

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #940  
APRIL 29, 2025

**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, Katy Hover-Smoot, Richard Koffler, and Katrina Smolen

\*Joined via noticed teleconference

**Directors Absent:** None

**Staff Present:** Jessica Asher, Program Manager & Board Secretary; Gary Bell, Legal Counsel; Brad Chisholm, Fire Chief; Sam Donahue, Operations Superintendent; Kurt Gooding, Engineer/Paramedic; Dave Hunt, District Engineer; Charley Miller, General Manager; Danielle Mueller, Finance and Administration Manager.

**Others Present:** Blair Aas, SCI; Danielle Bradfield, Feather River Forestry; Jason Hays, Tahoe Truckee Sanitation Agency (TTSA); Jean Lange; Richard Pallante, TTSA; Sean Regan; Noah Santoro; David Stepner

**A. Call to Order, Roll Call & Pledge of Allegiance**

Mr. Gooding led the Pledge of Allegiance.

**B. Community Informational Items.**

**B-1** Olympic Valley Watershed Alliance (OVWA) – None.

**B-2** Friends of Olympic Valley (FoOV) – None.

**B-3** Olympic Valley Design Review Committee (OVDRC) – None.

**B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner shared that Palisades Tahoe will report on the past winter's traffic impacts at the upcoming Forum meeting. The OVMAC has two new members.

**B-5** Olympic Valley Mutual Water Company (OVMWC) – Mr. Stepner shared updates on the tank recoating project, which will take about six weeks.

**B-6** Firewise Community – The Firewise Community Group requested that the District include a green waste disposal day on Memorial Day weekend.

**B-7** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reviewed the T-TSA Board Meeting summary, highlighting the completed land exchange between T-TSA and the Truckee Tahoe Airport District. Mr. Pallante and Mr. Hays presented a slideshow on the T-TSA Land Use and Surplus Property Strategy, which was included in the Board Exhibit.

*This item was taken out of order.*

#### **G-1 Fire Department Report**

Chief Chisholm reviewed the report and highlighted several key updates. These included details about the day-long site visit conducted by ESCI as part of the Local Agency Formation Commission (LAFCO) Municipal Service Review (MSR), the presentation of a \$16,000 check to the Firefighters Association from a year-long fundraising effort by Fireside Pizza, and a comprehensive review of the fire sprinkler ordinance, which had been previously discussed with the Fire Committee. The corresponding slideshow presentation was included in the Board Exhibit.

Director Hover-Smoot, a member of the Fire Committee, expressed her appreciation for the time taken to respond to public comments related to fire sprinkler requirements thoughtfully. She noted that the regulations allow for some additional development without needing to sprinkler existing area and that the requirements are important to ensure firefighter safety and enable residents to evacuate in the event of a fire. She described the presentation as incredibly instructive and thanked staff for their efforts.

Mr. Regan also expressed his appreciation, thanking the team for their work. However, he raised a concern that wildfire and structure fire risks may be conflated. He emphasized the current regulations' significant financial and community impacts and requested a partnership with the Department to explore alternative approaches to mitigating risk.

#### **C. Public Comment/Presentation.**

Noah Santoro, a property owner on Granite Chief Road, expressed concern that he had been left out of the solutions developed by the District and the Granite Chief Property Owners Association regarding the "A" Line sewer replacement project. He voiced confusion about the project's objectives and timeline and asked for support and flexibility from the District. The Board responded that Mr. Hunt is available to work directly with Mr. Santoro to address his concerns.

#### **D. Financial Consent Agenda Items.**

Director Smolen and Koffler convened with staff on April 29th, 2025, from approximately 7:45 to 8:15 A.M. to review items D-1 through D-12 and other finance-related items on the agenda. Ms. Mueller summarized the meeting, highlighting key items, including using a new meter supplier and updates on open grants. She also discussed formatting changes to Exhibit D-5 based on feedback from the Finance Committee and a summary of progress payments and open contracts added to the quarterly D-8 report. Director Koffler noted that staff are doing a commendable job presenting the information in a way that is accessible to the public.

Public Comment – None.

Director Koffler motioned to approve the financial consent agenda, which Director Cox seconded; a roll call vote was taken, and the motion was approved.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

**E. Approve Minutes.**

**E-1 Minutes for the Regular Board of Directors meeting of March 25<sup>th</sup>, 2025.**

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

Public Comment – None

Director Cox moved to approve the Board of Directors meeting minutes of March 25<sup>th</sup>, 2025, which Director Smolen seconded; a roll call vote was taken, and the motion was approved.

Cox – Yes | Hover-Smoot – Abstain | Hudson – Yes | Koffler – Yes | Smolen – Yes

**F. Old and New Business.**

**F-1 PUBLIC HEARING: Fire Impact Fee Program – Nexus Study**

The Board reviewed the item, accepted public comment, and approved the Fire Impact Fee Program Nexus Study and related items by adopting Resolution 2025-06.

Chief Chisholm introduced the item and provided an update on the previously approved fire development impact fees, which have been revised and brought back to the Board for a public hearing to address specific requests from Placer County. The item had been presented and discussed in detail at the Board meetings on October 29, 2024, and December 17, 2024. Ms. Asher reviewed the revisions made since the last version, noting that the changes were minor and primarily reflect the County's request to change the annual inflationary adjustment from an automatic increase to a discretionary process. Automatic inflationary fee increases were briefly discussed.

Public Comment – None

Director Hover-Smoot moved to adopt Resolution 2025-06, which Director Koffler seconded; a roll call vote was taken, and the Resolution was adopted.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

**F-2 Introduce Ordinance 2025-01 – Fire/Life Safety Rate Schedule**

The Board reviewed the item and accepted public comment.

Chief Chisholm explained that the rate schedule will recover costs associated with staff time for plan checks and inspections; updated fees are proposed annually to reflect changes in labor rates.

Public Comment – None.

Director Hover-Smoot motioned to waive the reading of Ordinance 2025-01, which was seconded by Director Koffler. A roll call vote was taken.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

### **F-3 Water and Sewer System Annual Report.**

The Board reviewed the item and accepted public comment.

Mr. Donahue reviewed the 2024 Water and Sewer System Annual Report, including presenting a slideshow included in the Board Exhibit. He highlighted water production, water loss trends, aquifer water levels, precipitation totals, sewer collection and flows, operation and maintenance projects, equipment fleet, and fuel usage.

Public Comment – None

### **F-4 Truckee Tahoe Airport District – Approve Grant Agreement**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute the \$650,000 grant agreement.

Mr. Chisholm and Ms. Asher reviewed the staff report. The grant funding will be applied to the OV-2 and OV-3 fuel reduction projects. The Board expressed gratitude to the Truckee Tahoe Airport District (TTAD) and District staff, and requested that staff prepare a note to thank TTAD formally.

Public Comment – None.

Director Cox motioned to authorize the General Manager to execute the grant agreement, which Director Hover-Smoot seconded. A roll call vote was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

### **F-5 Olympic Valley Fuel Reduction Project, OV-2 – Feather River Forestry – Professional Services Agreement.**

The Board reviewed the item, accepted public comment, approved the professional services agreement with Feather River Forestry, and authorized the General Manager to execute all contractual documents.

Chief Chisholm and Ms. Asher reviewed the report and provided additional information on the project's scope and schedule. Ms. Bradfield thanked the Board for their approval and expressed excitement about completing additional fuel reduction treatment in Olympic Valley.

Public Comment – None

Director Hover-Smoot moved to approve a contract with Feather River Forestry and to authorize the General Manager to execute all contractual documents. Director Koffler seconded the motion. A roll call vote was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

**F-6 Olympic Valley Fuel Reduction Project, OV-4 Phase Two – High Sierra Fire LLC**

The Board reviewed the item, accepted public comment, approved the contract amendment with High Sierra Fire, Inc for an amount not-to-exceed \$99,000, and authorized the General Manager to execute the contractual documents.

Chief Chisholm and Ms. Asher reviewed the report, providing information on the project and schedule.

Public Comment – None.

Director Cox motioned to authorize the General Manager to execute contract documents with High Sierra, Inc. for an amount not-to-exceed \$99,000 and to authorize the General Manager to execute the contractual documents. Director Hover-Smoot seconded the motion. A roll call vote was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

**F-7 Management Coaching – Pathways Consulting – Professional Services Agreement.**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute the professional services agreement with Pathways Consulting in an amount not-to-exceed \$18,000.

Mr. Miller reviewed the staff report. The Board supported the management coaching and noted that it is essential to support staff, which is our biggest resource.

Public Comment – None.

Director Hover-Smoot moved to approve the professional services agreement with Pathways Consulting in an amount not-to-exceed \$18,000 and authorized the General Manager to execute all contractual documents, which Director Cox seconded. A roll call vote was taken; the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

**F-8 Commercial Lease – 1810 Olympic Valley Road**

The Board reviewed the item, accepted public comment, and approved leases with the Inn Shop of Palisades Tahoe and Rimon Law at 1810 Olympic Valley Road, and authorized the General Manager to execute the leases.

**F-8A Inn Shop of Palisades Tahoe**

Mr. Miller reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to approve the proposed lease of 1810 Olympic Valley Road for the Inn Shop of Palisades Tahoe and to authorize the General Manager to execute the lease. The motion was seconded by Director Koffler. A roll call vote was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

**F-8B Rimon Law**

Mr. Miller reviewed the staff report. There was recognition that the substantial rent increase is likely challenging, but the rates are commensurate with comparable spaces.

Public Comment – None.

Director Hover-Smoot made a motion to approve the proposed lease of 1810 Olympic Valley Road for Rimon Law and to authorize the General Manager to execute the lease. The motion was seconded by Director Koffler. A roll call vote was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

**F-8C Palisades Tahoe**

This item was removed from the agenda.

**F-9 Mutual Water Company Consolidation Rate Study – HDR Engineering, Inc. – Professional Services Agreement.**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute the professional services agreement with HDR Engineering, Inc. in an amount not-to-exceed \$29,499.

Director Koffler, Cox, and Hover-Smoot announced a conflict of interest due to their shareholder interests in the Mutual Water Company (MWC). As Director Koffler also serves on the MWC Board, he was excluded from participation. Director Hover-Smoot was selected to remain to establish the necessary quorum for action for items F-9 and F-10. Director Cox left the Zoom meeting.

Mr. Miller reviewed the staff report.

Public Comment – None.

Director Smolen moved to approve the professional services agreement with HDR Engineering, Inc. in an amount not-to-exceed \$29,499 and authorized the General Manager to execute all contractual documents, which Director Hover-Smoot seconded. The motion passed.

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

**F-10 Mutual Water Company (MWC) Consolidation – Hydros Consulting – Professional Services Agreement.**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute the professional services agreement with Hydros Consulting in an amount not-to-exceed \$16,235.

Mr. Hunt reviewed the staff report. The Board confirmed with staff that they will work closely with the consultant and the MWC.

Public Comment – None.

Director Hover-Smoot moved to approve the professional services agreement with Hydros Consulting in an amount not-to-exceed \$16,235 and authorized the General Manager to execute all contractual documents, which Director Smolen seconded. The motion passed.

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

Mr. Bell provided a brief update on the District's request to the California Fair Political Practices Commission (FPPC) regarding the conflict of interest related to the Mutual Water Company.

Director Cox returned to the virtual room.

## **G. Management Status Reports.**

### **G-2 Water & Sewer Operations Report**

Mr. Donahue reviewed updates on water production, sewer collection, precipitation levels, snow removal operations, and routine maintenance of the fleet and apparatus. He noted that the water system is currently being flushed with chlorine. Some staff members will attend training at the CAL Rural Water Show and will also submit an entry for the "Best Tasting Water in California" competition. John Tuscher was promoted to Operations Specialist II. Mr. Donahue also reported on the results of the recent water audit, which indicated an apparent excess of water. He clarified that this discrepancy was due to administrative timing related to water meter readings and was not unusual.

### **G-3 Engineering Report**

Mr. Hunt reviewed the report, highlighting the grant agreement with the Department of Water Resources to install stream gages has been executed. He also provided project status updates on the 305 Olympic Valley Road HVAC Replacement Project, the Water and Sewer Master Plans, and facility improvements, including roof and siding replacement projects.

### **G-4 Administration & Office Report**

Ms. Asher reviewed the report discussing the upcoming e-newsletter, staff training, and the District's attendance at the Earth Day event at Palisades Tahoe. There was a brief discussion about increasing the frequency of communications related to fire evacuation and notifications, particularly for short-term renters and part-time residents. Director Koffler suggested that staff may consider working with a communications consultant in the future.

### **G-5 General Manager Report**

Mr. Miller reviewed his report, providing updates on the installation of benches along the bike trail, the development of the internal "Culture Team," and progress on the strategic plan. He expressed appreciation to the Board for their time and involvement in committee meetings, to Fireside Pizza for their support, and to Ms. Herring, Mr. Massetani, the on-shift fire department crew, and other volunteers who represented the District at Earth Day at Palisades Tahoe.

### **G-6 Legal Report (verbal)**

None.

## **G-7 Directors' Comments (verbal)**

The Board voiced appreciation for the staff throughout the month and thanked Director Hudson for conducting an efficient meeting.

Ms. Asher stated that the Board will meet in closed session pursuant to Government Code §54957.6 regarding District labor negotiations. A memo was delivered to each director specifying the District negotiation and the affected unrepresented employees; this information is available to the public upon request.

Director Hover-Smoot made a motion, seconded by Director Koffler, to adjourn to closed session at 10:57 A.M. A roll call vote was taken, and the motion passed.

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

## **H. Closed Session –**

### **H-1 District Labor Negotiations**

The Board met in Closed Session pursuant to Government Code §54957.6 et al regarding District labor negotiations. The District labor negotiator was Charley Miller, General Manager and the affected unrepresented employees were: Account Clerk II and HR Specialist, Assistant Engineer, District Engineer, Finance and Administration Manager, Fire Chief, Program Analyst I, Program Manager & Board Secretary, Office Supervisor, and Operations Superintendent

### **H-2 Public Employee Performance Evaluation**

The Board met in Closed Session pursuant to Government Code §54957 regarding the General Manager's performance evaluation.

Director Hover-Smoot made a motion, seconded by Director Cox to adjourn to open session at 12:24 P.M.; the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

## **I. Possible Action from Closed Session.**

### **I-1 General Manager's Employment Contract**

This item was removed from the agenda.

## **J. Adjourn.**

Director Cox made a motion, seconded by Director Hover-Smoot to adjourn at 12:25 P.M. A roll call vote was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Koffler – Yes | Smolen – Yes

By, J. Asher