

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #894
MARCH 29, 2022**

*Agenda with board packet and staff reports is available at the following link:
<https://www.ovpsd.org/board-agenda-march-2022>*

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

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

Directors Absent: Dale Cox (*joined via phone remotely but did not vote*)

Staff Present: Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Manager; Mike Geary, General Manager; Dave Hunt, District Engineer; Alexa Kinsinger, Junior Engineer; Danielle Mueller, Finance & Administration Manager; and Allen Riley, Fire Chief.

Others Present: Alisa Adriani, Phil Carville, Camilla Duvall, Bruce Hutchinson, Casey Jowers, Jean Lange, Jen Rosser, Heidi Standteiner

Director Hudson asked Director Ilfeld 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) – Mr. Geary said the District has been working with Friends of Squaw Valley to organize six Green Waste Days which will be staffed by FOSV volunteer staff. He noted appreciation for the organization and their work.

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. Burks said the SVMWC is seeking a new Operator and that he continues to assist in the process. SVMWC is nearing completion on the Sandy Way project and preparing to bid two additional projects.

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

B-7 Mountain Housing Council of Tahoe Truckee (MHC) – Director Ilfeld said he is working with the legislative group within MHC to lobby for funding directed towards rural areas for housing solutions. Director Ilfeld was proud of MHC and the community's effectiveness to date.

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

B-9 Capital Projects Advisory Committee (CAP) – Ms. Mueller said the CAP will meet March 31st at 4:00 p.m. at the Tahoe City Public Utility District to provide background to new members and discuss regional needs that could affect the grant process. The grant cycle typically begins in the late summer. Mr. Geary said the District may submit for additional benches along the bike trail and that it is likely the Squaw Valley Business Association will apply for the entry signage project.

B-10 Firewise Community – Chief Riley provided information on the scheduled green waste days and stated that information on local defensible space contractors is available on the Fire Department website.

APPROVED

SIGNATURE: *Mike Geary*

DATE: 4/26/22

C. Public Comment/Presentation.

Ms. Asher said the District received written comment on March 16, 2022, regarding T-TSA, and a letter was received March 24, 2022 regarding development within the Valley. The letters were provided to the Board of Directors and are available to the public upon request.

C-1 Recognition of Service – 10 years – Kurt Gooding, Engineer – Paramedic
The Board thanked Mr. Gooding for his excellent service to the District over the past ten years.

D. Financial Consent Agenda Items.

Directors Hudson and Mercer convened with staff on March 28, 2022, from approximately 3:00 – 4:45 p.m. to review items D-1 through D-15, item F-3 *First Draft of FY 2022-2023 Budget and Rates*, and other finance-related items on the agenda. Ms. Mueller 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 Mercer. The motion passed.

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

E. Approve Minutes.

E-1 Minutes for the Board of Directors Regular Meeting of February 22, 2022.

The Board reviewed the item, accepted public comment, and approved the minutes for the Board of Directors meeting of February 22, 2022.

Public Comment – None.

Director Hover-Smoot made a motion to approve the minutes for the Board of Directors meeting of February 22, 2022, which was seconded by Director Mercer. The motion passed.

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

F. Old & New Business.

F-1 Fuels Management Program.

The Board reviewed the item and accepted public comment.

Chief Riley and Ms. Asher reviewed the staff report. Items discussed included the Community Wildfire Prevention Plan (CWPP), the 2022 green waste day schedule, staff participation with the Tahoe Truckee Community Foundation’s Forest Futures Program, and the Five Creeks Project.

Public Comment – None.

F-2 Granite View Project.

The Board reviewed the item and accepted public comment.

Jen Rosser and Phil Carville provided a presentation on the proposed Granite View project.

The discussion included transportation goals, forest health for non-developed land within the project site, concerns related to long-term water availability, and the District's prevue on water/sewer systems and fire and life safety concerns. In response to questions from the Board, Ms. Rosser said that the project would be a joint venture with a development team and that construction would likely commence no sooner than five to six years.

Public Comment –

Three comment letters were received on March 28, 2022 and March 29, 2022 outlining concerns regarding the project proposal. These issues included community resource allocation, environmental impacts, increased traffic, project density, natural landscape manipulation, water availability and aquifer recharge, existing infrastructure capacity, fire protection, emergency egress, project siting and sizing, and light and noise pollution. The letters were provided to the Board of Directors and are available to the public upon request.

The public in the room voiced similar concerns to those listed above. There was a request to the project proponent to provide project views from the residential neighborhood above the project and to stake the project with survey poles so that the project size and mass could be better envisioned. There was a request that the District remain responsible to existing residents and businesses, particularly as related to water availability and aquifer recharge. Regarding a question about employee housing, Ms. Rosser responded there would be on-site housing for the anticipated four full-time/non-contract employees and that the development would contribute in-lieu fees for housing as required by Placer County.

F-3 First Draft of FY 2022-2023 Budget and Rates

The Board reviewed the item and accepted public comment.

Ms. Mueller reviewed the financial summary for budget year 2022-2023 in detail. She emphasized that it is early in the budget process and assumptions have been made while details are being researched.

This budget draft proposed 2022-23 rate increases of 4% for water, 5% for sewer, and 10% for Garbage. The District will do a one-year Proposition 218 notice. The water and sewer rate increases are the same as in the past five-year Proposition 218 notice. The garbage increase is a result of the contract with Truckee Tahoe Sierra Disposal increasing 6% for two consecutive years. Inflation is higher than the proposed increases for water and sewer however, staff feel they are affordable given rate stabilization funding, recent success with grants, and the District's overall financial health.

Ad Valorem property tax revenue is estimated to increase 0.87% from the anticipated 2022 revenue, for a total of \$3,900,000. Other miscellaneous revenue includes grant funding.

Ms. Mueller reviewed the balance of the loan for the construction of the Administration Building / Fire Station 21 at 305 Olympic Valley Road. The remaining balance (with interest) is approximately \$853,000 and is scheduled to be paid off by August of 2028, however the District plans to accelerate the payback period and save on interest.

Ms. Mueller reviewed the budgeted contributions to the CalPERS Pension Unfunded Accrued Liability (UAL). The Miscellaneous group has reached a 90% funding level as of the June 30, 2021 valuation. The Fire Department is expected to reach a 90% funding level in Fiscal Year 2026. This will require additional annual payments of \$200,000 for the next four years. This may be funded with an inter-company loan from the Sewer fixed asset replacement fund (FARF) if Strike Team and property tax revenues are insufficient.

Wages and benefits for staff in the Operations and Administration Departments will likely be affected by negotiations of a new Memorandum of Understanding (MOU), effective July 1, 2022. The District plans to complete negotiations, conduct a salary survey, and consider inflationary pressures before finalizing new salary scales.

Consulting services is a large line item. The District plans to perform a new 5-year Rate Study and Cost of Service Analysis in FY 2023 and is estimated to cost \$60,000. Other projects include completion of a new Strategic Plan, revisions to the Personnel Policies and Procedures Manual, IT expenses for server and website transitions and projects with Farr West Engineering.

Ms. Mueller reviewed the Fire Department operating budget including revenue, and changes to wages and benefits including the new health insurance due to the most recent Fire MOU negotiations.

The District has approximately \$3.5 million in capital projects planned for the coming year, staff briefly reviewed the planned projects, discussed the five-year outlook for projects, and mentioned that there is a 100-year capital replacement plan.

Ms. Mueller said that per an email received yesterday, property and liability insurance is anticipated to increase 1.2%. Cyber security has been a major concern for public agencies and staff is researching appropriate training, the District does have cyber security insurance.

There was a discussion about income to rebuild after infrastructure loss in a catastrophic wildfire or other major event. Staff responded that initial sources of income would include insurance, state grants through the California Office of Emergency Services (CAL OES) and federal support through the Federal Emergency Management Agency (FEMA).

Public Comment – None.

F-4 Fire Department Annual Report

The Board reviewed the item and accepted public comment.

Chief Riley reviewed the annual report including summarizing the scope and volume of calls, campaign fire participation, challenges related to COVID-19, recruitment and retention, the fuels management program and grant applications. Chief Riley provided highlights from the EMS, Fleet and Facilities report provided by Captain Rytter, the Fire Prevention report provided by Captain De Deo and the Training Report provided by Captain Chisholm. Chief Riley thanked the Board, Administrative team, and the crews.

APPROVED
SIGNATURE: *Michelle Gray*
DATE: 4/26/22

The Directors thanked the Chief and Captains for their thorough reports and dedication throughout the year. The Board noted the great leadership evident by the longevity of many of the crew members. Staff discussed the sacrifices made by the crews to ensure minimum staffing levels are met, especially as staff lives further away due to the local cost of living. There was a brief discussion about the potential use of 1810 Olympic Valley Road for workforce housing in the future.

Public Comment – None.

F-5 Adopt Resolution 2022-08 Acknowledging Receipt of Annual Fire Inspection Services Required by the California Health & Safety Code.

The Board reviewed the item, accepted public comment, and adopted Resolution 2022-08.

Chief Riley reviewed the staff report and Resolution 2022-08. On September 27th, 2018, Section 13146.4 was added to the California Health & Safety Code requiring all fire departments to report to their Board of Directors the ability to meet Sections 13146.2 and 13146.3 regarding completing the required inspections of Educational Group and Residential Group Occupancies. The Olympic Valley Fire Department has three (3) occupancies that could be considered Group E and twenty-three (23) occupancies that could be considered Group R. All twenty-six (26) of these occupancies were inspected and passed. Chief Riley said the Board exhibit includes a summary of all building inspections completed in the 2021 calendar year, the summary does not include special event inspections.

Public Comment - None

Director Ilfeld made a motion to adopt Resolution 2022-08, which was seconded by Director Mercer. A roll call vote was taken, and the Resolution was adopted.

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

F-6 Flexible Benefit Plan Amendment.

The Board reviewed the item, accepted public comment, and adopted Resolution 2022-09 to approve the Flexible Benefit Plan Amendment with Beniversal, Inc.

Ms. Mueller reviewed the staff report.

Public Comment – None

Director Hover-Smoot made a motion to adopt Resolution 2022-09 to approve the Flexible Benefit Plan Amendment with Beniversal, Inc., which was seconded by Director Ilfeld. A roll call vote was taken, and the Resolution was adopted.

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

F-7 SCADA Server Purchase.

The Board reviewed the item, accepted public comment, approved the purchase of a SCADA Server from Sierra Controls in an amount not-to-exceed \$18,980.70, authorized a budget amendment for the same amount, and authorized the General Manager to execute the contractual documents.

Mr. Hunt reviewed the staff report. The District's SCADA server is in a state of failure. The server was replaced in 2014 with an expected design life of 4-6 years. The SCADA server replacement is an emergency action and will be funded equally through the Water and Sewer FARFs.

Public Comment – None

Director Ilfeld made a motion to approve the purchase of a SCADA Server from Sierra Controls in an amount not-to-exceed \$18,980.70, authorize a budget amendment for the same amount, and authorize the General Manager to execute the contractual documents. The motion was seconded by Director Hover-Smoot. The motion passed.

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

F-8 Zone Three Booster Pump Station Portable Generator Purchase.

The Board reviewed the item, accepted public comment, approved the purchase of the Zone Three Booster Pump Station Portable Generator from Smith Power Products, Inc. in an amount not-to-exceed \$41,300 with a 10% contingency, and authorized the General Manager to execute the contractual documents.

Mr. Hunt reviewed the staff report. There was a discussion about the current protocol of renting portable emergency backup power and limiting water use in case of emergency and the reasons this is no longer sustainable including regional outages such as Liberty Energy's Public Safety Power Shutoff (PSPS) program.

Public Comment – None

Director Mercer made a motion to approve the purchase of the Zone Three Booster Pump Station Portable Generator from Smith Power Products, Inc. in an amount not-to-exceed \$41,300 with a 10% contingency and authorize the General Manager to execute the contractual documents. The motion was seconded by Director Hover-Smoot. The motion passed.

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

F-9 Award Contract – West Tank Recoating Project.

The Board reviewed the item, accepted public comment, approved the contract with Olympus & Associates, Inc. in an amount not-to-exceed \$364,750 with an additional contingency amount not-to-exceed \$70,000, and authorized the General Manager to execute the contractual documents.

Mr. Hunt reviewed the staff report and provided an explanation that the larger than typical contingency amount is due to the potential need for dehumidification and/or a heating system depending on weather. There was a discussion about the experience of the contractor and the high-quality specifications.

Public Comment – None

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DATE: 4/26/22

Director Hover-Smoot made a motion to approve the contract with Olympus & Associates, Inc. in an amount not-to-exceed \$364,750 with an additional contingency amount not-to-exceed \$70,000 and authorize the General Manager to execute the contractual documents. The motion was seconded by Director Mercer. The motion passed.

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

F-10 Resolution 2022-10 “Adopting Revisions to the Water Technical Specifications and Construction Drawings.”

The Board reviewed the item, accepted public comment, and approved the update to the Water Standard Details by adoption of Resolution 2022-10.

Mr. Hunt reviewed the staff report. Revisions are required to standard details W-21 and W-23, and detail W-21A has been added, to ensure that all water meters will have water meter boxes and lids that are compatible with the water meter reading technology being implemented as part of the Water Meter Replacement Project.

Public Comment – None.

Director Ilfeld made a motion to approve the update to the Water Standard Details by adoption of Resolution 2022-10, which was seconded by Director Mercer. A roll call vote was taken, and the motion passed.

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

F-11 Residential Garbage Service Contract for FY 2022-2023.

The Board reviewed the item and accepted public comment.

Mike Geary said the District is currently negotiating with Tahoe Truckee Sierra Disposal (TTSD) and anticipates the item will be ready for consideration at the April Board meeting. Mr. Geary provided a summary of the issues including potential increases and decreases in rates as well in the levels of service provided by TTSD related to the annual Fire Safety day in June, Community Dumpster facility, as well as other services outside of weekly curbside pick-up.

There was a discussion about the Community Dumpster Facility located at 1810 Olympic Valley Road. The Directors agreed that the facility is well-liked by some in the community but also a source of abuse and problems. Some Board members stated that it makes sense for residents to be responsible for disposing of their waste by leaving it at the curb for weekly pick-up or by bringing it to the Eastern Regional Landfill on Cabin Creek Road. The Directors provided direction to staff to negotiate the contract assuming removal of the Dumpster Facility in the new term. The Board stressed the importance of dedicated communication regarding the change. Staff said that if the Community Dumpster Facility was removed, Granite Chief customers may be served by a dedicated dumpster located at the bottom of Granite Chief Road but that would be decided and managed by TTSD.

Public Comment – None.

Ms. Asher said that written comment was received on February 21, 2022, acknowledging the abuse of the community dumpsters located at 1810 Olympic Valley Road but also supporting the value the

service provides to the community. The letter was provided to the Board of Directors on March 17, 2022 and is available to the public upon request.

In response to a question from the public, staff discussed the mutually beneficial relationship between the District and TTSD including rates and service levels compared to others served by TTSD.

F-12 Residential Green Waste Dumpster Rental Rebate Program.

The Board reviewed the item, accepted public comment, and adopted Resolution 2022-12 authorizing the District to implement a rebate program reimbursing Olympic Valley garbage customers 100% of one dumpster rental per property from January 1, 2022, through December 31, 2022, for the rental of a six-yard green waste only dumpster from Tahoe Truckee Sierra Disposal Company, up to a maximum of \$15,000.

Mr. Geary reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to adopt Resolution 2022-12 with revisions that the program commence January 1, 2022 and terminate December 31, 2022. The Resolution authorizes the District to implement a rebate program reimbursing Olympic Valley garbage customers 100% of one green waste only dumpster rental per property, up to a maximum of \$15,000. The motion was seconded by Director Mercer. A roll call vote was taken. The motion passed.

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

F-13 Terminate Short-Term Rental (STR) Life-Safety Inspections Memorandum of Understanding (MOU)

The Board reviewed the item, accepted public comment, and terminated the MOU with Placer County regarding life safety inspections of short-term-rentals in Olympic Valley pursuant to Section 11.m (General Provisions/Termination).

Chief Riley reviewed the staff report and outlined the reasons why staff recommended termination of the agreement. Staff said they look forward to performing safety inspections after April 1, 2023, when Placer County has implemented a new process.

Director Hover-Smoot made a motion to terminate the current MOU with Placer County regarding life safety inspections of short-term-rentals in Olympic Valley. The motion was seconded by Director Ilfeld. The motion passed.

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

F-14 Placer County Local Area Formation Commission (LAFCo) Call for Nominations

The Board reviewed the item, accepted public comment, and did not nominate a candidate.

Ms. Asher reviewed the staff report. Director Ilfeld stated that he had discussed the nomination with Rick Stephens, the LAFCo Alternate Special District Member and a Director at the Truckee Tahoe Airport District. Director Ilfeld said the Mr. Stephens intends to run for the seat and he recommended

the District support his candidacy. The Board agreed and did not nominate a candidate.

Public Comment – none

F-15 Resolution 2022-13 “Adopting Revisions to the Personnel Policies and Procedures Manual.”

The Board reviewed the item, accepted public comment, and adopted Resolution 2022-13 approving Revisions to the Personnel Policies and Procedures Manual.

Ms. Asher reviewed the staff report. There was a brief discussion about the proposed changes.

Public Comment – None

Director Hover-Smoot made a motion to adopt Resolution 2022-13 approving revisions to the Personnel Policies and Procedures Manual. The motion was seconded by Director Mercer. A roll call vote was taken. The motion passed.

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

G. Management Status Reports.

G-1 Fire Department Report

Chief Riley reviewed the report. There was a discussion about the impact of forced overtime on staff morale. While the issue is common in the region and sometimes unavoidable, management exploring ways to mitigate the concern.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report. The discussion included notification that annual chlorination will begin Monday April 4, 2022. Operations staff is on a 9/80 schedule, the crew seems to be appreciative of the change. Mr. Burks discussed trying to reduce on-call overtime and volunteer overtime. The frost level is deeper than typical years which causes issues with infrastructure such as meters. Staff is updating the meter reading program. There was a discussion about aquifer recharge, despite the aquifer filling there will be conservation restrictions this summer. Staff is working with a hydrogeologist to graph aquifer levels in a meaningful way. The Directors said they would like to understand how the seasonal timing has shifted, and better understand the triggers for when the aquifer level becomes concerning. The Operator Trainees have been an excellent addition to the team and were promoted this week to Operator I positions.

This item was taken out of order.

G-4 Administration & Office Report

Mr. Geary introduced Nicole Whiteman, Office Supervisor, who reviewed the information learned at the Spring Education Day. Ms. Asher reviewed anticipated staffing while on maternity leave.

G-3 Engineering Report

Mr. Hunt reviewed the report. He anticipates an information meeting on the Olympic Valley Groundwater Management Plan on Thursday March 31, 2022. Alterra has provided 90% infrastructure plans which will inform the District’s work on the development agreement. Mr. Hunt said he is working on the Capacity and Reliability Study which estimates available water supply.

G-5 General Manager Report

Mr. Geary reviewed the report.

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)

The Directors said they appreciated the sentiment of the Granite View public comment regarding the District's responsibility to consider future water capacity and how development affects aquifer recharge. There was a brief discussion about the closure of the dumpster facility and the opportunity to hear from the public about the issue at the April meeting.

Director Mercer made a motion, seconded by Director Hover-Smoot to move to Closed Session at 12:55 p.m. The motion passed.

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

H. Closed Session – General Manager's Employment Contract.

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.

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 Operations Department, was discussed, no action was taken.

Director Mercer made a motion, seconded by Director Hover-Smoot to move to Open Session at 1:56 p.m. The motion passed.

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

J. Possible Action Resulting from Closed Session.

Mr. Geary 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 Ilfeld to adjourn at 1:57 p.m. The motion passed.

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

By, J. Asher

APPROVED

SIGNATURE: Phil Geary

DATE: 4/26/22