

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



BOARD OF DIRECTORS MEETING AGENDA

Tuesday, April 30, 2024, at 8:30 A.M.

305 Olympic Valley Road, Community Room, Olympic Valley, CA

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code section 54953(b). The teleconference location is 647 Broadway, Dunedin, FL 34698. The location is accessible to the public, and members of the public may listen to the meeting and address the Directors from the teleconference locations.

Finance Committee on Tuesday, April 30th, 2024, at 7:45 A.M.

The Committee will review finance-related items on this agenda.

305 Olympic Valley Road, Room 212, Olympic Valley, CA

Public comments will be accepted by the Board in-person until the close of public comment on each item. Comments may also be submitted to the Board Secretary at info@ovpsd.org or by mail at P.O. Box 2026, Olympic Valley, California 96146. The final mail and e-mail collection will be the day before the meeting at 2:00 p.m. The public will be allowed to speak on any agenda item as it is considered, which may not be taken in the order stated herein. Times, where provided, are approximate only. The District's Board of Directors may take formal action on any item.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary at 530-583-4692 at least 48 hours preceding the meeting.

Documents presented for an open session to the governing body after distribution of the agenda packet are available for public inspection at the District office during normal District business hours and at the meeting.

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

B. Community Informational Items.

These non-action agenda items are dedicated to facilitate communications and share information within the Olympic Valley. The organizations include, but are not limited to:

- | | |
|---------------------------------------|-------------------------------------|
| B-1 Olympic Valley Watershed Alliance | B-5 Olympic Valley Mutual Water Co. |
| B-2 Friends of Olympic Valley | B-6 Firewise Community |
| B-3 Olympic Valley Design Review | B-7 Capital Projects Advisory (CAP) |
| B-4 Olympic Valley MAC | B-8 Tahoe-Truckee Sanitation Agency |

C. Public Comment / Presentation.

Members of the public may address the board on items not on this agenda for up to three minutes; however, any matter that requires action by the governing body will, unless an emergency exists, be referred to staff for a report and possible action at a subsequent Board meeting.

- D. Financial Consent Agenda.** All items listed under this agenda item will be approved by one motion. These items are routine, non-controversial, and the finance-related items have been reviewed by the Finance Committee. There will be no separate discussion of these items unless a member of the audience, board, or staff requests the removal of an item for separate consideration. Any item removed for discussion will be considered after approval of the remaining Consent Agenda items.

- D-1 Operating Account Check Register
- D-2 Operations Enterprise Fund, Revenue vs. Expenditure/Balance Sheet
- D-3 Fire Government Fund, Revenue vs. Expenditure/Balance Sheet
- D-4 Capital Reserve Fund Balance Sheet/Income Statement
- D-5 Combined Revenues/Expenditures/Balance Sheet
- D-6 Fund Balance Statement
- D-7 Bike Trail Snow Removal, Revenue vs. Expenditure
- D-8 Capital Improvement Financial Progress Report
- D-9 Progress Payment – Agnew Beck – Strategic Planning Services
- D-10 Progress Payment – Feather River Forestry – Olympic Valley Fuels Reduction OV-4 Project
- D-11 Progress Payment – Bryce Consulting – Fire Department Compensation Study
- D-12 Progress Payment – Gladwell Governmental Services Inc. – Records Retention Project
- D-13 Progress Payment – DOWL – OVPSD/OVMWC Emergency Intertie Project
- D-14 Progress Payment – PC Consulting – OVFD Negotiation Consultant

E. Approve Minutes

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

- F. Old and New Business.** Members of the public may address the board on each agenda item, up to three minutes or longer based on direction from the Board President.

F-1 Fuels Management Program.

Information Only: Review item and accept public comment.

F-2 Fire Department Long-Term Modeling.

Information Only: Receive information on the status of the Fire Department, accept public comment, and provide direction to staff.

F-3 Second Draft of FY 2024-2025 Budget and Rates.

Proposed Action: Review item and accept public comment.

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

Information Only: Perform the first reading of Ordinance 2024-01 and accept public comment.

F-5 Rate Study – HDR Engineering, Inc.

Proposed Action: Review item, accept public comment, approve a professional services agreement with HDR Engineering, Inc. in an amount not-to-exceed \$65,710 and authorize the Interim General Manager to execute contractual documents.

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

Proposed Action: Review the item, accept public comment, approve a professional services agreement with SCI Consulting Group in an amount not-to-exceed \$29,380 and authorize the Interim General Manager to execute contractual documents.

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

Proposed Action: Review item, accept public comment, and consider proposed appointments for Special District representation on the committee.

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

Proposed Action: Review item, accept public comment, approve a professional services agreement with Alpen Lily Web Studio in an amount not-to-exceed \$13,500 and authorize the Interim General Manager to execute contractual documents.

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

Proposed Action: Review item, accept public comment, approve a professional services agreement with CME in an amount not-to-exceed \$12,600 and authorize the Interim General Manager to execute contractual documents.

G. Management Status Reports

- G-1 Fire Department Report
- G-2 Water & Sewer Operations Report
- G-3 Engineering Report
- G-4 Administration & Office Report
- G-5 General Manager Report
- G-6 Legal Report (verbal)
- G-7 Directors Comments (verbal)

H. Closed Session

H-1 Closed Session – District Labor Negotiations.

The Board will meet in Closed Session pursuant to Government Code §54957 et al regarding District labor negotiations.

Conference with District Labor Negotiator: Patrick Clark; Personnel Committee

Employee Organization: IUOE Stationary Engineers Local 39 for Fire Department

Personnel to discuss salaries, salary schedules, or compensation paid in the form of benefits.

H-2 Closed Session – Public Employment.

Government Code Section 54957

Title: General Manager

I. Possible Action from Closed Session.

J. Adjourn

T-TSA BOARD MEETING SUMMARY

04/17/2024 Regular BOD Meeting

1) The April 17, 2024 Board meeting was held in person and via Zoom:

- T-TSA Board Meeting Videos available at: <https://vimeo.com/user183648821>

2) Public Comment (provided during Public Comment or Agenda items).

- None

3) No Sanitary Sewer Overflows.

4) Status Report:

a) Operations Report:

- All plant waste discharge requirements were met, and the plant performed well in February.
- Staff continued discussions with the Lahontan Water Board regarding the revision of the Waste Discharge Permit. They are requesting additional plant studies.
- Cleaned chem, recarb, and associated basins on side two chem treatment.

b) Laboratory Report:

- Appointed Kristin Davis as Laboratory Director.
- Staff attended the CWEA Conference in Sacramento.

c) Public Outreach:

- Participated with TSD and TDPUD for Alder Creek Middle School Presentations.
- Planned attendance in Palisades Tahoe (Olympic Valley) for the Tahoe Truckee Earth Day Festival on 4/20/24.

d) Capital Projects Report:

- Sodium Hypochlorite Foundation Project: Tanks have been installed and handed over for the next steps. The Digestion Improvements service agreement is in place, and a kickoff meeting is scheduled. The TRI Alpine Meadows to Olympic Valley Rehabilitation Project (MH33-MH35) service agreement is in place, and a kickoff meeting is scheduled. The Front Parking & Landscaping Improvements Project is in design and intends to go out for bid on construction in early April 2024. Finally, the Nutrient Removal Alternatives Study service agreement is in place, and the kickoff meeting was recently held. Which went very well.
- Please visit the "Projects" page on the Agency website for updates on ongoing projects by using the following link: <https://www.ttsa.ca.gov/home/pages/construction-projects>

e) Other Items Report: The Board Approved:

- Approval of the Regular Board meeting minutes from March 20, 2024.
- Ratification of payment of General Fund warrants and Financial Statements.
- Approval to purchase two (2) RAV4 AWD Hybrid SUV Agency Fleet Vehicles.
- Approval to Receive and File the Annual Financial Audit for Fiscal Year 2022-2023 (FY23).
- Confirmation of the Adoption of Sewer Service Charges for Fiscal Year 2025.
- Additionally:
 - Discussion and Update on the Classification and Compensation Study with Gallagher Consulting Company (Formerly Koff & Associates).
 - Review and Discussion of Agency Connection Fee with Cash Flow Presentation. The intent is to proceed with increasing the Agency connection fees. Staff will return to the May Board meeting with an update.
 - Input and feedback on New Mission, Vision, and Guiding Principles for the Agency.
 - Discussion of in-person Board of Directors meeting for May through July.

Tahoe-Truckee Sanitation Agency
Monitoring and Reporting Program No. 2002-0030
WDID Number 6A290011000
Flow Monitoring Within collection System: Flow Measurement
Olympic Valley Public Service District
March, 2024

DATE	OVPSP Daily Flow MG	OVPSP 7 Day Avg Flow MGD	OVPSP Peak Flow MGD
3/1/2024	0.235	0.311	0.486
3/2/2024	0.128	0.255	0.421
3/3/2024	0.237	0.232	0.398
3/4/2024	0.237	0.231	0.509
3/5/2024	0.244	0.227	0.417
3/6/2024	0.264	0.226	0.657
3/7/2024	0.280	0.232	0.620
3/8/2024	0.325	0.245	0.764
3/9/2024	0.418	0.286	0.810
3/10/2024	0.353	0.303	0.787
3/11/2024	0.247	0.304	0.514
3/12/2024	0.237	0.303	0.421
3/13/2024	0.237	0.300	0.444
3/14/2024	0.245	0.295	0.421
3/15/2024	0.296	0.290	0.537
3/16/2024	0.392	0.287	0.787
3/17/2024	0.351	0.286	0.778
3/18/2024	0.273	0.290	0.491
3/19/2024	0.272	0.295	0.518
3/20/2024	0.300	0.304	0.685
3/21/2024	0.314	0.314	0.592
3/22/2024	0.404	0.329	0.745
3/23/2024	0.527	0.349	0.852
3/24/2024	0.479	0.367	0.778
3/25/2024	0.332	0.375	0.685
3/26/2024	0.330	0.384	0.768
3/27/2024	0.302	0.384	0.740
3/28/2024	0.299	0.382	0.565
3/29/2024	0.356	0.375	0.722
3/30/2024	0.396	0.356	0.778
3/31/2024	0.363	0.340	0.759
SUMMARY			
AVG	0.312	0.305	0.627
MAX	0.527	0.384	0.852
MIN	0.128	0.226	0.398

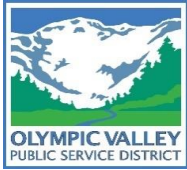


OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
Operating Account Check Register
April 30, 2024



Check Register for Board Packet:

Check #	Check Date	Name	Module	Amount
51538	4/12/2024	Adobe Systems Incorporated	AP	1,151.52
51539	4/12/2024	AT&T	AP	745.87
51540	4/12/2024	Atomic Printing	AP	2,711.88
51541	4/12/2024	Bryce Consulting Inc.	AP	3,325.00
51542	4/12/2024	Capitol Elevator Company, Inc.	AP	1,462.00
51543	4/12/2024	Brad K. Chisholm	AP	225.00
51544	4/12/2024	Coffee Connexion	AP	105.00
51545	4/12/2024	Angela M Costamagna	AP	675.00
51546	4/12/2024	Cranmer Engineering, Inc.	AP	175.00
51547	4/12/2024	Chris DeDeo	AP	50.92
51548	4/12/2024	Delta Fire Systems	AP	770.00
51549	4/12/2024	Engineered Fire Systems, INC.	AP	625.00
51550	4/12/2024	ESO Solutions, Inc	AP	248.75
51551	4/12/2024	Flyers Energy LLC	AP	926.56
51552	4/12/2024	Hunt & Sons, Inc.	AP	1,456.31
51553	4/12/2024	Hunt Propane, Inc.	AP	2,649.86
51554	4/12/2024	Liberty Utilities	AP	10,306.67
51555	4/12/2024	Life Assist	AP	1,018.71
51556	4/12/2024	LINA	AP	236.38
51557	4/12/2024	Danielle Mueller	AP	470.00
51558	4/12/2024	North Lake Tahoe Fire	AP	5.00
51559	4/12/2024	O'Reilly Auto Parts	AP	19.52
51560	4/12/2024	Professional Communications	AP	42.40
51561	4/12/2024	Silver State International	AP	64.61
51563	4/12/2024	Springbrook Holding Co LLC.	AP	1.00
51564	4/12/2024	SWRCB-DWOCP	AP	65.00
51565	4/12/2024	Tahoe Supply Company LLC	AP	283.50
51566	4/12/2024	Tahoe Truckee Sierra Disposal	AP	289.85
51567	4/12/2024	Thatcher Company, Inc.	AP	4,642.30
51568	4/12/2024	Total Compensation Systems, Inc.	AP	1,980.00
51569	4/12/2024	Truckee Tire	AP	25.98
51570	4/12/2024	Western Nevada Supply Co.	AP	3,142.44
51572	4/25/2024	Angew Beck Consulting, Inc.	AP	618.75
51573	4/25/2024	AT&T	AP	564.39
51574	4/25/2024	Danielle Bradfield	AP	3,500.00
51575	4/25/2024	Canon Financial Services, Inc.	AP	276.02
51576	4/25/2024	Colantuono, Highsmith & Whatley, PC	AP	8,170.00
51577	4/25/2024	L. N. Curtis & Sons	AP	12,001.28
51578	4/25/2024	CWEA Renewal	AP	108.00
51579	4/25/2024	CWEA Renewal	AP	108.00
51580	4/25/2024	DOWL, INC.	AP	5,799.50
51581	4/25/2024	Gladwell Governmental Services, Inc.	AP	3,800.00
51582	4/25/2024	Hunt & Sons, Inc.	AP	1,430.26
51583	4/25/2024	Hunt Propane, Inc.	AP	2,614.75
51584	4/25/2024	Konica Minolta Business Solutions USA, Inc.	AP	116.68
51585	4/25/2024	Nicolas Massetani	AP	280.00
51586	4/25/2024	Pape Machinery Inc.	AP	2,353.50
51587	4/25/2024	Patrick Clark Consulting	AP	937.50
51588	4/25/2024	RingCentral, Inc.	AP	978.12
51589	4/25/2024	Nicole Smola	AP	238.52
51590	4/25/2024	Tahoe Forest Health System	AP	114.00
51591	4/25/2024	Third Floor Story Corporation	AP	150.00
51592	4/25/2024	U.S. Bank Corp Payment System	AP	8,489.07
51593	4/25/2024	USA BlueBook	AP	532.88
51594	4/25/2024	Western Nevada Supply Co.	AP	681.88
51595	4/25/2024	Yak Graphics Inc	AP	1,767.77
Checks 51562 & 51571 were voided				95,527.90



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
Operating Account Check Register
April 30, 2024



Check Register for Board Packet:

Check #	Check Date	Name	Module	Amount
Electronic / ACH Payments				
	4/8/2024	April CalPERS Medical		39,127.29
	4/12/2024	BPAS- Bi-weekly HRA		1,828.86
	4/12/2024	BRI- Café Plan Payment		1,592.31
	4/12/2024	CalPERS 457 Payment		4,838.39
	4/12/2024	Wage Garnishment		461.53
	4/12/2024	Payroll Taxes		47,182.76
	4/12/2024	EMPOWER 457 Payment		2,581.07
	4/12/2024	CalPERS Pension Payment		31,466.62
	4/12/2024	Union Dues		399.93
	4/12/2024	Payroll Direct Deposits		83,975.69
	4/12/2024	Annual Sales and Use Tax Payment		332.00
	4/26/2024	BPAS- Bi-weekly HRA		1,828.86
	4/26/2024	BRI- Café Plan Payment		1,592.31
	4/26/2024	CalPERS 457 Payment		4,838.39
	4/26/2024	Wage Garnishment		461.53
	4/26/2024	Payroll Taxes		46,296.82
	4/26/2024	EMPOWER 457 Payment		2,581.07
	4/26/2024	CalPERS Pension Payment		30,887.65
	4/26/2024	Union Dues		401.17
	4/26/2024	Payroll Direct Deposits		84,074.10
				386,748.35
				482,276.25



**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES
March 31, 2024**



	ENTERPRISE OPERATIONS									CONSOLIDATED				YTD Prior Year Mar-23	Over/ (under) from PY	
	Water Actual	Water Budget	Over/ (under) YTD	Sewer Actual	Sewer Budget	Over/ (under) YTD	Garbage Actual	Garbage Budget	Over/ (under) YTD	Actual YTD	Total Budget	Remaining Budget	YTD % to Budget			
	YTD	YTD		YTD	YTD		YTD	YTD								YTD
	Mar-24	Mar-24		Mar-24	Mar-24		Mar-24	Mar-24								Mar-24
Rate Revenue	2,247,544	2,307,368	(59,824)	1,701,654	1,655,203	46,451	365,988	363,285	2,703	4,315,186	4,325,856	10,670	99.8%	4,085,356	229,830	
Tax Revenue	37,500	37,500	-	37,500	37,500	-	-	-	-	75,000	100,000	25,000	75.0%	37,500	37,500	
Rental Revenue	31,887	32,029	(142)	31,887	32,029	(142)	-	-	-	63,774	85,411	21,637	74.7%	62,260	1,514	
Bike Trail	19,383	18,818	564	19,383	18,818	564	-	-	-	38,765	46,000	7,235	84.3%	37,637	1,128	
Grants	192,072	112,500	79,572	-	-	-	-	-	-	192,072	150,000	(42,072)	128.0%	126,624	65,448	
Administration	51,470	83,039	(31,569)	29,423	83,039	(53,616)	-	-	-	80,893	221,436	140,544	36.5%	94,280	(13,388)	
Total Revenue	2,579,856	2,591,254	(11,398)	1,819,846	1,826,589	(6,743)	365,988	363,285	2,703	4,765,689	4,928,703	163,014	96.7%	4,443,657	322,033	
Salaries & Wages	667,224	611,231	55,993	605,913	611,231	(5,318)	961	9,000	(8,039)	1,274,099	1,641,950	367,851	77.6%	1,123,739	150,360	
Employee Benefits	244,832	239,599	5,233	230,443	239,599	(9,155)	227	-	227	475,502	638,929	163,427	74.4%	441,101	34,401	
Materials & Supplies	86,194	70,031	16,163	16,477	10,031	6,445	-	-	-	102,671	106,750	4,079	96.2%	72,389	30,282	
Maintenance Equipment	9,475	27,150	(17,675)	5,252	17,775	(12,523)	-	-	-	14,726	59,900	45,174	24.6%	11,275	3,452	
Facilities: Maintenance & Repairs	14,781	58,919	(44,138)	14,734	9,906	4,828	-	-	-	29,514	91,766	62,252	32.2%	39,036	(9,521)	
Training & Memberships	15,040	10,565	4,475	7,595	9,563	(1,968)	-	-	-	22,635	26,837	4,202	84.3%	25,185	(2,550)	
Vehicle Repair/Maintenance	16,255	16,350	(95)	16,360	16,350	10	-	-	-	32,616	43,600	10,984	74.8%	29,604	3,012	
Garbage	-	-	-	-	-	-	276,116	267,804	8,312	276,116	357,072	80,956	77.3%	246,766	29,350	
Board Expenses	18,363	19,829	(1,466)	18,363	19,829	(1,466)	-	-	-	36,725	52,876	16,151	69.5%	31,728	4,997	
Consulting	29,779	45,172	(15,393)	29,779	45,172	(15,393)	-	-	-	59,558	120,458	60,900	49.4%	76,043	(16,485)	
Insurance	36,530	34,716	1,814	36,530	34,716	1,814	-	-	-	73,059	92,576	19,517	78.9%	58,315	14,745	
Fees/Licenses & Permits	17,182	22,932	(5,751)	17,182	22,932	(5,751)	-	-	-	34,363	61,153	26,790	56.2%	49,024	(14,661)	
Office Expenses	13,766	29,560	(15,794)	13,766	29,560	(15,794)	-	-	-	27,533	78,827	51,294	34.9%	41,980	(14,448)	
Travel, Meetings & Recruitment	8,640	5,860	2,780	8,640	5,860	2,780	-	-	-	17,280	15,626	(1,654)	110.6%	8,516	8,764	
Utilities	99,085	85,617	13,469	46,432	39,543	6,888	-	-	-	145,517	166,880	21,363	87.2%	109,299	36,218	
Park & Bike Trail	8,789	7,875	914	8,789	7,875	914	-	-	-	17,578	21,000	3,422	83.7%	31,666	(14,088)	
Interest & Misc	3,452	4,124	(671)	3,452	4,124	(671)	-	-	-	6,904	10,996	4,092	62.8%	12,518	(5,613)	
Transfer to/from Capital Resv	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	-	-	
Total Expenses	1,289,388	1,289,529	(141)	1,079,706	1,124,065	(44,359)	277,304	276,804	500	2,646,398	3,587,196	940,798	73.8%	2,408,184	238,214	
Operating Surplus (Deficit)	1,290,468	1,301,725	(11,257)	740,140	702,524	37,616	88,683	86,481	2,202	2,119,291	1,341,507			2,035,473	83,819	
Depreciation	240,081	244,324	(4,244)	240,081	244,324	(4,244)	-	-	-	480,161	640,215	160,054	75.0%	480,161	-	
Net Surplus (Deficit)	1,050,388	1,057,401	(7,013)	500,059	458,199	41,860	88,683	86,481	2,202	1,639,130	701,292			1,555,311	83,819	

75.0% of the Budgeted Year Expended

Highlights

- **Revenue** year to date is at \$4.7 million. This is an increase of PY by approximately \$322K. This is mostly due to increased rate revenue.

- **Salaries & Wages** are slightly over budget in regular wages. There were a few incentives and promotions that were not planned.

- **Employee Benefits** are on plan.

Billable wages are reimbursable. Capital labor relates to capital projects and are not expensed. Total amounts to \$93,000. Active projects are HVAC improvements, Meter Replacements, Zone 3 tank recoat, Granite Chief sewer line, and Mutual Intertie.

- **Materials and Supplies** relates primarily to caustic soda purchases. There is an overage due to the cost of caustic soda increasing. There were also manhole lids and parts purchases.

- **Facilities: Maint & Repair** includes \$40,000 towards Well 3 rehabilitation. This is planned for this fiscal year to be completed.

- **Trainings and Memberships** consist of annual fees such as SWRCB and AWWA as well as training and certifications for operators.

- **Garbage** is over budget due District funded programs such as green waste days and dumpster rebates.

- **Consulting** is under budget due to a few projects we budgeted but have not yet occurred; such as a 5 year strategic plan and a personnel policy code revision.

- **Travel, Meetings & Recruitment** is over budget due to general manager recruitment and an AWWA water rate training course attended by DH and DM. These were not originally budgeted.

- **Utilities** are over budget due to higher usage and electric rates have increased.

- **Interest & Misc** consists of interest due on the building loan. The loan will be paid off in 2025, 3 years ahead of schedule.

- In total we are 75% through the year. Revenues are at 97% of the budget and expenses are at 74%. Compared to PY at this time, our net surplus is \$83K higher, mostly due to additional rate revenue.



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
ENTERPRISE BALANCE SHEET
March 31, 2024



	Balance Mar-24	Balance Feb-24	Change Prior Month	Balance Mar-23	Change Prior Year
ASSETS					
Current Assets					
Cash	1,081,632	1,905,969	(824,336)	959,096	122,536
Accounts Receivable	164,847	282,184	(117,337)	180,113	(15,266)
Prepaid Expenses	274,987	88,785	186,202	64,629	210,358
Total Current Assets	1,521,467	2,276,938	(755,471)	1,203,838	317,628
Noncurrent Assets					
Open Projects	1,359,195	1,345,480	13,716	1,536,849	(177,653)
Property, Plant, & Equipment	28,863,810	28,863,810	-	27,734,992	1,128,818
Accumulated Depreciation	(19,085,003)	(19,031,652)	(53,351)	(18,545,577)	(539,427)
Lease Receivable	192,099	192,099	-	266,945	(74,846)
Intercompany	(423,836)	(739,076)	315,240	(1,914,340)	1,490,504
Total Noncurrent Assets	10,906,265	10,630,660	275,605	9,078,869	1,827,397
Deferred Outflows					
Deferred Outflows - Pension	1,951,930	1,951,930	-	1,651,866	300,064
Deferred Outflows - OPEB	127,358	127,358	-	114,777	12,580
Total Deferred Outflows	2,079,288	2,079,288	-	1,766,643	312,644
Total Assets	14,507,019	14,986,886	(479,866)	12,049,350	2,457,669
LIABILITIES					
Current Liabilities					
Accounts Payable	27,697	28,611	(913)	10,441	17,257
Accrued Expenses	167,488	227,486	(59,998)	180,683	(13,195)
Payroll Liabilities	240,539	382,743	(142,204)	300,991	(60,452)
Current Portion-Building loan	118,461	118,461	-	100,504	17,957
Total Current Liabilities	554,185	757,300	(203,115)	592,620	(38,434)
Long-Term Liabilities					
Building & Land Loans	122,406	122,406	-	255,006	(132,600)
PERS LT Liability	1,363,254	1,363,254	-	(729,334)	2,092,589
Other Post Employment Benefits	257,213	257,213	-	267,576	(10,363)
Total LT Liabilities	1,742,873	1,742,873	-	(206,752)	1,949,625
Deferred Inflows					
Deferred Inflows - Pension	579,221	579,221	-	732,394	(153,173)
Deferred Inflows - OPEB	236,744	236,744	-	263,988	(27,244)
Deferred Inflows - Leases	182,814	182,814	-	262,898	(80,084)
Total Deferred Inflows	998,780	998,780	-	1,259,281	(260,501)
Total Liabilities	3,295,838	3,498,953	(203,115)	1,645,148	1,650,690
NET POSITION					
Investment in Capital Assets	9,572,051	9,572,051	-	8,848,891	723,161
Current Year Net Income	1,639,130	1,915,882	(276,752)	1,555,311	83,819
Total Net Position	11,211,181	11,487,933	(276,752)	10,404,202	806,979
Total Liabilities and Net Position	14,507,019	14,986,886	(479,866)	12,049,350	2,457,669



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES
March 31, 2024



FIRE DEPARTMENT OPERATIONS

	Actual YTD Mar-24	Budget YTD Mar-24	Over/ (under) YTD	Total Budget	Remaining Budget	YTD % to Budget	Actual YTD Mar-23	Over/ (under) to PY
Rate Revenue	-	-	\$ -	\$ -	-	0.0%	-	\$ -
Tax Revenue	\$ 3,174,000	\$ 3,174,000	\$ 0	\$ 4,232,000	\$ 1,058,000	75.0%	\$ 2,890,517	\$ 283,484
Strike Team/ /Station 22 Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 86,429	\$ (86,429)
Rental Revenue	\$ 31,411	\$ 32,029	\$ (618)	\$ 42,705	\$ 11,294	73.6%	\$ 30,665	\$ 746
Inspections	\$ 28,032	\$ 7,500	\$ 20,532	\$ 10,000	\$ -	280.3%	\$ (13,999)	\$ 42,031
Administration	\$ 218,757	\$ 206,271	\$ 12,486	\$ 275,028	\$ 56,271	79.5%	\$ 80,699	\$ 138,058
Total Revenue	\$ 3,452,200	\$ 3,419,800	\$ 32,400	\$ 4,559,733	\$ 1,125,565	75.7%	\$ 3,074,311	\$ 377,889
Salaries & Wages	\$ 1,302,281	\$ 1,372,344	\$ (70,063)	\$ 1,829,792	\$ 527,511	71.2%	\$ 1,312,430	\$ (10,149)
Employee Benefits	\$ 831,990	\$ 969,184	\$ (137,194)	\$ 1,292,245	\$ 460,255	64.4%	\$ 804,722	\$ 27,268
Billable Wages & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 86,429	\$ (86,429)
Admin Salaries & Benefits	\$ 239,495	\$ 229,127	\$ 10,368	\$ 305,502	\$ 66,007	78.4%	\$ 226,553	\$ 12,941
Materials & Supplies	\$ 15,225	\$ 25,800	\$ (10,575)	\$ 34,400	\$ 19,175	44.3%	\$ 19,537	\$ (4,312)
Maintenance Equipment	\$ 9,846	\$ 19,436	\$ (9,591)	\$ 25,915	\$ 16,069	38.0%	\$ 17,640	\$ (7,794)
Facilities: Maintenance & Repairs	\$ 23,534	\$ 20,537	\$ 2,996	\$ 27,383	\$ 3,849	85.9%	\$ 22,249	\$ 1,285
Training & Memberships	\$ 8,202	\$ 16,313	\$ (8,110)	\$ 21,750	\$ 13,548	37.7%	\$ 8,672	\$ (470)
Vehicle Repair/Maintenance	\$ 43,275	\$ 24,225	\$ 19,050	\$ 32,300	\$ (10,975)	134.0%	\$ 19,872	\$ 23,404
Board Expenses	\$ 12,188	\$ 13,313	\$ (1,124)	\$ 17,750	\$ 5,562	68.7%	\$ 10,536	\$ 1,652
Consulting	\$ 179,612	\$ 194,170	\$ (14,558)	\$ 258,893	\$ 79,281	69.4%	\$ 54,570	\$ 125,041
Insurance	\$ 37,037	\$ 39,244	\$ (2,207)	\$ 52,325	\$ 15,288	70.8%	\$ 33,922	\$ 3,115
Rents/Licenses & Permits	\$ 53,782	\$ 59,788	\$ (6,006)	\$ 79,717	\$ 25,935	67.5%	\$ 45,106	\$ 8,676
Office Expenses	\$ 6,868	\$ 19,997	\$ (13,130)	\$ 26,663	\$ 19,795	25.8%	\$ 10,934	\$ (4,067)
Travel, Meetings & Recruitment	\$ 10,608	\$ 12,825	\$ (2,217)	\$ 17,100	\$ 6,492	62.0%	\$ 6,252	\$ 4,355
Utilities	\$ 70,483	\$ 55,536	\$ 14,947	\$ 74,048	\$ 3,565	95.2%	\$ 49,823	\$ 20,660
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -
Total Expenses	\$ 2,844,424	\$ 3,071,837	\$ (227,413)	\$ 4,095,783	\$ 1,251,359	69.4%	\$ 2,729,248	\$ 115,176
Operating Surplus (Deficit)	\$ 607,776	\$ 347,963	\$ 259,813	\$ 463,950			\$ 345,062	\$ 262,713
Depreciation	\$ 178,637	\$ 178,641	\$ (4)	\$ 238,188	\$ 59,551	75.0%	\$ 178,637	\$ -
Net Surplus (Deficit)	\$ 429,138	\$ 169,322	\$ 259,817	\$ 225,762			\$ 166,425	\$ 262,713

75.0% of the Budgeted Year Expended

Highlights

-Revenue is at \$3.4M for the year. This is \$378K more than PY, due mostly to increased property tax and grant revenue.

-Salaries, Benefits, and Billable Wages are under plan. There remains two open fire fighter positions.

-Admin Salaries & Benefits: One third of the administration salaries are allocated to the Fire Department.

-Facilities: Maint & Repair is slightly over budget due to the quarterly HVAC maintenance agreement, generator permit, and bathroom roof leak repair from PY.

-Vehicle Repair/Maint includes significant repairs needed for Engine 21 (\$26,000 total). These were not budgeted.

-Consulting consists of the OV-1 and OV-4 Fuels Reduction Projects. These are budgeted. This is grant funded.

-Utilities are over budget due to higher usage and electric rates have increased.

-In total we are 75% through the year. Revenues are at 76% of the budget and expenses are at 69%.

Compared to PY at this time, our net surplus is \$263K more, mostly due to more tax revenue and grants.



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
GOVERNMENTAL BALANCE SHEET
 March 31, 2024



	Balance Mar-24	Balance Feb-24	Change Prior Month	Balance Mar-23	Change Prior Year
ASSETS					
Current Assets					
Cash	194,750	211,913	(17,163)	26,296	168,454
Accounts Receivable	147,500	144,381	3,119	54,853	92,647
Prepaid Expenses	139,455	174,521	(35,066)	104,453	35,002
Total Current Assets	481,705	530,815	(49,110)	185,603	296,103
Noncurrent Assets					
Open Projects	137,816	136,637	1,179	299,165	(161,349)
Property, Plant, & Equipment	8,582,240	8,582,240	-	8,263,390	318,850
Accumulated Depreciation	(4,152,605)	(4,132,757)	(19,849)	(3,941,553)	(211,052)
Lease Receivable	96,049	96,049	-	133,473	(37,423)
Intercompany	648,752	600,041	48,711	(672,162)	1,320,915
Total Noncurrent Assets	5,312,252	5,282,211	30,041	4,082,312	1,229,940
Deferred Outflows					
Deferred Outflows - Pension	1,872,899	1,872,899	-	1,247,452	625,448
Deferred Outflows - OPEB	139,636	139,636	-	125,756	13,880
Total Deferred Outflows	2,012,536	2,012,536	-	1,373,208	639,328
Total Assets	7,806,493	7,825,562	(19,069)	5,641,122	2,165,371
LIABILITIES					
Current Liabilities					
Accounts Payable	9,786	6,739	3,048	2,767	7,019
Accrued Expenses	-	-	-	-	-
Payroll Liabilities	417,736	476,886	(59,150)	410,595	7,141
Customer Deposits	-	-	-	-	-
Current Portion-LT Debt	-	-	-	-	-
Total Current Liabilities	427,522	483,624	(56,102)	413,362	14,160
Long-Term Liabilities					
Building and Land Loans	-	-	-	-	-
PERS LT Liability	3,252,575	3,252,575	-	1,023,540	2,229,035
Other Post Employment Benefits	228,095	228,095	-	238,867	(10,772)
Total LT Liabilities	3,480,670	3,480,670	-	1,262,407	2,218,263
Deferred Inflows					
Deferred Inflows - Pension	352,253	352,253	-	716,724	(364,470)
Deferred Inflows - OPEB	217,083	217,083	-	241,243	(24,160)
Deferred Inflows - Leases	91,407	91,407	-	131,449	(40,042)
Total Deferred Inflows	660,744	660,744	-	1,089,415	(428,672)
Total Liabilities	4,568,936	4,625,038	(56,102)	2,765,185	1,803,751
NET POSITION					
Investment in Capital Assets	2,808,419	2,808,419	-	2,709,513	98,907
Current Year Net Income	429,138	392,105	37,033	166,425	262,713
Total Net Position	3,237,558	3,200,524	37,033	2,875,938	361,620
Total Liabilities and Net Position	7,806,493	7,825,562	(19,069)	5,641,122	2,165,371



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES
March 31, 2024



Exhibit D-4
2 Pages

CAPITAL RESERVES OPERATIONS

	YTD Actual Mar-24	YTD Budget Mar-24	Over/ (under) to Budget	Annual Budget	Remaining Budget	YTD % to Budget	YTD Prior Yr Mar-23	Over/ (under) to Prior Yr
Connection Fees	11,002	39,000	(27,998)	52,000	40,998	21.2%	44,890	(33,888)
Placer Cty Tax	2,588,102	2,395,876	192,226	4,356,139	1,768,037	59.41%	2,429,397	158,705
HOPTR	11,912	23,959	(12,047)	43,561	31,649	27.3%	10,232	1,680
Interest	273,235	32,998	240,237	43,997	(229,238)	621.0%	103,298	169,937
Grants	-	-	-	-	-	0.0%	-	-
Total Revenue	2,884,252	2,491,833	392,419	4,495,697	1,611,445	64.2%	2,587,818	296,434
Transfers to Utility and Fire	3,249,000	3,249,000	-	4,332,000	1,083,000	75.0%	2,928,017	320,983
Capital Reserve Expenditures	85,639	78,411	7,228	78,411	(7,228)	109.2%	78,914	6,726
Total Expenses	3,334,639	3,327,411	7,228	4,410,411	1,075,772	75.6%	3,006,930	327,709
Net Surplus (Deficit)	(450,387)	(835,578)	385,191	85,286	535,673		(419,113)	(31,275)

75.0% of the Budgeted Year Expended

Highlights

- Transfers to Utility and Fire relate to budgeted tax revenue allocated to each department.
- Capital Reserve Expenditures relate to fees from Placer County to administer Ad Valorem revenues.
- There were zero new connections during the month of March.
- The District has received the Estimated Allocation of Property Taxes for Fiscal Year 2024, also known as the "September Surprise".
- The total anticipated tax revenue, less any fees from the county is estimated to be \$4,584,000.
- This is an increase over the prior year actual revenue received by \$245,000 or 5%. It is \$262,000 greater than the budgeted amount.



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
CAPITAL RESERVES
BALANCE SHEET
March 31, 2024



	Balance Mar-24	Balance Feb-24	Change Prior Month	Balance Mar-23	Change Prior Year
ASSETS					
Current Assets					
Cash	9,923,412	9,888,317	35,095	8,985,218	938,194
Accounts Receivable	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Total Current Assets	9,923,412	9,888,317	35,095	8,985,218	938,194
Noncurrent Assets					
Open Projects	-	-	-	-	-
Property, Plant, & Equipment	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-
Lease Receivable	-	-	-	-	-
Intercompany	(224,916)	139,035	(363,951)	2,586,503	(2,811,419)
Total Noncurrent Assets	(224,916)	139,035	(363,951)	2,586,503	(2,811,419)
Deferred Outflows					
Deferred Outflows - Pension	-	-	-	-	-
Deferred Outflows - OPEB	-	-	-	-	-
Total Deferred Outflows	-	-	-	-	-
Total Assets	9,698,496	10,027,352	(328,856)	11,571,721	(1,873,225)
LIABILITIES					
Current Liabilities					
Accounts Payable	-	-	-	-	-
Accrued Expenses	-	-	-	-	-
Payroll Liabilities	-	-	-	-	-
Customer Deposits	-	-	-	-	-
Current Portion-LT Debt	-	-	-	-	-
Total Current Liabilities	-	-	-	-	-
Long-Term Liabilities					
Building & Land Loans	-	-	-	-	-
PERS LT Liability	-	-	-	-	-
Other Post Employment Benefits	-	-	-	-	-
Total LT Liabilities	-	-	-	-	-
Deferred Inflows					
Deferred Inflows - Pension	-	-	-	-	-
Deferred Inflows - OPEB	-	-	-	-	-
Total Deferred Inflows	-	-	-	-	-
Total Liabilities	-	-	-	-	-
NET POSITION					
Investment in Capital Assets	-	-	-	-	-
Water Capital	1,336,859	1,336,859	-	1,358,561	(21,702)
Sewer Capital	454,589	454,589	-	428,841	25,748
Fire Capital	196,973	196,973	-	184,415	12,557
Water FARF	2,392,681	2,392,681	-	3,194,745	(802,064)
Sewer FARF	3,783,748	3,783,748	-	3,937,124	(153,376)
Garbage FARF	139,165	139,165	-	148,842	(9,678)
Fire FARF	1,748,754	1,748,754	-	2,652,685	(903,931)
Bike Trail Snow Removal FARF	96,115	96,115	-	85,619	10,496
Current Year Net Income	(450,387)	(121,532)	(328,856)	(419,113)	(31,275)
Total Net Position	9,698,496	10,027,352	(328,856)	11,571,721	(1,873,225)
Total Liabilities and Net Position	9,698,496	10,027,352	(328,856)	11,571,721	(1,873,225)



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES - INTERNAL USE ONLY
March 31, 2024



COMBINED OPERATIONS

	Actual YTD Mar-24	Budget YTD Mar-24	Over/ (under) YTD	Total Budget	Remaining Budget	YTD % to Budget	Actual YTD Mar-23	Over/ (under) to PY
Rate Revenue	\$ 4,315,186	\$ 4,325,856	\$ (10,670)	\$ 4,325,856	\$ 10,670	99.8%	\$ 4,085,356	\$ 229,830
Tax Revenue	\$ 2,600,014	\$ 2,419,835	\$ 180,179	\$ 4,399,700	\$ 1,799,686	59.1%	\$ 2,439,630	\$ 160,385
Connection Fees	\$ 11,002	\$ 39,000	\$ (27,998)	\$ 52,000	\$ 40,998	21.2%	\$ 44,890	\$ (33,888)
Rental Revenue	\$ 95,185	\$ 96,087	\$ (902)	\$ 128,116	\$ 32,931	74.3%	\$ 92,925	\$ 2,260
Bike Trail	\$ 38,765	\$ 37,636	\$ 1,129	\$ 46,000	\$ 7,235	84.3%	\$ 37,637	\$ 1,128
Billable Wages & Capital Labor	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 86,429	\$ (86,429)
Grants	\$ 192,072	\$ 112,500	\$ 79,572	\$ 150,000	\$ (42,072)	128.0%	\$ 126,624	\$ 65,448
Administration & Interest	\$ 572,884	\$ 405,346	\$ 167,538	\$ 540,461	\$ (32,423)	106.0%	\$ 278,277	\$ 294,607
Inspections	\$ 28,032	\$ 7,500	\$ 20,532	\$ 10,000	\$ -	280.3%	\$ (13,999)	\$ 42,031
Dedications	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -
Total Revenue	\$ 7,853,140	\$ 7,443,760	409,380	\$ 9,652,133	\$ 1,817,024	81.4%	\$ 7,177,768	\$ 675,372
Salaries & Wages	\$ 2,576,379	\$ 2,603,807	\$ (27,427)	\$ 3,471,742	\$ 895,363	74.2%	\$ 2,436,169	\$ 140,210
Employee Benefits	\$ 1,307,492	\$ 1,448,381	\$ (140,889)	\$ 1,931,174	\$ 623,682	67.7%	\$ 1,245,823	\$ 61,669
Billable Wages & Capital Labor	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 86,429	\$ (86,429)
Admin Salaries & Benefits	\$ 239,495	\$ 229,127	\$ 10,368	\$ 305,502	\$ 66,007	78.4%	\$ 226,553	\$ 12,941
Materials & Supplies	\$ 117,897	\$ 105,863	\$ 12,034	\$ 141,150	\$ 23,253	83.5%	\$ 91,926	\$ 25,970
Maintenance Equipment	\$ 24,572	\$ 64,361	\$ (39,789)	\$ 85,815	\$ 61,243	28.6%	\$ 28,914	\$ (4,342)
Facilities: Maintenance & Repairs	\$ 53,048	\$ 89,362	\$ (36,314)	\$ 119,149	\$ 66,101	44.5%	\$ 61,285	\$ (8,237)
Training & Memberships	\$ 30,837	\$ 36,440	\$ (5,603)	\$ 48,587	\$ 17,750	63.5%	\$ 33,857	\$ (3,020)
Vehicle Repair/Maintenance	\$ 75,891	\$ 56,925	\$ 18,966	\$ 75,900	\$ 9	100.0%	\$ 49,476	\$ 26,416
Garbage	\$ 276,116	\$ 267,804	\$ 8,312	\$ 357,072	\$ 80,956	77.3%	\$ 246,766	\$ 29,350
Board Expenses	\$ 48,914	\$ 52,970	\$ (4,056)	\$ 70,626	\$ 21,712	69.3%	\$ 42,265	\$ 6,649
Consulting	\$ 239,170	\$ 284,513	\$ (45,344)	\$ 379,351	\$ 140,181	63.0%	\$ 130,613	\$ 108,557
Insurance	\$ 110,096	\$ 108,676	\$ 1,420	\$ 144,901	\$ 34,805	76.0%	\$ 92,237	\$ 17,859
Rents/Licenses & Permits	\$ 88,145	\$ 105,653	\$ (17,507)	\$ 140,870	\$ 52,725	62.6%	\$ 94,130	\$ (5,985)
Office Expenses	\$ 34,400	\$ 79,118	\$ (44,717)	\$ 105,490	\$ 71,090	32.6%	\$ 52,915	\$ (18,514)
Travel, Meetings & Recruitment	\$ 27,887	\$ 24,545	\$ 3,343	\$ 32,726	\$ 4,839	85.2%	\$ 14,768	\$ 13,119
Utilities	\$ 216,000	\$ 180,696	\$ 35,304	\$ 240,928	\$ 24,928	89.7%	\$ 159,123	\$ 56,877
Bike Trail	\$ 17,578	\$ 15,750	\$ 1,828	\$ 21,000	\$ 3,422	83.7%	\$ 31,666	\$ (14,088)
Interest	\$ 92,544	\$ 86,658	\$ 5,886	\$ 89,407	\$ (3,137)	103.5%	\$ 91,431	\$ 1,112
Total Expenses	\$ 5,576,461	\$ 5,840,646	(264,185)	\$ 7,761,390	\$ 2,184,929	71.8%	\$ 5,216,346	\$ 360,115
Operating Surplus (Deficit)	\$ 2,276,679	\$ 1,603,114	\$ 673,565	\$ 1,890,743			\$ 1,961,422	\$ 315,257
Depreciation	\$ 658,798	\$ 667,290	\$ (8,491)	\$ 878,403	\$ 219,605	75.0%	\$ 658,798	\$ -
Net Surplus (Deficit)	\$ 1,617,881	\$ 935,825	\$ 682,056	\$ 1,012,340			\$ 1,302,624	\$ 315,257

75.0% of the Budgeted Year Expended



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
COMBINED BALANCE SHEET - INTERNAL USE ONLY
 March 31, 2024



	Balance Mar-24	Balance Feb-24	Change Prior Month	Balance Mar-23	Change Prior Year
ASSETS					
Current Assets					
Cash	11,199,795	12,006,199	(806,404)	9,970,611	1,229,184
Accounts Receivable	312,348	426,565	(114,218)	234,966	77,381
Prepaid Expenses	414,442	263,306	151,136	169,082	245,360
Total Current Assets	11,926,585	12,696,070	(769,486)	10,374,659	1,551,925
Noncurrent Assets					
Open Projects	1,497,011	1,482,117	14,894	1,836,014	(339,002)
Property, Plant, & Equipment	37,446,050	37,446,050	-	35,998,381	1,447,669
Accumulated Depreciation	(23,237,608)	(23,164,409)	(73,200)	(22,487,130)	(750,479)
Lease Receivable	288,148	288,148	-	400,418	(112,269)
Intercompany	0	0	0	0	(0)
Total Noncurrent Assets	15,993,601	16,051,907	(58,306)	15,747,683	245,918
Deferred Outflows					
Deferred Outflows - Pension	3,824,829	3,824,829	-	2,899,317	925,512
Deferred Outflows - OPEB	266,994	266,994	-	240,534	26,460
Total Deferred Outflows	4,091,823	4,091,823	-	3,139,851	951,972
Total Assets	32,012,009	32,839,800	(827,791)	29,262,193	2,749,816
LIABILITIES					
Current Liabilities					
Accounts Payable	37,484	35,350	2,134	13,208	24,276
Accrued Expenses	167,488	227,486	(59,998)	180,683	(13,195)
Payroll Liabilities	658,275	859,629	(201,354)	711,586	(53,312)
Customer Deposits	-	-	-	-	-
Current Portion-LT Debt	118,461	118,461	-	100,504	17,957
Total Current Liabilities	981,707	1,240,925	(259,217)	1,005,982	(24,274)
Long-Term Liabilities					
Building Loan	122,406	122,406	-	255,006	(132,600)
PERS LT Liability	4,615,829	4,615,829	-	294,206	4,321,624
Other Post Employment Benefits	485,308	485,308	-	506,443	(21,135)
Total LT Liabilities	5,223,543	5,223,543	-	1,055,655	4,167,888
Deferred Inflows					
Deferred Inflows - Pension	931,475	931,475	-	1,449,118	(517,643)
Deferred Inflows - OPEB	453,827	453,827	-	505,231	(51,404)
Deferred Inflows - Leases	274,222	274,222	-	394,347	(120,125)
Total Deferred Inflows	1,659,524	1,659,524	-	2,348,696	(689,173)
Total Liabilities	7,864,774	8,123,991	(259,217)	4,410,332	3,454,441
NET POSITION					
Investment in Capital Assets	12,380,470	12,380,470	-	11,558,403	822,067
Water Capital	1,336,859	1,336,859	-	1,358,561	(21,702)
Sewer Capital	454,589	454,589	-	428,841	25,748
Fire Capital	196,973	196,973	-	184,415	12,557
Water FARF	2,392,681	2,392,681	-	3,194,745	(802,064)
Sewer FARF	3,783,748	3,783,748	-	3,937,124	(153,376)
Garbage FARF	139,165	139,165	-	148,842	(9,678)
Fire FARF	1,748,754	1,748,754	-	2,652,685	(903,931)
Bike Trail Snow Removal FARF	96,115	96,115	-	85,619	10,496
Current Year Net Income	1,617,881	2,186,455	(568,574)	1,302,624	315,257
Total Net Position	24,147,235	24,715,809	(568,574)	24,851,861	(704,626)
Total Liabilities and Net Position	32,012,009	32,839,800	(827,791)	29,262,193	2,749,816



Olympic Valley Public Service District

Fund Balance Statement March 31, 2024



			Yield Rate		Yield Rate
		March 2024	March 2024	March 2023	March 2023
Operating Funds:					
BMO - Checking		\$842,697		\$1,057,684	
Office Petty Cash		\$200		\$200	
Total Operating Funds: Water & Sewer		\$842,897		\$1,057,884	
Investment Funds:					
BMO - Money Market Capital		\$815,689	2.96%	\$764,141	1.20%
ProEquities - Certificate of Deposit #1	5/3/2023	-	3.10%	\$246,000	3.10%
ProEquities - Certificate of Deposit #2	6/6/2024	\$246,000	2.70%	\$246,000	2.70%
ProEquities - Certificate of Deposit #3	2/18/2025	\$249,000	4.85%	\$249,000	4.85%
ProEquities - Certificate of Deposit #4	4/10/2026	\$244,000	4.20%	\$244,000	4.20%
ProEquities - Certificate of Deposit #5	5/4/2027	\$246,000	3.05%	\$246,000	3.05%
ProEquities - Certificate of Deposit #6	2/15/2028	\$244,000	3.75%	\$244,000	3.75%
ProEquities - Money Market		\$326,201	4.94%	\$17,383	4.45%
Placer County- FD30144		\$2,967,242	3.43%	\$2,198,526	2.46%
Placer County-FD30146		\$2,242,992	3.43%	\$2,305,270	2.46%
Cal Class Investment Fund		\$2,119,445	5.43%	\$2,008,454	4.98%
Placer County - Investment Fund FD32004		\$217,013	3.34%	\$210,248	2.42%
L.A.I.F.		\$26,347	4.23%	\$25,479	2.83%
CalPERS CEPPT (pension) Trust		\$477,612	5.85%	\$237,696	4.24%
CalPERS CERBT (OPEB) Trust		\$169,439	6.71%	\$52,383	4.69%
Total Capital Reserve Funds:		\$10,590,979		\$9,294,580	
Total Funds On Deposit:		\$11,433,877		\$10,352,464	

Investments are in compliance with adopted Investment Policies

As of the board packet prep date, all March statements were received.



Olympic Valley Public Service District
Bike Trail Snow Removal-Project Summary
As of March 31, 2024



Revenue	Budget	Billed YTD	Received YTD	Remaining Budget	YTD % to Budget
Placer County	\$ 47,380	\$ 38,765	\$ 30,150	\$ 17,230	64%
Expenses	Budget	Expensed YTD		Remaining Budget	YTD % to Budget
Snow blower - payment to FARF	\$ 25,000	\$ -		\$ 25,000	0%
Labor, Materials, Fuel, etc.	22,380	17,578		4,802	79%
Total Expenses	\$ 47,380	\$ 17,578		\$ 29,802	37%
Net Surplus (Deficit)	\$ -	\$ 21,187			

82% of the Budgeted Year Expended

Currently in Reserves	\$ 96,115
Anticipated left over at end of season	\$ 25,000
Total Surplus (Deficit) at end of season	<u>\$ 121,115</u>



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
Capital Improvement Financial Progress
Utility Operations- 3rd Quarter FY2024
March 31, 2024



Group	Status	Balance Prior Year	Project Budget: Fiscal 2023-24	YTD payments	YTD Available
<u>IMPROVEMENTS (New Construction)</u>					
PlumpJack Well	Water	ON HOLD	300,478	-	-
Mutual Intertie	Water	Open	75,755	75,000	97,602
Granite Chief Sewer Line	Sewer	Open	19,562	-	11,149
Total Improvements			395,795	75,000	108,750
<u>CAPITAL REPLACEMENT (FARF)</u>					
Fire Hydrant Replacement	Water	Closed	-	25,000	21,270
Residential Meter Replacement	Water	Open	288,186	275,000	163,341
Zone 3 Tank Recoat	Water	Open	16,756	315,000	275,023
Well 5R Chemical Feed Equipment Replacement	Water	Open	-	30,000	-
Sewer Line Rehab/Replacement	Sewer	Open	15,278	75,000	-
T-45A Sewer Flow Meter	Sewer	Open	-	11,000	-
SCBA Cart	W/S	Open	-	20,000	-
Ford F-250 w/ Utility Box	W/S	Closed	-	67,900	67,321
SCADA Replacement	W/S	Open	-	50,000	-
305 - Kitchen Appliances	W/S/F	Open	-	10,000	-
305 - Replace Locks	W/S/F	Open	-	10,000	-
305 - Replace light fixtures	W/S/F	Open	-	17,500	-
305 HVAC	W/S/F	Open	-	650,000	24,114
305 AC Slurry/Pave Patch	W/S/F	Open	-	25,000	-
1810 Exhaust Vents	W/S/F	Open	-	15,000	-
Total Capital Replacement			320,220	1,596,400	551,068
TOTAL CAPITAL PROJECTS			716,015	1,671,400	659,818
<u>GRANT PROJECTS</u>					
PCWA FAP Grant - Water Meter Replacement	Water	Closed	266,466	105,134	105,134
PCWA FAP Grant - Mutual Intertie	Water	Open	58,503	345,122	86,938
DWR - Water Meter Replacement	Water	Open	-	35,080	-
Total Grant Projects			324,969	485,336	192,072



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
 Capital Improvement Financial Progress
 Fire Department- 3rd Quarter FY2024



			Balance Prior	Project Budget:	YTD	
	Group	Status	Year	Fiscal 2023-24	payments	YTD Available
<u>Capital and Replacement Projects</u>						
Command Vehicle	FARF	Open	-	85,000	54,096	30,904
SCBA's	FARF	Open	-	55,000	5,861	49,139
Turnout Gear Replacement	FARF	Open	-	15,450	-	15,450
Radios	FARF	Open	-	6,000	-	6,000
R-21 Extrication Tools	FARF	Closed	-	78,000	77,859	141
Thermal Imaging	FARF	Open	-	6,000	-	6,000
Regional Training Facility	CAPITAL	Closed	-	50,000	-	50,000
Utility Vehicle	CAPITAL	Open	-	80,000	-	80,000
Total			-	375,450	137,816	237,634
<u>GRANT PROJECTS</u>						
TTCF - OV-4	Fire	Open	-	45,125	15,431	29,694
TTCF - S Turns	Fire	Open	-	50,000	1,128	48,872
Cal Fire Grant - OV-1	Fire	Open	15,354	524,534	173,228	351,306

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
PROGRESS PAYMENT REPORT

EXHIBIT D-9
3 Pages

PROJECT TITLE: **Strategic Plan Consulting**

PROJECT NUMBER: **10-09-732000**

CONTRACTOR NAME: **Agnew::Beck Consulting, Inc.**

& ADDRESS: **PO Box 410**
Palmer, AK 99645

DATE: 03/19/2024

PAYMENT ESTIMATE #: 1

PERIOD: 2/1/2024-2/29-2024

BID AMOUNT: \$ 19,445.00

NET CHANGE ORDERS: \$0.00

ADJUSTED CONTRACT AMOUNT: \$19,445.00

WORK COMPLETED: \$ 618.75

% WORK COMPLETED: 3%

ORIGINAL TIME: N/A

REVISED TIME:

TIME ELAPSED:

% TIME ELAPSED:

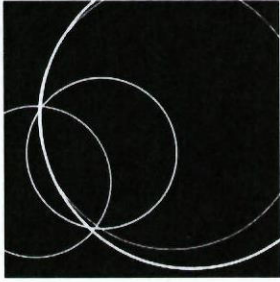
	PREVIOUS	CURRENT	TO DATE
EARNINGS:			
Work Completed	\$ -	\$ 618.75	\$ 618.75
Retention on Work Completed (5%)	\$ -	\$ -	\$ -
Net Earnings on Work Completed	<u>\$ -</u>	<u>\$ 618.75</u>	<u>\$ 618.75</u>
Materials on Hand	\$ -		\$ -
Retention on Materials (5%)	\$ -	\$ -	\$ -
Net Earnings On Materials	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL NET EARNINGS	<u>\$ -</u>	<u>\$ 618.75</u>	<u>\$ 618.75</u>
DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
Total Deductions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL ADJUSTED EARNINGS	<u>\$ -</u>	<u>\$ 618.75</u>	<u>\$ 618.75</u>
LESS PREVIOUS PAYMENTS			\$ -
PAYMENT DUE THIS ESTIMATE			<u>\$ 618.75</u>

REVIEWED BY: _____

Jessica Asher, Program Manager

APPROVED BY: _____

Dave Hunt, Interim General Manager



AGNEW
::BECK

Agnew::Beck Consulting, Inc.

PO Box 410

Palmer, AK 99645

Invoice

Date	Invoice #
3/19/2024	12254

Bill To
Olympic Valley Service District Jessica Asher 305 Squaw Valley Rd Olympic Valley, CA 96146

P.O. No.	Terms	Project

Description	Contract Amt	Prior Amt	Total %	Amount
Task 1. Prepare for Workshops	6,215.00		9.96%	618.75
Task 2. Facilitation Workshops	5,433.00		0.00%	0.00
Task 3. Produce Draft Strategic Plan Documents	7,302.00		0.00%	0.00
Task 4. Present Draft Strategic Plan to the Board/Staff	495.00		0.00%	0.00
Contract Dates: 1/25/2024 - 5/31/2024				
Budget amount remaining after this invoice: \$18,826.25				
For work completed 2/1/2024 - 2/29/2024				
	\$19,445.00			
			Total	\$618.75

Payments/Credits \$0.00

Balance Due \$618.75

Engage, Plan, Implement.

J. Asher

Olympic Valley Public Service District OYPSD Strategic Planning Services January 2024 - May 2024	
February 2024	
TASKS	PROJECT UPDATES
Task 1: Prepare for Workshops	<i>specific deliverables, meetings and milestones</i>
Tasks include: a) Up to four, 1-hour check-in meetings with staff/board re: project progress; b) review of relevant documents and information; c) conduct 15 interviews; d) facilitating a SWOT feedback session with staff. Interviews to include: 1) Individual interviews with board members, 2) Individual interviews with management staff; 3) Individual interviews with external stakeholders/partners. Interviews will be offered in person and via Zoom.	Coordinate contract signing, mail contract letter, project setup, client communications, kick-off meeting, update to schedule and work plan
Task 2: Facilitation Workshops	
Design and facilitate two, 3-hour goal setting workshops in early 2024. Prepare agenda, develop presentation for workshops including summary of feedback, SWOT summary, environmental scan, etc.	
Task 3: Produce Draft Strategic Plan Document	
Develop a draft Strategic Plan for OVI PSD that outlines the agreed upon goals and objectives with graphic design elements. Assumes significant staff time to work one-on-one with board to finalize goals, objectives, and strategies prior to final.	
Task 4: Present Draft Strategic Plan to Board/Staff	
Presentation of draft plan to board/staff for approval	

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
PROGRESS PAYMENT REPORT

EXHIBIT D-10
2 Pages

PROJECT TITLE: **OV Fuels Reduction Project (OV-4)**

DATE: 04/04/2024
PAYMENT ESTIMATE #: 3

PROJECT NUMBER: **20-12-732000**

PERIOD: January - March 2024

CONTRACTOR NAME **Feather River Forestry LLC**
& ADDRESS: **PO Box 1411**
Quincy, CA 95971

BID AMOUNT: \$ 45,125.00
NET CHANGE ORDERS: \$0.00
ADJUSTED CONTRACT AMOUNT: \$45,125.00
WORK COMPLETED: \$ 15,330.91
% WORK COMPLETED: 34%

ORIGINAL TIME: N/A
REVISED TIME:
TIME ELAPSED:
% TIME ELAPSED:

	PREVIOUS	CURRENT	TO DATE
EARNINGS:			
Work Completed	\$ 11,830.91	\$ 3,500.00	\$ 15,330.91
Retention on Work Completed (5%)	\$ -	\$ -	\$ -
Net Earnings on Work Completed	<u>\$ 11,830.91</u>	<u>\$ 3,500.00</u>	<u>\$ 15,330.91</u>
 Materials on Hand	 \$ -		\$ -
Retention on Materials (5%)	\$ -	\$ -	\$ -
Net Earnings On Materials	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 TOTAL NET EARNINGS	 <u>\$ 11,830.91</u>	 <u>\$ 3,500.00</u>	 <u>\$ 15,330.91</u>
 DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
Total Deductions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 TOTAL ADJUSTED EARNINGS	 <u>\$ 11,830.91</u>	 <u>\$ 3,500.00</u>	 <u>\$ 15,330.91</u>
LESS PREVIOUS PAYMENTS			\$ (11,830.91)
PAYMENT DUE THIS ESTIMATE			<u>\$ 3,500.00</u>

REVIEWED BY: Jessica Asher

Jessica Asher, Program Manager

APPROVED BY: Brad Chisholm

Brad Chisholm, Fire Chief

Feather River Forestry LLC
PO Box 1411
Quincy, CA 95971 US
(530) 927-7095
dbanchio@gmail.com

INVOICE

BILL TO

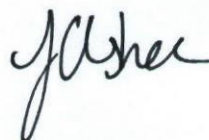
Olympic Valley Community
Services District

INVOICE # 1356**DATE** 04/04/2024**DUE DATE** 04/04/2024**TERMS** Due on receipt**PROJECT #**

O-4

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/10/2024	Consulting	Progress reporting	1:00	100.00	100.00
03/11/2024	Exemption	OV4 10 percent exemption document and Environmental Review Report Form	4:00	100.00	400.00
03/12/2024	Exemption	OV4 10 percent exemption document and Environmental Review Report Form	8:00	100.00	800.00
03/12/2024	Exemption	OV4 10 percent exemption document and Environmental Review Report Form	2:00	100.00	200.00
03/13/2024	Exemption	OV4 10 percent exemption document and Environmental Review Report Form	8:00	100.00	800.00
03/14/2024	Exemption	OV4 10 percent exemption document and Environmental Review Report Form	8:00	100.00	800.00
03/15/2024	Exemption	OV4 10 percent exemption document and Environmental Review Report Form	4:00	100.00	400.00

BALANCE DUE

\$3,500.00

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
PROGRESS PAYMENT REPORT

EXHIBIT D-11
2 Pages

PROJECT TITLE: **Fire Department Compensation Study**

DATE: 03/31/2024
PAYMENT ESTIMATE #: 1

PROJECT NUMBER: **20-12-732000**

PERIOD: March 2024


CONTRACTOR NAME **Bryce Consulting, Inc.**
& ADDRESS: **1024 Iron Point Road, Suite 100**
Folsom, CA 95630

BID AMOUNT: \$ 10,070.00
NET CHANGE ORDERS: \$0.00
ADJUSTED CONTRACT AMOUNT: \$10,070.00
WORK COMPLETED: \$ 3,325.00
% WORK COMPLETED: 33%

ORIGINAL TIME: N/A
REVISED TIME:
TIME ELAPSED:
% TIME ELAPSED:

	PREVIOUS	CURRENT	TO DATE
EARNINGS:			
Work Completed	\$ -	\$ 3,325.00	\$ 3,325.00
Retention on Work Completed (5%)		\$ -	\$ -
Net Earnings on Work Completed	<u>\$ -</u>	<u>\$ 3,325.00</u>	<u>\$ 3,325.00</u>
Materials on Hand	\$ -		\$ -
Retention on Materials (5%)	\$ -	\$ -	\$ -
Net Earnings On Materials	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL NET EARNINGS	<u>\$ -</u>	<u>\$ 3,325.00</u>	<u>\$ 3,325.00</u>
DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
Total Deductions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL ADJUSTED EARNINGS	<u>\$ -</u>	<u>\$ 3,325.00</u>	<u>\$ 3,325.00</u>
LESS PREVIOUS PAYMENTS			\$ -
PAYMENT DUE THIS ESTIMATE			<u>\$ 3,325.00</u>

REVIEWED BY: 
Danielle Mueller, Finance and Administration Manager

APPROVED BY: 
Dave Hunt, Interim General Manager

Bryce Consulting, Inc.

**1024 Iron Point Road, Suite 100
Folsom, CA 95630**

Date	Invoice #
3/31/2024	4671

Attention
Jessica Grunst Account Clerk II & HR Specialist Olympic Valley Public Service District 305 Olympic Valley Road Olympic Valley, CA 96146

P.O. No.	Project
	Fire Comp Study 2024

Description	Hours	Amount
Human Resources Technical Services	17.5	3,325.00
Thank you		Total \$3,325.00

Phone #	E-mail
916-813-0199	jsullivan@bryceconsulting.com

dm
2012-732000

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
PROGRESS PAYMENT REPORT

EXHIBIT D-12
2 Pages

PROJECT TITLE: **Records Retention Schedule**
PROJECT NUMBER: **10-09-732000**
CONTRACTOR NAME: **Gladwell Governmental Services, Inc**
& ADDRESS: **PO Box 62; 1028 Tyrol Lane**
Lake Arrowhead, CA 92352

DATE: 04/11/2024
PAYMENT ESTIMATE #: 1
PERIOD: 12/6/2023 - 4/11/2024

BID AMOUNT: \$ 4,350.00
NET CHANGE ORDERS: \$0.00
ADJUSTED CONTRACT AMOUNT: \$4,350.00
WORK COMPLETED: \$ 3,800.00
% WORK COMPLETED: 87%

ORIGINAL TIME: N/A
REVISED TIME:
TIME ELAPSED:
% TIME ELAPSED:

	<u>PREVIOUS</u>	<u>CURRENT</u>	<u>TO DATE</u>
EARNINGS:			
Work Completed	\$ -	\$ 3,800.00	\$ 3,800.00
Retention on Work Completed (5%)	\$ -	\$ -	\$ -
Net Earnings on Work Completed	<u>\$ -</u>	<u>\$ 3,800.00</u>	<u>\$ 3,800.00</u>
Materials on Hand	\$ -		\$ -
Retention on Materials (5%)	\$ -	\$ -	\$ -
Net Earnings On Materials	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL NET EARNINGS	<u>\$ -</u>	<u>\$ 3,800.00</u>	<u>\$ 3,800.00</u>
DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
Total Deductions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL ADJUSTED EARNINGS	<u>\$ -</u>	<u>\$ 3,800.00</u>	<u>\$ 3,800.00</u>
LESS PREVIOUS PAYMENTS			\$ -
PAYMENT DUE THIS ESTIMATE			<u>\$ 3,800.00</u>

REVIEWED BY: _____

J. Asher
Jessica Asher, Program Manager

APPROVED BY: _____

D. Hunt
Dave Hunt, Interim General Manager

DATE
4/11/2024
TERMS



INVOICE NO.
5457
P.O. / VENDOR ...

GLADWELL GOVERNMENTAL SERVICES, INC.

PO Box 62, 1028 Tirol Lane
 Lake Arrowhead, CA 92352
www.gladwellgov.org
 909.337.3516
info@gladwellgov.org
 EIN: 33-0975874

CLIENT
Olympic Valley Public Service District PO Box 2026 Olympic Valley, CA 96146-2026 Attention: Board Secretary

ITEM	DESCRIPTION	AMOUNT
Retention	Phase 1: Records Retention Schedules: Various drafts and revisions, meetings with departments, draft agenda staff report, draft resolution, detailed index to schedules	3,800.00
Total		\$3,800.00

[Handwritten signature]

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
PROGRESS PAYMENT REPORT

EXHIBIT # D - 13
 3 Pages

PROJECT TITLE: **OVPSD/OVMWC Intertie Project**
Planning, Design, and Construction Support
 PROJECT NUMBER: **10-00-150081**

DATE: 04/05/2024
 PAYMENT ESTIMATE #: 25

CONTRACTOR NAME **DOWL, LLC**
 & ADDRESS: **5510 Longley Lane**
Reno, NV 89511

PERIOD: March 2024

BID AMOUNT: \$ 148,783.00
 NET CHANGE ORDERS: \$ 52,279.00
 ADJUSTED CONTRACT AMOUNT: \$ 201,062.00
 WORK COMPLETED: \$ 134,090.68
 % WORK COMPLETED: 67%

ORIGINAL TIME: N/A
 REVISED TIME:
 TIME ELAPSED:
 % TIME ELAPSED:

	<u>PREVIOUS</u>	<u>CURRENT</u>	<u>TO DATE</u>
EARNINGS:			
Work Completed	\$ 129,131.18	\$ 4,959.50	\$ 134,090.68
Retention on Work Completed	\$ -	\$ -	\$ -
Net Earnings on Work Completed	<u>\$ 129,131.18</u>	<u>\$ 4,959.50</u>	<u>\$ 134,090.68</u>
 Materials on Hand			\$ -
Retention on Materials	\$ -	\$ -	\$ -
Net Earnings On Materials	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 TOTAL NET EARNINGS	<u>\$ 129,131.18</u>	<u>\$ 4,959.50</u>	<u>\$ 134,090.68</u>
 DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
Total Deductions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 TOTAL ADJUSTED EARNINGS	<u>\$ 129,131.18</u>	<u>\$ 4,959.50</u>	<u>\$ 134,090.68</u>
LESS PREVIOUS PAYMENTS			<u>\$ (129,131.18)</u>
PAYMENT DUE THIS ESTIMATE			<u><u>\$ 4,959.50</u></u>

APPROVED BY: 
 David Hunt, Interim General Manager



DAVE HUNT
OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
305 OLYMPIC VALLEY ROAD
OLYMPIC VALLEY, CA 96146-2026

April 5, 2024

Invoice No: R4136.2205.PW - 17

Invoice Total \$4,959.50

Project R4136.2205.PW Olympic Valley PSD - MWC Intertie
Description of Services: Coordination with client; Meeting with team; Bidding, pre-bid meeting, and bid processing.

Period February 25, 2024 to March 30, 2024

Phase 001 Task 1.0 - Project Management

Professional Personnel

	Hours	Rate	Amount
Engineer III			
Marshall, Travis	2.25	150.00	337.50
Project Assistant I			
Lacko, Alexandria	.75	110.00	82.50
Totals	3.00		420.00
Total Labor			420.00

Phase 005 Task 5.0 - Bidding Assistance

Professional Personnel

	Hours	Rate	Amount
Engineer I			
Thomas, Grant	6.50	125.00	812.50
Engineer III			
Marshall, Travis	21.28	150.00	3,192.00
Engineer V			
Johnson, Kenneth	.50	190.00	95.00
Project Assistant I			
Lacko, Alexandria	4.00	110.00	440.00
Totals	32.28		4,539.50
Total Labor			4,539.50

INVOICE TOTAL

\$4,959.50

Outstanding Invoices

Number	Date	Balance
16	3/1/2024	1,765.00
Total		1,765.00

Invoice Summary

DOWL, LLC

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
305 OLYMPIC VALLEY ROAD
OLYMPIC VALLEY CA 96146-2026

Invoice Date: 4/5/2024
Invoice: 000000000017
Project: R4136.2205.PW
Project Name: Olympic Valley PSD -
MWC Intertie

Description	Contract Amount	Prior Billed	Current Billed	Total Billed	Remaining
Phase 001 - Task 1.0 - Project Management	8,940.00	7,499.25	420.00	7,919.25	1,020.75
Phase 002 - Task 2.0 - Intertie Hydraulic Modeling &	28,522.00	28,521.15	0.00	28,521.15	0.85
Phase 003 - Task 3.0 - Survey	14,380.00	14,410.28	0.00	14,410.28	-30.28
Phase 004 - Task 4.0 - Detailed Design	74,960.00	78,320.50	0.00	78,320.50	-3,360.50
Phase 005 - Task 5.0 - Bidding Assistance	5,340.00	380.00	4,539.50	4,919.50	420.50
Phase 006 - Task 6.0 - Construction Administration	32,920.00	0.00	0.00	0.00	32,920.00
Phase 007 - Task 7.0 - Construction Observation	36,000.00	0.00	0.00	0.00	36,000.00
Grand Total	201,062.00	129,131.18	4,959.50	134,090.68	66,971.32

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
PROGRESS PAYMENT REPORT

EXHIBIT D-14
3 Pages

PROJECT TITLE: **Fire Department MOU - Negotiator Consultant**

PROJECT NUMBER: **20-12-741000**

CONTRACTOR NAME **Patrick Clark Consulting**
& ADDRESS: **428 J Street, 4th Floor**
Sacramento, CA 95814

DATE: 04/20/2024
PAYMENT ESTIMATE #: 1

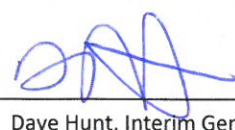
PERIOD: March 2024

BID AMOUNT: \$ 20,000.00
NET CHANGE ORDERS: \$0.00
ADJUSTED CONTRACT AMOUNT: \$20,000.00
WORK COMPLETED: \$ 937.50
% WORK COMPLETED: 5%

ORIGINAL TIME: N/A
REVISED TIME:
TIME ELAPSED:
% TIME ELAPSED:

	PREVIOUS	CURRENT	TO DATE
EARNINGS:			
Work Completed	\$ -	\$ 937.50	\$ 937.50
Retention on Work Completed (5%)		\$ -	\$ -
Net Earnings on Work Completed	<u>\$ -</u>	<u>\$ 937.50</u>	<u>\$ 937.50</u>
 Materials on Hand	 \$ -		\$ -
Retention on Materials (5%)	\$ -	\$ -	\$ -
Net Earnings On Materials	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 TOTAL NET EARNINGS	 <u>\$ -</u>	 <u>\$ 937.50</u>	 <u>\$ 937.50</u>
DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
Total Deductions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 TOTAL ADJUSTED EARNINGS	 <u>\$ -</u>	 <u>\$ 937.50</u>	 <u>\$ 937.50</u>
LESS PREVIOUS PAYMENTS			\$ -
PAYMENT DUE THIS ESTIMATE			<u>\$ 937.50</u>

APPROVED BY: _____


Dave Hunt, Interim General Manager

BILLING INVOICE

To	General Manager OVPSD 305 Olympic Valley Rd Olympic Valley, CA 96146	Date	4/20/24
		Invoice #	240415
		Due:	Net 30
Re	OVPSD		
Period	3/1/24 to 3/31/24		

Fees: \$937.50

Expenses: \$0

SubTotal: \$937.50

Amount due: \$937.50

JJ

MAKE ALL CHECKS PAYABLE TO: PATRICK CLARK CONSULTING.

THANK YOU FOR YOUR BUSINESS!!!

DETAILS

Date	Hours
March	3h 45m
3/19/24	3h
Negotiations, prep session, via Zoom. Document review/preparation. Miscellaneous Correspondence/scheduling.	
3/18/24	15m
Miscellaneous Correspondence/ scheduling, telephone calls.	
3/7/24	15m
Miscellaneous Correspondence/ scheduling, telephone calls.	
3/6/24	15m
Miscellaneous Correspondence/ scheduling, telephone calls.	
Totals	3h 45m
	\$937.50

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #927
MARCH 26, 2024

<https://www.ovpsd.org/board-agenda-march-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, Katy Hover-Smoot, Bill Hudson, Fred Ilfeld, and Katrina Smolen.

Directors Absent: None

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

Others Present: Charley Miller, Sal Monforte, and Jean Lange.

Mr. Monforte 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) – None.

B-5 Olympic Valley Mutual Water Company (OVMWC) – None.

B-6 Firewise Community – None.

B-7 Capital Projects Advisory Committee (CAP) – Ms. Mueller briefly shared information about the projects that the CAP, Transient Occupancy Tax (TOT), and Tourism Business Improvement District (TBID) committees have recommended to the Placer County Board of Supervisors.

B-8 Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reviewed the T-TSA Board Meeting summary, highlighting the agency's compensation and benefits study.

C. Public Comment/Presentation.

Ms. Asher read a letter from Cindy Keene, provided to the Board and available to the public upon request. The comment requested that the District work with Tahoe City Public Utility District (TCPUD) on a reciprocal use agreement related to each District's parks resources. The comments resonated with the Directors, who added that they would support an agreement pertaining to parks and recreation services (i.e., including children's recreation programming). Staff shared that they have previously discussed the issue with TCPUD management, who have not been interested as they cannot meet the capacity needs of their residents. Staff committed to understanding the past work on this issue to inform the Board's next steps, which would likely include the Board submitting a formal letter supporting a reciprocal use agreement or attending a TCPUD Board Meeting or Parks and Recreation Committee meeting to bring this issue to the TCPUD's attention.

D. Financial Consent Agenda Items.

Director Hudson and Smolen convened with staff on March 26th, 2024, from approximately 7:45 – 8:20 A.M. to review items D-1 through D-11, and other finance-related items on the agenda. Ms. Mueller provided a summary of the meeting.

Public Comment – None.

Director Hudson motioned to approve the financial consent agenda, which Director Ilfeld seconded. The motion passed.

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

E. Approve Minutes.

E-1 Minutes for the Regular Board of Directors meeting of February 27th, 2024.

E-2 Minutes for the Special Board of Directors meeting of March 13th, 2024.

The Board reviewed the items, accepted public comment, and approved items E-1, as amended, and E-2.

Director Ilfeld requested additional details to be added to the minutes of the February 27th meeting related to item F-1, Climate Change Modeling for the Sufficiency of Supply Assessment. Director Ilfeld had raised a concern that the slope of the hydrograph for the “average discharge (1993-2011)” was steeper compared with the more gradual slope of the modeled scenarios (i.e., the modeled cessation of flow was more gradual compared with the actual/historical condition). Mr. Smith responded that that was a limitation of the modeling tool; however, to represent the condition more accurately, the model was modified to shift the cessation of flow back an average of two months (the mid-point of each year’s analysis).

Public Comment – None.

Director Hudson motioned to approve the minutes of the Board of Directors meetings of 2/27/24 as amended by Director Ilfeld and 3/13/24, which Director Ilfeld seconded. The motion passed.

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

F. Old and New Business.

F-1 First Draft of FY 2024-2025 Budget and Rates.

The Board reviewed the item, accepted public comment, and approved the mailing of the Proposition 218 notice.

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.

The draft budget proposed rate increases of 3% for water, 3% for sewer, and 8% for garbage for FY 2024-25. The District will prepare and distribute a one-year Proposition 218 notice, for which staff requests approval at this meeting. The water and sewer rate increases are consistent with the cost-of-living adjustment to the Utility and Administration Departments. The garbage increases result from the

contract with Truckee Tahoe Sierra Disposal, which increased 6%, as well as the District's increase in services such as green-waste disposal days, green-waste bin rebates, and bear box rebates. Chief Chisholm reviewed the grants open to complete projects identified in the Community Wildfire Protection Plan. Mr. Hunt reviewed the open grants on the utility side for the emergency intertie with the Mutual Water Company and the water meter replacement project.

Ms. Mueller noted that the salary increases for the utility and administration departments are based on the current Memorandum of Understanding (MOU). A compensation study is underway for the Fire Department personnel; this budget draft anticipates a 10% increase in Fire Department Personnel salaries and wages.

Ms. Mueller reviewed the minimum payments required for the CalPERS unfunded accrued liability (UAL), anticipated consulting fees, bike trail snow removal revenue, property lease revenue, and insurance premium costs.

Mr. Hunt reviewed each of the capital projects included in the budget. There was a brief discussion about the HVAC replacement project at 305 Olympic Valley Road, which will be a design-build project that will hopefully begin in Spring 2025.

Public Comment –

Mr. Monforte asked for clarification regarding CALPERS UAL and asked if the District had considered taking a loan elsewhere at a lower rate. Ms. Mueller confirmed that that has been considered and provided details on the current liabilities.

Director Hudson motioned to approve the mailing of the Proposition 218 notice with proposed rate structures, which Director Ilfeld seconded. The motion passed.

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

F-2 Fire Department Long-Term Modeling

The Board reviewed the item and accepted public comment.

Chief Chisholm, Ms. Mueller, and Mr. Bell gave a presentation included in the board exhibit.

There was a discussion about the Local Agency Formation Commission (LAFCO) process, with several questions about how LAFCO may analyze the plan to annex and develop a tax-sharing agreement. Mr. Bell explained that the Districts can voice their needs and make recommendations but that, ultimately, the County will decide how the tax-sharing agreement is structured. Likely, the application to annex could be withdrawn if the property tax sharing agreement is not viable. The ultimate Board structure would depend on the type of organizational changes. If the North Tahoe Fire Protection District (NTFPD) annexes the Olympic Valley Fire Department (OVFD), they must redistrict to include Olympic Valley. However, that may be Olympic Valley's only representation on their Board.

Director Cox expressed concern that commercial entities may not pay their fair share of the emergency services provided. Mr. Monforte commented on the proportional property tax paid by entities in the

Valley, which funds the Department. Director Cox requested a cost-of-service study for the Fire Department and would like the District to examine how to fund the Department without annexation.

Director Hover-smoot briefly discussed how the annexation of the Fire Department might necessitate changes to the administrative staff. She also asked Captain De Deo and Engineer Gooding if they felt any financial scenarios would keep the Department viable. They responded that they think consolidation of services will be best for the employees and community in the long term.

Director Smolen voiced a need for special taxes and benefit assessments to fund the additional responsibilities the Fire Department has been given (such as fuels management).

Mr. Miller asked for additional information about a Joint Powers Authority (JPA) agreement, which does not require LAFCO approval. Mr. Bell shared that the two Districts would create a contract specifying the terms related to financing, staffing, facilities, etc. A new, separate agency could be created or not. This could be a much faster process than an annexation process.

Chief Chisholm thanked the Board for their attention to the long-term viability of the Fire Department. The Chief shared that this discussion is not all financially driven. He is uncomfortable with OVFD's reliance on other agencies and wants to allow firefighters more vertical and lateral career growth opportunities. However, he emphasized that he would be hesitant to discuss organizational changes with any agencies without negotiating on an equal footing. He noted that while the development of the Village at Palisades Tahoe may eventually increase property taxes, it is essential that the District proceed with determining the best path forward now.

Staff committed to providing an informational update at the April Board Meeting month and working to develop the next steps.

Public Comment –

Mr. Lange asked if a Fire Prevention Officer needs to be a Fire Department employee; the staff responded that the FPO could be a safety employee if they came through the ranks but that often, prevention staff are administrative/non-safety.

The Board took a break from 11:10-11:15 AM.

F-3 Fire Department Annual Report.

The Board reviewed the item and accepted public comment.

Chief Chisholm reviewed the annual report and provided highlights from Captain Rytter's report on EMS, Fleet, and Facilities, Captain De Deo's Report on fire prevention, and Captain Walde's report on training. The Board thanked the Chief for his comprehensive and meaningful report.

Public Comment – None.

F-4 Adopt Resolution 2024-03 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 2024-03.

Chief Chisholm reviewed the staff report and Resolution 2024-03. The Olympic Valley Fire Department has three (3) occupancies that could be considered Group E and twenty-two (22) occupancies that could be regarded as Group R. All twenty-five (25) of these occupancies were inspected and passed. Chief Chisholm said the Board exhibit includes a summary of all building inspections completed in the 2023 calendar year; the summary does not include special events, defensible space, or short-term rental inspections.

Public Comment – None

Director Hover-Smoot motioned to adopt Resolution 2024-03, which Director Smolen seconded. A roll call vote was taken, and the resolution was adopted.

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

Director Hover-Smoot and Cox announced a conflict of interest because they are shareholders in the Mutual Water Company and left the room.

F-5 OVPSD/Olympic Valley Mutual Water Company (OVMWC) Emergency Intertie and Mutual Aid Agreement

The Board reviewed the item, accepted public comment, and adopted Resolution 2024-04 authorizing execution of the Emergency Intertie and Mutual Aid Agreement contingent upon successfully executing a waterline easement between Palisades Tahoe and the OVMWC.

Mr. Hunt reviewed the staff report. Staff addressed the Board's concerns regarding the duration of supply and low fixed rate of reimbursement, explaining that the rate only compensates the cost of providing service in emergencies and that the supplying agency can condition use, including duration. It was determined that the language in the agreement as presented was appropriate.

The OVMWC Ad Hoc committee added that the District is providing a reimbursement agreement to the OVMWC at 0% interest, which is essential to progressing this important community project.

Public Comment – None.

Director Ilfeld motioned to adopt Resolution 2024-04 authorizing execution of the Emergency Intertie and Mutual Aid Agreement contingent upon successfully executing a waterline easement between Palisades Tahoe and the OVMWC, which Director Smolen seconded. A roll call vote was taken, and the Resolution was adopted.

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

F-6 Award Contract – OVPSD/ OVMWC Water System Intertie Project

The Board reviewed the item, accepted public comment, approved the contract with Longo Inc. for an amount not to exceed \$596,575 with a \$50,000 contingency, and authorized the Interim General Manager to execute contractual documents contingent upon successfully executing a waterline easement between Palisades Tahoe and the Mutual Water Company.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Smolen motioned to approve the contract with Longo Inc. for an amount not to exceed \$596,575 with a \$50,000 contingency and to authorize the Interim General Manager to execute contractual documents upon successfully executing a waterline easement between Palisades Tahoe and the Mutual Water Company. Director Ilfeld seconded the motion; the motion passed.

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

F-7 OVPSD-OVMWC Emergency Intertie Project – File California Environmental Quality Act (CEQA) Notice of Exemption (NOE).

The Board reviewed the item, accepted public comment, and authorized staff to file a CEQA NOE by adopting Resolution 2024-05.

Mr. Hunt reviewed the staff report. Counsel explained the categorical exemption relevant to the project, the Board's responsibility to determine that the project meets the exemption's requirements, and the importance of filing the NOE with Placer County and the State Clearinghouse.

Public Comment – None.

Director Ilfeld motioned to adopt Resolution 2024-05, authorizing staff to file a CEQA NOE, which Director Smolen seconded. A roll call vote was taken, and the resolution was adopted.

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

Director Cox and Hover-Smoot returned to the room.

F-8 Award Contract – Well 3 Rehabilitation Project.

The Board reviewed the item, accepted public comment, approved the contract with Carson Pump, LLC, in an amount not exceeding \$38,600 with an additional \$6,000 contingency, and authorized the Interim General Manager to execute contractual documents.

Mr. Hunt reviewed the staff report. There was a discussion about upgrading the well casing. Mr. Hunt explained that while a design is ready to replace the well, it is not prudent to replace it now due to the need for potential well relocation if the Palisades Tahoe Village project proceeds. The Board voiced concern about delaying projects due to Development. Mr. Hunt explained that this is why the District should not delay rehabilitation despite potential future relocation. Rehabilitation is the financially responsible option, as the infrastructure is integral to the District's well-field management.

Public Comment – None.

Director Hudson made a motion to approve the contract with Carson Pump, LLC, in an amount not to exceed \$38,600 with an additional \$6,000 contingency and authorized the Interim General Manager to execute contractual documents. Director Hover-Smoot seconded the motion, which passed unanimously.

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

F-9 Placer County Local Area Formation Commission (LAFCO) – Special District Representative Election.

The Board reviewed the item, accepted public comment, and cast a ballot for Josh Alpine as commissioner, with Josh Alpine as the first choice and Judy Friedman as the second choice for alternate commissioner.

Ms. Asher reviewed the staff report. The Board discussed the qualifications and advantages of the candidates.

Public Comment – None.

Director Hudson made a motion to cast a ballot for Josh Alpine as commissioner, with Josh Alpine as the first choice and Judy Friedman as the second choice for alternate commissioner. The motion was seconded by Director Hover-Smoot and passed unanimously.

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

F-10 Residential Green Waste Dumpster Rental Rebate Program.

The Board reviewed the item, accepted public comment, and adopted Resolution 2024-06 authorizing the district to implement a rebate program for the rental of six-yard green-waste-only dumpsters from July 1, 2024, through June 2025 for the rental of a six-yard-green-waste-only dumpster from Tahoe Truckee Sierra Disposal Company, up to a maximum of \$10,000.

Ms. Asher reviewed the staff report.

Public Comment –

Ms. Lange voiced her preference for curbside collection of green waste.

Director Hover-Smoot motioned to adopt Resolution 2024-06, which Director Hudson seconded. A roll call vote was taken, and the Resolution was adopted.

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

F-11 Fuels Management Program.

The Board reviewed the item and accepted public comment.

Chief Chisholm reviewed the staff report, highlighting that the green waste disposal day scheduled for May will only proceed if there has been sufficient snow melt and drying out of the lot.

Public Comment- None.

F-12 Records Retention Schedule Revision.

The Board reviewed the item, accepted public comment, and adopted Resolution 2024-07, which adopted a revised records retention schedule.

Ms. Asher presented the staff report, emphasizing the significance of transitioning towards a paperless environment. She underscored the importance of ensuring that our records management system is user-friendly for staff and that our records retention schedule aligns with current regulations. Gladwell Governmental Services developed this proposed retention schedule, which entirely replaces the District's current schedule, in coordination with each Department. Ms. Asher reviewed the significant changes, including restructuring to adhere to ISO standards and implementing a schedule that permits the disposal of paper copies once official records are digitized and stored in a compliant manner. The other major change is the process; historically, staff have brought all modifications to the records retention schedule and all records destruction requests to the Board. However, Ms. Gladwell and the General Counsel agree that approvals by the department manager, General Manager, and General Counsel provide adequate controls to implement the policy set by the Board.

The Board supported these changes and recognized the work and legal effort related to this work product.

Public Comment – None.

Director Hudson motioned to adopt Resolution 2024-07, which adopted a revised records retention schedule. Director Ilfeld seconded the motion. A roll call vote was taken, and the Resolution was adopted.

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

G. Management Status Reports.

G-1 Fire Department Report

Chief Chisholm reviewed the report highlighting staff overtime and upcoming leave of absence. He noted that the surplus sale resulted in the sale of the trailer and that he would continue to work to sell the other surplus items. There will be a firefighter-paramedic assessment in early April with the hopes of hiring two full-time firefighter-paramedics.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report discussing aquifer levels. Chlorination for flushing and valve turning will be initiated soon, and the Department will continue to discuss future chlorination possibilities. Mr. Burks provided an update on his work related to zero-emission vehicle requirements and budgeting for the costs of vehicles and charging infrastructure. He also discussed the water meter replacement project,

which he hopes to have 80-90% completed this season, with only the more challenging replacements remaining.

G-3 Engineering Report

Mr. Hunt reviewed the report, which focused on the Granite Chief A Line replacement project. He delivered a summary of the water and sewer committee meeting and an update on the project's status. Director Smolen expressed her satisfaction with the strong turnout of affected property owners.

G-4 Administration & Office Report

Ms. Asher reviewed the report. There was a discussion about spring e-newsletter topics, which will include information about the green waste program, fuel management projects, and the General Manager transition. The Board supported staff signing a coalition letter with the California Special Districts Association supporting HR 7525, the Special District Grant Accessibility Act. This Act aims to codify in federal law a formal definition of "Special District." It would direct federal agencies to recognize special districts as local governments to ensure that districts are eligible to receive appropriate forms of federal assistance, including funding and resources through critical grant programs. There was a discussion about ensuring a quorum for Board meetings. The Board expressed their comfort with two Directors intending to participate remotely or be absent, acknowledging that in an emergency where a third Director cannot attend, the meeting would be unable to proceed. Directors will notify the Board Secretary promptly upon knowing of an absence. Ms. Asher will provide the Board with information to establish a fair method for remote participation if more than two Directors request an absence.

G-5 General Manager Report

None.

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)

The Board thanked Chief Chisholm and staff for the work and excellent exhibits.

Director Hover-Smoot made a motion, seconded by Director Ilfeld, to adjourn to closed session at 1:10 P.M. The motion passed.

Cox – Yes | Hover-Smoot – Yes | 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 the public employment of the General Manager. Only the agenda item was discussed, and no action was taken.

Director Hover-Smoot made a motion, seconded by Director Hudson, to adjourn to open session at 1:22 P.M. The motion passed.

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

This item was taken out of order.

I. Possible Action from Closed Session.

I-1 General Manager's Employment Contract.

The Board reviewed the item, accepted public comment, and adopted Resolution 2024-08, which approved the general manager's employment contract.

Mr. Hunt provided an oral report that summarizes the recommendation for final action on the salary, salary schedule, and compensation paid in the form of fringe benefits. The compensation will be \$275,000/year, including \$700/month for a vehicle and \$75/month for a cell phone. Fringe benefits are generally pursuant to the District personnel policies, with vacation leave accrual set to 160 hours/year. Vacation accrual will start with an initial bank of 120 hours. Sick leave accrual will begin with an initial bank of 80 hours.

Public Comment – None

Director Ilfeld motioned to adopt Resolution 2024-08, approving the General Manager's employment contract, which Director Hudson seconded. A roll call vote was taken, and the Resolution was adopted.

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

Mr. Miller voiced excitement about the opportunity and signed the employment agreement.

I-2 Board Meeting Schedule

This item was removed from the agenda.

Director Hover-Smoot made a motion, seconded by Director Ilfeld, to adjourn to a closed session at 1:29 p.m. The motion passed.

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

H-2 Closed Session – District Labor Negotiations.

The Board met in Closed Session pursuant to Government Code §54957.6 et al. regarding District labor negotiations. Only the agenda item was discussed; no action was taken.

Director Hover-Smoot made a motion, seconded by Director Hudson, to adjourn to the open session at 1:53 p.m. The motion passed.

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

J. Adjourn.

Director Hover-Smoot made a motion, seconded by Director Ilfeld, to adjourn at 1:55 p.m. The motion passed.

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

By, J. Asher



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT F-1
6 Pages

FUELS MANAGEMENT PROGRAM

DATE: April 30, 2024

TO: District Board Members

FROM: Brad Chisholm, Fire Chief; Jessica Asher, Program Manager & Board Secretary

SUBJECT: Fuels Management Program – Update

BACKGROUND: The Board of Directors directed staff to provide progress reports regarding Fuels Management at its monthly meetings for items not otherwise addressed within the Board agenda. Information about the program can be found on the Department's Prevention website under the Wildfire Preparedness and Wildfire Prevention tabs. <https://www.ovpsd.org/ovfd/prevention>

DISCUSSION: OV-4 Community Buffer Project Update

One of five hazardous fuel reduction projects identified in the 2022 Community Wildfire Protection Plan (CWPP), the OV-4 project will address wildfire risk by creating a minimum 150-foot-wide shaded fuel break surrounding the perimeter of residential properties, buildings, and other structures in the valley. Design and permitting for the project was initiated in Fall 2023 in hopes of having a shovel-ready project that would be more competitive for future implementation funding.

The Truckee North Tahoe Forest Management Program (TNTFMP) funded project design and permitting for private parcels greater than 3-acres. Separate from the TNTFMP funding, the District has funded design and permitting for land held in charitable trust with Placer County as the public administrator (above Sandy Way); and the Washoe Tribe has participated to include approximately three acres of their land which overlaps with the conceptual OV-4 project boundaries.

In the fall of 2023, Registered Professional Forester (RPF) Bradfield completed field reconnaissance work. The layout and design to spatially define treatment area boundaries, resource protection zones, and treatment methodologies is well underway. The current proposed total project treatment area is 127 acres. Bradfield is now completing the necessary Cal Fire permitting to bring the project to “shovel ready” status. The project will likely operate under two CAL FIRE timber harvesting exemptions, the Forest Fire Prevention Exemption and the 10% dead/dying/diseased exemption. Design and permitting are expected to be completed this spring (2024).

On October 17, 2023, the Eastern Placer County Fire Chiefs Joint Powers Authority and Tahoe Truckee Community Foundation representatives convened with the Truckee Tahoe Airport District's (TTAD) General Manager, Robb Etnyre, and Board Member, David Diamond, to discuss allocating a \$2 million fund from TTAD for fuel reduction. TTAD focused on protecting life and community property, creating shaded fuel breaks, reinforcing defensible zones, and projects ready to begin implementation this summer. In the subsequent months, the Chiefs periodically convened to review and prioritize projects from all local departments (Northstar, North Tahoe, Olympic Valley, and Truckee), focusing on the highest priority projects identified in each District's CWPP that do not have funding. In March, CAL FIRE was included in this working group. On April 10th, representatives of these fire agencies met with Robb Etnyre to discuss and select appropriate projects, which included OV-4 in Olympic Valley.

On April 24th, the Airport Board of Directors approved a \$400,000 grant from TTAD for the first phase of the OV-4 Fuels Management Project. If the funding agreement with TTAD is approved, the District will begin working with RPF Bradfield on phasing the project, additional community outreach, and eventually bidding the work for completion this summer.

FISCAL/RESOURCE IMPACTS: The District has been awarded \$1,085,911 in grant funding to plan and implement fuels management projects, as summarized below.

Project	Grantor	Date Awarded	Funding	% Complete
Community Wildfire Protection Plan (CWPP)	CAL FIRE	Oct. 2021	\$31,898	100%
Fuels Reduction: North Ridge – OV-1 (120 acres)	CAL FIRE	Nov. 2022	\$539,888	30%
Fuels Reduction: Evacuation Corridor O.V. Road – OV-3 (3 acres)	Tahoe Truckee Community Foundation (TTCF)	July 2022	\$50,000	0%
	Trout Unlimited / Friends of Squaw Creek	Nov. 2021	\$19,000	100%
Fuels Reduction: Community Buffer – OV-4 (127 acres)	Design and Permitting - TTCF / CAL FIRE	July 2023	\$45,125	30%
	Implementation – Truckee Tahoe Airport District	April 2024	\$400,000	0%

The District has an on-call contract with Danielle Bradfield (Registered Professional Forester and founder of Feather River Forestry) for grant writing and consulting services for a not-to-exceed amount of \$20,000 annually. Staff spend a significant amount of time developing our Fuels Management Program and administering grant contracts.

Expenses related to the Green Waste Days (GWD) are paid from rates and the Garbage Fixed Asset Replacement Fund, the current balance of the Garbage FARF is approximately \$139,000. The costs estimated for this program include TTSD's delivery, pick-up, and disposal of three (3) 30-cubic yard containers per GWD, administration, and labor and expected to be approximately \$3,300/event if FoOV and the Firewise Community can provide volunteers on the six District-sponsored GWDs.

RECOMMENDATION: This report is informational only; no action is requested from the Board.

ATTACHMENTS: CWPP Project Map; TTAD Press Release

DATE PREPARED: April 26, 2024



TRUCKEE TAHOE AIRPORT DISTRICT

10356 Truckee Airport Rd., Truckee, CA 96161

Contact: Marc Lamb

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FOR IMMEDIATE RELEASE

Truckee Tahoe Airport District Allocates Nearly \$2 Million for Vital Wildfire Mitigation Projects

Truckee, California 4/25/2024 - In a resounding display of commitment to community safety and environmental stewardship, the Truckee Tahoe Airport District (TTAD) has announced the approval of \$1,934,500 in funding for eight district-wide wildfire mitigation projects. The decision, approved unanimously in a 5-0 vote at this week's Airport District board meeting, marks a significant step forward in proactively addressing the threat of wildfires in the Truckee Tahoe region.

The approved funding will support collaborative efforts between TTAD and local fire departments, including CalFire Truckee-North Tahoe Battalion, Northstar Fire Department, Truckee Fire Protection District, Olympic Valley Fire Department, and North Tahoe Fire Protection District. These projects, identified as priority initiatives within their individual Community Wildfire Protection Plans (CWPP) and CalFire Burn Plan, are aimed at implementing strategic measures to enhance community resilience and mitigate the risk of devastating wildfires.

Among the funded projects are critical initiatives such as the establishment of shaded fuel breaks, vegetation management in high-risk areas, and the creation of buffer zones to safeguard residential areas from encroaching wildfires. These efforts, spanning a total of approximately 685 acres across the district, are designed to create a layered defense against the spread of wildfires, thereby safeguarding lives, property, and natural resources.

"The allocation of nearly \$2 million for wildfire mitigation projects underscores our unwavering commitment to the safety and well-being of our community," stated Robb Etnyre, General Manager of the Truckee Tahoe Airport District. "By partnering with local fire departments and leveraging collaborative expertise, we are taking proactive steps to mitigate the threat posed by wildfires and protect the Truckee Tahoe region."

The decision to approve funding for these vital projects comes after extensive research, community engagement, and collaborative planning efforts. The TTAD Board, guided by a strategic focus on community investment and public purpose, recognized the urgent need to allocate resources towards wildfire prevention. The approved funding aligns with the district's broader mission of serving as a responsible steward of public resources and fostering a safe and resilient community. Wildfire mitigation to protect aviation and airport assets, and keeping our skies smoke free, meets the eligibility criteria within the airport's definition of a "public purpose" as set forth in the California Airport District Act and other applicable California law.

"These wildfire mitigation projects represent the first step in collaborative engagement to address the challenges posed by wildfires which do not recognize traditional boundaries," remarked board member David Diamond who helped champion this initiative of the Truckee Tahoe Airport District. "By investing in strategic initiatives that enhance our community's resilience, we are taking concrete steps towards ensuring the long-term safety and sustainability of the Truckee Tahoe region."

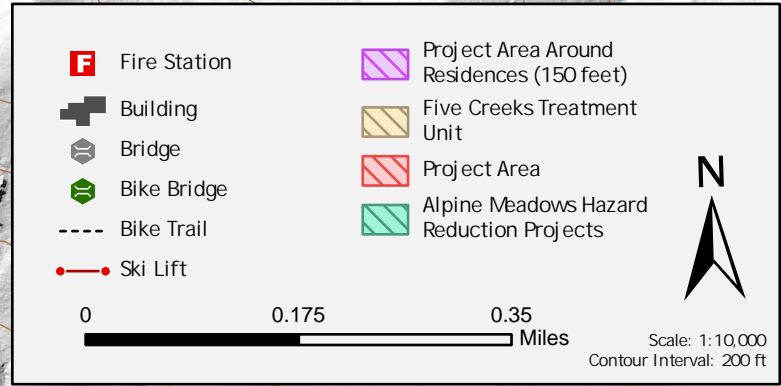
The approved funding will enable immediate work on these crucial wildfire mitigation projects, with each initiative being overseen through professional service agreements to ensure efficient implementation and adherence to established timelines. The collaborative efforts between TTAD and local fire departments underscore the power of cross jurisdictional partnerships in addressing complex environmental challenges and building a more resilient community.

For more information about the Truckee Tahoe Airport District and its wildfire mitigation projects, please visit truckeetahoeairport.com or contact Robb Etnyre, General Manager, Truckee Tahoe Airport District.

About Truckee Tahoe Airport District:

The Truckee Tahoe Airport District is a public agency established to provide a safe, secure, and environmentally responsible airport facility to meet the needs of the diverse communities of Truckee, North Lake Tahoe, and the surrounding region. Committed to excellence in aviation services and community stewardship, TTAD serves as a vital hub for transportation, economic development, and emergency response in the Truckee Tahoe area.

Figure 21: Major Fuels Projects



OV-1: Olympic Valley North Forest Thinning IN PROGRESS
Funded by a grant from CAL FIRE (Project Tracking Number: 21-FP-NEU-0209), this shaded fuel break will cover 120 acres on the ridgeline north of the community using primarily mechanical thinning and mastication methods. The licensed timber operator completed approximately 30% of the work in 2023 and the project will restart in the spring/summer of 2024 when ground conditions allow.

OV-2: North Valley Prescribed Burns and Thinning
Project area OV-2 (between the OV-4 community buffer and the OV-1 north forest thinning project) is a recommended place to use prescribed burning. Mechanical and hand thinning of fuels is also recommended in this area. This project would be a focus after the OV-1 and OV-4 shaded fuel breaks have been completed.

OV-3: Roadside Wildfire Safety - IN PROGRESS
In the event of a fire emergency, movement into and out of the Valley is of paramount importance. Currently, there is one ingress/egress route for the Valley. The S-Turns Forest Fuels Reduction Project has already been funded and began in November, 2021 to reduce a 2.7 acre stand of lodge pole pine on the south side of Olympic Valley Road in the Washeshu Creek meadow. The next phase of work will be bid when the ground conditions are dry enough to allow for continued work.

OV-4: Olympic Valley Community Wildfire Buffer Project - IN PROGRESS
A fuels reduction project surrounding the perimeter of homes, buildings, and other structures in the valley. In the event of an encroaching fire, this will provide the community an additional layer of safety on top of individual lot maintenance. This buffer would be constructed through a combination of hand cut piling and burning, chipping and mechanical thinning.

In 2023 the District received a grant from the Tahoe Truckee Community Foundation and the California Department of Forestry and Fire Protection's Wildfire Resilience Program to complete layout, design, and CEQA compliance for a minimum 150-foot wide fuel break surrounding the perimeter of structures on private parcels greater than 3 acres. Separately from the grant, the CEQA documentation is being completed for lands held by the Washoe Tribe and on lands held in charitable trust with Placer County serving as the public administrator. The entire OV-4 project, approximately 127 acres, should be shovel-ready in Spring 2024.

OV-5: Olympic Valley North Forest Thinning
This break will cover approximately 120 acres on the ridgeline south of the community using mechanical thinning methods. The District applied for funding from the 2024 CAL FIRE Wildfire Prevention Grant Program.



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



Fiscal Year 2024-25 Budget Memorandum

DATE: April 30th, 2024

TO: District Board Members

FROM: Danielle Mueller, Finance & Administration Manager

SUBJECT: Fiscal Year 2024-25 Budget – Second Draft

BACKGROUND: The District prepares a budget each fiscal year to provide a cohesive plan of operations to conduct the utility and fire protection functions within its jurisdiction. This budget includes appropriate staffing, operating expenses, capital improvements, and replacements. Likewise, the budget determines the applicable rates necessary to support these operations.

During the budget process, the Board's attention is drawn to estimated changes in property tax, changes in rate revenue, proposed utility rate increases, debt reduction or proposed new debt, operating budgets, capital budgets, pension expenses, and contributions to Fixed Asset Replacement Funds (FARFs).

DISCUSSION: The proposed budget has been prepared with a focus on establishing adequate reserves of the District's Fixed Asset Replacement Funds (FARF's) while supporting the required resources to provide consistent and quality utility and fire services to the community. The following paragraphs discuss the material assumptions used to determine the financial estimates for each department, significant changes on a year-over-year basis, requirements to fund the replacement/repair of aging infrastructure, and the rates necessary to support the aforementioned estimates.

Utility & Administration Departments

Rates and Other Revenue: The District equitably charges rates for water and sewer based on different customer classes and their use of each system. Rates are determined considering a 100-year CRP and the emphasis on funding FARFs to replace capital assets as they reach the end of their useful lives. Adequately funding FARFs precludes the need to seek alternative funding options such as special assessments, debt financing, or sharp rate increases.

The 2024-25 rate increases will require a Proposition 218 notice. This process gives all account holders a 45-day period to protest a rate increase if desired. It was designed to involve ratepayers in the rate-setting process. If a majority of ratepayers oppose new rates, the proposed increases will not be allowed. For the notice, the rate increases proposed are *not to exceed* 3% for water, 3% for sewer, and 8% for garbage. The final rates will be adopted at the May 28th Board Meeting. These increases are to provide funding to achieve budgeted revenue requirements. The water and sewer rate increases are consistent with the cost-of-living adjustment for the Utility and Administration Department, and the garbage increase is a result of the contract with Truckee Tahoe Sierra Disposal increasing by 11% in fiscal year 2024 and 6% in fiscal year 2025. For this second draft of the budget, rate revenue is approximately \$4.4 million. The year's water billing cycle will end in April 2024, at which point the rate revenue for the FY2024-25 budget will be finalized.

The District continues to rent space at its property at 1810 Olympic Valley Road. Two leases are for office spaces, and the third is garage bay space. All leases expire on October 31, 2026. The total rental revenue budget is \$129,000, split equally among water, sewer, and fire.

Grants (Utility & Administration): The District is currently using \$439,000 in grant funding for capital projects. The largest grant is \$403,625 from the Placer County Water Agency (PCWA) for the Olympic Valley Public Service District/Olympic Valley Mutual Water Company Emergency Water System Intertie project. The project includes planning, designing, and constructing facility intertie(s) at key locations in both water systems which will provide for increased redundancy and reliability. The total estimated cost for the project is \$850,000 and is to be completed by 2024. The second grant is \$35,080 from Integrated Regional Water Management (IRWM) for the Water Meter Replacement Project. The project aims to support our water conservation and customer service programs. The major components of the project include an evaluation and selection of an Advanced Metering Infrastructure / Automatic Meter Reading (AMI/AMR) technology, replacement of residential and commercial water meters, and implementation of an AMI/AMR system. The overall project cost is estimated to be approximately \$650,000 and is scheduled for completion in 2025.

Operations Expenses (Utility & Administration): Operations expenses are expected to increase by \$244,000, to \$4,059,000, or 6%, from fiscal year 2024. Inflation is currently reported at approximately 3.5%, which is a reduction from the prior year reported at approximately 5%. Salaries and Wages are increasing by \$116,000, or 7%. This is partially due to salaries increasing per the negotiated MOU with a 3.03% COLA. Additionally, the budget includes hiring a new Operator I in the second half of the year as succession planning for the expected retirement

of the Operations Manager. Lastly, a few employees will receive step increases or anticipated incentives. Total wages are budgeted at \$1,816,000. Employee benefits are budgeted at \$828,000, a 6% increase from fiscal year 2024. Benefits include the minimum required contributions to the CalPERS Unfunded Accrued Pension Liability (UAL) for the Miscellaneous group to increase to \$44,000 in the current year, up from \$0 in the prior year. The District dropped from a 100% funding level to an 87% funding level as of the June 30, 2022 valuation (which determines contributions for the 2025 fiscal year). This is due to a CalPERS investment loss in fiscal year 2022 of -6.1%. Next, CalPERS health insurance is estimated to increase 9% starting in 2025. Workers' Compensation insurance rates are decreasing by 12%, mostly due to the District's EMOD (Experience modification rate) decreasing to 114%, from 129%. The EMOD is based on claims history. Lastly, 85% of the staff in the Operations and Administration Departments are PEPRAs (Public Employees' Pension Reform Act) members. The pension expenses for these employees hired after January 1, 2013, are lower than "Classic" members. However, both classes are seeing an increase in employer contribution rates. The employer contribution rate will increase to 17.23% from 17.16% for Classic members and 8.50% from 8.23% for PEPRAs. Total payroll is budgeted at \$2,645,000 for the Operations and Administration Departments.

Other expenses considered in the coming year that do not occur annually include a Cost of Service and Rate Study (\$65,000), a Five-Year Strategic Plan (\$25,000 split with the Fire Department), and personnel policy revisions (\$15,000 split with the Fire Department). Lastly, year-over-year increases in Property and Liability Insurance are higher due to unavoidable inflationary pressures.

Debt (Utility & Administration): In 2004, the District received a loan of \$2,000,000 for constructing the Administration Building / Fire Station 21 at 305 Olympic Valley Road from the California Infrastructure and Economic Development Bank, payable over 25 years at 3.63% annual interest. Due to additional principal payments made in prior years, the payback period was shortened by three years, from 2028 to 2025. The remaining balance with interest is approximately \$250,000. The proposed FY2024-25 budget includes the annual principal and interest payment of \$125,000.

The District has established a California Employers' Pension Prefunding Trust (CEPPT) with CalPERS to pre-fund retiree pension obligations. The District contributed \$250,000 to establish a CEPPT for the Utility Department after a 90% funding level of the Unfunded Accrued Pension Liability (UAL) was achieved. When the annual valuation is received from CalPERS in August 2024, the District will determine what, if any, contribution or reimbursement should be made to or from the Trust.

Lastly, the District established a California Employers' Retiree Benefit Trust (CERBT) with CalPERS to pre-fund retiree health obligations. The District has contributed annually to both the Fire and Utility Departments to establish a CERBT to reduce the actuarially determined unfunded post-employment benefit (OPEB) liability. In FY2025, at a minimum, the District will contribute another \$25,000 to the CERBT for the Utility Department as we work toward a fully funded status.

Capital (Utility & Administration): The Utility & Administration departments are planning \$1,745,000 in capital projects for fiscal year 2025. This proposed budget reflects a 100-year Capital Replacement Plan (CRP), which was updated in 2024 to capture inflationary increases and revise replacement timelines if necessary. The District aligns customer classes and rates equitably to ensure the District properly funds the FARFs for years to come. As the District's aging water and sewer infrastructure nears the end of its useful life, maintaining adequate balances in the FARFs is essential.

For 2024-25, staff are proposing contributions of \$550,000 to the Water FARF; \$250,000 to the Sewer FARF; \$0 to the Garbage FARF; and \$25,000 to the Bike Trail FARF. In the coming year, we anticipate the Water FARF balance to stay consistent at \$2,209,000. Major projects for the year include \$200,000 for the third year of the District-wide water meter replacement program, \$53,000 for the East Booster pump and valve replacement, and various asset replacements at the 305 and 1810 Olympic Valley Road facilities. The largest shared facility capital project is Phase I and Phase II of replacing the HVAC system at 305 Olympic Valley Road. The total project cost is estimated to be \$1,200,000 and will be split equally among water, sewer, and fire over the next two years. We anticipate a reduction in the Sewer FARF to \$3,559,000; from \$3,737,000 in fiscal year 2024. Capital projects for the year include \$125,000 towards sewer line rehabilitation and various replacements at the 305 and 1810 Olympic Valley Road facilities, the largest being the HVAC replacement.

Fire Department

Ad Valorem Property Tax and Other Revenue: Ad Valorem tax revenue is estimated to increase 2.37% from our anticipated 2024 revenue, for a total of \$4,692,000 after fees. This is calculated using the 2023/24 Placer County assessed property tax multiplied by the 2024/25 California CPI, and then multiplied again by the Adjusted Gross Levy percentage of each of our funds. In September 2024, Placer County will provide a better estimate of the District's annual property tax.

The District budgets conservatively for strike teams. As such, the budget shows zero reimbursable wages. The budget *does* include rental revenue for the properties at 1810 Olympic Valley Road, as well as other administration fee revenue and interest earned.

Grants (Fire): The District is currently using \$635,000 in grant funding for fuels management projects. For the fiscal year 2025, \$350,000 is budgeted for the OV-1 project, which runs along the north ridge of the Valley and includes thinning of 120 acres. The next is \$50,000 towards the thinning of 2.7 acres of lodge pole pine on the south side of Olympic Valley Road in the Washeshu Creek meadow. Lastly, there is \$45,000 for design and permitting for a 150 foot wide fuel break surrounding the perimeter of structures in the valley that are on parcels greater than 3 acres.

Operations Expenses (Fire): Operating expenses in the Fire Department are expected to increase by \$446,000, to \$4,613,000, or 11%. Inflation is currently reported at approximately 3.5%, which is a reduction from the prior year reported at approximately 5%. Staffing levels include a Fire Chief, twelve full-time professional safety staff, and three full-time seasonal employees (one on each of the three shifts for eight (8) months per year). This will allow for a minimum staffing of four (4) people per shift. The Department is currently in negotiations for a new MOU to go into effect on July 1, 2024. Bryce Consulting was hired to conduct a salary survey, and those results are pending. However, this draft assumes up to a 10% increase across all positions. Additionally, some employees will receive promotions or step increases. Wages are budgeted at \$1,959,000. Benefits are budgeted at \$1,448,000, which is a 10% increase from fiscal year 2024. This includes the minimum required contributions to the CalPERS Unfunded Accrued Pension Liability (UAL) for the Safety group, increasing to \$273,000 in the current year, up from \$212,000 in the prior year. The District dropped from a 90% funding level to a 79% funding level as of the June 30, 2022 valuation (which determines contributions for the 2025 fiscal year). This is due to a CalPERS investment loss in fiscal year 2022 of -6.1%. CalPERS PORAC Health Insurance is estimated to increase by 5% starting in 2025. Workers' Compensation insurance rates are decreasing by 12%, mostly due to the District's EMOD (Experience modification rate) decreasing to 114%, from 129%. The EMOD is based on claims history. Lastly, the employer contribution rate for Classic members will increase to 27.32% from 27.11%, and for PEPRA members will increase to 13.76% from 13.54%. Total payroll is budgeted at \$3,407,000.

Outside of payroll expenses, the Fire Department is budgeting for grant administration from Feather River Forestry (\$20,000), a five-year strategic plan (\$25,000 split with the Utility Dept.), and personnel policy revisions (\$15,000 split with the Utility Dept.). Next, year-over-year increases in Property and Liability Insurance are higher due to unavoidable inflationary pressures. Lastly, licenses and subscriptions are mostly increasing due to new defensible space software needed.

Debt (Fire): The District established a California Employers' Pension Prefunding Trust (CEPPT) with CalPERS to prefund retiree pension obligations. The District has contributed \$200,000 for the Fire Department. More will be contributed after a 90% funding level for the UAL is reached. When the annual valuation is received from CalPERS in August 2024, the District will determine what, if any, contribution or reimbursement should be made to or from the Trust.

The District established a California Employers' Retiree Benefit Trust (CERBT) with CalPERS for the purpose of prefunding retiree health obligations. The District has contributed annually to both the Fire and Utility Departments to establish a CERBT to reduce the actuarially determined unfunded post-employment benefit (OPEB) liability. In FY2025, at a minimum, the District will contribute another \$25,000 to the CERBT for the Fire Department as we work toward a fully funded status.

Capital (Fire): The Fire Department is planning \$417,000 in capital projects for the fiscal year 2025. There is \$240,000 budgeted for the HVAC replacement, as discussed above. Next, \$75,000 is budgeted for refurbishing the 2-wheel drive Type 1 engine. The Fire Department also plans to contribute \$10,000 to a District Training Facility. Other replacement projects include turnout gear (\$17,000), radios (\$6,000), air compressors (\$7,500), and asset replacements at the 305 and 1810 Olympic Valley Road properties (\$31,000). The Fire FARF balance at the end of the year is expected to be \$1,746,000 and the Capital account is expected to be \$170,000.

ALTERNATIVES: This is the second draft of the budget, and staff continues to seek input from the Finance Committee and the Board of Directors. A third draft will be prepared for the May 28th, 2024, Board meeting, with a final draft and adoption scheduled for the June 25th, 2024 Board meeting.

FISCAL/RESOURCE IMPACTS: The District's budget is the core document that identifies anticipated "*fiscal and resource impacts*." It serves as a short-term and long-term map for how the District will carry out its financial plan. It allows staff to properly plan for the future and consider problems before they arise. The District operates on approximately \$4.4 million in rate revenue and \$4.7 million in tax revenue annually. These funds cover operations, pay for capital projects (estimated to be over \$2.1 million in 2024-2025), pay off the CalPERS unfunded accrued liability (\$5.1 million estimate as of June 30th, 2024), and save for the future. To do that, the annual budget must detail forecasts of costs, revenues, capital projects, and reserve funds. It's the goal of the District to always be fully funded and avoid significant rate increases or debt financing. A balanced budget helps achieve that goal.

As budgeted, the proposed rates will provide adequate funding to continue the delivery of consistent and quality services to the residents and visitors of Olympic Valley.

RECOMMENDATIONS: Discuss with the Board, staff, and community about the District's levels of service and whether we are meeting our service goals and objectives. Consider how the District manages the assets necessary to deliver water, sewer, garbage, fire protection and emergency medical services. Understand the District's current financial position and the challenges it faces. Ensure adequate and dedicated FARF contributions are maintained based on the District's capital replacement needs and other budgetary priorities.

ATTACHMENTS:

- Financial Summary: FY 2024-25 Budget (1 page)
- Utility Operating Budget for Fiscal Year 2024-25 (1 page)
- Fire Operating Budget for Fiscal Year 2024-25 (1 page)
- Capital Projects Summary: FY 2024-25 Budget (1 page)
- Water FY 2025-29 Proposed Budget (6 pages)
- Water Capital Improvements: FY 2025-29 Proposed Budget (1 page)
- Water 100-year FARF projection (1 page)
- Sewer FY 2025-29 Proposed Budget (6 pages)
- Sewer Capital Improvements: FY 2025-29 Proposed Budget (1 page)
- Sewer 100-year FARF projection (1 page)
- Fire FY 2025-29 Proposed Budget (6 pages)
- Fire Capital Improvements: FY 2025-29 Proposed Budget (1 page)
- Fire 100-year FARF projection (1 page)

DATE PREPARED: April 19th, 2024

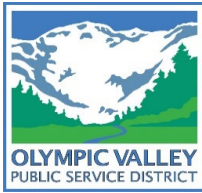


OLYMPIC VALLEY PUBLIC SERVICE DISTRICT

FINANCIAL SUMMARY FOR BUDGET YEAR 2024 - 2025



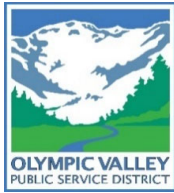
	Water 3%	Sewer 3%	Garbage 8%	Bike Trail 0%	Total Utility	Total Fire	Water Capital	Sewer Capital	I&I	Fire Capital	Consolidated
Revenue											
Rate Revenue	\$ 2,271,965	\$ 1,725,632	\$ 397,245	\$ -	\$ 4,394,842	\$ -	\$ 20,000	\$ 10,000	\$ 10,000	\$ 8,000	\$ 4,442,842
Tax Revenue	100,000	100,000	-	-	200,000	4,492,000					4,692,000
Rental Revenue	43,108	43,108			86,216	43,108					129,324
Grants, Admin, Interest & Misc	179,907	135,103		47,380	362,390	428,328					790,718
Total Revenue	2,594,979	2,003,844	397,245	47,380	5,043,448	4,963,436	20,000	10,000	10,000	8,000	10,054,884
Expenses											
Payroll & Benefits	1,321,336	1,321,336	1,500	-	2,644,172	3,725,813					6,369,985
Operating Expenses	624,500	369,237	398,216	22,380	1,414,333	887,472					2,301,805
Debt											
Building Loan - Principal only	81,738	36,723			118,461	-					118,461
Contributions											
FARF Contributions	550,000	250,000	-	25,000	825,000	350,000					1,175,000
Total Expenses, Debt, & Contributions	2,577,574	1,977,296	399,716	47,380	5,001,967	4,963,285	-	-	-	-	9,965,252
Surplus (Loss)	17,405	26,548	(2,471)	-	41,482	151	20,000	10,000	10,000	8,000	89,633
Surplus FARF/Capital Contributions	(17,405)	(26,548)	2,471	-	(41,482)	(151)	(20,000)	(10,000)	(10,000)	(8,000)	(89,633)
Balance	-	-	-	-	(0)	-	-	-	-	-	0
FARF Rollforward							Capital Rollforward				
Begin Balance 7/1/24	2,222,434	3,736,697	133,000	105,619	6,197,749	1,773,048	1,276,859	281,709	166,818	201,973	9,898,156
Capital Projects	(581,333)	(453,833)	-	-	(1,035,167)	(377,376)	(675,000)	(35,000)	-	(40,000)	(2,162,543)
Contributions (from above)	567,405	276,548	(2,471)	25,000	866,482	350,151	20,000	10,000	10,000	8,000	1,264,633
End Balance 6/30/25	2,208,505	3,559,411	130,529	130,619	6,029,064	1,745,823	621,859	256,709	176,818	169,973	9,000,246



**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
UTILITY & ADMINISTRATIVE DEPARTMENT
OPERATING BUDGET FOR FISCAL YEAR 2024-2025**



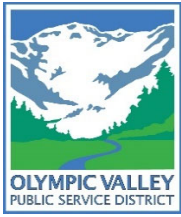
	2022 - 23 ACTUAL	2023 - 24 BUDGET	2023 - 24 EXPECTED	2024-25 BUDGET	Inc/ (Dec) from Prior Year	% CHANGE
REVENUES:						
Water Revenue - Rates	\$ 2,178,142	\$ 2,298,575	\$ 2,247,544	\$ 2,271,965	\$ 24,421	1.1%
Water Revenue - Property Tax	128,744	50,000	75,000	100,000	25,000	33.3%
Sewer Revenue - Rates	1,578,202	1,655,203	1,701,653	1,725,632	23,979	1.4%
Sewer Revenue - Property Tax	138,744	50,000	75,000	100,000	25,000	33.3%
Garbage Revenue	331,453	363,285	365,987	397,245	31,258	8.5%
Rental Revenue	80,084	85,411	83,000	86,216	3,216	3.9%
Bike Trail Snow Removal	46,000	46,000	47,380	47,380	-	0.0%
Grants, Surplus, Admin, Billable	442,178	371,437	407,486	315,010	(92,477)	-22.7%
TOTAL REVENUE:	\$ 4,923,547	\$ 4,919,910	\$ 5,003,050	\$ 5,043,448	\$ 40,398	0.8%
OPERATING EXPENSES:						
Salaries & Wages	\$ 1,481,728	\$ 1,641,950	\$ 1,700,350	\$ 1,816,281	\$ 115,932	6.8%
Benefits	2,278,396	738,929	782,245	827,891	45,646	5.8%
Field Expenses	691,955	685,925	716,205	725,110	8,905	1.2%
Board Expenses	50,307	52,876	51,900	52,876	976	1.9%
Consulting Services	96,595	120,458	107,400	165,668	58,268	54.3%
Insurance	77,948	92,576	97,411	104,650	7,239	7.4%
Licenses/Permits/Contracts	56,685	61,153	46,049	49,648	3,599	7.8%
Office Expenses	59,409	78,827	62,461	59,680	(2,781)	-4.5%
Travel, Meetings & Recruitment	12,905	15,626	20,500	20,500	-	0.0%
Utilities	72,679	166,880	197,471	207,050	9,579	4.9%
Bike Trail	37,087	21,000	22,380	22,380	-	0.0%
Interest & Misc	15,743	10,996	10,996	6,771	(4,225)	-38.4%
TOTAL OPERATING EXPENSES	\$ 4,931,437	\$ 3,687,197	\$ 3,815,368	\$ 4,058,506	\$ 243,138	6.4%
Net Income (Loss) Before Non-Operating Expenses	\$ (7,890)	\$ 1,232,713	\$ 1,187,683	\$ 984,942	\$ (202,740)	(0)
NON - OPERATING EXPENSES:						
Building Loan	397,265	114,643	114,643	118,461	3,818	3.3%
Additional Building Loan Payment	-	-	-	-	-	0.0%
TOTAL NON-OPERATING EXPENSES	\$ 397,265	\$ 114,643	\$ 114,643	\$ 118,461	\$ 3,818	
OPERATING SURPLUS/ (LOSS)	\$ (405,155)	\$ 1,118,070	\$ 1,073,039	\$ 866,482	\$ (206,558)	(0)
TRANSFER TO FARF	405,155	(1,118,070)	(1,073,039)	(866,482)	206,558	0
BALANCE	-	-	-	-	-	-



**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
FIRE DEPARTMENT
OPERATING BUDGET FOR FISCAL YEAR 2024-2025**



	2022 - 23 ACTUALS	2023 - 24 BUDGET	2023 - 24 EXPECTED	2024-25 BUDGET	Inc/ (Dec) from Prior Year	% CHANGE
REVENUES:						
Property Tax	\$ 4,071,509	\$ 4,232,000	\$ 4,417,000	\$ 4,492,000	\$ 75,000	1.7%
Mutual Aid	10,765	-	-	-	-	0%
Rental Revenue	40,042	42,705	41,500	43,108	1,608	4%
Inspection Fees	(9,404)	10,000	30,000	20,000	(10,000)	-33%
Grants, Admin, Interest & Misc	135,474	275,028	336,019	408,328	72,309	22%
TOTAL REVENUE:	\$ 4,248,386	\$ 4,559,733	\$ 4,824,519	\$ 4,963,436	\$ 138,917	2.9%
OPERATING EXPENSES:						
Salaries & Wages	\$ 1,788,124	\$ 1,829,792	\$ 1,836,521	\$ 1,958,790	\$ 122,269	6.7%
Benefits	2,346,903	1,296,745	1,315,099	1,448,449	133,350	10.1%
Admin Salaries & Benefits	271,720	305,502	305,502	318,574	13,072	4.3%
Field Expenses	126,280	141,748	154,838	161,483	6,645	4.3%
Board Expenses	16,704	17,750	17,450	17,625	175	1.0%
Consulting Services	57,138	258,893	278,505	416,183	137,678	49.4%
Insurance	46,040	52,325	57,960	62,418	4,458	7.7%
Licenses/Permits/Contracts	67,792	79,717	74,425	91,870	17,445	23.4%
Office Expenses	18,333	26,663	19,763	23,663	3,900	19.7%
Travel, Meetings & Recruitment	14,453	17,100	17,100	15,000	(2,100)	-12.3%
Utilities	67,787	74,048	90,270	99,230	8,960	9.9%
Interest & Misc	-	-	-	-	-	0.0%
TOTAL OPERATING EXPENSES	\$ 4,821,275	\$ 4,100,283	\$ 4,167,433	\$ 4,613,285	\$ 445,852	10.7%
Net Income (Loss) Before Non-Operating Expenses	\$ (572,889)	\$ 459,450	\$ 657,086	\$ 350,151	\$ (306,935)	
NON - OPERATING EXPENSES:						
CalPERS UAL Payments	300,000	-	-	-	-	0%
TOTAL NON-OPERATING EXPENSES	\$ 300,000	\$ -	\$ -	\$ -	\$ -	
NET OPERATING INC/ (DEC)	\$ (872,889)	\$ 459,450	\$ 657,086	\$ 350,151	\$ (306,935)	-47%
TRANSFER TO FARF	\$ 872,889	\$ (459,450)	\$ (657,086)	\$ (350,151)	\$ 306,935	47%
BALANCE	-	-	-	-	-	-



**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
CAPITAL PROJECT SUMMARY
PROPOSED BUDGET 2024-2025**



	PROJECT COST	WATER DEPT	SEWER DEPT	GARBAGE DEPT	Fire DEPT
CAPITAL IMPROVEMENTS					
Water Capital					
Mutual Intertie	675,000	675,000			
Sewer Capital					
Sewer Bypass Trailer and Hose	35,000		35,000		
Fire Capital					
Development Impact Fee Study	30,000				30,000
District Training Facility	10,000				10,000
TOTAL CAPITAL IMPROVEMENTS	750,000	675,000	35,000	-	40,000
CAPITAL REPLACEMENTS (FARF's)					
Water		-	-		-
Residential Meter Replacements	200,000	200,000			
Easter Booster Pipe & Valve Replacement	45,000	45,000			
East Booster Pump - Replacement	7,500	7,500			
Hydrants	25,000	25,000			
Sewer					
Sewer Line Rehabilitation/Replacement	125,000		125,000		
SCADA Replacement	25,000		25,000		
Fire					
Type 1 Engine 2WD Refurbish	75,000				75,000
Turnout Gear Replacement	17,363				17,363
Air Compressor	7,500				7,500
Radios	6,180				6,180
Shared Assets					
305 HVAC	720,000	240,000	240,000		240,000
Ford F-150 Service Truck	50,000	25,000	25,000		
SCBA Cart	20,000	10,000	10,000		
305 AC Slurry Seal/Pave Patch	25,000	8,333	8,333		8,333
305 Replace Lights	17,500	5,833	5,833		5,833
305 Kitchen Appliance	10,000	2,500	2,500		5,000
305 Replace Locks	10,000	3,333	3,333		3,333
1810 Exterior Stain Wood Siding	11,500	3,833	3,833		3,833
1810 AC Slurry Seal/Pave Patch	15,000	5,000	5,000		5,000
TOTAL CAPITAL REPLACEMENTS (FARF's)	1,412,543	581,333	453,833	-	377,376
TOTAL CAPITAL PROJECTS	2,162,543	1,256,333	488,833	-	417,376

Olympic Valley PSD
Water Budget
Escalation Factors

		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenues							
	Customer Growth	Budgeted	Budgeted	0.8%	0.8%	0.8%	0.8%
	Property Tax Revenues	Budgeted	Budgeted	2.5%	2.5%	2.5%	2.5%
	Miscellaneous Revenues	Budgeted	Budgeted	1.0%	1.0%	1.0%	1.0%
Expenses							
	Labor	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Water Dept. Labor	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Benefits - Medical	Budgeted	Budgeted	5.0%	5.0%	5.0%	5.0%
	Benefits - Other	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Materials & Supplies	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Equipment	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Miscellaneous	Budgeted	Budgeted	2.0%	2.0%	2.0%	2.0%
	Utilities	Budgeted	Budgeted	4.0%	4.0%	4.0%	4.0%
	Flat	Budgeted	Budgeted	0.0%	0.0%	0.0%	0.0%
	Insurance	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
Interest		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
New Debt Service							
Low Interest Loans							
	Term in Years	20	20	20	20	20	20
	Rate	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Revenue Bond							
	Term in Years	20	20	20	20	20	20
	Rate	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%

Olympic Valley PSD
Water Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenues						
<i>Rate Revenues</i>						
<i>Total Rate Revenues</i>	\$2,247,544	\$2,271,965	\$2,289,005	\$2,306,172	\$2,323,468	\$2,340,894
<i>Non-Operating Revenues</i>						
<i>Total Non-Operating Revenues</i>	\$412,373	\$323,015	\$268,265	\$219,295	\$249,356	\$242,129
Total Revenues	\$2,659,917	\$2,594,979	\$2,557,270	\$2,525,467	\$2,572,825	\$2,583,023
<u>Water Department Expenses</u>						
Salaries & Wages						
<i>Total Salaries & Wages</i>	\$403,511	391,928	\$403,686	\$415,797	\$428,271	\$441,119
Employee Benefits						
<i>Total Employee Benefits</i>	\$168,942	189,178	\$196,780	\$204,707	\$212,973	\$221,593
Materials and Supplies						
<i>Total Materials and Supplies</i>	\$95,712	\$102,450	\$105,524	\$108,689	\$111,950	\$115,308
Maintenance Equipment						
<i>Total Maintenance Equipment</i>	\$24,520	\$24,480	\$25,214	\$25,971	\$26,750	\$27,552
Facilities-Maint/Repair						
<i>Total Facilities-Maint/Repair</i>	\$67,133	\$74,467	\$63,051	\$63,653	\$64,272	\$64,910

Olympic Valley PSD
Water Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Training & Memberships						
<i>Total Training & Memberships</i>	\$19,000	\$19,900	\$20,298	\$20,704	\$21,118	\$21,540
Vehicle Maintenance & Repair						
<i>Total Vehicle Maintenance & Repair</i>	\$20,893	\$22,800	\$23,484	\$24,189	\$24,914	\$25,662
Total Water Department Expenses	\$799,711	\$825,203	\$838,037	\$863,709	\$890,248	\$917,685
Administration Expenses						
Salaries & Wages (50% Allocation)						
<i>Total Salaries & Wages</i>	\$483,474	515,462	\$517,021	\$532,532	\$548,508	\$564,963
Employee Benefits (50% Allocation)						
<i>Total Employee Benefits</i>	\$203,474	224,768	\$231,861	\$241,348	\$251,246	\$261,573
Board Expenses (50% Allocation)						
<i>Total Board Expenses</i>	\$25,950	\$26,438	\$26,472	\$26,506	\$26,541	\$26,577
Consulting (50% Allocation)						
<i>Total Consulting</i>	\$53,700	\$87,834	\$90,469	\$93,183	\$95,979	\$98,858
Insurance (50% Allocation)						
<i>Total Insurance</i>	\$48,705	\$52,325	\$53,895	\$55,512	\$57,177	\$58,892
Special Fees (50% Allocation)						
<i>Total Special Fees</i>	\$23,024	\$25,199	\$25,703	\$26,217	\$26,741	\$27,276

Olympic Valley PSD
Water Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Office Expenses (50% Allocation)						
<i>Total Office Expenses</i>	<i>\$31,230</i>	<i>\$29,840</i>	<i>\$30,735</i>	<i>\$31,657</i>	<i>\$32,607</i>	<i>\$33,585</i>
Travel & Meetings (50% Allocation)						
<i>Total Travel & Meetings</i>	<i>\$10,250</i>	<i>\$10,250</i>	<i>\$10,455</i>	<i>\$10,664</i>	<i>\$10,877</i>	<i>\$11,095</i>
Utilities						
<i>Total Utilities</i>	<i>\$133,838</i>	<i>\$143,845</i>	<i>\$149,599</i>	<i>\$155,583</i>	<i>\$161,806</i>	<i>\$168,278</i>
Interest and Misc						
<i>Total Interest and Misc</i>	<i>\$7,587</i>	<i>4,672</i>	<i>\$1,660</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Total Administration Expenses	\$1,021,233	\$1,120,633	\$1,137,869	\$1,173,202	\$1,211,482	\$1,251,098
Total Operations & Maintenance	\$1,820,944	\$1,945,836	\$1,975,907	\$2,036,910	\$2,101,730	\$2,168,783
Annual Debt Service						
Facility Loan	79,104	81,738	84,460	-	-	-
CalPERS Additional UAL Payments	100,000	-	-	-	-	-
CalPERS Pension Adjustment	250,000					
<i>Total Annual Debt Service</i>	<i>\$429,104</i>	<i>\$81,738</i>	<i>84,459.82</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Rate Funded Capital (CRP)	\$400,000	\$550,000	\$575,000	\$675,000	\$750,000	\$800,000

Olympic Valley PSD
Water Budget
Revenue Requirement

	Expected FY 2024	FY 2025	FY 2026	Projected FY 2027	FY 2028	FY 2029
Transfer To / (From) Reserves						
To/(From) Operating Reserve	\$0	\$0	\$0	(\$0)	(\$0)	(\$0)
To/(From) Capital Reserve	0	0	0	0	0	0
To/(From) FARF	9,869	17,405	13,463	1,741	11,213	11,862
<i>Total Transfer To / (From) Reserves</i>	\$9,869	\$17,405	\$13,463	\$1,741	\$11,213	\$11,862
Total Revenue Requirement	\$2,659,917	\$2,594,979	\$2,648,830	\$2,713,651	\$2,862,942	\$2,980,644
Capital Reserve						
Beginning Balance	\$1,336,859	\$1,276,859	\$621,859	\$579,969	\$493,355	\$0
Plus: Additions	0	0	0	0	412,099	1,408,261
Plus: Connection Fees	40,000	20,000	20,150	20,301	20,453	20,607
Less: Uses of Funds	(100,000)	(675,000)	(62,040)	(106,916)	(925,907)	(1,428,868)
Ending Balance	\$1,276,859	\$621,859	\$579,969	\$493,355	\$0	(\$0)
Fixed Asset Replacement Fund						
Beginning Balance	\$2,392,681	\$2,222,434	\$2,208,505	\$2,134,590	\$2,123,432	\$2,397,051
Plus: Additions	409,869	567,405	588,463	676,741	349,114	(596,399)
Less: Uses of Funds	(580,117)	(581,333)	(662,378)	(687,899)	(75,495)	(312,425)
Ending Balance	\$2,222,434	\$2,208,505	\$2,134,590	\$2,123,432	\$2,397,051	\$1,488,227
Total Operating Reserve Funds	\$2,222,434	\$2,208,505	\$2,134,590	\$2,123,432	\$2,397,051	\$1,488,227
Total Target Ending Fund Balance (60 days of O&M)	\$299,333	\$319,863	\$324,807	\$334,835	\$345,490	\$356,512

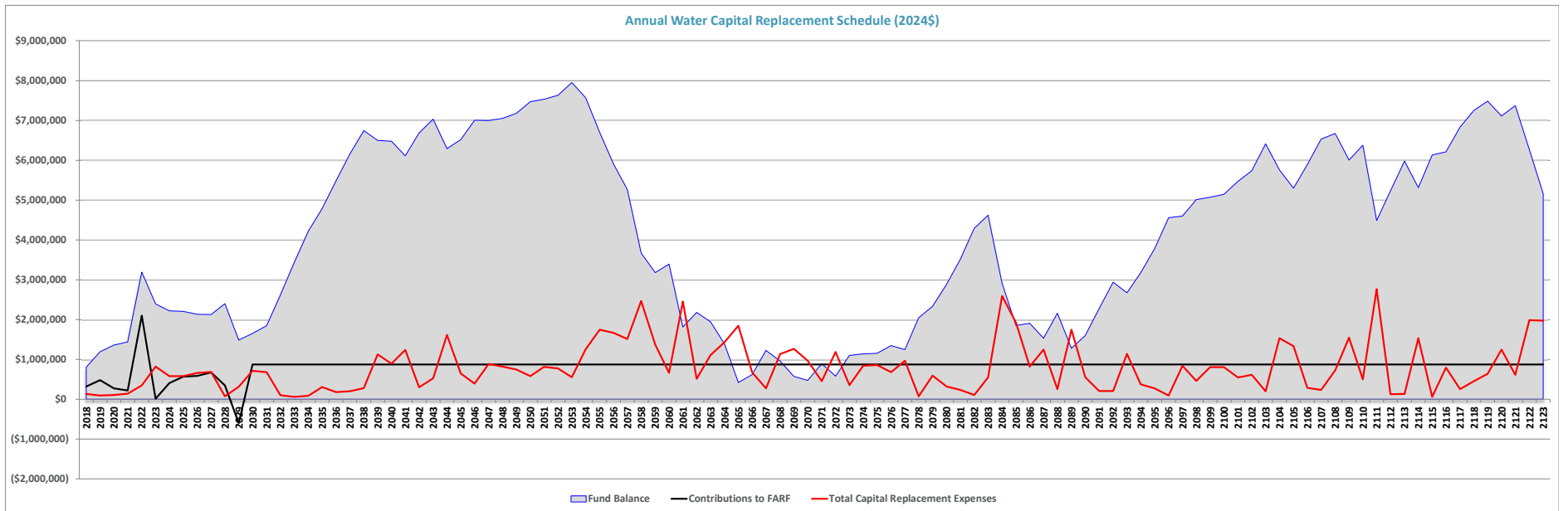
Olympic Valley PSD
Water Budget
Revenue Requirement

		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Olympic Valley PSD Water Budget Revenue Requirement Summary							
		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenue							
	Rate Revenues	\$2,247,544	\$2,271,965	\$2,289,005	\$2,306,172	\$2,323,468	\$2,340,894
	Non-Operating Revenues	412,373	323,015	268,265	219,295	249,356	242,129
	Total Revenues	\$2,659,917	\$2,594,979	\$2,557,270	\$2,525,467	\$2,572,825	\$2,583,023
Expenses							
	Total Water Department Expenses	\$799,711	\$825,203	\$838,037	\$863,709	\$890,248	\$917,685
	Total Administration Expenses	1,021,233	1,120,633	1,137,869	1,173,202	1,211,482	1,251,098
	Total O&M Expenses	\$1,820,944	\$1,945,836	\$1,975,907	\$2,036,910	\$2,101,730	\$2,168,783
Net Annual Debt Service		\$429,104	\$81,738	\$84,460	\$0	\$0	\$0
Rate Funded Capital (CRP)		\$400,000	\$550,000	\$575,000	\$675,000	\$750,000	\$800,000
Transfer To / (From) Reserves		\$9,869	\$17,405	\$13,463	\$1,741	\$11,213	\$11,862
Total Revenue Requirement		\$2,659,917	\$2,594,979	\$2,648,830	\$2,713,651	\$2,862,942	\$2,980,644
Proposed Rate Adjustment		0.0%	0.0%	4.0%	4.0%	4.0%	4.0%
Add'l Revenue from Adj.		\$0	\$0	\$91,560	\$188,184	\$290,118	\$397,621
Additional Rate Increase Needed		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Operating Reserve Funds		\$2,222,434	\$2,208,505	\$2,134,590	\$2,123,432	\$2,397,051	\$1,488,227
Total Target Ending Fund Balance (60 days of O&M)		\$299,333	\$319,863	\$324,807	\$334,835	\$345,490	\$356,512

Olympic Valley PSD
Water Budget
Capital Projects

Inflation 3.4% ENR CCI 10 year average

Capital Projects	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Improvement Projects (CIP)							
Mutual Intertie	100,000	675,000	0	\$0	\$0	\$0	\$775,000
Pressure Zone 1A	0	0	0	106,916	925,907	0	\$1,032,822
PlumpJack Well	0	0	0	0	0	1,428,868	\$1,428,868
305 EV Charging Station	0	0	31,020	0	0	0	\$31,020
1810 EV Charging Station	0	0	31,020	0	0	0	\$31,020
Total Capital Projects	\$100,000	\$675,000	\$62,040	\$106,916	\$925,907	\$1,428,868	\$3,298,730
Capital Replacement Projects (CRP)							
Victor/Hidden Lake 2" line replacement	\$0	0	31,020	250,183	\$0	\$0	\$281,203
Hydrants	22,000	25,000	25,850	26,729	27,638	28,577	\$155,794
Well 2R Pump & Motor Replacement	0	0	93,060	0	0	0	\$93,060
Well 2R Chemical Feed Equipment Replacement	0	0	62,040	0	0	0	\$62,040
Residential Meter Replacements	160,000	200,000	0	0	0	0	\$360,000
Well 5R Pump & Motor Replacement	0	0	0	35,282	0	0	\$35,282
Well 5R Chemical Feed Equipment Replacement	30,000	0	0	0	0	0	\$30,000
Zone 3 Recoating	315,000	0	0	0	0	0	\$315,000
Zone 3 Booster Pump Replacement	0	0	0	0	0	11,088	\$11,088
10" West Tank Water Transmission Line Replacement	0	0	0	0	0	171,464	\$171,464
Ford F-250 w/ Utility Box	33,950	0	0	0	0	0	\$33,950
Ford F-150 Service Truck	0	25,000	0	0	0	0	\$25,000
Ford F-350 Flat Bed ZEV	0	0	0	42,766	0	0	\$42,766
Dodge Ram 2500 ZEV	0	0	0	0	0	42,866	\$42,866
JD Loader	0	0	0	56,345	0	0	\$56,345
New Holland	0	0	55,784	0	0	0	\$55,784
Easter Booster Pipe & Valve Replacement	0	45,000	0	0	0	0	\$45,000
East Booster Pump - Replacement	0	7,500	0	0	0	0	\$7,500
SCADA replacement	0	0	25,850	26,729	0	0	\$52,579
SCBA Cart	0	10,000	0	0	0	0	\$10,000
Hydrolic Trench Shoring	0	0	0	8,981	0	0	\$8,981
305 Replace Carpets	0	0	0	0	40,495	0	\$40,495
305 HVAC	10,000	240,000	165,440	0	0	0	\$415,440
305 Replace Roof	0	0	172,333	0	0	0	\$172,333
305 Replace lights	0	5,833	0	35,008	0	0	\$40,841
305 Kitchen Appliances	0	2,500	2,585	0	0	0	\$5,085
305 Locks	0	3,333	3,443	3,560	3,681	3,807	\$17,825
305 Exterior Paint	0	0	8,617	0	0	0	\$8,617
305 Interior Paint	0	0	0	0	0	31,213	\$31,213
305 AC Slurry Seal/Pave Patch/Repaving	0	8,333	0	108,231	0	0	\$116,565
305 Replace Window Coverings	0	0	0	0	0	6,281	\$6,281
1810 Exhaust Vents	5,000	0	0	0	0	0	\$5,000
1810 Repaving	0	0	0	94,086	0	0	\$94,086
1810 Furnace Replacement	0	0	0	0	0	17,129	\$17,129
1810 Rollup doors	0	0	10,330	0	0	0	\$10,330
1810 Exterior	4,167	3,833	6,026	0	0	0	\$14,026
1810 AC Slurry Seal/Pave Patch	0	5,000	0	0	3,681	0	\$8,681
Total Capital Replacement Projects	\$580,117	\$581,333	\$662,378	\$687,899	\$75,495	\$312,425	\$2,899,648
Less: Outside Funding Sources							
Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	100,000	675,000	62,040	106,916	925,907	1,428,868	\$3,298,730
Fixed Asset Replacement Fund	580,117	581,333	662,378	687,899	75,495	312,425	\$2,899,648
Total Outside Funding Sources	\$680,117	\$1,256,333	\$724,418	\$794,815	\$1,001,402	\$1,741,294	\$7,102,079
Rate Funded Capital (CRP)	\$400,000	\$550,000	\$575,000	\$675,000	\$750,000	\$800,000	\$2,966,153



Olympic Valley PSD
Sewer Budget
Escalation Factors

		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenues							
	Customer Growth	Budgeted	Budgeted	0.8%	0.8%	0.8%	0.8%
	Property Tax Revenues	Budgeted	Budgeted	2.5%	2.5%	2.5%	2.5%
	Miscellaneous Revenues	Budgeted	Budgeted	1.0%	1.0%	1.0%	1.0%
Expenses							
	Labor	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Sewer Dept. Labor	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Benefits - Medical	Budgeted	Budgeted	5.0%	5.0%	5.0%	5.0%
	Benefits - Other	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Materials & Supplies	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Equipment	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Miscellaneous	Budgeted	Budgeted	2.0%	2.0%	2.0%	2.0%
	Utilities	Budgeted	Budgeted	4.0%	4.0%	4.0%	4.0%
	Flat	Budgeted	Budgeted	0.0%	0.0%	0.0%	0.0%
	Insurance	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
Interest		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
New Debt Service							
<i>Low Interest Loans</i>							
	Term in Years	20	20	20	20	20	20
	Rate	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
<i>Revenue Bond</i>							
	Term in Years	20	20	20	20	20	20
	Rate	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%

Olympic Valley PSD
Sewer Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenues						
<i>Rate Revenues</i>						
<i>Total Rate Revenues</i>	\$1,701,653	\$1,725,632	\$1,797,161	\$1,872,155	\$1,950,788	\$2,033,240
<i>Non-Operating Revenues</i>						
<i>Total Non-Operating Revenues</i>	\$228,113	\$278,211	\$269,203	\$253,361	\$248,708	\$257,561
Total Revenues	\$1,929,766	\$2,003,844	\$2,066,364	\$2,125,516	\$2,199,496	\$2,290,801
Sewer Department Expenses						
Salaries & Wages						
<i>Total Salaries & Wages</i>	\$329,891	391,928	\$403,686	\$415,797	\$428,271	\$441,119
Employee Benefits						
<i>Total Employee Benefits</i>	\$156,356	189,178	\$196,780	\$204,707	\$212,973	\$221,593
Materials and Supplies						
<i>Total Materials and Supplies</i>	\$17,500	\$15,250	\$15,708	\$16,179	\$16,664	\$17,164
Maintenance Equipment						
<i>Total Maintenance Equipment</i>	\$15,925	\$11,980	\$12,339	\$12,710	\$13,091	\$13,484
Facilities-Maint/Repair						
<i>Total Facilities-Maint/Repair</i>	\$22,616	\$14,867	\$15,313	\$15,772	\$16,246	\$16,733

Olympic Valley PSD
Sewer Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Training & Memberships						
<i>Total Training & Memberships</i>	\$12,500	\$16,400	\$16,728	\$17,063	\$17,404	\$17,752
Vehicle Maintenance & Repair						
<i>Total Vehicle Maintenance & Repair</i>	\$22,190	\$24,300	\$25,029	\$25,780	\$26,553	\$27,350
Total Sewer Department Expenses	\$576,977	\$663,903	\$685,583	\$708,007	\$731,201	\$755,194
<u>Administration Expenses</u>						
Salaries & Wages (50% Allocation)						
<i>Total Salaries & Wages</i>	\$483,474	\$515,462	\$530,926	\$546,854	\$563,259	\$580,157
Employee Benefits (50% Allocation)						
<i>Total Employee Benefits</i>	\$253,474	224,768	\$231,861	\$241,348	\$251,246	\$261,573
Board Expenses (50% Allocation)						
<i>Total Board Expenses</i>	\$25,950	\$26,438	\$26,380	\$26,413	\$26,446	\$26,480
Consulting (50% Allocation)						
<i>Total Consulting</i>	\$53,700	\$77,834	\$80,169	\$82,574	\$85,051	\$87,603
Insurance (50% Allocation)						
<i>Total Insurance</i>	\$48,705	\$52,325	\$53,895	\$55,512	\$57,177	\$58,892

Olympic Valley PSD
Sewer Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Special Fees (50% Allocation)						
<i>Total Special Fees</i>	\$23,024	\$24,449	\$24,938	\$25,437	\$25,945	\$26,464
Office Expenses (50% Allocation)						
<i>Total Office Expenses</i>	\$31,230	\$29,840	\$26,615	\$27,414	\$28,236	\$29,083
Travel & Meetings (50% Allocation)						
<i>Total Travel & Meetings</i>	\$10,250	\$10,250	\$10,455	\$10,664	\$10,877	\$11,095
Utilities (50% Allocation)						
<i>Total Utilities</i>	\$63,634	\$63,205	\$65,733	\$68,363	\$71,097	\$73,941
Interest and Misc (50% Allocation)						
<i>Total Interest and Misc</i>	\$3,409	\$2,099	\$746	\$0	\$0	\$0
Total Administration Expenses	\$996,851	\$1,026,670	\$1,051,718	\$1,084,577	\$1,119,335	\$1,155,289
Total Operations & Maintenance	\$1,573,828	\$1,690,573	\$1,737,301	\$1,792,584	\$1,850,536	\$1,910,483
Annual Debt Service						
Facility Loan	35,539	36,723	37,946	-	-	-
CalPERS Pension Adjustment	200,000	-				
<i>Total Annual Debt Service</i>	\$235,539	\$36,723	\$37,946	\$0	\$0	\$0
Rate Funded Capital (CRP)	\$200,000	\$250,000	\$325,000	\$425,000	\$500,000	\$500,000

Olympic Valley PSD
Sewer Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Transfer To / (From) Reserves						
To/(From) Operating Reserve	\$0	(\$0)	(\$0)	(\$0)	\$0	\$0
To/(From) Capital Reserve	0	0	0	0	0	0
To/(From) FARF	(79,601)	26,548	20,032	21,947	29,850	135,507
<i>Total Transfer To / (From) Reserves</i>	<i>(\$79,601)</i>	<i>\$26,548</i>	<i>\$20,032</i>	<i>\$21,947</i>	<i>\$29,850</i>	<i>\$135,507</i>
Total Revenue Requirement	\$1,929,766	\$2,003,844	\$2,120,279	\$2,239,531	\$2,380,387	\$2,545,990
Capital Reserve						
Beginning Balance	\$278,709	\$281,709	\$256,709	\$189,234	\$119,198	\$129,425
Plus: Additons	0	0	0	0	0	0
Plus: Connection Fees	18,000	10,000	10,075	10,151	10,227	10,303
Less: Uses of Funds	(15,000)	(35,000)	(77,550)	(80,187)	0	0
Ending Balance	\$281,709	\$256,709	\$189,234	\$119,198	\$129,425	\$139,728
I&I Reserve						
Beginning Balance	\$166,818	\$166,818	\$176,818	\$186,893	\$197,043	\$207,270
Plus: Additons	0	0	0	0	0	0
Plus: Connection Fees	0	10,000	10,075	10,151	10,227	10,303
Less: Uses of Funds	0	0	0	0	0	0
Ending Balance	\$166,818	\$176,818	\$186,893	\$197,043	\$207,270	\$217,574
Fixed Asset Replacement Fund						
Beginning Balance	\$3,783,748	\$3,736,697	\$3,559,412	\$2,621,554	\$1,799,144	\$1,895,469
Plus: Additons	200,000	276,548	345,032	446,947	529,850	635,507
Less: Uses of Funds	(247,051)	(453,833)	(1,282,889)	(1,269,357)	(433,525)	(194,811)
Ending Balance	\$3,736,697	\$3,559,412	\$2,621,554	\$1,799,144	\$1,895,469	\$2,336,165
Total Operating Reserve Funds	\$3,736,697	\$3,559,412	\$2,621,554	\$1,799,144	\$1,895,469	\$2,336,165
Total Target Ending Fund Balance	\$258,711	\$277,902	\$285,584	\$294,671	\$304,198	\$314,052

Olympic Valley PSD
Sewer Budget
Revenue Requirement

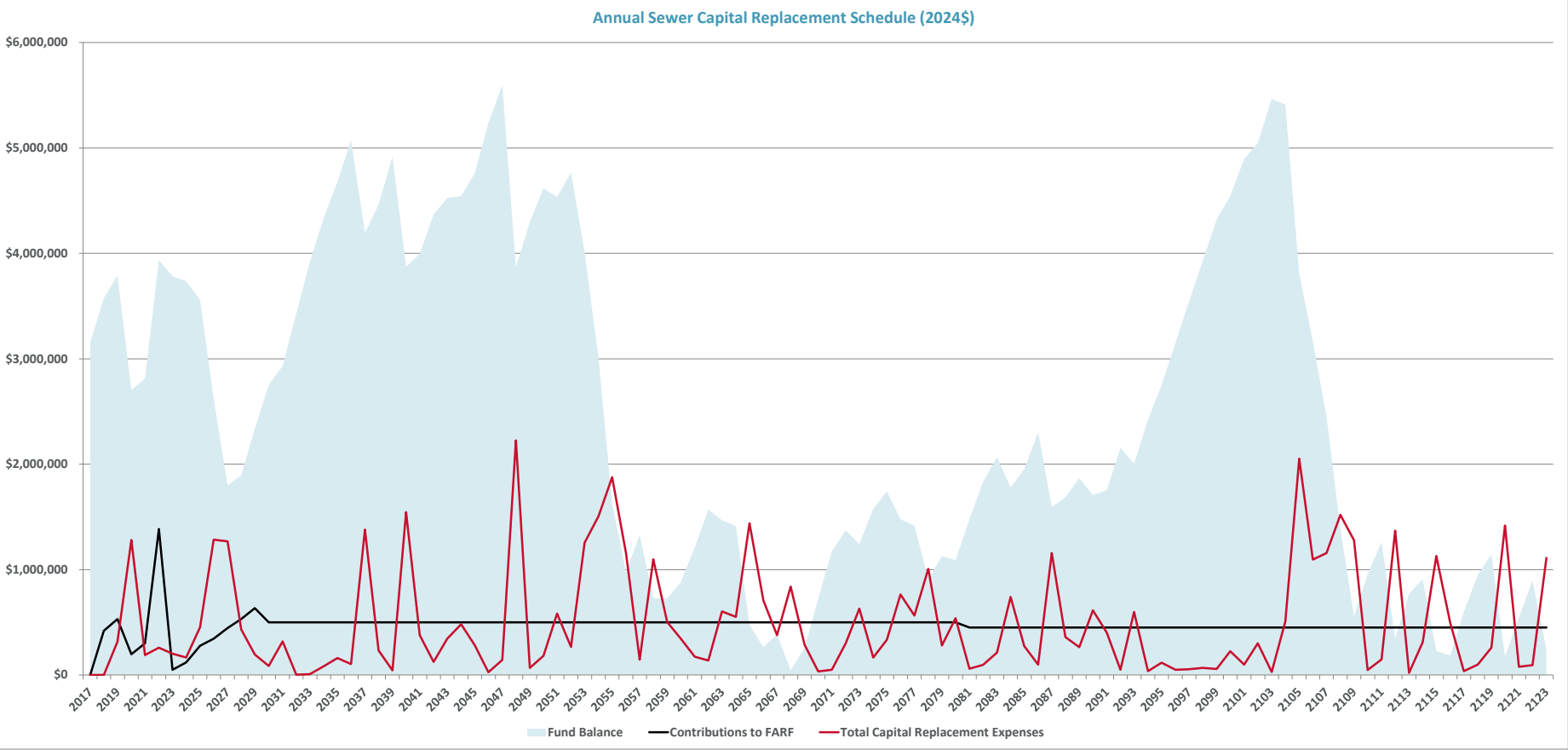
		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Olympic Valley PSD Sewer Budget Revenue Requirement Summary							
		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenue							
	Rate Revenues	\$1,701,653	\$1,725,632	\$1,797,161	\$1,872,155	\$1,950,788	\$2,033,240
	Non-Operating Revenues	228,113	278,211	269,203	253,361	248,708	257,561
	Total Revenues	\$1,929,766	\$2,003,844	\$2,066,364	\$2,125,516	\$2,199,496	\$2,290,801
Expenses							
	Total Sewer Department Expenses	\$576,977	\$663,903	\$685,583	\$708,007	\$731,201	\$755,194
	Total Administration Expenses	996,851	1,026,670	1,051,718	1,084,577	1,119,335	1,155,289
	Total O&M Expenses	\$1,573,828	\$1,690,573	\$1,737,301	\$1,792,584	\$1,850,536	\$1,910,483
Net Annual Debt Service		\$235,539	\$36,723	\$37,946	\$0	\$0	\$0
Rate Funded Capital (CRP)		\$200,000	\$250,000	\$325,000	\$425,000	\$500,000	\$500,000
Transfer To / (From) Reserves		(\$79,601)	\$26,548	\$20,032	\$21,947	\$29,850	\$135,507
Total Revenue Requirement		\$1,929,766	\$2,003,844	\$2,120,279	\$2,239,531	\$2,380,387	\$2,545,990
Proposed Rate Adjustment		0.0%	0.0%	3.0%	3.0%	3.0%	3.0%
Add'l Revenue from Adj.		\$0	\$0	\$53,915	\$114,014	\$180,891	\$255,190
Additional Rate Increase Needed		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Operating Reserve Funds		\$3,736,697	\$3,559,412	\$2,621,554	\$1,799,144	\$1,895,469	\$2,336,165
Total Target Ending Fund Balance		\$258,711	\$277,902	\$285,584	\$294,671	\$304,198	\$314,052

Olympic Valley PSD
Sewer Budget
Capital Projects

Inflation	3.4%
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ENR CCI 10 year average

Capital Projects	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Improvement Projects (CIP)							
Sewer Bypass Trailer and Hose	0	35,000	0	0	0	0	\$35,000
Granite Chief A Line	15,000	0	0	0	0	0	\$15,000
305 EV Charging Station	0	0	31,020	0	0	0	\$31,020
1810 EV Charging Station	0	0	31,020	0	0	0	\$31,020
Sewer Flow Meters	0	0	15,510	80,187	0	0	\$95,697
Total Capital Projects	\$15,000	\$35,000	\$77,550	\$80,187	\$0	\$0	\$207,737
Capital Replacement Projects (CRP)							
Lateral CCTV Cam	0	0	0	70,731	57,696	99,796	\$228,223
Sewer Line Rehabilitation/Replacement	75,000	125,000	827,200	855,325	0	0	\$1,882,525
Backyard Sewer Easement Replacement	0	0	0	0	331,652	0	\$331,652
Ford F-250 w Utility Box	33,950	0	0	0	0	0	\$33,950
Ford F-150 Service Truck	0	25,000	0	0	0	0	\$25,000
Ford F-350 Flat Bed ZEV	0	0	0	42,766	0	0	\$42,766
Dodge Ram 2500 ZEV	0	0	0	0	0	42,866	\$42,866
JD Loader	0	0	0	56,345	0	0	\$56,345
T-45A Sewer Flow Meter	11,000	0	0	0	0	0	\$11,000
SCBA Cart	0	10,000	0	0	0	0	\$10,000
New Holland	0	0	55,784	0	0	0	\$55,784
Hydrolic Trench Shoring	0	0	0	4,490	0	0	\$4,490
Kitchen Appliances	0	2,500	2,585	0	0	0	\$5,085
SCADA replacement	25,000	25,000	25,850	0	0	0	\$75,850
305 Replace Carpets	0	0	0	0	40,495	0	\$40,495
305 Roof Replacement	0	0	172,161	0	0	0	\$172,161
305 HVAC	10,000	240,000	170,894	0	0	0	\$420,894
305 Replace lights	0	5,833	0	33,823	0	0	\$39,656
305 Locks	3,333	3,333	3,443	3,560	3,681	3,807	\$21,158
305 Exterior Paint	0	0	8,617	0	0	0	\$8,617
305 Interior Paint	0	0	0	0	0	31,213	\$31,213
305 AC Slurry Seal/Pave Patch	0	8,333	0	108,231	0	0	\$116,565
1810 Exhaust Vents	5,000	0	0	0	0	0	\$5,000
1810 Furnace Replacement	0	0	0	0	0	17,129	\$17,129
1810 Repaving	0	0	0	94,086	0	0	\$94,086
1810 Exterior	4,167	3,833	6,026	0	0	0	\$14,026
1810 Rollup doors	0	0	10,330	0	0	0	\$10,330
1810 AC Slurry Seal/Pave Patch	0	5,000	0	0	0	0	\$5,000
	\$167,450	\$453,833	\$1,282,889	\$1,269,357	\$433,525	\$194,811	\$3,801,865
Less: Outside Funding Sources							
Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	15,000	35,000	77,550	80,187	0	0	207,737
Fixed Asset Replacement Fund	167,450	453,833	1,282,889	1,269,357	433,525	194,811	3,801,865
Total Outside Funding Sources	\$182,450	\$488,833	\$1,360,439	\$1,349,544	\$433,525	\$194,811	\$4,009,602
Rate Funded Capital (CRP)	\$200,000	\$250,000	\$325,000	\$425,000	\$500,000	\$500,000	\$2,200,000



Olympic Valley Fire Department
Fire Department Budget
Escalation Factors

		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenues							
	Flat	Actual	Budgeted	0.0%	0.0%	0.0%	0.0%
	Property Tax Revenues	Actual	Budgeted	2.5%	2.5%	2.5%	2.5%
	Miscellaneous Revenues	Actual	Budgeted	1.0%	1.0%	1.0%	1.0%
Expenses							
	Fire Department Labor	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%
	Admin Dept. Labor	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%
	Benefits - Medical	Actual	Budgeted	5.0%	5.0%	5.0%	5.0%
	Benefits - Other	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%
	Materials & Supplies	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%
	Equipment	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%
	Miscellaneous	Actual	Budgeted	2.0%	2.0%	2.0%	2.0%
	Utilities	Actual	Budgeted	4.0%	4.0%	4.0%	4.0%
	Flat	Actual	Budgeted	0.0%	0.0%	0.0%	0.0%
	Insurance	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%
Interest		3.0%	2.0%	2.0%	2.0%	2.0%	2.0%
New Debt Service							
Low Interest Loans							
	Term in Years	20	20	20	20	20	20
	Rate	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Revenue Bond							
	Term in Years	20	20	20	20	20	20
	Rate	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%

Olympic Valley Fire Department
Fire Department Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Revenues						
<i>Total Rate Revenues</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Non-Operating Revenues</i>						
<i>Total Non-Operating Revenues</i>	\$4,824,519	\$4,963,436	\$4,707,278	\$4,818,980	\$4,937,827	\$5,058,802
Total Revenues	\$4,824,519	\$4,963,436	\$4,707,278	\$4,818,980	\$4,937,827	\$5,058,802
<u>Fire Department Expenses</u>						
Salaries & Wages						
<i>Total Salaries & Wages</i>	\$2,142,023	\$2,277,364	\$2,345,685	\$2,416,056	\$2,488,537	\$2,563,193
Employee Benefits						
<i>Total Employee Benefits</i>	\$1,315,099	\$1,448,449	\$1,497,202	\$1,568,097	\$1,636,180	\$1,739,744
Materials and Supplies						
<i>Total Materials and Supplies</i>	\$31,373	\$37,700	\$37,091	\$38,204	\$39,350	\$40,530
Equipment Maintenance & Repair						
<i>Total Equipment Maintenance & Repa</i>	\$24,415	\$29,600	\$30,488	\$31,403	\$32,345	\$33,315

Olympic Valley Fire Department
Fire Department Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Facilities-Maint/Repair						
<i>Total Facilities-Maint/Repair</i>	<i>\$29,750</i>	<i>\$29,883</i>	<i>\$30,779</i>	<i>\$31,703</i>	<i>\$32,654</i>	<i>\$33,634</i>
Training & Memberships						
<i>Total Training & Memberships</i>	<i>\$19,000</i>	<i>\$27,000</i>	<i>\$27,540</i>	<i>\$28,091</i>	<i>\$28,653</i>	<i>\$29,226</i>
Vehicle Maintenance & Repair						
<i>Total Vehicle Maintenance & Repair</i>	<i>\$50,300</i>	<i>\$37,300</i>	<i>\$38,419</i>	<i>\$39,572</i>	<i>\$40,759</i>	<i>\$41,981</i>
Total Fire Department Expenses	\$3,611,960	\$3,887,296	\$4,007,205	\$4,153,124	\$4,298,477	\$4,481,624
<u>Administration Expenses</u>						
Board Expenses						
<i>Total Board Expenses</i>	<i>\$17,450</i>	<i>\$17,625</i>	<i>\$17,520</i>	<i>\$17,540</i>	<i>\$17,561</i>	<i>\$17,857</i>
Consulting						
<i>Total Consulting</i>	<i>\$278,505</i>	<i>\$416,183</i>	<i>\$19,243</i>	<i>\$19,821</i>	<i>\$20,415</i>	<i>\$21,028</i>
Insurance						
<i>Total Insurance</i>	<i>\$57,960</i>	<i>\$62,418</i>	<i>\$64,291</i>	<i>\$66,219</i>	<i>\$68,206</i>	<i>\$70,252</i>
Special Fees						
<i>Total Special Fees</i>	<i>\$74,425</i>	<i>\$91,870</i>	<i>\$93,707</i>	<i>\$95,582</i>	<i>\$97,493</i>	<i>\$99,443</i>
Office Expenses						
<i>Total Office Expenses</i>	<i>\$19,763</i>	<i>\$23,663</i>	<i>\$24,373</i>	<i>\$25,104</i>	<i>\$25,857</i>	<i>\$26,633</i>

Olympic Valley Fire Department
Fire Department Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Travel & Meetings						
<i>Total Travel & Meetings</i>	\$17,100	\$15,000	\$11,800	\$12,036	\$12,277	\$12,522
Utilities						
<i>Total Utilities</i>	\$90,270	\$99,230	\$103,199	\$107,327	\$111,620	\$116,085
Total Administration Expenses	\$555,473	\$725,989	\$334,134	\$343,629	\$353,430	\$363,821
Total Operations & Maintenance	\$4,167,433	\$4,613,285	\$4,341,338	\$4,496,753	\$4,651,907	\$4,845,444
Annual Debt Service						
CalPERS Additional UAL Payments	-	-	-	-	-	-
CalPERS Pension Adjustment	300,000					
<i>Total Annual Debt Service</i>	300,000	\$0	\$0	\$0	\$0	\$0
Contributions to Capital (CRP)	\$350,000	\$350,000	\$350,000	\$300,000	\$275,000	\$200,000

Olympic Valley Fire Department
Fire Department Budget
Revenue Requirement

	Expected	Projected				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Transfer To / (From) Reserves						
To/(From) Operating Reserve	\$9	\$0	(\$0)	(\$0)	(\$0)	(\$0)
To/(From) Capital Reserve	0	0	0	0	0	0
To/(From) FARF	7,077	151	15,940	22,227	10,921	13,358
	-----	-----	-----	-----	-----	-----
Total Transfer To / (From) Reserves	\$7,086	\$151	\$15,940	\$22,227	\$10,921	\$13,358
Total Revenue Requirement	\$4,824,519	\$4,963,436	\$4,707,278	\$4,818,980	\$4,937,827	\$5,058,802
Capital Reserve						
Beginning Balance	\$196,973	\$201,973	\$169,973	\$178,053	\$186,213	\$194,456
Plus: Additions	0	0	0	0	0	0
Plus: Connection Fees	5,000	8,000	8,080	8,161	8,242	8,325
Less: Uses of Funds	0	(40,000)	0	0	0	0
Ending Balance	201,973	\$169,973	\$178,053	\$186,213	\$194,456	\$202,781
Fixed Asset Replacement Fund						
Beginning Balance	\$1,748,754	\$1,773,048	\$1,745,823	\$1,426,730	\$1,364,352	\$1,471,634
Plus: Additions	357,077	350,151	365,940	322,227	285,921	213,358
Less: Uses of Funds	(332,783)	(377,376)	(685,033)	(384,605)	(178,639)	(358,336)
Ending Balance	\$1,773,048	\$1,745,823	\$1,426,730	\$1,364,352	\$1,471,634	\$1,326,657
Total Operating Reserve Funds	\$1,773,048	\$1,745,823	\$1,426,730	\$1,364,352	\$1,471,634	\$1,326,657
Total Target Ending Fund Balance (60 days of O&M)	\$685,057	\$758,348	\$713,645	\$739,192	\$764,697	\$796,511

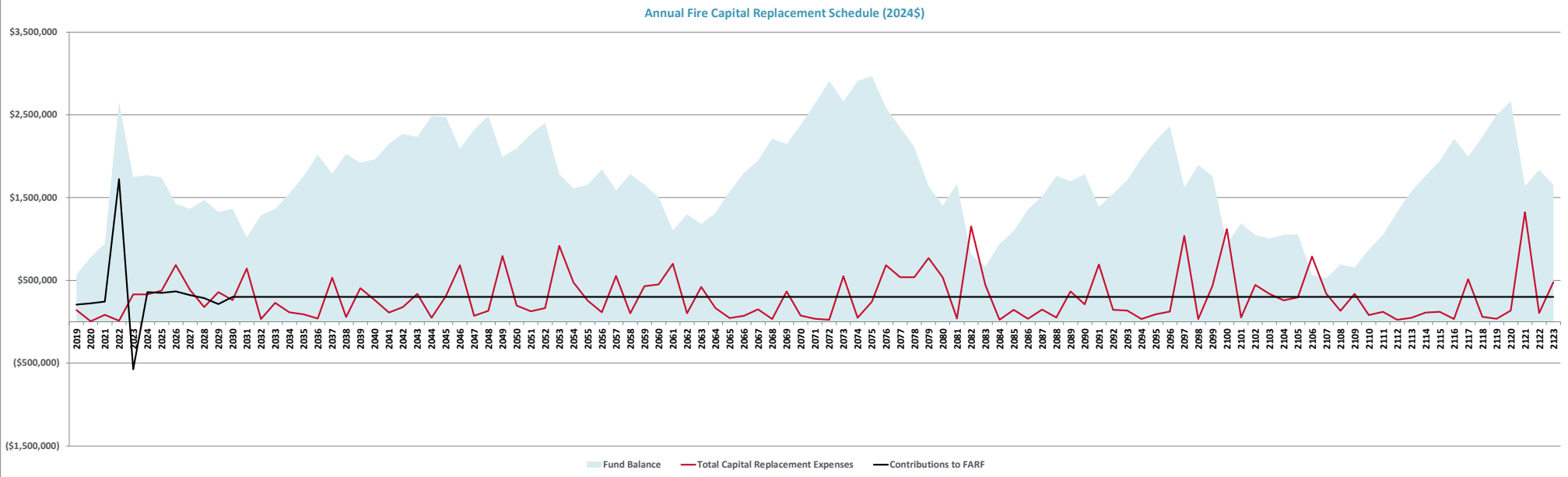
Olympic Valley Fire Department
Fire Department Budget
Revenue Requirement

		Expected	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Olympic Valley Fire Department Fire Department Budget Revenue Requirement Summary							
Expenses	Rate Revenues	\$0	\$0	\$0	\$0	\$0	\$0
	Non-Operating Revenues	4,824,519	4,963,436	4,707,278	4,818,980	4,937,827	5,058,802
	Total Revenues	\$4,824,519	\$4,963,436	\$4,707,278	\$4,818,980	\$4,937,827	\$5,058,802
	Total Fire Department Expenses	\$3,611,960	\$3,887,296	\$4,007,205	\$4,153,124	\$4,298,477	\$4,481,624
	Total Administration Expenses	555,473	725,989	334,134	343,629	353,430	363,821
	Total O&M Expenses	\$4,167,433	\$4,613,285	\$4,341,338	\$4,496,753	\$4,651,907	\$4,845,444
	Net Annual Debt Service	\$300,000	\$0	\$0	\$0	\$0	\$0
Contributions to Capital (CRP)		\$350,000	\$350,000	\$350,000	\$300,000	\$275,000	\$200,000
Transfer To / (From) Reserves		\$7,086	\$151	\$15,940	\$22,227	\$10,921	\$13,358
Total Revenue Requirement		\$4,824,519	\$4,963,436	\$4,707,278	\$4,818,980	\$4,937,827	\$5,058,802
Balance/(Deficiency) of Funds		\$0	\$0	\$0	\$0	\$0	\$0
Total Operating Reserve Funds		\$1,773,048	\$1,745,823	\$1,426,730	\$1,364,352	\$1,471,634	\$1,326,657
Total Target Ending Fund Balance (60 days of O&M)		\$685,057	\$758,348	\$713,645	\$739,192	\$764,697	\$796,511

Olympic Valley Fire Department
Fire Department Budget
Capital Projects

Inflation 3.4%

Capital Projects	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Improvement Projects (CIP)							
Development Impact Fee Study	-	30,000	-	-	-	-	30,000
District Training Facility	-	10,000	-	-	-	-	10,000
Total Capital Projects	-	40,000	-	-	-	-	\$40,000
Capital Replacement Projects (CRP)							
Type 1 Engine 2WD	-	75,000	-	-	-	-	75,000
Type 3 (B-22)	-	-	165,440	-	-	-	165,440
Replace Command Vehicle	85,000	-	-	-	-	-	85,000
Utility Vehicle	80,000	-	-	-	-	-	80,000
Turnout Gear Replacement	15,450	17,363	17,953	18,564	19,195	19,848	108,373
SCBAs	55,000	-	-	-	-	257,196	312,196
Thermal Imaging	-	-	-	-	-	16,003	16,003
Appliance/Furniture Repl	-	5,000	5,170	-	-	-	10,170
ALS Monitors	-	-	-	-	108,594	-	108,594
Station Air Compressor	-	7,500	-	-	-	-	7,500
Snowblower	-	-	-	10,692	-	-	10,692
Radios	6,000	6,180	6,204	6,415	6,633	6,859	38,291
Vehicle Extrication Tools	78,000	-	12,830	-	-	-	90,830
JD Loader	-	-	-	112,689	-	-	112,689
New Holland	-	-	111,569	-	-	-	111,569
305 New roof	-	-	172,161	-	-	-	172,161
305 AC Repave	-	-	-	104,777	-	-	104,777
305 HVAC	10,000	240,000	165,275	-	-	-	415,275
305 Replace Window Coverings	-	-	-	-	-	6,281	6,281
305 Replace Locks	3,333	3,333	3,443	3,560	3,681	3,807	21,158
305 Replace lights	-	5,833	-	33,823	-	-	39,656
305 Exterior paint	-	-	8,617	-	-	-	8,617
305 Interior paint	-	-	-	-	-	31,213	31,213
305 AC Slurry Seal/Pave Patch	-	8,333	-	-	-	-	8,333
305 Carpet	-	-	-	-	40,535	-	40,535
1810 Exterior	-	3,833	6,032	-	-	-	9,865
1810 AC Repave	-	-	-	94,086	-	-	94,086
1810 Rollup doors	-	-	10,340	-	-	-	10,340
1810 Furnace Replacement	-	-	-	-	-	17,129	17,129
1810 AC Slurry Seal/Pave Patch	-	5,000	-	-	-	-	5,000
Total Capital Replcmnt. Projects	\$332,783	377,376	\$685,033	\$384,605	\$178,639	\$358,336	\$2,316,772
Less: Outside Funding Sources							
Capital Reserve	0	40,000	0	0	0	0	40,000
Fixed Asset Replacement Fund	332,783	377,376	685,033	384,605	178,639	358,336	2,316,772
Total Outside Funding Sources	\$332,783	\$417,376	\$685,033	\$384,605	\$178,639	\$358,336	\$2,356,772
Contributions to Capital (CRP)	\$350,000	\$350,000	\$350,000	\$300,000	\$275,000	\$200,000	\$1,825,000



ORDINANCE 2024-01

**AN ORDINANCE OF THE OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
ADOPTING FISCAL YEAR 2024-2025 RATES AND CHARGES FOR WATER, SEWER,
GARBAGE AND REVISING RELATED CODES**

**BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE OLYMPIC VALLEY PUBLIC
SERVICE DISTRICT AS FOLLOWS:**

- 1) The rates and charges shall take effect July 1, 2024 until it is amended, suspended, and/or rescinded by the Board of Directors. The Board Secretary is directed to post and publish this Ordinance as required by law.

SCHEDULE A: 2024-25 Water Rates

SCHEDULE A: 2024-25 Sewer Rates

SCHEDULE A: 2024-25 Garbage Rates

- 2) Pursuant to Government Code §54354, et seq., delinquent charges and all penalties thereon, when recorded as provided in said Government Code sections, shall constitute a lien upon the real property served and such lien shall continue until the charges and all penalties thereon are fully paid or the property sold.
- 3) The Board of Directors finds that the rates herein are not discriminatory or excessive, and will be sufficient under Government Code §54350, et seq., and Water Code §31007 to:
 - (a) Pay the operating expenses of District.
 - (b) Provide for repairs and depreciation of works owned or operated by the District.
 - (c) Pay the interest on any bonded debt.
 - (d) So far as possible, provide a fund for the payment of the principal of the bonded debt as it becomes due.

This Ordinance also complies with the further provisions of Government Code §54350, et seq., and will otherwise comply with the law.

- 4) If any provision(s) of this Ordinance or application thereof to any person or circumstances is held invalid, no other provision of this Ordinance shall be affected thereby.
- 5) To the extent that the terms and provisions of this Ordinance may be inconsistent or in conflict with the terms and conditions of any prior District Ordinances, Resolutions, rules and regulations governing the same subject, the terms of this Ordinance shall prevail with respect to the subject matter thereof and such inconsistent and conflicting provisions of prior Ordinances, Resolutions, rules and regulations are hereby repealed.
- 6) Nothing herein contained shall be construed to limit the authority of the Board of Directors to amend, supplement or change this Ordinance or any regulations applicable thereto from time to time.

Ordinance 2024-01 was introduced, and the reading was waived, at a regular meeting of the Board of Directors of the Olympic Valley Public Service District on April 30, 2024.

PASSED AND ADOPTED this 28th day of May 2024 at a meeting of the Board of Directors of the Olympic Valley Public Service District by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Dale Cox, Board President

ATTEST:

Jessica Asher, Board Secretary

2024-25 WATER RATES

SCHEDULE A

Applicable Section No.	Description	Fee
6.03	Connection Fees	= Connection Fee + Fire Protection Sprinkler System

Type of Connection	Connection Fee
<u>Single-Family Units</u> : Single Family Dwelling, First Unit of a Duplex, Halfplex	\$ 10,981
<u>Multi-Family Units</u> : Condominiums, Apartments, 2 nd Unit of Duplex, ADU, Hotel Room or Lock-Off Unit with cooking facility	\$ 6,589
<u>Hotel Units</u> : Hotel Room or Lock-Off Unit with kitchenette or no cooking facility	\$ 4,392
<u>Commercial</u> : Based on meter size	
5/8 x 3/4" Meter*	\$ 4,392
3/4" Meter*	\$ 6,589
1" Meter	\$ 10,981
1.5" Meter**	\$ 21,962
2" Meter**	\$ 35,139
3" Meter**	\$ 65,886
4" Meter**	\$ 109,810
6" Meter**	\$ 219,620

*Applies to residential remodels or additions that are not required to install a fire suppression system.

**Connection Fees for meters larger than one-inch shall be determined by the General Manager on a case-by-case basis.

Fire Protection Sprinkler System = \$1,077
(Residential & Commercial)

6.10C Rates & Charges for Water Service

Single Family Residential Units – Base Rate

(Single Family Dwelling, First Unit of a Duplex, Halfplex)

Annual Base Rate = \$ 1,222.75 / unit

Residential Pool Base Rate = \$ 1,222.75 / year

Single Family Residential Units – Consumption Rate

(Includes Irrigation and ADUs)

Tier I 0 to 120,000 gallons = \$ 5.94 / 1,000 gallons / unit

Tier II 120,001 to 220,000 gallons = \$ 12.08 / 1,000 gallons / unit

Tier III 220,001 to 280,000 gallons = \$ 18.90 / 1,000 gallons / unit

Tier IV 280,001 gallons and up = \$ 41.86 / 1,000 gallons / unit

Multi-Family Residential Units – Base Rate

(Condominiums, Apartments, 2nd Unit of Duplex, ADU,

Hotel Room or Lock-Off Unit)

Annual Base Rate = \$ 592.77 / unit

Multi-Family Residential Units – Consumption Rate

Consumption Rate per Unit = \$ 10.30 / 1,000 gallons

2024-25 WATER RATES

SCHEDULE A

Applicable Section No.	Description	Fee
Commercial Units (Includes HOA) – Base Rate		
	(Includes Commercial Irrigation)	
	5/8" Meter	= \$ 1,004.28 / year
	3/4" Meter	= \$ 1,095.90 / year
	1" Meter	= \$ 1,222.75 / year
	1.5" Meter	= \$ 2,456.00 / year
	2" Meter	= \$ 3,918.47 / year
	3" Meter	= \$ 7,357.70 / year
	4" Meter	= \$ 12,273.43 / year
	6" Meter	= \$ 24,550.37 / year
Commercial Units (Includes HOA) – Consumption Rate		
	Consumption Rate per Unit (domestic)	= \$ 7.89 / 1,000 gallons
	Consumption Rate (irrigation)	= \$ 14.28 / 1,000 gallons
6.01	Plan Checking Fee	= Actual Cost to District
	Deposit Amounts:	
	Single Family Unit	= \$ 50
	All Other Uses	= \$ 500
6.03D	Meter Installation Fee	
	1" or less Meter	= \$ 435 Minimum
	1.5" Meter	= \$ 670 Minimum
	2" Meter	= \$ 870 Minimum
	3" Meter	= \$ 1,275 Minimum
	4" Meter	= \$ 1,775 Minimum
	6" Meter	= \$ 3,942 Minimum
6.08 & 6.10F	Fire Hydrant or Temporary Water Service Fees	
	Fire Hydrant Meter Deposit	= \$ 250
	Temporary Connection Fee	= Actual Cost to District
	Consumption Fees	= \$ 14.28 / 1,000 gallons
	Minimum Permit Admin. Charge	= \$ 50
	Meter Rental Fee and/or Hydrant Use	= \$ 8.50 / week (1 to 7 days)
6.02	Distribution System Improvement Fees	= Actual Cost to District
6.05	Water Line Easement Processing Fee	= Actual Cost to District
6.06	Application Fee	= Refer to Section 6.06
6.07	Special Study Preparation or Checking Fee	= Actual Cost to District
6.11E	Meter Testing Fee	= Actual Cost to District
6.14	Meter Reading Charge	= \$ 20
9.12	Disconnection/Reconnection	= \$ 50 each

2024-25 SEWER RATES

SCHEDULE A

Applicable Section No.	Description	Fee																										
6.03	Connection Fees																											
	<table><tr><th>Type of Connection</th><th>Connection Fee</th></tr><tr><td><u>*Single-Family Residential Units:</u> Single Family Dwelling, Halfplex Unit</td><td>\$ 5,627</td></tr><tr><td><u>*Multi-Family Residential Units:</u> Condominium, Apartment, Duplex Unit, Accessory Dwelling Unit (ADU), Lock-Off Unit with or without cooking facility or kitchenette</td><td>\$ 5,627</td></tr><tr><td><u>Hotel Units:</u> Hotels charged as Commercial Connection by water meter size</td><td>Based on water meter size</td></tr><tr><td><u>Commercial:</u> Based on water meter size</td><td></td></tr><tr><td>5/8 x 3/4" Meter</td><td>\$ 5,627</td></tr><tr><td>3/4" Meter</td><td>\$ 5,627</td></tr><tr><td>1" Meter</td><td>\$ 5,627</td></tr><tr><td>1.5" Meter</td><td>\$ 11,254</td></tr><tr><td>2" Meter</td><td>\$ 18,006</td></tr><tr><td>3" Meter</td><td>\$ 33,762</td></tr><tr><td>4" Meter</td><td>\$ 56,270</td></tr><tr><td>6" Meter</td><td>\$ 112,540</td></tr></table>	Type of Connection	Connection Fee	<u>*Single-Family Residential Units:</u> Single Family Dwelling, Halfplex Unit	\$ 5,627	<u>*Multi-Family Residential Units:</u> Condominium, Apartment, Duplex Unit, Accessory Dwelling Unit (ADU), Lock-Off Unit with or without cooking facility or kitchenette	\$ 5,627	<u>Hotel Units:</u> Hotels charged as Commercial Connection by water meter size	Based on water meter size	<u>Commercial:</u> Based on water meter size		5/8 x 3/4" Meter	\$ 5,627	3/4" Meter	\$ 5,627	1" Meter	\$ 5,627	1.5" Meter	\$ 11,254	2" Meter	\$ 18,006	3" Meter	\$ 33,762	4" Meter	\$ 56,270	6" Meter	\$ 112,540	
Type of Connection	Connection Fee																											
<u>*Single-Family Residential Units:</u> Single Family Dwelling, Halfplex Unit	\$ 5,627																											
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3" Meter	\$ 33,762																											
4" Meter	\$ 56,270																											
6" Meter	\$ 112,540																											
	*Connection Fees for residential units served water by meters larger than one-inch shall pay the Commercial Connection Fee for the applicable meter size.																											
6.10C	Rates & Charges for Sewer Service (User Fees)																											
	Single Family Residential Units – Annual Base Rate (Single Family Dwelling, Halfplex Unit)	= \$ 810.34 / unit																										
	Multi-Family Residential Units – Annual Base Rate (Condominium, Apartment, Duplex Unit, Accessory Dwelling Unit (ADU), Lock-Off Unit with or without cooking facility or kitchenette)	= \$ 637.57 / unit																										
	Residential Pool – Annual Base Rate	= \$ 1,058.71																										
	Hotel Units (Hotels charged Commercial Base and Consumption Rates)																											
	Commercial – Annual Base Rate 0 to 75,000 gallons	= \$ 1,434.51																										
	Commercial – Annual Consumption Rate 75,001 gallons and up	= \$ 19.14 / 1,000 gallons																										
6.01	Plan Checking Fee Deposit Amounts: Single Family Unit All Other Uses	= Actual Cost to District = \$ 50 = \$ 500																										
6.02	Sewer Construction Permit Fee	= Actual Cost to District																										

2024-25 SEWER RATES

SCHEDULE A

Applicable Section No.	Description	Fee
6.05	Sewer Line Easement Processing Fee	= Actual Cost to District
6.06	Application Fee	= \$ 20
6.07	Special Study Preparation or Checking Fee	= Actual Cost to District
6.10F	Temporary Sewage Disposal Fee	= \$ 2.50 / 1,000 gallons plus T-TSA charges
	Temporary Sewer Service Establishment Fee	= \$ 50.00
	Temporary Sewer Service Inspection Fee	= \$ 50.00 per trip
9.12	Disconnection / Reconnection	= \$ 50 each

2024-2025 GARBAGE RATE

SCHEDULE A

Annual Garbage Collection Rate = \$373.00 per single family unit

Dumpage or Spillage Rate = Contractor Charge + 25%



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT F-5
10 Pages

COST OF SERVICE AND RATE STUDY PROFESSIONAL SERVICES AGREEMENT

DATE: April 30, 2024

TO: District Board Members

FROM: Danielle Mueller, Finance & Administration Manager

SUBJECT: Cost of Service and Rate Study - Professional Services Agreement with HDR Engineering, Inc.

BACKGROUND: Proposition 218 requires a utility to establish cost-based rates for the services provided. In 2017, the District retained HDR Engineering, Inc. (HDR) to review the water and sewer rate designs and provide alternative options to meet the District's operating and capital funding objectives. At the time, the District implemented the recommendations from this rate design and adopted a five-year rate structure. After the five-year term expired, the District continued to utilize this version of the rate methodology to establish current rates. However, it is best practice to review the study and ensure that rates are still cost-based, equitable, and proportional.

Another key component of the study is the review and development of connection fees, which are based on the value of the available capacity so that new customers can connect to the system and receive service. Connection fees have not been updated since 2018. Therefore, an updated analysis of connection fees and operating capacity should be performed to reflect the present cost of connecting to the District's utility infrastructure.

DISCUSSION: The District received the attached proposal from HDR Engineering, Inc. (HDR) for \$59,710 to review the cost of services and related revenue requirements for water and sewer, in addition to reviewing the structure of the District's water and sewer connection fees.

HDR will determine the revenue requirements for water and sewer based on a 10-year analysis of costs to operate the District's water and sewer systems, in addition to the anticipated reserves based on the District's capital replacement needs.

Further scrutiny by HDR of the District's tiered water structure is essential to validate the District is operating within its legal authority and industry best practices. HDR will further analyze the District's water and sewer connection fees by assessing existing plant capacity, in addition to the impact of future proposed development.

The resulting analysis will provide the District with a current rate and fee structure that is equitable among all customer classes and considers capital replacement projects. Staff plans to utilize this analysis and structure to publish a 5-year rate plan that will be distributed with the next Proposition 218 notice during spring 2025.

The District has selected HDR due to the efficiencies that come with the HDR team's experience working with the District in the past, in addition to other peer agencies within the region. The members of the HDR project team were a part of the team that originally established the foundation of our present rate structures in 2004 and again in 2017. As such, the District is anticipating savings resulting from less time for the consulting team to orient themselves with the District's structure, in addition to orienting themselves to any specific issues prevalent in the Lake Tahoe region. The level of quality of deliverables presented by HDR has also been praised by regional peer districts.

Staff is recommending awarding the contract to HDR in the amount of \$59,710, and also approving an additional contingency amount of 10%, or approximately \$6,000, to cover costs that may be incurred due to unforeseen circumstances during the project (e.g., additional research for water and sewer contributions to the Fire Department).

ALTERNATIVES:

1. Approve the proposal as presented and authorize the General Manager to execute all contractual documents.
2. Do not approve the proposal from HDR Engineering, Inc.

FISCAL/RESOURCE IMPACTS: The 2024-25 Operating Budget allocated \$65,710 split equally between water and sewer to fund this project.

RECOMMENDATION: Approve the proposal from HDR and authorize the Interim General Manager to execute a contract with HDR in an amount not to exceed \$59,710 and approve an additional contingency amount not to exceed \$6,000 to cover costs that may be incurred due to unforeseen circumstances during the project.

ATTACHMENTS: HDR Engineering Proposal and Scope of Work (8 pages)

DATE PREPARED: April 3, 2024



March 4, 2024

Danielle Mueller
Finance and Administration Manager
Olympic Valley PSD
305 Olympic Valley Road
Olympic Valley, CA 96146

Subject: 2024 Water and Sewer Rate and Fee Study

Dear Danielle:

The Olympic Valley Public Service District (District) has requested technical and professional assistance from HDR Engineering, Inc., (HDR) to update the prior rate studies to develop proposed cost-based and proportional rates and connection fees for the next five-year period. The development of the water and sewer rates will be based on the funding needs of the District's projected operating and capital needs over a multi-year time period (i.e., 10 years). The development of water and sewer rates that meet the California Constitution (e.g., Proposition 218) is paramount. At its very core, Proposition 218 requires a utility to establish cost-based and proportional rates for the services provided. Another key component of the study will be the review and development of the connection fees, which are based on the value of the capacity in each system, so that new customers are able to connect to the system and receive service. The connection fee will also be updated to reflect the current proportional (e.g., sq. ft.) approach to billing accessory dwelling units (ADUs).

HDR has developed the following scope of services to provide the District with a projection of cost-based and proportional rates and fees for its water and sewer utilities. The results of this study will provide the District with water and sewer rate transition plans, as necessary, to meet the District's operating and capital needs. The results of the water and sewer rate studies will be communicated to the District staff and management through a written report and presentations to the District's Board.

Provided below is a summary of the proposed scope of services, anticipated project staffing, and a fee estimate for the requested services.

Scope of Services

HDR's proposed scope of work is divided into several interrelated tasks based on generally accepted rate and fee setting methodologies (i.e., AWWA, WEF) and HDR's understanding of the District's past rate setting practices and current industry best practices. A discussion of the proposed scope of services and the interrelated tasks is provided below.

Task 1 — Project Management

To conduct the study in a timely manner and within the stated budget, HDR will provide a monthly progress report and invoice that summarize the progress of the study, identify issues or concerns, and provide a status of the budget compared to the overall project progress.

Expected District Staff Support for the Task:

- Review and process monthly invoices

Deliverables as a Result of the Task:

- Monthly progress reports and invoices

Task 2 - Initial Project (Kick-Off) Meeting and Data Collection

The initial project (kick-off) meeting is important to the overall success of the rate study process. This meeting allows both parties to discuss the overall goals and objectives for the study, as well as issues and concerns that either party may have. A written data request will be provided to the District prior to the kick-off meeting to allow for the gathering of data and discussion during the meeting. Given the familiarity between the District and HDR, it is proposed that this meeting be held virtually for approximately two-hours in length and attended by up to two HDR project team members.

Expected District Staff Support for the Task:

- Have key management/project team members participate in up to a two-hour virtual kick-off meeting
- Review and confirm the District's goals and objectives for the study
- Provide the data and information from the provided data request

Deliverables as a Result of the Task:

- Written data request detailing the data and information to complete the study
- Two-hour virtual kick-off meeting to get the study off to a positive start
- Identification of objectives, issues, and concerns by both parties
- Review and confirmation of the scope of work and general approach

Task 3 – Revenue Requirement Analysis

The development of the revenue requirement analyses is the first major analytical portion of the water and sewer rate study process. This portion of the study entails reviewing the various sources of funds (revenues) and comparing them to the applications of funds (expenses) for each utility. This task considers the prudent and proper funding for operations and maintenance (O&M) and capital expenditures and determines the need for rate adjustments over the selected time period. In summary, the final financing plan can be developed that meets the District's goals and objectives, while attempting to minimize rates and costs over time. At the same time, if a rate adjustment transition plan is needed, it will be developed.

Expected District Staff Support for the Task:

- Provide as-needed assistance to explain the District's data and information as it relates to developing the revenue requirements
- Provide as-needed data refinements or additional data needs as determined during the process of developing the revenue requirements

- Attend a one half-day project meeting at the District's offices to review the draft revenue requirement analysis, review the overall methodology, and confirm the model assumptions and key inputs (combined with Task 4)

Deliverables as a Result of the Task:

- A water and sewer revenue requirement analysis for a projected 10-year period that considers the prudent funding of operating and capital needs of each utility
- A capital financing plan within the revenue requirement analysis based on the current capital budgets and fixed asset replacement needs of each utility
- As necessary, a five-year transition plan to "phase in" needed rate adjustments
- Recommendations regarding other key financial indicators (e.g., capital replacement, reserve levels)
- A half-day project meeting at the District's location to discuss the development of the draft revenue requirement analyses and recommendations (combined with Task 4)

Task 4 – Cost of Service Analysis

Utilizing the results of the revenue requirement analysis, the costs will be distributed to the identified customer classes of service using an average embedded cost of service methodology. A cost of service analysis will be conducted for both utilities. In simplified terms, a cost of service study proportionally distributes the revenue requirement of each utility to the identified customer classes of service (e.g., residential, non-residential) of each utility. The basis for establishing water and sewer rates that are cost-based, proportional, and defensible has traditionally been cost of service principles and methodologies. At the same time, the courts have historically recognized that municipal entities can take into account policy items other than strictly cost of service when establishing rates (e.g., efficient use, ability to pay, revenue stability).

The State of California has certain well-established legal constraints regarding utility ratemaking, of which Proposition 218 is paramount. Proposition 218 requires a utility to establish cost-based rates for the services provided. While Proposition 218 provides certain direction, it lacks clarity and definition in certain areas. Recent court decisions have had a direct impact on the need to provide clear documentation of the cost basis and proportionality of the District's proposed rates. This task is designed to specifically address this legal requirement. In this study, the costs will still be allocated to the classes of service, but the costs will also be allocated to pricing tiers (Tier 1, Tier 2, etc.) of the District's water rate structures for each class of service.

The cost of service will provide cost-based and proportional water and sewer rates for each customer class service based on the average unit costs. Average unit costs are important in that they are used as the starting point for the development of final rate designs. Average unit costs provide the District with an understanding of the cost/rate relationship between fixed and variable costs, but in this case, they will also provide the cost basis for the water rate tiered pricing and customer charge. This cost-based information can be combined with the District's rate design goals and objectives to produce the final proposed rates for the District.

Expected District Staff Support for the Task:

- Attend a half-day project meeting to review the findings and results of the water and sewer cost of service analysis (combined with Task 3)
- Provide as-needed data refinements or additional data needs as determined during the process of developing the cost of service analysis
- Assist in the review of the tiered pricing methodology and analysis

Deliverables as a Result of the Task:

- Review of the current customer classes of service and determination of revisions for cost allocation purposes
- An allocation and distribution of the revenue requirements to the identified customer classes of service for the District's water and sewer systems
- A water and sewer cost of service allocation and distribution method that recognizes the various service levels of the District's customers
- A summary of the average unit costs (cost-based rates) for the identified customer classes of service
- Project meeting at the District's offices to discuss the water and sewer cost of service analysis (combined with Task 3)

Task 5 - Rate Design

This task is designed to review the District's current water and sewer rates—both the level and structure. Level refers to the amount of revenue to be collected from the rate design that is addressed as a part of the revenue requirement analysis. Structure refers to the way in which the desired level of revenue is collected. The level of fixed and variable charges will also be reviewed and discussed with the District as a result of the cost of service analysis developed in Task 4.

An important starting point for the rate design process is understanding the District's rate design goals and objectives. These objectives may include efficient use, revenue sufficiency, revenue stability, ease of administration, and simplicity. In designing the rate alternatives, each of the District's customer classes of service (i.e., single-family, multi-family, irrigation, and commercial) will be reviewed, and feasible water and sewer rate structure alternatives will be developed that reflect the District's overall rate design goals and objectives and current industry best practices, while reflecting the District's costs (i.e., cost of service results).

This task will provide up to two alternative water and sewer rate structures for each of the District's customer classes of service to provide a cost basis for the District's rates. In addition, the District's current rates will be reviewed to determine how well they conform to contemporary rate-setting goals and objectives. For each rate alternative developed, a bill comparison and graph will be provided that shows a comparison between the present bill and the proposed bill at various levels of usage. Bill comparisons are useful in assessing the potential impacts to a wide variety of customers.

At the conclusion of this task, HDR will have developed rate design alternatives and provided a set of bill comparisons. From these alternatives, HDR will work with District staff and Board to establish a final proposed water and sewer rate structure for each customer class of service.

Expected District Staff Support for the Task:

- Discuss with HDR the District's rate design goals and objectives
- Assist, as necessary, in the development of the water and sewer rate structure alternatives and bill comparisons
- Attend a virtual project meeting to review and discuss the water and sewer rate structure alternatives

Deliverables as a Result of the Task:

- Up to two water and sewer rate structure alternatives for each customer class of service (i.e., single-family, multi-family, irrigation, and commercial)
- Development of bill comparisons for each of the rate structure alternatives

- A two-hour virtual project meeting to review and discuss the water and sewer rate structure alternatives

Task 6 - Written Report

- At the conclusion of the rate analysis, HDR will develop a draft written report. The report is intended to summarize the activities undertaken as a part of this project, along with our findings, conclusions, and recommendations. HDR will include a technical appendix of the analyses undertaken by HDR. HDR will provide an electronic copy (i.e., Microsoft Word, PDF) of the draft report to the District for its review and comment. Comments, suggestions, or corrections from the District concerning the draft report will be incorporated into the final report. HDR will provide an electronic version (i.e., PDF) of the final report.

Expected District Staff Support for the Task:

- Review and comment on the draft written report

Deliverables as a Result of the Task:

- An electronic version of the draft written report
- An electronic version of the final written report

Task 7 – Development of the Water and Sewer Connection Fees

Connection fees are capital recovery fees generally established as one-time charges assessed against developers or new customers connecting to the system as a way to recover all or a part of the cost of additional system capacity constructed for their use. A connection fee is established based on the value of each utility's capacity and the amount of capacity needed to serve new customer. The objective of these fees is to bring equity between existing and new customers. The development of cost-based connection fees is also important from the perspective of the overall financial stability of the utilities. Connection fee revenue is used to finance growth-related infrastructure. As a general philosophy, utilities prefer to have "growth pay for growth." This statement implies the development and implementation of cost-based connection fees.

Industry approaches outline a number of different methodologies that may be used to establish cost-based an equitable connection fees. We will utilize our foundational understanding of these different methodologies and apply the appropriate methodology based on the specific circumstances of each utility (e.g., available excess capacity, no excess capacity/expansion needed). This task will review the methodology and approach used to establish the District's current connection fees. HDR will then update the connection fees to reflect current costs and the appropriate methodology that best reflects each utility's current condition and situation. More specifically, HDR will update the District's connection fees using each utility's assets, capital improvement needs, and financing approach to determine cost-based connection fee for each utility. The connection fees must be developed to comply with applicable California legal requirements and incorporate updates to the current fees based on recent legislation on ADUs. Draft connection fee results for each utility will be reviewed with District staff and finalized based on District input. Once the study is completed, the connection fee models will be electronically provided to the District. At the completion of the connection fee analysis, a separate report will be provided summarizing the approach, methodology, and recommendations of the connection fee analysis.

Expected District Staff Support for the Task:

- Review and discuss the development of the current connection fee analysis for the water and sewer utilities

- Discuss the development of the appropriate connection fee methodology with HDR given each system's current capacity and expansion needs
- Provide the future capital improvements related to providing new or additional capacity on the system
- Review the draft water and sewer connection fee analyses and provide comments
- Attend a virtual project meeting to review and discuss the water and sewer connection fee analyses

Deliverables as a Result of the Task:

- Development of a cost-based water and sewer connection fee analysis
- An electronic draft and final report detailing the development of the water and sewer connection fees
- A two-hour virtual project meeting to review and discuss the connection fee analyses

Task 8 – Public Presentations

The overall quality and value of a rate study is often measured by the quality of the public presentation process. In addition, the ability of the consultant to present this technical material in a manner that is easily understandable to the District Board and public is paramount. For planning purposes, HDR will assume attendance at two public presentations to assist the District staff in presenting the findings, conclusions, and recommendations of this study.

HDR will develop presentation materials related to the study for the public meetings and the HDR Project Manager will attend the public meetings. Meetings beyond the two proposed meetings will be provided on a time and material basis.

Expected District Staff Support for the Task:

- Schedule and coordinate meeting dates and materials for the public presentations
- Review and comment on proposed handouts for public meetings

Deliverables as a Result of the Task:

- Provide the rate study presentation materials (e.g., PowerPoint slides) for the Board presentations
- Up to two public presentations of the study's findings and recommendations

Task 9 – Computer Models

The financial/rate model(s) developed for the District will be provided at the end of the study. The model will be developed using Microsoft Excel. This task does not include user manuals or training in the use of the models.

Expected District Staff Support for the Task:

- None

Deliverables as a Result of the Task:

- An electronic copy of the computer spreadsheet models used to develop the District's proposed rates for each utility

This concludes HDR's discussion of the proposed scope of services for the District's requested services. Additional out-of-scope work will be provided on a time and material basis. Out-of-scope work will only be provided with the written authorization of the District.

Project Team

A key factor to the success of a rate study is the experience and knowledge of the project team. To be successful, the project team must effectively combine a number of people with different backgrounds, experience, and abilities into a well-rounded, comprehensive team. We believe that is the strength of the proposed HDR project team.

Josiah Close | Project Manager

Josiah will be the project manager for the District study. He will lead in the development of the water and sewer rate analysis. Josiah developed the prior rate analyses and is very familiar with the District.

Shawn Koorn | Technical Advisor

Shawn will provide analytical support and guidance for the development of the water and sewer rate and connection fee study. Shawn provided a similar role on the prior studies completed for the District.

Sara Anderson | Financial Analyst

Sara will develop the technical analysis for the District's rate and fee study. Sara has assisted utilities across the U.S. in the development of water and sewer rate and fees.

Kevin Lorentzen | QA/QC

Kevin will review the technical analyses and written documentation of the study to meet HDR's internal QA/QC process. Kevin has over 17 years of experience developing rate and fee studies.

Schedule

A rate study of this complexity generally requires approximately six to eight months to complete. Similar to prior studies completed for the District, the analysis will begin in early 2024 and the technical analysis will be completed the fall of 2024. The public presentation will occur in late 2024. HDR will make effort to meet the District's desired time schedule for completion of the study. We will keep the District informed of the schedule and variation from it through direct communication with the District's Project Manager and also within our monthly invoicing letter to the District's Project Manager.

Fee Schedule and Cost Proposal

Our proposed hourly rate schedule by job classification is provided below. These rates will be in effect through December 31, 2024.

HDR Engineering, Inc. **Rate Schedule**

Project Manager	\$195.00/hour
Task Lead	\$325.00/hour
Financial Analyst	\$135.00/hour
QA/QC	\$250.00/hour
Admin. / Clerical	\$140.00/hour

The billing rates shown cover payroll cost, employee benefits, and HDR overhead and profit.

Cost Proposal

The following table shows our anticipated cost for the project.

Summary of Estimated Fees Water and Sewer Rate and Fee Study	
Task	Total
Labor	
Task 1 – Project Management	\$3,540
Task 2 –Project Kick-Off Meeting and Data Collection	1,970
Task 3 –Revenue Requirement Analysis	8,810
Task 4 – Cost of Service Analysis	9,960
Task 5 – Rate Design Analysis	6,710
Task 6 – Written Report	6,130
Task 7 – Connection Fee Analysis	12,770
Task 8 – Public Presentations	5,720
Task 9 – Computer Models	0
Grand Total Labor	\$55,610
Expenses	
Total Expenses (Travel, Printing, etc.)	\$4,100
Grand Total Fee Estimate	\$59,710

HDR is willing to negotiate a final fee based on a final scope of services. Should the District request additional services under this contract, the services will be provided at the hourly billing rates stated above through December 31, 2024. Portions of this price proposal can be expanded or reduced in conformance with scope adjustments and as mutually agreed upon in writing by the District and HDR.

Proposed Method of Payment

HDR proposes that fees will be billed monthly on a time and material basis in accordance with the unit prices described in the above cost proposal. HDR is willing to enter into a time and materials contract for this project.

Should you have any questions or require additional information or detail regarding this scope of services, please do not hesitate to contact Josiah Close at 425-614-9124. Should this scope and fee be acceptable to the District, please provide a notice to proceed along with the appropriate contract documentation.

Sincerely,
HDR Engineering, Inc.



Holly L.L. Kennedy, PE (CA #74682)
Senior Vice President



Josiah Close
Project Manager



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT F-6
14 Pages

DEVELOPMENT IMPACT FEE NEXUS STUDY OLYMPIC VALLEY FIRE DEPARTMENT

DATE: April 30, 2024

TO: District Board Members

FROM: Jessica Asher, Program Manager; Brad Chisholm, Fire Chief; Danielle Mueller, Finance & Administration Manager; Dave Hunt, Interim General Manager

SUBJECT: Approve Professional Service Agreement with SCI Consulting Group for Fire Department Development Impact Fee Nexus Study

BACKGROUND: The Olympic Valley Fire Department charges Development Impact Fees (DIFs), which are authorized by AB 1600 (the Mitigation Fee Act) to cover the cost of public facilities related to development projects. The District first implemented these fees in 1991, which were last revised in 2001. The current fee schedule is:

- Residential, Condominium, and Hotel Construction - \$500 per bedroom
- Commercial Space (Retail, Restaurant, Office, etc.) - \$1.80 per square foot

The DIF's nexus study must be updated every eight years, and the District must meet certain accounting requirements both annually and every five years after a fee is first imposed. The District must complete the nexus study and an annual and five-year report to continue assessing the existing fees. The study will result in a new proposed DIF based on an analysis of projected development, the new or expanded facilities needed to accommodate that development, and the costs of those facilities. The nexus study's primary focus is to ensure DIFs do not exceed the estimated reasonable costs for the services or facilities those DIFs support.

The District is governed by the County Water District Law, which authorizes it to provide fire service under the Fire Protection District Law of 1987. However, neither of those statutes authorizes the District to impose DIFs or to approve development permits that trigger DIF payments. Instead, Placer County — which has both powers — has made paying DIFs to the District a condition for a development permit.

Following the District Board of Directors' adoption of the DIF, the staff would work with the Placer County Board of Supervisors to set a noticed public hearing to adopt the proposed fees.

DISCUSSION: The regulations governing fee collection are complex and still developing. For example, the District's fees have historically been calculated on a per-bedroom basis; however, new legislation requires that any DIF on a housing development generally be calculated in proportion to square footage. Additionally, the study has previously been completed using a planned improvement methodology; however, an open-ended facilities standard methodology may be more widely accepted and would provide the Department with maximum flexibility in the use of fee proceeds and the longevity of the fee program.

Staff do not have the expertise or the capacity to swiftly complete this required study while ensuring compliance with all regulations. As such, staff developed a Request for Proposals (RFP) to develop the nexus study and complete the annual and five-year reporting, and distributed it to six consulting firms. Five firms voiced interest in the opportunity, with three submitting responsive proposals, as tabulated below. Willdan Financial Services provided an additional bid of \$28,200; however, it was considered unresponsive as it excluded the annual and five-year reporting requirements.

Consultant	SCI Consulting Group	Matrix Consulting Group	NBS
Proposal Cost	\$29,380	\$37,500	\$37,800

Staff recommends proceeding with the lowest responsive bidder, SCI Consulting Group. Staff met with Mr. Blair Aas, Vice President—Principal, and felt comfortable with his qualifications and proposed project workflow. SCI's proposal includes additional services not included in our RFP which staff agree would help streamline the development and approval process. Mr. Aas has local experience completing the Truckee Fire Protection District nexus study and reporting, as well as substantial experience working with Placer County.

- ALTERNATIVES:**
1. Direct staff to execute a contract with SCI Consulting Group to prepare a Fire Impact Fee Nexus Study and related consulting in an amount not-to-exceed \$29,380.
 2. Direct staff to execute a contract with a different consultant.
 3. Do not direct staff to execute a contract to prepare a Fire Impact Fee Nexus Study.

FISCAL/RESOURCE IMPACTS: The cost of the consulting services contract will come from the capital improvement fund, which currently holds approximately \$196,000. It is common practice that all incidental costs associated with the fee program can be recovered with DIFs. The work for this study is included in the FY 2024-2025 budget, against which most of the work will be billed.

RECOMMENDATION: Direct staff to execute a contract with SCI Consulting Group to prepare a Fire Impact Fee Nexus Study and related consulting in an amount not-to-exceed \$29,380.

ATTACHMENTS: SCI Consulting Group Proposal

DATE PREPARED: April 23, 2024

Wednesday, April 17, 2024

Submitted via Email

jasher@ovpsd.org

Jessica Asher, Program Manager
Olympic Valley Public Service District
305 Olympic Valley Road
Olympic Valley, CA 96146

Re: Proposal for Fire Impact Fee Nexus Study and Related Consulting Services

Dear Jessica:

SCI Consulting Group ("SCI") is pleased to submit this proposal for your review to provide a Fire Impact Fee Nexus Study ("Nexus Study") for the Olympic Valley Public Services District ("District") Fire Department ("Department"). We understand that the Department aims to implement a new fire impact fee program to address the financial impact of new development on the Department's fire system. Additionally, we understand that the District is seeking assistance with preparing the annual and five-year findings reports for FY 2023-24.

The Nexus Study would establish the legal and policy basis for imposing a fire impact fee on new residential and nonresidential development within the boundaries of the Department. Specifically, the Nexus Study and the updated fee program will comply with the substantive and procedural requirements of the Mitigation Fee Act ("Act"), which are as follows:

1. Identify the purpose of the fee.
2. Identify the use to which the fee is to be put.
3. Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed ("benefit relationship").
4. Determine how there is a reasonable relationship between the need for the facilities and the type of development project on which the fee is imposed ("impact or need relationship").
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the facilities or portion of the facilities attributable to the development on which the fee is imposed ("rough proportional relationship").

SCI has been serving California public agencies for over 39 years. We firmly believe that our extensive expertise with impact fee programs, the County of Placer, and other fire protection funding mechanisms offers the District the best opportunity to establish a new fire impact fee program in the timeliest, legally compliant, and defensible manner. Our approach to the Nexus Study would be based on close interaction and coordination with District staff and other key stakeholders. If selected, SCI Consulting Group would provide comprehensive services in a manner that limits the time and resources of the District.

The Nexus Study would likely use open-ended facilities standard methodology. Under this widely used method, the Department's ratio of existing fire facilities, vehicles, and equipment to new development establishes a facility standard for determining new development's fair share of the cost to improve and expand the Department's fire system. These costs are then applied to different land use categories in proportion to the need they create for fire services to establish a cost/fee per square foot. This methodology is widely accepted and provides the Department with maximum flexibility in the use of the fee proceeds and longevity of the fee program. We will also justify a portion of the Department apparatus/vehicle replacement schedule to be funded by the fire impact fee.

The Nexus Study would also detail the procedural requirements for adoption of the Nexus Study and the proposed fire impact fee program ("fee program") by the County of Placer ("County"). Also, the Act contains specific requirements for the annual administration of the fee program.

We look forward to the opportunity to assist the District with this important project and stand ready to proceed. If you would like to discuss any aspect of our proposal, please get in touch with me. I can be reached at 707-816-9101 or via email at blair.aas@sci-cg.com.

Sincerely,



Blair E. Aas
Vice President - Principal

cc: Melanie Lee, SCI Consulting Group

QUALIFICATIONS AND EXPERIENCE

Established in 1985 in Fairfield, California, **SCIConsultingGroup**, a California Corporation, is a recognized public finance consulting firm with leading expertise in assisting California public agencies with local funding of public services and improvements. We also possess industry-leading expertise with the important legal and procedural requirements for establishing development impact fee programs, Community Facilities Districts, Benefit Assessment Districts, and other local financing mechanisms. SCI has prepared over 200 development impact fee nexus studies and facility financing plans. SCI has also formed and annually administers nearly 1,000 special taxes, assessments, and fees to over 200 public agencies throughout the State.

Blair Aas, Vice President, will serve as the project manager and the District's primary point of contact. Blair is a recognized expert on development impact fees and has served California public agencies as an impact fee consultant for over 22 years. His professional qualifications and a list of relevant project experience are provided at the end of this proposal.

SCI FIRE AGENCY CLIENTS (partial list) *

Anderson Valley FD	El Medio FPD	River Delta Fire District
Anderson FPD	Georgetown FPD	Rodeo-Hercules FPD
Auberry Fire CSA50	Greenfield FPD	San Miguel Consolidated FPD
Calaveras Consolidated FPD	Groveland CSD	Shasta Lake FPD
Cameron Park CSD	Higgins FPD	Sonoma County FPD
Carmel Valley FPD	Hopland FPD	Sonoma Valley FPD
City of Berkeley FD	Lake Valley FPD	South Lake County FPD
City of Manteca	Little Lake FPD	South Placer FPD
City of Placentia	Loomis FPD	Spalding CSD
City of Santa Barbara FD	Mi-Wuk/Sugar Pine FPD	Templeton CSD
County of Santa Barbara FD	Mokelumne FPD	Truckee FPD
County of Placer	Monterey County Regional FD	Twain Harte CSD
Cordelia FPD	Newcastle FPD	Ukiah Valley Fire Authority
Cosumnes CSD	Nevada County Consolidated FPD	Vacaville FPD
Delta FPD	North County FPD	Valley Center FPD
Diamond-Springs El Dorado FPD	North San Juan FPD	West Patton Village CSD
Dixon FPD	Penn Valley FPD	Wilton FPD
Dunnigan FPD	Penryn FPD	Wheatland Fire Authority
Doyle FPD	Pioneer FPD	Williams Fire Protection Authority
East Contra Costa FPD	Rancho-Adobe FPD	
El Dorado County FPD	Redwood Valley-Calpella FD	
El Dorado Hills FD	Rescue FPD	

*** Fire impact fee programs are bolded.**

REFERENCES

Kevin McKechnie, Fire Chief
Truckee Fire Protection District
10049 Donner Pass Road
Truckee, CA, 96161
(530) 414-6871
kevinmckechnie@truckeefire.org

Mark Heine, Fire Chief
Sonoma County Fire District
8200 Old Redwood Highway
Windsor, CA 95492
(707) 838-1170
mheine@Sonomacountyfd.org

Steve Akre, Fire Chief
Sonoma Valley Fire District
630 2nd Street West
Sonoma, CA 95476
(707) 996-2102
stevea@svfra.org

Mark Duerr, Fire Chief
South Placer Fire Protection District
6900 Eureka Road
Granite Bay, CA 95746
(916) 791-8464
mduerr@southplacerfire.org

Eric Walder, Fire Chief
Waterloo Morada Fire Protection District
6925 E Foppiano Lane
Stockton, CA 95212
(209) 931-3107
ewalder@wmfire.org

Kyle Packham, Advocacy/Public Affairs Director
California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA, 95814
(916) 442-7887 x103
kylep@csda.net

Jeff Meston, Executive Director
California Fire Chiefs Association
1851 Heritage Lane, Suite 138
Sacramento, CA 95815
(916) 923-9455
Jeff.meston@calchiefs.org

Jim Comisky, President
Fire District Association of California
808 R Street, Suite 209
Sacramento, CA 95811
(707) 245-1911
jcomisky@southlakecountyfire.org

WORK PLAN AND APPROACH

Based on our current understanding of the project, the technical analysis and services needed by the Department, we propose the following scope of work and approach:

Task 1: Initial Research and Planning

SCI will first coordinate a pre-kick-off meeting to discuss the process of gathering all the available data and capital inventory needed for the project. SCI will review applicable County ordinances, the Department's Fire Facilities Master Plan, Capital Improvement Plan, and other technical studies and plans related to the fire facilities, vehicles, and equipment funding. SCI and the Department will then hold a project kickoff video conference to discuss the Department's goals and objectives and the proposed methodologies and approaches used to determine the fee. We will also discuss the process of gathering all the available data and fire system inventory needed for the project.

SCI understands that the Department will provide an inventory of its fire facilities, apparatus, vehicles, equipment, associated replacement value, and other statistical data. At the project kickoff meeting, SCI and Department staff will develop a detailed timeline, task list, and deliverables for the project.

Task Deliverable(s):

- Information and data request list
- Project kickoff meeting (Virtual)
- Project timeline

Task 2: Impact Analysis and Fee Determination

Utilizing the information gathered in Task 1, SCI will determine the maximum fire impact fees to allow the Department to expand the fire system to maintain its existing level of service. SCI will determine the Department's existing service population and establish a growth projection. The fee cost components will likely include facilities (land, stations, and other buildings), apparatus (engines, ambulances, and other vehicles), and equipment (ancillary and station). Upon completion of the initial cost allocation and fee determination, SCI will meet virtually with Department staff to review the technical analysis, key findings, and recommendations and make any necessary adjustments. SCI and the Department will need to maintain a productive dialogue throughout this process to ensure cost allocation methodologies are technically defensible and comply with the requirements of the Act.

Task Deliverable(s):

- Project meeting (Virtual)
- Preliminary findings

Task 3: Nexus Study Administrative Review Draft

SCI will then prepare a draft Nexus Study Report for administrative review and comment. The Nexus Study will summarize the fee methodology and approach and provide the technical analysis and documentation to support the maximum fire impact fee. The Nexus Study will also provide the required findings to demonstrate compliance with the nexus requirements of the Act and recent [AB 602 requirements](#). (Click on the link for more information.) Furthermore, the Nexus Study will summarize the adoption, accounting, reporting, and transparency requirements of the Act for implementation and annual administration of the new fee program.

Task Deliverable(s):

- Nexus Study Administrative Review Draft (PDF)
- Project meeting (Virtual)

Task 4: Public Review Draft and Stakeholder Outreach

After a review by Department staff, SCI will revise the administrative draft according to one set of consolidated comments from the Department. SCI will then provide a Public Review Draft of the Nexus Study and present it and the proposed fee program, as necessary, before the County Board of Supervisors, the building industry, area developers, and other key stakeholders. A PowerPoint presentation will be prepared for each meeting to succinctly present the fee program and its relation to the Department's

plans. SCI can assure the Department that readers will find the Nexus Study easy to read, calculations easy to follow, and assumptions well supported and documented.

Task Deliverable(s):

- Nexus Study Public Review Draft (PDF)
- Capital Improvement Plan In Legally Compliant Format (Excel)
- Project meeting (Virtual)
- Outreach slide decks (PPT)
- Two Outreach presentations (Virtual)

Task 5: Nexus Study Final Report and District Board Approval

After incorporating input from the various stakeholders, SCI will make any necessary changes based on one set of consolidated comments from the District and provide a Nexus Study Final Report. SCI will also review and present the Nexus Study and fee program before the District Board and the public for approval. SCI will also make any revisions to the Nexus Study Final Report, if any, requested by the District Board. SCI will also provide the District with a draft resolution, notice of public hearing, and submittal report for the approval of the fee program.

Task Deliverable(s):

- Nexus Study Final Report (PDF)
- List of fire impact fees of comparable jurisdictions
- District Board presentation (PPT)
- Draft notice of public hearing (MS Word)
- Draft approval resolution (MS Word)
- Project meeting (Virtual)
- District Board meeting attendance (In-Person)

Task 5: Annual Report and Five-Year Findings Report

SCI shall prepare a draft annual report and five-year findings report for the Department's current fire impact fee program for FY 2023-24 in accordance with Government Code § 66006(b)(1) and (2) and Government Code § 66001(d)(1). Upon completion, the reports will be reviewed by District staff and District legal counsel, and revisions will be made based on one set of consolidated comments from the District. The reports will be finalized and brought before the District Board for approval. Technical and practical advice regarding the Department's existing fire impact fee program is offered as necessary.

Task Deliverable(s):

- FY 2023-24 Annual Report for existing fire program (PDF)
- FY 2023-24 Five-Year Findings Report for existing fee program (PDF)
- Draft notice and resolution (Word)
- Project meeting (Virtual)
- Template Annual Report and Five-Years Finding Report (Word and Excel)

COMPLIMENTARY Task 8: On-Going Fee Administration Guidance

At SCI, our work doesn't end with the adoption of the Nexus Study and fee program. After adopting the fee program, SCI will hold a complimentary virtual meeting with responsible District staff to guide them in the implementation and annual administration of the fee program. SCI is also available for ongoing questions regarding the collection, accounting, reporting, transparency, and use of the fee revenue. However, involved questions or tasks requiring more than an hour of effort at any time may be invoiced at our prevailing hourly billing rate.

Task Deliverable(s):

- Complimentary implementation and fee administration training session (Virtual)
- On-going fee program administration advisory services

In-Person Meetings. The Work Plan anticipates the need for at least two (2) in-person meetings with the District Board. At the District's discretion, SCI will participate in extra in-person meetings at our standard billing rates, with travel time charged at 75% of the billing rate. All other project meetings, stakeholder outreach meetings, and presentations will be conducted remotely via video or conference.

OPTIONAL Task 8: County Board of Supervisors Adoption

Upon approval of the fee program by the District Board, SCI is also available to review and present the Nexus Study and fee program before County staff, the County Counsel, and eventually the County Board of Supervisors and the public for adoption of the fee program.

Task Deliverable(s):

- County Board presentation (PPT) if necessary
- Liaison with and assistance to County staff and County Counsel
- Project meeting (Virtual)
- County Board meeting attendance (In-Person)

DEPARTMENT / DISTRICT RESOURCES

SCI will carry out all tasks specified in the Work Plan and any other related services, as appropriate, for preparation of the Nexus Study. The District would be responsible for the following:

- Meet or participate in video or voice conference calls periodically with SCI as needed.
- Provide information and documentation regarding the Department's Fire Master Plan, capital improvement plan, service call data, inventory of existing facilities, apparatus, vehicles, and equipment, estimate their associated replacement value, and additional data as requested.
- Information on planned future development in the fee program area.
- Designate a Department point of contact with authority to act on its behalf regarding the Work Plan.
- Assist with planning, review, and coordination of action items.

PROJECT TIMELINE

We anticipate that the preparation of the Public Review Nexus Study will take approximately two months. The timeline will, in part, depend on the availability of the requested data and information from the Department. The District Board's first review of the new fee program could occur the following month. The District Board's approval of the fee program could occur at its next meeting or subsequent meeting, depending on its meeting calendar and ability to satisfy the 30-day notice requirement. The County Board of Supervisors could likely adopt the fee program within the next two months. As the Act requires, the new fire impact fee may become effective 60 days after adoption. Therefore, the fire impact fee could become effective as early as Winter 2025, assuming the project commences by May 1, 2024. A more detailed timeline, task list, and deliverables will be developed at the project kickoff meeting in Task 1.

ACCOUNTABILITY AND WARRANTIES

Our approach to the Nexus Study would be based on close interaction and coordination with Department staff, County staff, and other key stakeholders. If selected, SCI would provide comprehensive services that limit the Department's time and resources by following solid project management principles. We will ensure that the project deliverables are of the highest quality, legally defensible, timely, and on budget.

The District or SCI may end the engagement without cause with reasonable written notice. In the event that the engagement is canceled, payment shall still be due for all work performed, including any portion of a task, by SCI through the date of the notification of cancellation.

OTHER INFORMATION

Employment Policies. SCI Consulting Group ensures compliance with all civil rights laws and other related statutes. SCI does not and shall not discriminate against any employee in the workplace, against any applicant for such employment, or against any other person because of race, religion, sex, color, national origin, handicap, age, or any other arbitrary basis.

Conflict of Interest Statements. SCI has no known past, ongoing, or potential conflicts of interest for working with the District, performing the Work Plan, or any other service for this project.

Independent Contractor. SCI shall perform all services included in this proposal as an independent contractor if selected.

Insurance Requirements. SCI carries professional errors and omissions insurance in the amount of \$2 million per occurrence and \$2 million aggregate. SCI also carries general liability insurance in the amount of \$2 million per occurrence and \$4 million aggregate. SCI will provide proof of insurance upon request.

PROJECT TEAM

If selected, Blair Aas, Vice President, would serve as the project manager and principal-in-charge. Melanie Lee, Senior Consultant, would also be minimally involved with the technical analysis and preparation of the Nexus Study. No subconsultants will be needed for the project. The two of them do not have any work commitments that would interfere with their responsiveness and ability to complete the project within a reasonable timeframe.

Blair Aas' professional qualifications and a list of relevant project experience are provided at the end of this proposal.

FEE SCHEDULE / MANNER OF PAYMENT

In consideration of the work accomplished, as outlined in the Work Plan, SCI shall be compensated as detailed below. Our professional fees are based on our understanding of the Department's needs and the level of effort we expect is necessary to complete the Work Plan successfully.

Detailed Fee and Hourly Labor Rate Schedule

Work Plan and Approach	Billable Labor Hours		Total Billable Hours	Fixed Fees
	VP / Project Manager	Senior Consultant		
2024 Hourly Billing Rates	\$234	\$217		
Task 1: Initial Research and Planning	8	2	10	\$2,310
Task 2: Impact Analysis and Fee Determination	14	2	16	\$3,710
Task 3: Nexus Study Administrative Review Draft	14	4	18	\$4,140
Task 4: Public Review Draft / Stakeholder Outreach	18	2	20	\$4,650
Task 5: Final Reports and District Board Approval	14	4	18	\$4,140
Task 6: Annual Report and Five-Year Findings Report	14	10	24	\$5,450
Task 7: On-Going Administration Guidance*	-	-	-	No Charge*
Labor Costs	82	24	106	\$24,400
Incidental Costs NTE				\$1,500
Total Project Cost				\$25,900
Optional Task 8: County Board of Supervisor Adoption	13	2	15	\$3,480

The Work Plan includes up to two (2) in-person meetings. As necessary and at the discretion of the Department, SCI will attend additional in-person meetings at our 2024 hourly billing rates for the duration of the Work Plan. Travel time for attendance at additional in-person meetings shall be billed at 75% of the hourly billing rate. All other project meetings, stakeholder outreach meetings, and presentations will be conducted remotely via video or voice conference. Video and voice conferences are not considered in-person meetings in the Work Plan.

Customary incidental expenses, including travel, lodging, printing, postage, data, or other out-of-pocket costs, shall be billed at actual cost plus 10% not to exceed \$1,000 without prior authorization from the

Department. Mileage expenses shall be billed at the IRS-approved rate. Out-of-scope services shall be billed at our prevailing hourly billing rates.

After completing each task, SCI shall submit an invoice for the work performed. Payments shall be due and payable upon submitting an invoice for each completed task.

Involved questions or requested information in Task 7 requiring more than an hour of effort may be invoiced at our current hourly billing rate.

Note: The fire impact fees justified by the Nexus Study will include and recover the costs associated with preparing the Nexus Study and related consulting services.

PROJECT RESUME**BLAIR AAS, VICE PRESIDENT****Impact Fee Consultant, Principal-in-Charge****EDUCATION**

Bachelor of Arts, Economics
Boise State University

AFFILIATIONS

City of Vacaville Parks and
Recreation Commission
California Special Districts
Association (CSDA)
CSDA Legislative Committee,
Member
California Society of Municipal
Finance Officers (CSMFO)
Fire Districts Association of
California (FDAC)
California Fire Chiefs Association

SPEAKING ENGAGEMENTS

"Strategies to Increase Funding
for Fire Service 101" – California
Fire Chiefs Association Annual
Conference, September 2021
"The Proper Care and Feeding of
Developments Impact Programs"
- SCI Webinar Series, April 2019
"Revenue Enhancement
Opportunities and Challenges" –
CSMFO Annual Weekend Training
Seminar, November 2016

PUBLICATIONS

"Development Impact Fees - New
Standards and Transparency
Requirements" - CSDA New Law
Series, December 2021
"New Development Impact Fee
Restrictions and Reporting
Requirements" - CSDA New Law
Series, November 2019

**IMPACT FEE CONSULTANT
FOR 22 YEARS****HIGHLIGHTS**

With a distinguished career spanning over 22 years in the field of public finance, Blair Aas has cultivated extensive expertise in guiding public agencies to address the fiscal implications of new development. Blair specializes in the formulation of development impact fee programs, negotiation of developer mitigation agreements, Community Facilities District (CFD) formations, and establishing funding mechanisms to support the demand for enhanced public services and infrastructure. Blair has conducted over 180 development impact nexus studies and updates throughout his career. Notably, he has prepared 32 new fire impact fee programs.

Blair is a recognized expert on development impact fee programs and a frequent presenter on local funding mechanisms for public agencies at annual conferences and area workshops held by the CSDA, CSMFO, FDAC, and CalChiefs, to name a few.

In addition to his professional affiliations, Blair is a commercial associate member of the California Society of Municipal Finance Officers and an active contributor to the CSDA Legislative Committee and Revenue Expert Working Group. Further demonstrating his commitment to public service, Blair serves as a Parks and Recreation Commissioner for the City of Vacaville.

RELEVANT PROJECT EXPERIENCE (PARTIAL LIST)

Truckee Fire Protection District – Fire Impact Fee Nexus Study and Update (2016, 2022)

City of Berkeley Fire Department – Fire Impact Fee Nexus Study (Pending 2023)

Sonoma County Fire Agencies – Fire Impact Fee Nexus Studies (2021) – Sonoma County FD (Town of Windsor), Sonoma Valley FD (City of Sonoma)

Mendocino County Fire Agencies – Fire Impact Fee Nexus Study (2023, 2019, 2021) – Hopland FPD, Little Lake FPD, Anderson Valley FD, Ukiah Valley Fire Authority

City of Manteca – Fire Impact Fee Nexus Study (2019)

City of Placentia – Citywide Development Impact Fee Nexus Study (2018, 2022)

Solano County Fire Agencies – Fire Impact Fee Nexus Studies and Updates (2014, 2021) – Vacaville FPD, Dixon FPD, Cordelia FPD, Suisun FPD

All El Dorado County Fire Agencies (2015-2019) – Fire Impact Fee Nexus Studies - Cameron Park FD, Diamond-Springs El Dorado FPD, El Dorado County FPD, El Dorado Hills FD, Garden Valley FPD, Georgetown FPD, Lake Valley FPD, Mosquito FPD, Pioneer FPD, Rescue FPD



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT F-7
2 Pages

NORTH TAHOE COMMUNITY ALLIANCE (NTCA) TRANSIENT OCCUPANCY TAX (TOT) ADVISORY COMMITTEE

DATE: April 30, 2024

TO: District Board Members

FROM: Jessica Asher, Program Manager; Dave Hunt, Interim General Manager;
Danielle Mueller, Finance and Administration Manager

SUBJECT: Representation on NTCA TOT Advisory Committee

BACKGROUND: The Placer County Board of Supervisors approved the formation of the Capital Projects Advisory (CAP) Committee on December 12, 2017. Since the formation, there have been two seats on the CAP representing Special Districts (Olympic Valley Public Service District (OVPSD), Northstar Community Services District (NCSD), North Tahoe Public Utility District (NTPUD), Tahoe City Public Utility District (TCPUD), and Truckee Tahoe Airport District (TTAD)). The CAP Committee served in an advisory role to the Board of Supervisors. It provided recommendations on which capital projects best achieve the goals and objectives of the 2015 Tourism Master Plan and deserve grant funding from revenue generated from the TOT collected in eastern Placer County.

In 2021, the Tourism Business Improvement District (TBID) was approved by a membership vote of the North Lake Tahoe Resort Association (NLTRA), and it came with a shift in the role of the NLTRA and the role of the various committees approving the distribution of TOT funding. Over the past few years, the NTCA has been an evolution from the North Lake Tahoe Resort Association. At the same time, TBID funds “freed up” TOT funds to invest in workforce housing and transportation initiatives, and the NTCA formed three new committees to recommend the allocation of TBID and TOT funds, resulting in four committees to manage the TBID and TOT funds.

By June 2024, the NTCA will merge the TOT and CAP committees into the new TOT Advisory Committee. This new committee, replacing the current TOT and CAP committees, will provide valuable input and help guide the NTCA's work.

The TOT Advisory Committee will recommend projects/programs to the NTCA board and Placer County Board of Supervisors, that support North Lake Tahoe's

community priorities regarding economic health, community vitality, and environmental stewardship, to be funded by Transient Occupancy Tax generated by overnight visitors.

The committee will consist of 13 members and three advisory members. One member will represent North Lake Tahoe Special Districts (OVPSD, NTPUD, TCPUD, and NCSD will collaboratively nominate a representative), and one of the advisory seats will be filled by staff nominated by these four special districts. Committee positions require a two-year commitment, with typical committee meetings taking place monthly and lasting 1-3 hours per meeting.

Applications for seats on this committee will be accepted until May 12th.

More information about NTCA and the TOT committee is available online: <https://www.northtahoecommunityalliance.com/who-we-are/tot-advisory-committee/>

DISCUSSION: The current Special District representatives of the CAP Committee are Dan Wilkins (TCPUD Director) and Eric Martin (NCSD District Engineer). To maintain some continuity, the special district general managers have collectively decided to nominate Dan Wilkins for the TOT Advisory Committee seat representing Special Districts. They will recommend Brad Johnson (NTPUD GM) for the Special District Advisory seat. Eric Martin plans to apply for an at-large seat.

The General Managers want to encourage our Board and community members to apply for the at-large positions if they are interested.

ALTERNATIVES: 1. Appoint Dan Wilkins, Board Member, Tahoe City Public Utility District; to fill 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.

2. Recommend alternative representatives.

FISCAL/RESOURCE IMPACTS: No direct fiscal impacts are expected from participating in the appointment process or if the recommended appointments are confirmed.

RECOMMENDATION: Appoint Dan Wilkins, Board Member, Tahoe City Public Utility District; and Brad Johnson, North Tahoe Public Utility District General Manager, to fill the Special District seats on the TOT Advisory Committee.

ATTACHMENTS: None.

DATE PREPARED: April 23, 2024



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT F-8
11 Pages

WEBSITE REDESIGN – PROFESSIONAL SERVICES AGREEMENT

DATE: April 30, 2024

TO: District Board Members

FROM: Jessica Asher, Program Manager

SUBJECT: Website Redesign and Migration Professional Services Agreement

BACKGROUND: The District's current website was designed by Jennifer Harrison in 2014 and is based on the Drupal 7 website platform, which will reach its end-of-life in January of 2025, and will no longer be supported by security updates. Migration from Drupal 7 is required. Staff wish to use this as an opportunity to update the website's architecture and design while migrating necessary content to the WordPress website platform. This will present a more user-friendly experience for constituents who visit the website and allow for easy editing by the staff who perform website updates.

DISCUSSION: The District has worked with Renee Deinken and Alpen Lily Web Services since 2014 and has greatly appreciated her work. Ms. Deinken is responsive and expertly balances her recommendations and efforts to ensure fiscal responsibility to achieve the desired outcome. Her quotes have always been accurate, her invoicing timely, and Renee is a pleasure to work with. Over the past several years, Renee has become an expert in migrating Drupal 7 websites to Wordpress. She has designed and developed websites for special districts, public agencies, and companies of all sizes. Staff have talked with peers at neighboring Districts who have recently redesigned websites with Ms. Deinken and have heard positive feedback about the process.

The new site will use the latest web design and development best practices, including responsive design for a quality user experience on mobile devices. Alpen Lily will work with the district through the entire process, from concept to completion.

Within the base project scope, Alpen Lily Web Studio puts forth its best effort to cover the basics of website accessibility, such as the addition of alt tags on all images, proper heading order, and sufficient contrast between text and background color. In addition, a lot of accessibility is baked into the Avada theme. However, these measures do not guarantee comprehensive accessibility compliance. Staff have added ongoing accessibility compliance to the District's budget for FY 2024-2025. Alpen Lily will work through the year to manually audit pages for accessibility issues and remediate problems monthly.

- ALTERNATIVES:**
1. Direct staff to execute a professional services agreement with Alpen Lily Web Studio to design and develop a new website in an amount not-to-exceed \$13,500 with a \$2,500 contingency.
 2. Do not execute an agreement. Direct staff accordingly, understanding that the current website will not be supported beginning in 2025.

FISCAL/RESOURCE IMPACTS: The website redesign project will be funded through the utility and fire department operating budgets. The FY '24 budget includes \$15,000 and the remaining contract amount is included in the FY '25 budget.

RECOMMENDATION: Direct staff to execute a professional services agreement with Alpen Lily Web Studio to design and develop a new website in an amount not-to-exceed \$13,500 with a \$2,500 contingency.

ATTACHMENTS: Alpen Lily Web Studio Website Redesign Proposal

DATE PREPARED: April 26, 2024

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT

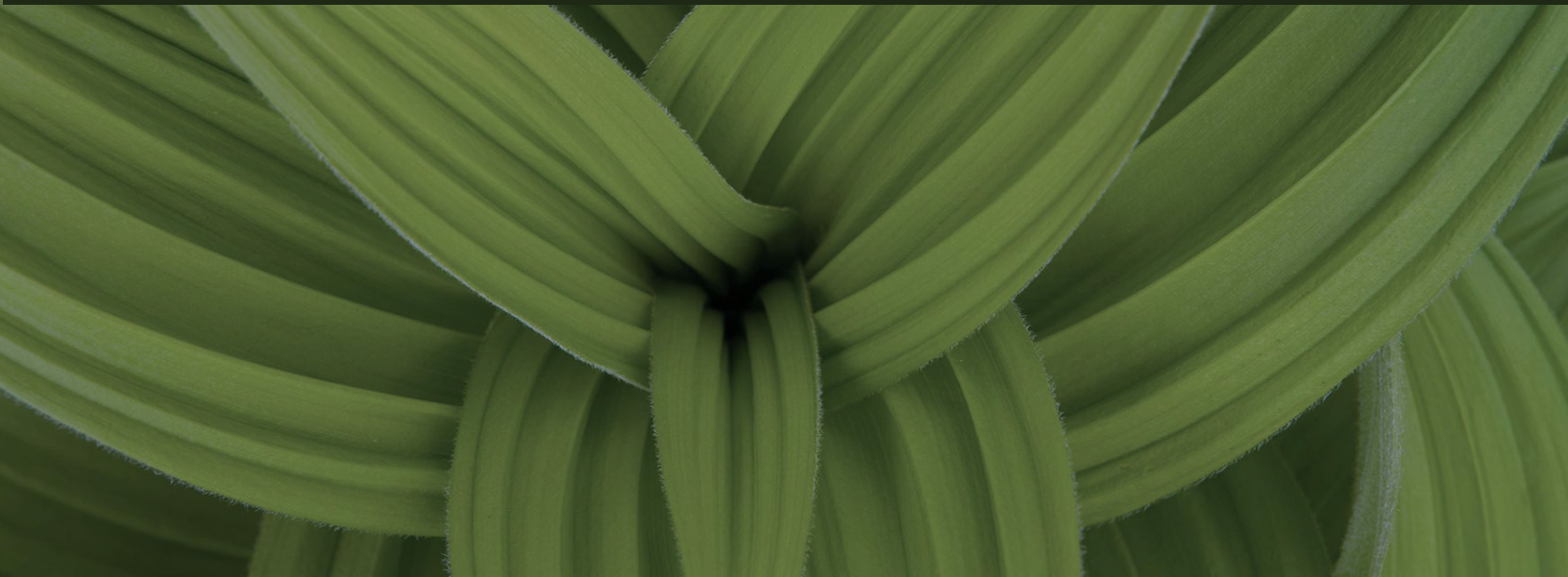
Website Redesign

April 22, 2024

To: Jessica Asher, P.E.,
Program Manager & Board Secretary

Presented by:

Alpen Lily
« web studio »



PROJECT BRIEF

The Olympic Valley Public Service District (OVPSD) serves full-time and part-time residents, businesses, employees, and visitors of Olympic Valley by providing water service, sewage service, solid waste service, fire protection, and emergency medical services.

The current OVPSD website is based on the Drupal 7 website platform, which will reach its end-of-life in January of 2025, and will no longer be supported by security updates. The district is using this as an opportunity to revisit the OVPSD's website architecture, redesign its look and feel, and migrate necessary content to the WordPress website platform. This will present a more user-friendly experience for constituents who visit the website and allow for easy editing by the district staff who perform website updates.

From a technical standpoint, the new site will use the latest best practices in web design and development, including responsive design for a quality user experience on mobile devices.

Alpen Lily will work with the district through the entire process, from concept to completion.

ABOUT ALPEN LILY WEB STUDIO

Alpen Lily Web Studio is a team of website design and development specialists based in North Lake Tahoe, California. We serve a broad range of organizations, including special districts, nonprofits, the ski industry, businesses of all sizes, and health care providers.

We focus on making the web design process easy for our clients. We are experts in all things related to web development, including user experience design, digital strategy, and standards related to accessibility and privacy.

We aim to create an exceptional digital presence for our clients and enhance our clients' growth through:

- Thoughtful analysis of your unique needs
- Respectful consideration of your time and budget via efficient processes and procedures
- Delivery of top-quality products and services based on current trends and best practices

Relevant Work Samples

Following are a few of our recent projects. [View our complete portfolio on our website.](#)

North Tahoe Public Utility District: ntpud.org

The NTPUD website was based on Drupal 7, and we redesigned and migrated it to WordPress. Prior to presenting designs, we consulted with the district on site architecture and user experience, learning from the needs of their last website and putting a focus on easy access for the public. The website also reflects the NTPUD's growing recreation and parks department offerings, and we brought their old rec and parks site under the same roof.

Walton's Grizzly Lodge: grizzlylodge.com

This business is not a public entity; however, Walton's Grizzly Lodge website presents a prime example of seizing the opportunity to redesign during a Drupal-to-WordPress migration. The old site felt stale, and we thoroughly revamped the new design to capture the essence of WGL's scenic location, historic importance, and vibrant camp life.

Humane Society of Truckee-Tahoe: <https://hstt.org>

Humane Society of Truckee-Tahoe has been an Alpen Lily client for more than 15 years. We first redesigned their website on the Drupal platform in 2007, and then in 2021, we redesigned their website again using WordPress.

References

Justin Broglio, Public Information Officer, North Tahoe Public Utility District, jbroglio@ntpud.org

Stephanie Nistler, CEO, Humane Society of Truckee-Tahoe, steph@hstt.org

Carol Meagher, Executive Director, KidZone Museum, carol@kidzonemuseum.org

PROJECT SCOPE

User Experience and Architecture Study

The current website has 1,450 pieces of content, and the client would like to streamline and better organize pages. For the page audit and site architecture study, Alpen Lily will take inventory of content, discuss solutions with the client, and make recommendations based on the organization's needs, as well as usability best practices. Further, the fire department's needs will be considered. Deliverables will include a refined site map and wireframes of the OVPSD and OVFD Home pages.

Website Design

All design input, requirements and recommendations will be gathered. From this, one OVPSD Home page mockup, one SVFD Home page mockup, and one subpage mockup will be created. PDF design mockups will be delivered to the client for approval prior to the buildout/coding of the website. Mockups include up to two rounds of revisions each. Additional revisions will be billed at \$150/hour.

Website Development

- **Pre-migration planning:** Document and organize website content to ensure a smooth migration process. Plan for migration methods of individual content types.
- **WordPress:** Installation and configuration of a WordPress open source content management system, ensuring the website will be flexible and extensible for future needs. If desired, the client will be able to log into the website to manage page menus and edit content, and images.
- **Theme:** Installation, configuration, and customization of Avada theme (a responsive, flexible and easy-to-edit WordPress theme), including simple responsive style sheets, so website styles and content will automatically adjust for tablet and mobile, as well as associated CSS, HTML and PHP development.
- **Plugins:** Installation and configuration of plugins that will enhance the functionality of the website. Alpen Lily has rigorously time-tested plugins for long-term functionality.
- **Project management:** Includes organization of files, meetings, and other administrative tasks.
- **Site building:** Build-out of the website, including
 - Migrate content, as determined in the initial phase of this project. Some content types will be migrated using an automated process. Others will need to be re-built manually. Methods for streamlining content will be implemented in this phase. Scope does not include migration of board agendas, and this will be presented as a separate line item.
 - Migration of board agendas from 2022 to present. Includes migration of agenda content, board packet files, and any associated page redirects required. Scope does not include redirects of file links. If the district deems this necessary, it can be provided at additional hourly cost.
- **Basic search engine optimization,** including
 - Configuration of Google Analytics account for tracking site traffic statistics
 - Installation and configuration of Yoast, an SEO plugin for WordPress
 - Submission of website XML sitemap to Google for indexing
 - Confirmation that pages are being indexed properly
 - Redirects from old page paths to new page paths to ensure no loss of indexing

Exclusions

Accessibility: Client is aware that the Website may be subject to ADA accessibility requirements. While we do our best to design and build a website with these requirements in mind, comprehensive ADA accessibility and rigorous accessibility testing are time-consuming and costly, so they are specifically excluded from the base Project Scope. Information about ongoing accessibility compliance is included as an Optional Ongoing Cost in this proposal.

ESTIMATED COSTS

Project costs

Task	Hours	Rate	Total
User Experience and Architecture Study	12	\$150/hour	\$1,800
Website Design	18	\$150/hour	\$2,700
Website Development	60	\$150/hour	\$9,000
Base Project Total			\$13,500

Other billable costs (billed by the quarter of an hour, only upon client approval)

Task	Rate
Post-launch website maintenance and programming	\$150/hour
Additional consultation, meetings, and project management	\$150/hour
Hosting and domain management	\$150/hour

Additional work not included in the scope of this estimate will be billed at \$150/hour. At no time will cost exceed the estimate unless a change of scope is agreed to by the client.

OPTIONAL ONGOING COSTS

WordPress Security Update Plan

There are ongoing maintenance and security update tasks for WordPress that should be considered to 1) stop malicious attacks on the website and 2) increase the longevity of your website investment.

A basic plan for a medium-sized website includes the following:

Daily tasks

1. Off-site backups
2. Continuous uptime monitoring

Monthly tasks

1. Security updates to WordPress core
2. Security updates to plugins
3. Security updates to themes
4. Check handling of updates

Quarterly tasks

1. Website Health Report check and remediation of any issues
2. Broken link check and remediation
3. Quarterly report

Cost for a medium-sized website: \$1,100 per year

[More info about our basic maintenance plan.](#)

[Why regular WordPress maintenance is crucial.](#)

Website Hosting

Alpen Lily Web Studio partners with WP Engine to offer website hosting that is affordable, reliable, and secure. WP Engine is a WordPress-specific host that offers:

1. **Top-notch tech support:** With a special developer account, we have access to their 24/7/365 premium support. This means one-on-one live support, with a less than three-minute response time. (Much better than we've experienced with other hosts.)
2. **Performance improvements:** Because Alpen Lily's client websites live on their own server, websites are faster. Faster websites mean better performance with search engines, less people leaving your website, and an improved user experience.
3. **Superior security:** Advanced Web Application Firewall at the cloud level, DDoS mitigation, WordPress specific ruleset, CloudFlare CDN with 150 additional points of presence
4. **99.99% uptime guarantee:** Most hosts guarantee 99.9%. That nine-hundredths of a percent is significant.

Cost for website hosting:

1. \$45/month, billed monthly
2. \$38/month, billed annually (\$456/year)
3. \$34/month, billed biannually (\$816/2 years)

Ongoing Accessibility Compliance

Within the base project scope, Alpen Lily Web Studio puts forth its best effort cover the basics of website accessibility, such as the addition of alt tags on all images, proper heading order, and sufficient contrast between text and background color. In addition, a lot of accessibility is baked into the Avada theme. However, these measures do not guarantee comprehensive accessibility compliance.

Accessibility compliance should be an ongoing effort. With content additions and changes, plugin and theme updates, and changes to requirements, further remediation will be required to assure compliance with ADA standards.

Throughout the year, Alpen Lily will manually audit a preselected sampling of pages for accessibility issues and errors using screen readers and other assistive technologies. The audit will identify the WCAG 2.1 A and AA compliance issues, and Alpen Lily will remediate issues monthly. A quarterly report will be provided to the client outlining items that were flagged and any remediation efforts that have been completed.

Audit and remediation do not include PDFs. These may be included at an additional fee.

Cost options for ongoing accessibility remediation:

- ☐ \$2,800/year



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT F-9
5 Pages

OVPD/OVMWC EMERGENCY INTERTIE PROJECT MATERIALS TESTING SERVICES

DATE: April 30, 2024

TO: District Board Members

FROM: Dave Hunt, Interim General Manager

SUBJECT: Approval of Professional Services Agreement with CME for Materials Testing Services During Construction

BACKGROUND: The District's OVPD/OVMWC Emergency Intertie Project (Project) is expected to begin construction in June 2024. To ensure that the Project is constructed according to the plans and specifications, and agency permit requirements, the District will be providing nearly full-time field inspection as well as construction management. The District has assembled a well-qualified team to provide inspection services throughout construction. Daily inspection and construction management will be performed collectively by District staff and DOWL. Earthwork observation and materials testing, and special inspection will be performed by CME.

DISCUSSION: District staff is proposing to contract with CME to provide geotechnical inspection services for the Project. CMEs scope of services will include:

- Earthwork observation and field density (compaction) testing of trench backfill, pavement subgrade, and aggregate base placement.
- Laboratory testing of soil samples for the development of compaction curves.
- Observation and testing of hot mix asphalt placement.
- Materials submittal review for conformance with the technical specifications.

- ALTERNATIVES:**
1. Approval of the proposal from CME to provide geotechnical inspection services during construction for an amount not to exceed \$12,600.
 2. Do not approve the proposal.

FISCAL/RESOURCE IMPACTS: The Project will be funded from the Water Capital account, offset by a grant received from PCWA's FAP for \$404,000 and contributions from the Mutual through the Emergency Intertie and Mutual Aid Agreement with the District. The project is accounted for in the FY24 and FY25 budgets, and the total project cost including design and construction is within the budgeted amount.

RECOMMENDATIONS: Approval of the proposal from CME to provide geotechnical inspection services during construction and authorize the General Manager to execute a Professional Service Agreement with CME in an amount not to exceed \$12,600.

ATTACHMENTS:

- CME proposal dated April 18, 2024

DATE PREPARED: April 23, 2024



300 Sierra Manor Drive, Suite 1
Reno, NV 89511

April 18, 2024

Alexa Kinsinger, PE
OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
305 Squaw Valley Rd
Olympic Valley, CA 96146

**RE: OVPSD – OVMWC Emergency Intertie Project
Olympic Valley, Nevada
Material Testing Services Proposal**

Dear Ms. Kinsinger:

CME, Inc. is pleased to provide this cost proposal for material testing services on the referenced project.

It is understood that our scope of work is to provide on-site material testing services when required. Based upon the project plans dated February 26, 2024, we will provide the following services which will material testing:

- *Water Line Installation*
- *Conduit Line Installation*
- *Aggregate Base Placement*
- *Concrete Placement*
- *Asphalt Concrete Placement*
- *Laboratory Testing*

A detailed scope of work outline including total trips, hours per trip and associated fees is attached for your review.

The attached scope of work will include daily field reports describing construction and materials testing activities. Individual test results for compaction testing and concrete testing will be provided verbally at the completion of each test. Written summaries of the inspection dialogues and materials testing results will be provided weekly.

Based on the project plans and the provided construction schedule we will provide our services on a time and expense basis for estimated fee of \$12,600.00.

As you know, our services are dependent on your preliminary construction schedule and the scope of work provided. Any changes to your schedule or the anticipated scope may result in a change in cost. All services outside the attached estimate will be provided on a time and expense basis in accordance with our current standard fee schedule.

Alexa Kinsinger, PE
OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
April 18, 2024
Page 2

We appreciate the opportunity to provide our inspection and materials testing services. Please do not hesitate to call if you have any questions or comments.

Sincerely,

CONSTRUCTION MATERIALS ENGINEERS, INC.



Jon A. Del Santo, PE
Principal
jdelsto@cmenv.com
Direct: 775-737-7564
Mobile: 775-846-4399



Briana Meyer
Assistant Project Manager
bmeyer@cmenv.com
Direct: 775-737-7588
Mobile: 775-291-0148

JAD:BKM

Attachment

v:\projects\minor proposals\2024\ovpsd - ovmwc emergency intertie\letter_04-18-24.docx

**OVPSD - OVMWC EMERGENCY INTERTIE PROJECT
MATERIAL TESTING SERVICES
OLYMPIC VALLEY, CALIFORNIA**

OVPSD
DATE : 4/18/2024

ACTIVITY	QTY/DAYS	HRS/DAY	RATE	TOTAL	COMMENTS
PROJECT MANAGEMENT					
PROJECT MANAGER	5	1	\$ 160.00	\$ 800.00	COORDINATION, CONSULTATION AND REPORTS
PROJECT MANAGER	1	2	\$ 160.00	\$ 320.00	SUBMITTAL REVIEW
				\$	1,120.00
EARTHWORK					
TESTING TECHNICIAN REG	3	4	\$ 150.00	\$ 1,800.00	AGG BASE
VEHICLE + EQUIPMENT	12		\$ 20.00	\$ 240.00	
				\$	2,040.00
UTILITIES					
COMPACTION TESTING ONLY					
TESTING TECHNICIAN REG	3	6	\$ 150.00	\$ 2,700.00	3" & 6" WATER LINE (~247 LF)
TESTING TECHNICIAN REG	3	6	\$ 150.00	\$ 2,700.00	CONDUIT LINE (~299 LF)
VEHICLE + EQUIPMENT	36		\$ 20.00	\$ 720.00	
				\$	6,120.00
PORTLAND CEMENT CONCRETE (PCC)					
TESTING TECHNICIAN REG	1	4	\$ 150.00	\$ 600.00	SOG AND/OR PCC PEDISTAL
TESTING TECHNICIAN O.T.	0	2	\$ 195.00	\$ -	IF NEEDED
VEHICLE + EQUIPMENT	4		\$ 20.00	\$ 80.00	
				\$	680.00
ASPHALT CONCRETE					
OBSERVATION ONLY					
TESTING TECHNICIAN REG	1	4	\$ 150.00	\$ 600.00	3" & 8" AC PATCHING (~6 TONS)
CORING TECHNICIAN REG.	1	4	\$ 150.00	\$ 600.00	
VEHICLE + EQUIPMENT	8		\$ 20.00	\$ 160.00	
				\$	1,360.00
LABORATORY TESTING					
SIEVE ANALYSIS	2		\$ 120.00	\$ 240.00	BEDDING/BACKFILL IF NEEDED
PLASTICITY INDEX	2		\$ 120.00	\$ 240.00	BEDDING/BACKFILL IF NEEDED
MOISTURE DENSITY CURVE	2		\$ 300.00	\$ 600.00	BEDDING/BACKFILL IF NEEDED
ASPHALT FULL MARSHALL SERIES	0		\$ 640.00	\$ -	IF NEEDED
ASPHALT IGNITION OVEN CORRECTION	0		\$ 300.00	\$ -	IF NEEDED
CORE UNIT WEIGHTS	0		\$ 270.00	\$ -	IF NEEDED
CYLINDERS	1		\$ 200.00	\$ 200.00	SETS OF FIVE
				\$	1,280.00

ESTIMATED TOTAL FEE: \$ 12,600.00

NOTES:

1. BASED ON CME PAYING GROUP 3 PREVAILING WAGE RATES AT \$77.78/HR
2. OVERTIME IS NOT INCLUDED, BUT IF NEEDED, WILL BE CHARGED AT 1.3 TIMES REGULAR RATE



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT G-1
4 Pages

FIRE DEPARTMENT REPORT

DATE: April 30, 2024
TO: District Board Members
FROM: Brad Chisholm, Fire Chief
SUBJECT: Fire Department Report – Information Only

BACKGROUND: The discussion section below provides information from the Fire Department regarding operations and activities that are not the subject of a separate report. This report is prepared to provide new information and recent progress only.

DISCUSSION: OVFD Information for **March 21 - April 20**

Training:

EMS: Protocol and Policy Review; CQI; Medical Scenarios; Trauma Scenarios; Documentation; Cardiac Monitors; CPR Recertification

Fire/Rescue: Search/VES; Company Inspections; Fire Control; Engineering; Search/Interior; Hose Management; Respiratory Protection; Ground Ladders; Forcible Entry/Through the Lock; Air Management

Public Education:

N/A

Fire Prevention/Inspections:

Plan Checks: 5; Building Final: 1; Sprinkler Rough: 0; LPG: 0, STR DSI: 0; Real Estate DSI: 0; Tent: 1; Solar/ESS: 0; DSI Commercial: 0
Other: Paramount + and Winter Wondergrass events/inspections

Equipment:

E21 Pump seals replaced; B21 seats replaced; Sold Ranger and Trailer; Donating Hurst tools to Sierra County Fire Department

Overtime (OT) & Forced Overtime (FOT) Hours:

Regular OT hours for Current period: 361 (120 hrs. were Seasonal FF)

Forced OT hours for Current period: 0

Days since last report dropped to staffing level of three FFs on duty: 0

Year to Date OT hours: 843

Year to Date FOT hours: 23

Emergency Calls:

Please see attached pages

Total calls for the period: 53

Year to Date 2024 calls: 276 (YTD 2023: 346)

Notable Items:

ASCWD community advisory group submitted contract recommendations to ASCWD Board. To be on their May 14th Board meeting agenda.

Fire Mitigation Funds update

Winter Wondergrass: April 5-7

Regional training at Carson City burn building: April 28-29.

TTAD approved \$1.93m for local fuels reductions projects, including OV-4

Staffing and Employment:

FF/Paramedic assessment April 9th yielded no job offers. Have invited two others to interview on May 1 and 2.

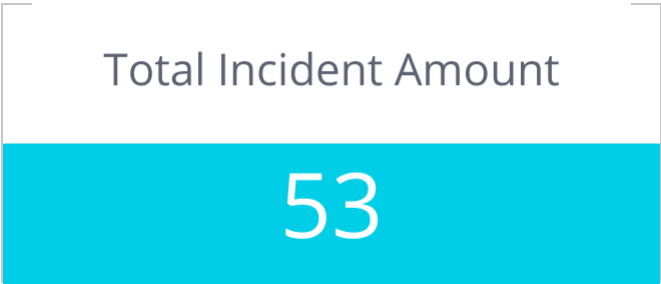
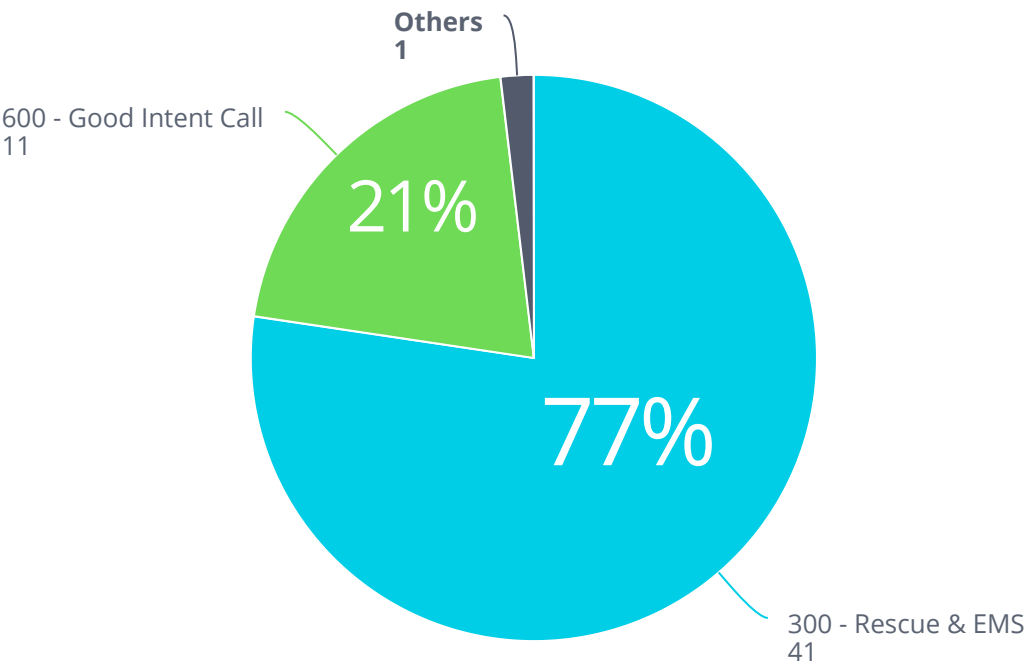
Retaining Seasonal FF's mid-April to mid-June, which is typically their off period, to help alleviate staffing challenges.

ATTACHMENTS: Incident Type Reports

DATE PREPARED: April 25, 2024

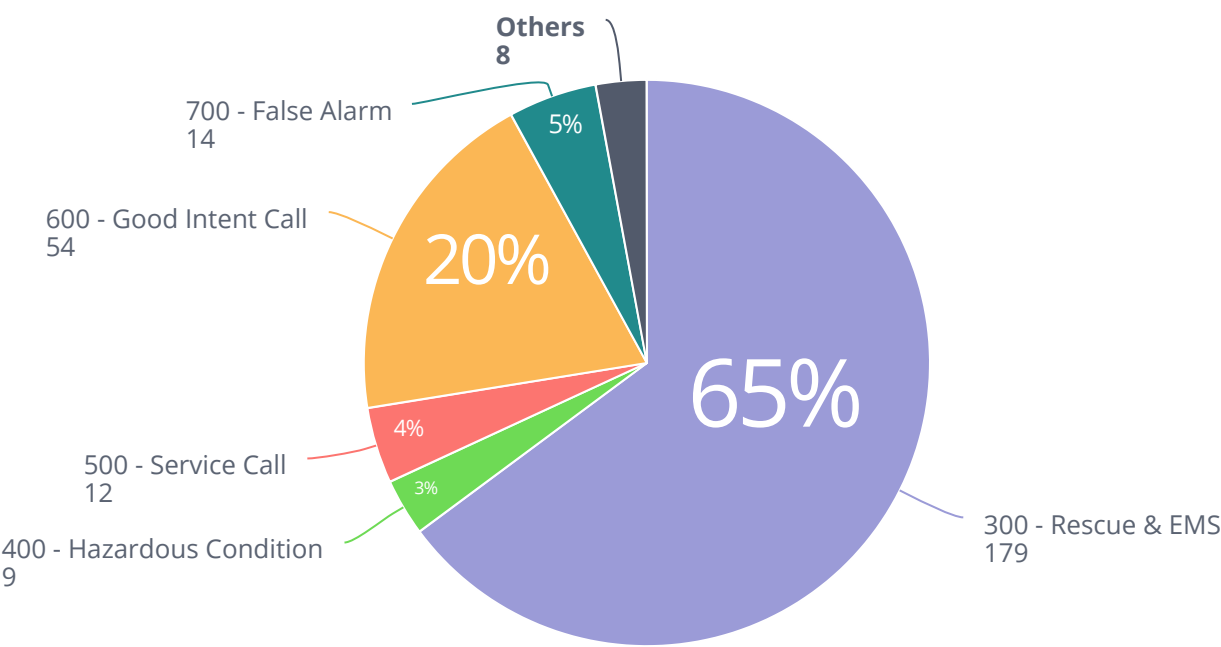
Filter statement	
Filters	Date Range 3/20/24 to 4/20/24

Call volume by incident type group



Filter statement		
Filters	Date Range 1/1/24 to 4/20/24	

Call volume by incident type group



Total Incident Amount

276



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT G-2
4 PAGES

WATER & SEWER OPERATIONS REPORT

DATE: April 30, 2024
TO: District Board Members
FROM: Brandon Burks, Operations Manager
SUBJECT: Operations & Maintenance Report for March 2024 – Information Only

BACKGROUND: The following is a discussion of the District's operations from the month noted above. It also includes the maintenance activities performed by the Operations Department that are not the subject of a separate report. This report is formatted to provide new information and recent progress only.

DISCUSSION: Flow Report – March 2024

Water Production:	7.31 MG
Comparison:	0.59 MG more than 2023
Sewer Collection:	9.86 MG
Comparison:	0.80 MG less than 2023
Aquifer Level:	March 31, 2024: 6,187.7'
	March 31, 2023: 6,187.7'
	Highest Recorded: 6,192.0'
	Lowest Recorded: 6,174.0'
Creek Bed Elevation, Well 2:	6,186.9'
Precipitation:	March 2024: 11.50"
	Season to date total: 43.80"
	Season to date average: 44.95"
	% to year to date average: 97.45%

Flow Report Notes:

- The *Highest Recorded Aquifer Level* represents a rough average of the highest levels measured in the aquifer during spring melt period.

- The *Lowest Recorded Aquifer Level* is the lowest level recorded in the aquifer at 6,174.0 feet above mean sea level on October 5, 2001. This level is not necessarily indicative of the total capacity of the aquifer.
- The *Creek Bed Elevation* (per Kenneth Loy, West Yost Associates) near Well 2 is 6,186.9 feet.
- *Precipitation Season Total* is calculated from October 2023 through September 2024.
- The true *Season to date Average* could be higher or lower than the reported value due to the uncertainty of the Old Fire Station precipitation measurement during the period 1994 to 2004.
- In October 2011 the data acquisition point for the aquifer was changed from Well 2 to Well 2R.

Leaks and Repairs

Water

- The District issued five leak/high usage notifications.
- Responded to zero after-hours customer service calls.

Sewer

- Responded to zero after-hours customer service calls.

Vehicles and Equipment

Vehicles

- Cleaned vehicles and checked inventory.

Equipment

- Cleaned equipment.

Operations and Maintenance Projects

1810 Olympic Valley Road (Old Fire Station)

- Inspected and tested the generator.
- General housekeeping.

305 Olympic Valley Road (Administration and Fire Station Building)

- Inspected and tested the generator.

Water System Maintenance

- Three bacteriological tests were taken in March: one at 1810 Olympic Valley Road, one at Everline Resort and one at Zone 3 Booster Station; All three samples were reported absent.
- Leak detection services performed: one.
- Customer service turn water service on: zero.
- Customer service turn water service off: one.
- Responded to zero customer service calls with no water.

Sewer System Maintenance

- Check for I and I issues.
- Sewer cleaning.

Telemetry

- The rainfall measurements for the month of March were as follows:
Nova Lynx 11.50", Palisades Tahoe Snotel: 11.60".

Administration

- Monthly California State Water Boards report.
- Annual Electronic Annual Report (EAR) CA Waterboards.

Services Rendered

- | | |
|--|-----|
| • Underground Service Alerts | (2) |
| • Pre-remodel inspections | (0) |
| • Final inspections | (0) |
| • Fixture count inspections | (0) |
| • Water service line inspections | (0) |
| • Sewer service line pressure test | (0) |
| • Sewer service line inspections | (0) |
| • Sewer main line inspections | (0) |
| • Water quality complaint investigations | (0) |
| • Water Backflow Inspections | (0) |
| • FOG inspections | (0) |
| • Second Unit inspection | (0) |

Other Items of Interest

- Training – SDRMA Online class.

ATTACHMENTS: Monthly Water Audit Report

DATE PREPARED: April 18, 2024

Olympic Valley Public Service District - Monthly Water Audit Report

Audit Month: March
Year: 2024

Report Date: April 30, 2024

Performed By: Brandon Burks

Meter Reader: Sam Donahue

Reading begin Date & Time: 4/1/24 9:00 AM

Reading end Date & Time: 4/1/24 1:00 PM

Total lag time: 4:00:00

Begin Audit Period: 2/28/2024

End Audit Period: 4/1/2024

Total Metered Consumption for audit period specified (including hydrant meters): 6,646,422

Additional Consumption - Unmetered

Fire Department Use: 10,000

Hydrant Flushing: 5,000

Blow-Off Flushing:

Sewer Cleaning: 5,000

Street Cleaning:

Well Flushing:

Tank Overflows:

Unread Meter Estimated Reads:

Other:

Total Unmetered Consumption (for audit period specified): 20,000

Estimated Unknown Loss - Unmetered

Known Theft:

Known Illegal Connections:

Total Estimated leaks that have been repaired:

Total Estimated Unmetered (for audit period specified):

Total Production for audit period specified: 7,680,221

Total Metered/Unmetered Consumption for audit period specified: 6,666,422

Total Water Loss (Production - Consumption): 1,013,799

Comments: The production totals are different than the monthly report due to a different time frame being used. The District continues to look for unmetered water loss.

* Note - All Production & Consumption Totals In U.S. Gallons *



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT G-3
2 Pages

ENGINEERING REPORT

DATE: April 30, 2024

TO: District Board Members

FROM: Dave Hunt, District Engineer

SUBJECT: Engineering Report – Information Only

BACKGROUND: The discussion section below provides information from the District Engineer on current projects and the department's activities that are not the subject of a separate report. This report has been prepared to provide new information and recent progress only.

DISCUSSION: Meetings

The District Engineer participated in the following meetings in the last month:

- OVPSD Board Meeting
- Finance Committee Meeting
- Monthly Planning Meeting – Staff
- District Engineer – General Manager Meeting – Weekly
- District Engineer - Assistant Engineer Meeting – Weekly
- Fire Department Financial Analysis Meetings – several with staff
- Granite Chief A Line Replacement Project Meetings – several, AEC, homeowners, GCEPOA, staff
- Granite Chief A Line Replacement Project Dedication Agreement Meetings – District Counsel
- OVPSD/OVMWC Emergency Intertie Project Waterline Easement Meeting – Mutual Counsel, Alterra Counsel
- Fire Development Impact Fee Nexus Study Meeting - staff
- Fire Department MOU Meeting – Several, staff
- Records Retention Training

Capital Projects – Active

OVPD/Mutual Water Company Emergency Intertie Project

- Bids were opened March 19, 2024. Long Inc. was the responsible low bidder. Board approved contract award to Longo.
- Staff, in conjunction with Mutual Counsel prepared Emergency Intertie and Mutual Aid Agreement which was approved by District and Mutual Board in March 2024.
- Staff prepared CEQA NOE Categorical Exemption.
- Staff is assisting Mutual Counsel with waterline easement.
- Construction is anticipated to start Summer 2024.

Water Meter Replacement Project

- Installation of new meters and endpoints is ongoing.

Well 3 Rehabilitation Project

- District awarded contract to Carson Pump for \$38,000.
- Project will include video inspection of well, and chemical and mechanical treatments.
- Project will commence in May and be completed by June 30, 2024.

Granite Chief A Line Replacement Project

- Staff is working the GCEPOA, property owners, and Auerbach Engineering to facilitate the design and construction of the project.
- Staff and District Counsel prepared the Dedication Agreement and delivered to property owners for signature
- Sewer Line Easement agreements for affected parcels are being prepared.
- AEC is producing design plans and specifications
- Project will be bid in May 2024.
- Construction anticipated for summer 2024, if property owners agree to Dedication Agreement, sewer easements, and private sewer lateral easement.

Engineering Department Activities – On-Going

- Residential plan reviews and contractor/owner coordination for new and remodel construction
- GIS database updates and Viewworks implementation
- Water and Sewer Code and Technical Specification updates

ATTACHMENTS: None

DATE PREPARED: April 25, 2024



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT G-4
2 Pages

ADMINISTRATION & OFFICE REPORT

DATE: April 30, 2024

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: Chlorine Notifications

Nicole Whiteman made contact with customers regarding the water system flushing and chlorine treatment by calling 23 customers that requested notification of this standard operating procedure.

Backflow Testing Notices

Backflow testing notices are being prepared and will be sent to customers by June 1st. Many of the customers have multiple devices which must be tested. A second notice is scheduled for mailing in early July as needed.

SDRMA Spring Education Day

Nicole Whiteman and Alexa Kinsinger attended the SDRMA Spring Education Day in Sacramento. Nicole attended the Governance Foundations track of the workshop, which had a professional development focus and learned about dynamic leadership, building unity of purpose and five proven successes of a team. Alexa attended the General Safety Specialist track and learned about various safety and loss prevention requirements that Cal OSHA enforces on Special Districts.

Document Management System (DMS) Project

At the time of writing this report, the following progress has been made to scan and image the District's files.

File	% Complete
Customer Files (Central Filing System)	100%
Subject Files (Central Filing System)	100%
Project Files (Central Filing System)	100%
General Manager's Office	100%
Board Secretary Permanent	100%
Board Secretary Non-Permanent	50%
Financial Reports	100%
Incident Reports (Fire Department)	100%
Accounts Payable	28%

ATTACHMENTS: None.

DATE PREPARED: April 25, 2024