

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #953
APRIL 28, 2026**

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, Richard Koffler, and Joshua Toub

*Joined via noticed teleconference

Directors Absent: None

Staff Present: Jessica Asher, Program Manager & Board Secretary; Gary Bell, Legal Counsel; Brad Chisholm, Fire Chief; Kyle Colmar, Firefighter; Scott Halterman, Fire Engineer; Alexa Herring, Assistant Engineer; Dave Hunt, District Engineer; Jessica Grunst, Account Clerk II and HR Specialist; Nic Massetani, Operations Superintendent; Ashley Massey, Program Analyst; Charley Miller, General Manager; Danielle Mueller, Finance and Administration Manager; Hans Walde, Fire Captain; Leroy Valadez, Fire Engineer; and Nicole Whiteman, Office Supervisor.

Others Present: Jean Lange, David Stepner, Colmar Family, Michael Kennedy, Allen Riley

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

Chief Chisholm led the Pledge of Allegiance.

A-1 Fire Department Badge Pinning Ceremony

The Fire Department honored the appointment of Firefighter/Paramedic Kyle Colmar with a ceremony that included administering the Oath of Office and pinning of his badge.

B. Community Informational Items.

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

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

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

B-4 Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner reported that an Olympic Valley Supervisor Forum is upcoming and that the Planning Commission has approved the Village at Palisades Tahoe Specific Plan Project.

B-5 Olympic Valley Mutual Water Company (OVMWC) – Mr. Stepner and Director Koffler reported that the 10-year Capital Improvement Project List had been updated in conjunction with the ongoing budget process and will be presented to the OVMWC Board at its June meeting. They also noted that the operator agreement was renewed for another year and that collections are at 100% with no water shutoffs required.

B-6 Firewise Community – Mr. Stepner reported that he is working to identify a community member to assist with website maintenance and the technical tasks required to maintain certification.

B-7 Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reported that a brief meeting was held this past month and that all relevant information is included in the Board Exhibit item B-7.

Approved on 05/26/2026

Jessica Asher
Jessica Asher (May 27, 2026 11:54:24 PDT)

C. Public Comment/Presentation.

Michael Kennedy shared that he is working with the County to install crosswalks along Olympic Valley Road and requested community support of the effort. He noted that a petition is available at the post office and electronically via Nextdoor. Mr. Stepner encouraged the community to submit a letter regarding the crosswalks to the Board of Supervisors for inclusion in the May 12th Board of Supervisors meeting materials, when the Village at Palisades Tahoe Specific Plan Project will also be considered.

Mr. Stepner provided a brief update on the effort to incorporate the Town of North Tahoe, noting that the application to LAFCO has been submitted, that a formal financial analysis is forthcoming, and that an election is anticipated in Spring 2027. He also expressed enthusiasm for the May 23rd Pancake Breakfast (hosted by the Fire Department) and Neighborhood Clean-up (hosted by the property owners' association).

D. Financial Consent Agenda Items.

Director Koffler and Director Toub convened with staff on April 28th, 2026, from approximately 8:00 A.M. to 8:29 A.M. to review items D-1 through D-20 and other finance-related agenda items. Ms. Mueller reported that the Finance Committee discussed developer-driven reimbursable projects, capital projects, and the audit team's commencement of work, including a request for fund reorganization in Springbrook that would result in modifications to financial reports. She further noted that revenues are higher and expenses lower than budgeted, and the District's net position is good.

Public Comment – None

Director Koffler motioned to approve the financial consent agenda, which Director Toub seconded; the motion was approved by roll call vote.

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

E. Approve Minutes.

E-1 Minutes for the Regular Board of Directors meeting of March 31st, 2026.

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

Public Comment – None

Director Hover-Smoot moved to approve the Board of Directors meeting minutes for March 31st, 2026, which Director Cox seconded. The motion was approved by a roll-call vote.

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

Approved on 05/26/2026

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F. Old and New Business.

F-1 Introduce Ordinance 2026-01 – Fire/Life Safety Rate Schedule

The Board reviewed the item and accepted public comment.

Chief Chisholm explained that the proposed rate schedule is designed to recover costs associated with plan checks and inspections, and that fees are updated annually to reflect changes in labor rates. He noted that the rate reflects a blended rate of administration, captain, and chief positions. The increase in rate reflects the District's current staffing following the elimination of the Fire Prevention Officer position. A public hearing and consideration of adopting the Ordinance is scheduled for the May 26th Board meeting.

Public Comment – None.

Director Toub motioned to waive the reading of Ordinance 2026-01, which was seconded by Director Koffler and approved by a roll call vote.

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

F-2 Water and Sewer System Annual Report.

The Board reviewed the item and accepted public comment.

Mr. Massetani presented the 2025 Water and Sewer System Annual Report, accompanied by a slideshow included in the Board exhibit. His presentation highlighted water production, water loss trends, aquifer water levels, precipitation totals, sewer collection and flows, operation and maintenance projects, equipment fleet, and fuel usage. Board discussion touched on repair work completed throughout the year, the water sampling process, and the frequency of siphon inspections, which occur every 6 to 8 years, with regular cleaning performed by operators.

Public Comment – None

G. Management Status Reports.

G-1 Fire Department Report

Chief Chisholm reviewed his report, noting that Firefighter Colmar is currently completing an in-house fire academy and will begin shift work upon completion. He shared that the Department recorded zero forced overtime hours for the reporting period. He advised that, following further consultation with Placer LAFCO and legal counsel, staff recommend delaying the submission of a resolution of application to LAFCO until the fiscal analysis and plan for service are complete, as these will inform the tax-sharing agreement and provide the Board with a full picture prior to acting. Staff are in communication with Ridgeline, a firm with experience conducting similar fiscal analyses in the region, and a proposal will be presented for Board consideration next month. Ms. Lange asked how the proposed Town of North Tahoe incorporation affects this process; staff clarified that the two efforts are mutually exclusive, as special districts are explicitly excluded from the incorporation initiative, though counsel noted that LAFCO will independently evaluate service providers and may exercise its own discretion. Chief Chisholm also reported that SCBA units awarded through a FEMA grant have been received, representing over \$1 million in equipment with a 5% District match obligation. He

Approved on 05/26/2026

proposed transitioning defensible space inspections from 100% to 50% of properties annually, organized geographically, to focus on improving the compliance rate through enhanced education, home hardening guidance, and follow-up inspections, noting that the 50% schedule remains above the industry standard. He reviewed an analysis of non-compliance categories to inform targeted education and funding efforts. Chief Chisholm also advised that staff is working on a Memorandum of Understanding with North Tahoe Fire Protection District for contracted fire prevention services and expects to bring it to the Board next month. The Board provided feedback on the incident report format, requesting that the days-of-the-week graph be displayed in chronological order.

G-2 Water & Sewer Operations Report

Mr. Massetani reviewed the report, noting that chlorine flushing is currently underway in the Olympic Village and Granite Chief areas and is expected to continue through the end of May. He also advised that Well 5 is anticipated to come back online in mid-May.

G-3 Engineering Report

Mr. Hunt reviewed his report, noting that a contract for the Sewer System Rehabilitation Project has been awarded, with work anticipated to begin in June and be completed by early September. DOWL is progressing toward a 30% draft of the Water and Resource Master Plan, and Phase 1 of the 305 Olympic Valley Road boiler and control system replacement is nearly complete; the project is currently under budget. Well 5 rehabilitation project is nearly complete with minimal repair work needed. Equipment and telemetry are being ordered for the Stream Gauge Improvement Project, with installation planned for later this summer once creek flows allow. He invited all Directors to attend the upcoming Olympic Valley Groundwater Management Plan meeting on May 15th. Regarding the Village at Palisades Tahoe Specific Plan, Mr. Hunt is reviewing technical memoranda, water and sewer capacity, and build-out land analysis, which should be completed in mid-May and inform DA negotiations. Mr. Hunt summarized the comments the District and Fire Department provided as part of the Granite View Condominium Project CEQA process period. Mr. Stepner summarized comments from the OVMAC, which addressed the burial of a propane tank within conservation preserve zoning, stormwater management concerns, and recommendations related to parking and not constructing units as lockouts. Mr. Hunt noted that a comment letter will be issued on the Sierra Family Meadows subdivision CEQA process and that the Snow Museum project is nearing completion of its entitlements. Director Cox inquired about the status of the PlumpJack well; Mr. Hunt advised that the original easement agreement expired in 2019, and the District currently has no right to develop it. Staff is working to renegotiate the easement with the Newsom family, though the property is undergoing a change of ownership. The goal is to bring the well online to replace Well 3.

G-4 Administration & Office Report

Ms. Asher reviewed her report, highlighting chlorine-flushing notifications, backflow-testing notices, and an upcoming cleanup of the District's adopted portion of Highway 89, in which she invited Board members to participate.

G-5 General Manager Report (verbal)

Mr. Miller provided a brief verbal report and thanked staff for keeping things going while he was gone.

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Jessica Asher
Jessica Asher (May 27, 2026 11:54:24 PDT)

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)

The Board expressed appreciation for the water and sewer annual report and presentation, noting that the action photos and graphs were particularly effective, and commending staff for producing board exhibits that were clear, timely, accurate, and easy to understand. Director Hover-Smoot shared that she will be attending the July and August Board meetings remotely.

Director Hover-Smoot made a motion to adjourn to closed session, seconded by Director Toub, to adjourn to closed session at 10:08 A.M. The motion passed via roll call vote.

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

H. Closed Session – Public Employee Performance Evaluation

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

Director Koffler made a motion, seconded by Director Hover-Smoot, to adjourn to open session at 10:55 A.M. The motion passed via roll call vote.

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

Director Hudson reported that only the agenda item was discussed, and no action was taken.

J. Adjourn.

Director Koffler made a motion, seconded by Director Toub, to adjourn at 10:56 A.M. The motion passed via roll call vote.

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

By, J. Asher

Approved on 05/26/2026

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Jessica Asher (May 27, 2026 11:54:24 PDT)






2026-04-28_RegularMeetingMinutes_FINAL

Final Audit Report

2026-05-27

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