

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #928
APRIL 30, 2024**

<https://www.ovpsd.org/board-agenda-april-2024>

A. Call to Order, Roll Call, and Pledge of Allegiance.

Director Hudson called the meeting to order at 8:30 a.m.

Directors Present: Dale Cox, Bill Hudson, Fred Ilfeld, and Katrina Smolen.

Directors Absent: Katy Hover-Smoot

Staff Present: Jessica Asher, Program Manager & Board Secretary; Gary Bell, Legal Counsel; Brandon Burks, Operations Manager; Brad Chisholm, Fire Chief; Sam Donahue, Operations Supervisor; Dave Hunt, Interim General Manager & District Engineer; Kurt Gooding, Engineer-Paramedic; and Danielle Mueller, Finance & Administration Manager.

Others Present: Blair Aas, Renee Deinken, Jean Lange, Charley Miller, and Allen Riley.

Sam Donahue led the Pledge of Allegiance.

B. Community Informational Items.

- B-1** Olympic Valley Watershed Alliance (OVWA) – Dr. Heneveld reported that the OVWA has supported the Firewise Community with grant applications.
- B-2** Friends of Olympic Valley (FoOV) – Dr. Heneveld stated that the FoOV hopes to host a community meeting on Saturday, May 25th.
- B-3** Olympic Valley Design Review Committee (OVDRC) – None.
- B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Dr. Heneveld provided information on the scheduled OVMAC meeting agenda. He mentioned Area #2 (West Shore/Olympic Valley Area) Park Dedication Fees and voiced support for increased funding (including through taxation) for parks and recreation services in Olympic Valley.
- B-5** Olympic Valley Mutual Water Company (OVMWC) – None.
- B-6** Firewise Community – Chief Chisholm said the Department is grateful for the support of the Firewise Community and the FoOV to host the upcoming green waste disposal days.
- B-7** Capital Projects Advisory Committee (CAP)—Ms. Mueller briefly shared that the CAP committee has been dissolved. This will be the last month as a community information item.
- B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reviewed the T-TSA Board Meeting summary, highlighting the agency’s proposed increase in rate structure, the first increase since 2007. Sewer rate increase will go into effect July 1st. The Truckee River Interceptor Alpine Meadows to Olympic Valley Rehabilitation Project (MH33-MH35) service agreement is in place; District staff said they think construction will commence in 2025 but are unsure of the timeline.

C. Public Comment/Presentation.

Dr. Heneveld requested information regarding the post office property listed for sale and asked if the Valley may lose the post office. Staff did not have any information to provide.

D. Financial Consent Agenda Items.

Director Hudson and Smolen convened with staff on April 30th, 2024, from approximately 7:45 – 8:20 A.M. to review items D-1 through D-14, and other finance-related items on the agenda. Ms. Mueller summarized the meeting, noting that one protest letter had been received in response to the Proposition 218 notice.

Public Comment – None.

Director Smolen motioned to approve the financial consent agenda, which Director Ilfeld seconded. A roll call vote was taken, and the motion passed.

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

E. Approve Minutes.

E-1 Minutes for the Regular Board of Directors meeting of March 26th, 2024.

The Board reviewed the items, accepted public comment, and approved item E-1.

Public Comment – None.

Director Ilfeld made a motion to approve the minutes of the Board of Directors meeting of March 26th, 2024, which Director Cox seconded. A roll call vote was taken, and the motion passed.

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

F. Old and New Business.

F-1 Fuels Management Program.

The Board reviewed the item and accepted public comment.

Chief Chisholm reviewed the staff report, highlighting the recent grant funding Truckee Tahoe Airport District awarded to implement the OV-4 Community Buffer project and providing a brief update on the status of the other fuel reduction projects. The Board requested that the Department be active in communicating with the public about the status of the projects and consider providing an update at the Memorial Day Weekend Community Meeting.

Public Comment – None.

F-2 Fire Department Long-Term Modeling

The Board reviewed the item and accepted public comment.

Chief Chisholm said this item is agendaized as a standing item per the board's request at the last meeting. The Board thanked staff for the presentation last month and agreed that focusing on short-term objectives in the near term is important, such as onboarding the new General Manager and completing the Fire Department Memorandum of Understanding. The Board requested that the item stay agendaized for future meetings to allow for discussion and that this item remain a top priority issue. This fall, the exploratory work staff is performing will be folded into the strategic plan documentation.

Public Comment –

Dr. Heneveld thanked the Board for the progress thus far and the prioritization of the issue.

F-3 Second Draft of FY 2023-2024 Budget and Rates.

The Board reviewed the item and accepted public comment.

Ms. Mueller reviewed the financial summary for the fiscal year (FY) 2024-2025. She emphasized that it is early in the process, and assumptions will be refined as details are finalized.

Ms. Mueller reviewed the proposed rates for the next fiscal year, which will not exceed 3% for water, 3% for sewer, and 8% for garbage. The final rates will be adopted at the May 28th Board Meeting.

Staff reviewed active grants, operating expenses, anticipated contributions to the CalPERS Unfunded Accrued Pension Liability (UAL), and capital projects planned for next year. Mr. Hunt shared that the Mutual Water Company and Alterra Mountain Company agreed on the required easements for the Emergency Intertie Project to proceed this construction season.

There was a brief discussion about the HVAC improvements, which included the replacement of the boiler, control system, and air handling unit to implement the recommendations of the HVAC master plan. The project is expected to be costly due to the system's complexity and many constraints.

Public Comment – None.

F-4 Introduce Ordinance 2024-01 – Adopting Rates & Charges and Revised District Codes.

The Board reviewed the item and accepted public comment.

Ms. Mueller reviewed the proposed Ordinance to adopt and codify the FY 2024-2025 rates. The Ordinance will be considered for action next month. To date, one protest letter has been received.

Mr. Bell clarified that the Board cannot adopt rates different from those in the draft Ordinance in subsequent meetings without reintroducing the Ordinance.

Public Comment – None

Director Ilfeld motioned to waive the reading of Ordinance 2024-01, which was seconded by Director Smolen. A roll call was taken, and the motion passed.

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

F-5 Rate Study – HDR Engineering, Inc.

The Board reviewed the item, accepted public comment, and approved a professional services agreement with HDR Engineering, Inc. in an amount not-to-exceed \$65,710 and authorized the Interim General Manager to execute contractual documents.

Ms. Mueller reviewed the staff report.

Public Comment – None.

Director Iffeld motioned to approve the contract with HDR Engineering, Inc. for an amount not to exceed \$65,710 and to authorize the Interim General Manager to execute contractual documents. Director Cox seconded the motion. A roll call was taken, and the motion passed.
Cox – Yes | Hover-Smoot – Absent | Hudson – Yes | Iffeld – Yes | Smolen – Yes

F-6 Fire Impact Fee Nexus Study – SCI Consulting Group

The Board reviewed the item, accepted public comment, approved a professional services agreement with SCI Consulting Group in an amount not-to-exceed \$29,380 and authorized the Interim General Manager to execute contractual documents.

Chief Chisholm reviewed the staff report. Mr. Aas, SCI Consulting, provided information about the schedule for the nexus study preparation and adoption; noting that updated fees would likely become effective in early 2025. He clarified that Proposition 218 does not govern the determination of mitigation fees; rather, the nexus study is the legal and policy basis for imposing the fees. Mr. Aas provided background of his experience working in Placer County, with the Truckee Fire Department, and throughout California. Following the development of the nexus study, SCI will work with the District to ensure the County adopts the study and will support the fee program with transparency and reporting requirements. The fee will include an annual adjustment to ensure it is a sustainable fee program.

Public Comment – None.

Director Cox motioned to approve the contract with SCI Consulting Group for an amount not to exceed \$29,380 and to authorize the Interim General Manager to execute contractual documents. Director Iffeld seconded the motion. A roll call was taken, and the motion passed.
Cox – Yes | Hover-Smoot – Absent | Hudson – Yes | Iffeld – Yes | Smolen – Yes

F-7 Transient Occupancy Tax (TOT) Advisory Committee – Special District Seat Appointment.

The Board reviewed the item, accepted public comment, and considered proposed appointments for Special District representation on the committee.

Mr. Hunt reviewed the staff report. The General Managers proposed seat appointments, and staff requested that the Board approve those recommendations. Ms. Mueller shared how Special District seat appointments have historically been filled on the CAP Committee; the Directors requested that there be rotation among the Districts in the future, as in the past on the CAP. Director Iffeld said he would like the Board to review and approve future seat appointments. The Board encouraged staff and the public to apply for the at-large seats.

Public Comment – None.

Director Iffeld motioned to approve the recommendation to appoint Dan Wilkins, Tahoe City Public Utility District Board Member, to the Special District seat on the TOT Advisory Committee and Brad Johnson, North Tahoe Public Utility District General Manager, to the Advisory seat for the TOT Advisory Committee. Director Smolen seconded the motion. A roll call was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Absent | Hudson – Yes | Iffeld – Yes | Smolen – Yes

F-8 Website Redesign and Migration – Alpen Lily Web Studio

The Board reviewed the item, accepted public comment, approved a professional services agreement with Alpen Lily Web Studio in an amount not to exceed \$13,500 with a \$2,500 contingency, and authorized the Interim General Manager to execute contractual documents.

Ms. Asher reviewed the staff report. The Board supported updating the website’s architecture and design while migrating the site from Drupal 7 to the WordPress website platform.

Public Comment – None.

Director Iffeld motioned to approve the contract with Alpen Lily Web Studio for an amount not-to-exceed \$13,500 with a \$2,500 contingency and to authorize the Interim General Manager to execute contractual documents. Director Smolen seconded the motion. A roll call was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Absent | Hudson – Yes | Iffeld – Yes | Smolen – Yes

F-9 OVPSD/OVMWC Emergency Intertie Project, Geotechnical Engineering Services – CME.

The Board reviewed the item, accepted public comment, approved a professional services agreement with CME in an amount not-to-exceed \$12,600 and authorized the Interim General Manager to execute contractual documents.

President Cox announced a conflict of interest as a shareholder of the Olympic Valley Mutual Water Company and effectively left the room by muting and stopping the video on the Zoom platform.

Mr. Hunt reviewed the staff report. He noted the CME’s proposal was the lowest bid and that the contract amount is included within the project budget.

Public Comment – None.

Director Iffeld motioned to approve the contract with CME for an amount not to exceed \$12,600 and to authorize the Interim General Manager to execute contractual documents. Director Smolen seconded the motion. A roll call was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Absent | Hudson – Yes | Iffeld – Yes | Smolen – Yes

Director Cox returned to the meeting.

G. Management Status Reports.

G-1 Fire Department Report

Chief Chisholm reviewed his management status report highlighting firefighter-paramedic recruitment, fire prevention inspections, recent special events, the surplus sale, overtime and staffing, and noted that the Fire Protection contract will be discussed at Alpine Springs County Water District's next Board meeting. Chief Chisholm thanked North Tahoe Fire Protection District for their coverage of our service area so that the Department could attend an important live fire training.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report discussing hydrant flushing and valve turning, chlorination, cellular meter installations and the Eye on Water app, staffing which will be down two operations staff in May/June due to parental leave, succession planning, backflow prevention letter mailing, new backflow program requirements, recent training, and future per- and polyfluorinated alkyl substances (PFAS) testing requirements.

G-3 Engineering Report

Mr. Hunt reviewed the report, highlighting the Granite Chief A Line Replacement Project. He said a signed dedication agreement and a commitment to the required easements would satisfy the requirements for a delay in water shutoff. Mr. Hunt said there would be a formal disconnection notice if needed, but highlighted that the homeowners are informed and will continue to be.

G-4 Administration & Office Report

Ms. Asher reviewed the report.

G-5 General Manager Report

Mr. Hunt provided a verbal report highlighting that he has been in close communication with Mr. Miller in preparation for his official start as General Manager on May 20th and that much of his focus over the last month has been on Fire Department business.

G-6 Legal Report (verbal)

Mr. Bell noted that he has been working closely with Mr. Hunt on several items reviewed during the meeting. Mr. Hunt shared with the Board that staff has been overwhelmingly satisfied with Mr. Bell's performance on the District's many current legal issues.

G-7 Directors' Comments (verbal)

The Directors expressed their excitement about Mr. Miller's official start to employment and thanked Mr. Hunt for his work in the Interim General Manager position.

Director Smolen made a motion, seconded by Director Ilfeld, to adjourn to closed session at 10:35 A.M. A roll call was taken, and the motion passed.

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

H. Closed Session.

H- 1 Closed Session – Public Employment.

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

H-2 Closed Session – Public Employment.

The Board met in Closed Session pursuant to Government Code §54957.6 et al regarding the performance evaluation of the General Manager. Only the item on the agenda was discussed, and no action was taken.

Director Smolen made a motion, seconded by Director Cox, to adjourn to the open session at 11:11 A.M. A roll call was taken, and the motion passed.

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

I. Possible Action from Closed Session.

Director Hudson and Mr. Bell reported that only the items on the closed session agenda were discussed; no reportable action was taken, and only direction was provided.

J. Adjourn.

Director Smolen made a motion, seconded by Director Cox, to adjourn at 11:12 A.M. A roll call was taken, and the motion passed.

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

By, J. Asher