

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #943
JULY 29, 2025

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

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

Directors Present: Dale Cox, Richard Koffler, and Katrina Smolen

Directors Absent: Katy Hover-Smoot and Bill Hudson

Staff Present: Jessica Asher, Program Manager & Board Secretary; Gary Bell, Legal Counsel; Brad Chisholm, Fire Chief; Alexa Kinsinger, Assistant Engineer; Nic Massetani, Acting Operations Superintendent; Dave Hunt, District Engineer; Charley Miller, General Manager; Danielle Mueller, Finance and Administration Manager

Others Present: Jean Lange; David Stepner; Matt Van Dyne, DOWL Engineering

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

Chief Chisholm led the Pledge of Allegiance.

B. Community Informational Items.

- B-1** Olympic Valley Watershed Alliance (OVWA) – Director Smolen shared that the OVWA and Placer County Department of Agriculture will host a noxious weed abatement event on August 19th at 9:00 AM.
- B-2** Friends of Olympic Valley (FoOV) – None.
- B-3** Olympic Valley Design Review Committee (OVDRC) – None.
- B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner reported that at the recent Supervisor Forum, the Placer County Parks Division announced plans to restart planning for Olympic Valley Park by hosting a meeting to gather input on desired park features that may encourage financial support by the Olympic Valley community, potentially through a tax measure. He noted that many residents felt that non-residents heavily use the park and the larger region should financially support it. Ms. Lange asked if the Big Beautiful Bill would impact the sale of US Forest Service land for the SNOW Museum. Mr. Stepner responded that he felt that the museum development was delayed due to slow fundraising and that the land would need to be rezoned, as commercial uses are not currently allowed. Director Smolen noted that community work completed on the park design from 2017–2020, including that of the PSD Parks and Recreation Committee, had been lost due to County staff turnover. She expressed disappointment that the Committee was dissolved and emphasized the park's regional benefits in her comments. Mr. Stepner stated that while the park has regional benefit, he feels the community will likely need to lead its rehabilitation and that the District should play a role in its management. Mr. Miller reported he has a meeting scheduled with the County and is encouraged by their renewed engagement with the District. President Cox requested that following Mr. Miller's meeting, the Board consider whether to agendaize Olympic Valley Park for further discussion and possible re-formation of the Parks and Recreation Committee.

- B-5** Olympic Valley Mutual Water Company (OVMWC) – Mr. Stepner reported that the OVMWC changed contract operators on July 1st and provided a brief update on current maintenance projects. He noted that annual bills have been issued, with 42% paid to date.
- B-6** Firewise Community – Mr. Stepner asked how he could best support the District’s CAL FIRE Wildfire Prevention Grant applications. Ms. Asher provided an overview of the two project applications in progress and said she would follow up with him.
- B-7** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reviewed the T-TSA Board meeting summary, noting it was the first meeting with the new General Manager, who he believes will be a good fit. He reported that Chief Chisholm’s presentation on the need for a regional fire training facility was well received and will remain a priority as surplus land discussions continue. He also noted that the rehabilitation of the Truckee River Interceptor at Alpine Meadows/Olympic Valley came in under budget by approximately \$1 million.

C. Public Comment/Presentation.

None.

C-1 Recognition of Service – 5 years – Leroy Valadez, Firefighter-Paramedic

Ms. Asher noted that Mr. Valadez has been with the District for five years. In recognition of his service and following the Personal Policy and Procedure Manual, he was provided with a \$100 gift card.

D. Financial Consent Agenda Items.

Director Smolen and Koffler convened with staff on June 24th, 2025, from approximately 7:45 to 8:10 A.M. to review items D-1 through D-15 and other finance-related items on the agenda. Ms. Mueller reported on year-end calculations, prepaid expenses for the next fiscal year, and CALPERS unfunded accrued liability (UAL) returns. She also discussed increased utility rates, capital spending, and noted that depreciation and interest allocations to reserve accounts were still pending. Director Smolen reported no concerns.

Public Comment – None.

Director Smolen motioned to approve the financial consent agenda, which Director Koffler seconded; the motion was approved.

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

E. Approve Minutes.

E-1 Minutes for the Regular Board of Directors meeting of June 24th, 2025.

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

Public Comment – None

Director Koffler moved to approve the Board of Directors meeting minutes for June 24th, 2025, which Director Smolen seconded; the motion was approved.

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

F. Old and New Business.

F-1 Sewer System Master Plan – 20-Year Capital Improvement Plan (CIP) Presentation

The Board reviewed the item and accepted public comment.

Ms. Herring presented a slideshow included in the Board Exhibit. Mr. Van Dyne commended the District's planning and proactive approach to infrastructure maintenance. Director Smolen suggested pairing sewer easement reclamation with defensible space and protection of public infrastructure and noted potential grant funding opportunities. She also commented on how the timing of the Palisades Tahoe Village project could affect the CIP schedule, particularly the Olympic Channel confluence restoration. Ms. Herring responded that aligning infrastructure projects with the Village development will be important, but projects should not be delayed for developer-driven timelines.

Public Comment – None.

F-2 Rosser- Carville Property Residential Subdivision – Water and Sewer Service Agreement – 1st Amendment.

The Board reviewed the item, accepted public comment, and approved the first amendment to the Water and Sewer Service Agreement by adopting Resolution 2025-17.

Mr. Hunt reviewed the staff report.

Public Comment –

Mr. Stepner suggested that extending the Mutual Water Company's Washoe Line would be the most direct and cost-effective way to provide water for the subdivision.

Director Koffler moved to approve the first amendment to the Water and Sewer Service Agreement by the adoption of Resolution 2025-17, which Director Smolen seconded. A roll call vote was taken, and the motion passed.

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

F-3 Washesu Creek Streamflow Gaging Improvement Project – File California Environmental Quality Act (CEQA) Notice of Exemption

The Board reviewed the item, accepted public comment and authorized staff to file a CEQA Notice of Exemption with Placer County by the adoption of Resolution 2025-18.

Ms. Herring reviewed the staff report.

Public Comment – None.

A motion to adopt Resolution 2025-18 was made by Director Koffler which was seconded by Director Smolen. A roll call vote was taken, the Resolution was approved.

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

F-4 Granite Chief Sewer “A” Line Replacement - Dedication Agreement – 2nd Amendment.

The Board reviewed the item, accepted public comment, and approved the second amendment to the Dedication Agreement by adopting Resolution 2025-16.

Mr. Hunt reviewed the staff report. While the project timeline is unknown, the staff identified several milestones to be completed before project completion. Mr. Bell confirmed that if the amendment is not executed, a new agreement would need to be negotiated and the District would be protected under the current active agreement.

Public Comment – None.

A motion to adopt Resolution 2025-16 was made by Director Koffler which was seconded by Director Smolen. A roll call vote was taken, the Resolution was approved.

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

F-5 Award Contract – Evacuation Route Roadside Hazard Fuel Reduction (OV-3) Project

The Board reviewed the item, accepted public comment, and approved the contract with Cross Check Services for an amount not-to-exceed \$70,000, and authorized the General Manager to execute all contractual documents.

Mr. Miller reviewed the staff report, noting the contract was revised to include traffic control and that Cross Check Services plans to begin work in mid-September. Director Smolen asked about sewer pipe failures or increased infiltration and inflow in the project area. Mr. Hunt reported no concerns based on recent sewer system work.

Public Comment – None.

Director Smolen motioned to approve contract with Cross Check Services for an amount not-to-exceed \$70,000 and authorize the General Manager to execute all contractual documents, which was seconded by Director Koffler. The motion passed.

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

F-6 Placer County Local Area Formation Commission (LAFCo) Election

The Board reviewed the item, accepted public comment, and cast a ballot for Scott Wilson as LAFCo Alternative Special District Representative.

Ms. Asher reviewed the staff report. The Board supported Scott Wilson, noting the importance of having an eastern Placer County representative.

Public Comment - None

Director Smolen moved to cast a ballot for Scott Wilson as LAFCo Alternative Special District Representative, which was seconded by Director Koffler. The motion passed.

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

F-7 Operations Superintendent

The Board reviewed the item, accepted public comment, and approved the starting salary for the Operations Superintendent position in accordance with the District's Personnel Policies and Procedures Manual (PP&PM).

Mr. Miller reviewed the staff report and commended Mr. Massetani, sharing that the staff looks forward to working with him in his new role.

Public Comment – None.

Director Smolen made a motion to approve the starting salary for the Operations Superintendent position in accordance with the District's Personnel Policies and Procedures Manual (PP&PM), which was seconded by Director Koffler. The motion was approved.

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

F-8 Declare Items as Surplus and Authorize Sale, Donation or Disposal of Items

The Board reviewed the item, accepted public comment, and declared items identified by staff as surplus equipment and authorized staff to conduct a sale, donate, and/or dispose of the items.

Ms. Asher reviewed the staff report.

Public Comment – None.

Director Koffler made a motion to declare items identified by staff as surplus equipment and authorize staff to conduct a sale, donate and/or dispose of the items, which was seconded by Director Smolen. The motion was approved.

Cox – Yes | Hover-Smoot – Absent | Hudson – Absent | Koffler – No | Smolen – Yes

G. Management Status Reports.

G-1 Fire Department Report

Chief Chisholm reviewed his report, highlighting the addition of new gym equipment, his recent presentation to T-TSA regarding a regional fire training facility, and providing an update on fuels management efforts. He said the Department is currently supporting efforts to update the Fire Code and the Placer County Local Hazard Mitigation Plan. He also recognized Mr. Valadez for five years of full-time service.

G-2 Water & Sewer Operations Report

Mr. Massetani reviewed his report, providing an update on a leak and emergency repair near PlumpJack Inn, noting staff maintained uninterrupted water service during the repair. He reported that the state accepted the District's Cross-Connection Control Plan and also noted increased demand in Zone 2 and several private irrigation leaks in Mountain Links.

G-3 Engineering Report

Mr. Hunt reviewed the staff report, highlighting the 305 Olympic Valley Road HVAC replacement project. He said that the revised design is under review by the commissioning agent and that staff will work with contractors to obtain bids, intending to award the contract at the September meeting and complete the project by October 2026.

G-4 Administration & Office Report

Ms. Asher reviewed the report and thanked Andrew Lange for his dedication to the green waste disposal programs. Ms. Mueller shared information about her attendance at the Government Finance Officers Association (GFOA) conference.

G-5 General Manager Report

Mr. Miller reviewed his report, highlighting participation in General Manager training hosted by the California Special District Association. He discussed recent meetings with Alterra to initiate updates to studies needed for development agreement progress. He noted that Agnew::Beck is finalizing the strategic plan. He said Director Smolen discussed exploring options for electrical utilities during the Finance Committee, which Mr. Miller will review further. Mr. Miller also mentioned that Supervisor Gustafson and park staff are examining the Olympic Valley Park, and he will report back. Regarding the Mutual Water Company consolidation, he described the next steps to include refining the Hydros System Evaluation report over the coming weeks before presenting to OVMWC representatives and then HDR Engineering Inc. He emphasized that the process will be linear and not rushed.

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)

Director Smolen thanked Mr. Valdez and Mr. Massetani for their renewed commitment to the District, and also thanked Andrew Lange for his leadership as part of the Firewise Community. She stated it is timely to review Board-related policies, noting prior focus on personnel policies and benefit adjustments. Director Smolen emphasized the importance of the Board setting a clear mission and vision. She requested a Board workshop to update the Board section of the administrative code, including a review of medical benefits reimbursement for Board members, believing current provisions may not be commensurate with neighboring districts. She also asked staff to update Board binders to ensure policies remain current and suggested discussing whether Board emails should transition to OVPSD.org addresses. Mr. Bell responded that, if the Board wishes to proceed, staff can review policies related to compensation, health benefits, and stipends.

J. Adjourn.

Director Koffler made a motion, seconded by Director Smolen to adjourn at 10:26 AM; the motion passed.

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

By, J. Asher