



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT G-4
6 Pages

ADMINISTRATION & OFFICE REPORT

DATE: January 28, 2025
TO: District Board Members
FROM: Jessica Asher, Board Secretary
SUBJECT: Administration & Office Report – Information Only

BACKGROUND: The following is a discussion of office activities and brief status reports regarding administration that are not the subject of a separate report. This report is formatted to provide new information and recent progress only.

DISCUSSION: Special District Risk Management Authority (SDRMA) Credit Incentive Points
The District will save \$30,128.56 on its annual premium for Property/Liability and Workers' Comp Insurance. Staff earned these *Credit Incentive Points* by attending workshops and seminars. Each point is equal to a 1% discount on the District's premium.

Winter Newsletter

The District's winter newsletter will be mailed to customers in late January. This edition contains information about Eye on Water and the Water Meter Replacement Project, Fuels Management and the Community Wildfire Protection Plan, controlled pile burning, inspections, Fire/Winter Safety, and welcomed several new team members. At the same time, an e-newsletter will be distributed electronically with a link to the hard-copy newsletter and additional information about current events.

Form 700 Statement of Economic Interests

All Board members are required to complete an annual Statement of Economic Interests for filing with Placer County and the State of California Fair Political Practices Commission. Instructions for the 2024/2025 form were distributed to all Board Members and staff in early January. We encourage completing the form online. Once reviewed, the forms are submitted to Placer County by April 1st and will be forwarded to the State of California.

Annual Review of Guiding Principles

Each January, the Board typically reviews the District's Purpose, Mission, and Core Values Statements and the Fire Department's Mission, Vision, and Core Values. These reviews will be integrated into the ongoing strategic planning process this year.

The Brown Act – Webinar:

Mrs. Massey has attended several trainings, mostly hosted by the California Special District Association (CSDA). Recently, she attended a workshop related to Records Retention Training and a webinar on The Brown Act. No new legislation related to the Brown Act has been enacted since 2023. These trainings are typically offered on-demand, and staff can provide the presentation slides to interested Directors upon request.

ATTACHMENTS: 2025 Winter Newsletter

DATE PREPARED: January 22, 2025



WINTER NEWSLETTER 2024 – 2025



Eye on Water



The Advanced Metering Infrastructure (AMI) Implementation and Water Meter Replacement Project is being executed to support the District's water conservation and customer service programs as well as to replace aged residential, irrigation, and commercial water meters in the system. The District made significant progress on this multi-year project this past summer. Replacement of all meters started in 2023 and is anticipated to be completed by end of 2025.

The new meters feature cellular technology improves meter reading efficiency and provide customers with real time information about their water usage and potential leaks through an online portal called

EyeOnWater. Once the District's Operators have changed out the meter at your property, a door hanger will be placed to notify you that a new meter has been installed and EyeOnWater software is available. Instructions for setting up your EyeOnWater account are also available on our website at www.ovpsd.org/utilities/water/water-meter-readings.



Funding for this project has been provided in part by Placer County Water Agency (PCWA) and the California Department of Water Resources through the Water Quality, Supply, and Infrastructure Improvement Act of 2014. The District secured a grant to partially fund this project in 2021.





OLYMPIC VALLEY FIRE DEPARTMENT

Fire and Safety Notes

Avalanche Safety Resources

Parts of our community are in avalanche prone areas. Stay informed through the Sierra Avalanche Center, an excellent resource for avalanche information, including current forecasts and conditions, observations and advisory by elevation.

www.sierraavalanchecenter.org

Call (530) 587-3558 x258 for a recorded avalanche advisory.



Winter Safety Reminders

To avoid the hazard of Carbon Monoxide, keep your propane tanks, regulators, and heater vents clear of snow during the winter months. As always going into the winter months, please consider adopting a hydrant by keeping snow cleared from 36" in all directions.

Notification Systems to Keep You Informed

The Olympic Valley Fire Department encourages residents to sign up for **Everbridge Nixle**, a rapid emergency notification system used by OVFD and Placer County. To subscribe (or unsubscribe), simply text our ZIP code **96146** to **888777** and receive instant confirmation. Messages are limited to important updates. Learn more at www.nixle.com.

We also recommend signing up for **PlacerAlert** at placer.ca.gov, which provides critical information on severe weather, road closures, missing persons, and evacuations.

Additionally, **TahoeAlert** is a valuable resource for updates across the greater Lake Tahoe region. Visit tahoealerts.com to sign up or scan the QR code to learn more.



For routine updates and news, follow OVFD on **Facebook & Instagram**.



Fire on the Landscape

While it is not a current method of fuels reduction in Olympic Valley, controlled pile burning is an important component to the safety of our forests and communities. The fall typically provides ideal conditions for prescribed fires. This work is essential for reducing hazardous fuels that can contribute to high-intensity wildfires. With careful management, this practice can complement mechanized shaded fuel breaks, provide safer zones for firefighters under fire conditions, and improve defensible space around properties. Depending on the circumstances, the impact of burning can be more economical, effective, and practical, and less impactful than other means of fuel removal. While smoke from these burns is a necessary inconvenience, it is generally less intense and for a far shorter duration than what would be experienced from a wildfire.

For more information, please visit www.tahoelivingwithfire.com/get-informed/understanding-fire/

Inspections

Defensible Space Inspections (DSI): Since the 1990s, OVFD has conducted DSI on all lots in the Valley. While this is a heavy lift, we recognize the importance and benefit of frequent communication and interaction with our community, and the feedback we receive suggests the community does as well.

Commercial Inspections: OVFD also performs inspections on all commercial buildings in our district, every year. These include occupancy loads, egress, appliances and utilities, fire detection and suppression systems, and FD access.

Events: Olympic Valley is seeing more and more large events ranging from the World Cup to weddings, Village summer event series to running races, and from concerts to fireworks. We work very closely with the promoters of these events, reviewing numerous renditions of plans, working with vendors, enforcing code and performing site visits.

All of our inspection efforts fall under Fire Prevention and have the common goal of fire and life safety.

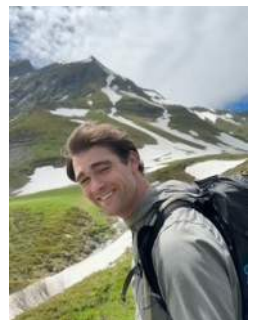


Timothy Hoover joined OVFD in June 2024, bringing experience from Carson City Fire, REMSA, and Pyramid Lake Fire and Rescue. A digital media graduate, he creates digital art and enjoys coaching in the gym, water sports, and outdoor activities around Lake Tahoe. Timothy has been married to Leah for 9 years and adds value to the department through his training in rescue teams, hazmat, work ethic, and humor.

Join us in welcoming Ryan Scott to OVFD! Ryan became a part of our team in August 2024, coming to us from South County Fire Authority. A full-time Tahoe resident, Ryan enjoys snowboarding and snowmobiling in his free time. We are thrilled to have him!



OVFD is pleased to welcome Brandon Olk as our new Fire Prevention Officer as of July 2024. Born and raised in Tahoe, Brandon enjoys skiing Palisades Tahoe as well as mountain biking and rock climbing. He is a great addition to our team!



Completion of the OV-1 Fuel Thinning Project

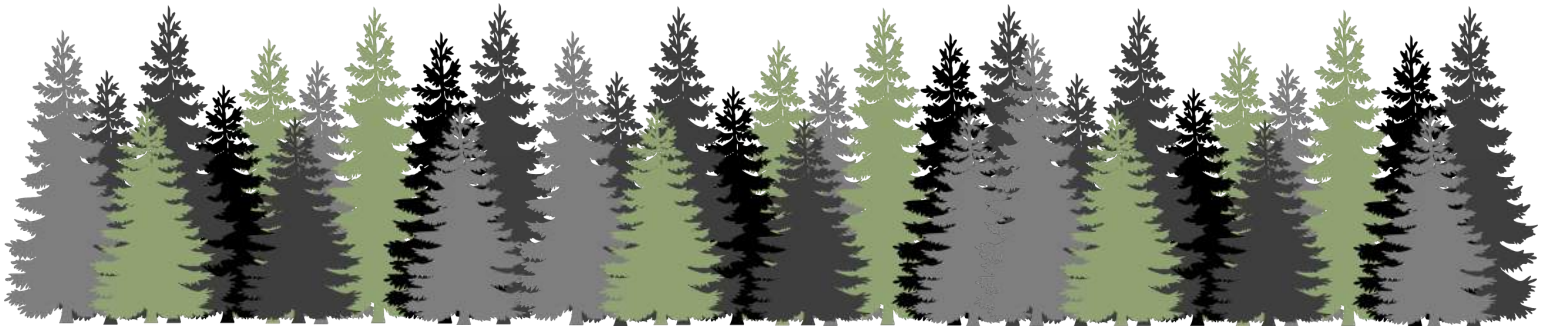
The Olympic Valley Fire Department is proud to announce the completion of the OV-1 Fuels Thinning Project. This 120-acre shaded fuel break is the first large-scale fuels management effort in the Valley completed by the District.

Located along the ridgeline just north of the community, OV-1 complements the U.S. Forest Service's adjacent Five Creeks project. It was executed using mechanical thinning and mastication to reduce stand density while also decreasing surface and ladder fuels. These measures enhance forest health, increase resilience, and significantly reduce the risk of wildfire spreading into Olympic Valley.

Post-treatment, the forest features larger, fire-resistant trees and reduced horizontal and vertical fuel continuity, improving overall stand vigor. White Fir, less tolerant of fire and drought, has been selectively reduced in favor of resilient native pines. This shift enhances the forest's ability to withstand future challenges such as wildfire, insects, disease, and drought. Improved access roads further support emergency response during wildfire events.

The OV-1 fuel break plays a critical role in wildfire defense by creating a shaded fuel break that would limit ember cast and flame spread should a wildfire potentially enter from that direction.

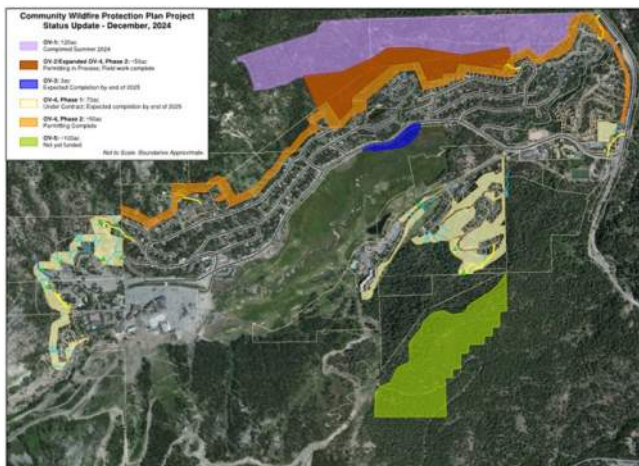
Forestry services were provided by Feather River Forestry and Timber Operations by Cross Check Services (the Valley's own Dave Mercer!) Funding for this project was provided by the California Department of Forestry and Fire Protection's Fire Prevention Program as part of the California Climate Investments Program. This project demonstrates the District's commitment to proactive wildfire mitigation and community safety.



Community Wildfire Protection Plan—Project Updates

In 2022, the Board approved the Olympic Valley Community Wildfire Protection Plan (CWPP), prioritizing fuel reduction and wildfire prevention strategies within the Olympic Valley Fire Department's service area. Five major fuels reduction projects were identified, the status of each of these projects is detailed below:

OV-2: A 50-acre shaded fuel break on the north slope of the valley. This area has been field surveyed and is ready for implementation pending funding.



OV-3: The *Evacuation Route Roadside Hazard Fuels Reduction Project (OV-3/S-Turns)* aims to reduce a 3-acre stand of lodgepole pine on the south side of Olympic Valley Road in the Washeshu Creek meadow. The project was funded by the District, Trout Unlimited, and Tahoe Truckee Community Foundation (TTCF) Forest Futures Program and is slated for implementation in the fall of 2025.

OV-4: A 150-foot wide shaded fuel break surrounding the perimeter of the developed portion of Olympic Valley. Phase 1 of this project is funded by the District, Truckee Tahoe Airport District, TTCF, and CAL FIRE and is under contract for implementation in the Summer of 2025. Phase 2 has been permitted, and the District aims to bid the project in early-mid 2025.

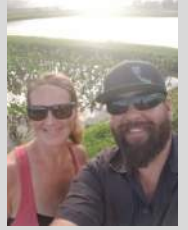
OV-5: This project will cover approximately 120 acres on the ridgeline south of the community using mechanical thinning methods. The District applied for funding in 2024 but was not awarded.

Welcome New District Team Members



We are excited to welcome Ashley Massey to the District team as our new Program Analyst I, a role she began on November 4, 2024. Ashley has a strong background in behavioral health and shifted from a clinical role to focus on administration and program development. She has experience in administrative support, project management, and business process improvement. Ashley and her husband Dan moved from Houston, Texas to the Tahoe area in 2018 and settled in Truckee in 2020, where they're raising two sons. In her free time, Ashley enjoys hiking, lake days, spending time with family and friends, being a hockey and baseball mom, and volunteering with the local school district.

Miguel Ramirez joined the Operations team in December 2024 and we are thrilled to have him on board. With over 12 years of experience and a wealth of knowledge, he brings great value to the team. Miguel, along with his wife Rita and their Labrador, Hana Pepe, reside in Tahoe Vista. Outside of work, Miguel enjoys fly-fishing, skiing, and riding his motorcycle.



Welcome the Newest Addition to our Work Family



OVPSD family continues to grow! Finance & Administration Manager Danielle Mueller, and husband Markus, welcomed their first child Liesl into their family on June 22, 2024. This is a fantastic new chapter for Danielle and Markus (however, their dog Holly may feel differently), and we couldn't be happier for them. Congratulations, Danielle and Markus!

CONSUMER CONFIDENCE REPORT NOW AVAILABLE ONLINE

The Olympic Valley Public Service District is proud to supply safe, reliable and healthy water that meets or exceeds State and Federal public health standards for drinking water. Annually, the District publishes a water quality report titled "Consumer Confidence Report" (CCR) as required by the Safe Drinking Water Act (SDWA). The purpose of the CCR is to raise customers' awareness of the quality of their drinking water, where it comes from, what it takes to deliver water to their homes, and the importance of protecting drinking water sources.

In recent years the District has mailed its customers a printed copy of the CCR to comply with the SDWA. The California Department of Public Health has expanded its interpretation of the SDWA to allow for electronic delivery of the CCR. To view our 2023 Consumer Confidence Report and learn more about your drinking water, please visit the following URL: <https://www.ovpsd.org/consumerconfidence-report-2023>

If you would like a paper copy of the 2023 CCR mailed to your mailing address or would like to speak with someone about the report, please call (530) 583-4692.

