, which falls short of the quorum of 19.

G-5 General Manager Report

Mr. Geary reviewed the report. There was a discussion about proposed changes to the District’s garbage collection contract with Tahoe Truckee Sierra Disposal regarding Green Waste. There are significant challenges with green waste disposal which is compounded by the recent increased investment in forest management.

G-6 Legal Report (verbal)

None.

G-7 Directors’ Comments (verbal)

None.

Director Hudson made a motion, seconded by Director Hover-Smoot to move to Closed Session at 12:25 p.m. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

This item was taken out of order.

I. Closed Session – District Labor Negotiations.

The Board met in Closed Session pursuant to Government Code §54957 et al regarding District labor negotiations. Only the action on the agenda, District Labor Negotiations with the Fire Department, was discussed, no action was taken.

H. Closed Session – Performance Evaluation of General Manager.

The Board met in Closed Session pursuant to Government Code §54957 et al regarding the performance evaluation of the General Manager. Only the action on the agenda, the General Manager’s performance evaluation was discussed, no action was taken.

Director Mercer made a motion, seconded by Director Hover-Smoot to move to Open Session. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Absent

Ilfeld – Yes

Mercer – Yes

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J. Possible Action Resulting from Closed Session.

Mr. Archer said only the items on the closed session agenda were discussed and no actions were taken in closed session.

K. Adjourn.

Director Hover-Smoot made a motion, seconded by Director Mercer to adjourn at 2:07 p.m. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Absent

Ilfeld – Yes

Mercer – Yes

By, J. Asher

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