

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #950  
JANUARY 27, 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 & 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; Kurt Gooding, Fire Engineer; Dave Hunt, District Engineer; Nic Massetani, Operations Superintendent; Charley Miller, General Manager; Danielle Mueller, Finance and Administration Manager; and Hans Walde, Fire Captain.

**Others Present:** None.

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

Director Toub 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) – Ms. Asher reported that the OVDRC will meet on January 30, 2026, to review design guidelines for the Village at Palisades Tahoe Specific Plan Project.

**B-4** Olympic Valley Municipal Advisory Council (OVMAC) – None.

**B-5** Olympic Valley Mutual Water Company (OVMWC) – Director Koffler shared that semi-annual billing was completed in early January.

**B-6** Firewise Community – None.

**B-7** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox referred to the board meeting summary included as Exhibit B-7 and stated that the January meeting had been canceled.

**C. Public Comment/Presentation.**

None.

**C-1 Recognition of Service – 20 years – Hans Walde**

Mr. Miller & Chief Chisholm congratulated Captain Walde on his twenty years of employment with the Fire Department. The Board expressed its appreciation for his service. In recognition, and following the Personal Policy and Procedure Manual, he was provided with a \$400 gift card.

**D. Financial Consent Agenda Items.**

Director Koffler and Director Toub convened with staff on January 27<sup>th</sup>, 2026, from approximately 8:00 A.M. to 8:27 A.M. to review items D-1 through D-17 and other finance-related items on the agenda. Ms. Mueller provided a summary of the meeting and highlighted major checks listed in D-1. Ms. Mueller shared that the District had received the first installment of property tax revenue from Placer County, with the anticipated tax revenue estimated to be approximately \$350,000 higher than the prior year's actual revenue and \$225,000 higher than budgeted. She noted that a portion of the surplus had been allocated to a \$200,000 payment towards CalPERS unfunded accrued liability (UAL).

Public Comment – None.

Director Koffler motioned to approve the financial consent agenda, which Director Hover-Smoot seconded; the motion was approved. The motion was approved via 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 December 16<sup>th</sup>, 2025.**

**E-2 Minutes for the Special Board of Directors meeting of January 15<sup>th</sup>, 2026.**

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

Public Comment – None

Director Hover-Smoot moved to approve the Board of Directors meeting minutes for December 16<sup>th</sup>, 2025, and January 15<sup>th</sup>, 2026, which Director Cox seconded. The motion was approved via roll-call vote.

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

**F. Old and New Business.**

**F-1 Village at Palisades Tahoe Project Update**

The Board reviewed the item and accepted public comment.

*Director Hudson announced a conflict of interest due to his employment at Palisades Tahoe and left the room.*

Mr. Miller reviewed the staff report and provided an update on ongoing coordination related to the Village at Palisades Tahoe project. He reported that the District retained Andy Heath Financial to assist with financial analysis related to the proposed development. Mr. Heath is developing a model to estimate anticipated revenues, expenses, and the timing of revenue realization associated with project build-out. Mr. Miller noted that development impact fees are restricted primarily to capital expenditures, with a limited portion available for replacement costs, and that there may be a lag between project occupancy and the receipt of new revenues, which must be considered when planning staffing and service levels. Gap funding will be a required mitigation for the Developer to support staffing and apparatus mitigations.

Chief Chisholm provided an update on Fire Protection and Emergency Medical Service (EMS) mitigation planning, noting that staff are largely utilizing mitigation measures developed from prior project approvals, with adjustments to triggers to reflect the reduced size and revised phasing of the current proposal. He explained that mitigations focus on facilities, apparatus, equipment, and personnel. He said particular attention is being directed to determining the timing of development of a Fire Station near the development on the West end of the Valley and the staffing for that station. Chief Chisholm shared that prior triggers for the station would not occur until later phases of development and that staff are evaluating options to advance those triggers.

Chief Chisholm further discussed potential ladder truck needs based on building height and access requirements. He explained that significant capital, operational, staffing, and maintenance costs are associated with ladder trucks and that staff are exploring alternatives, including regional solutions and potential developer contributions.

Mr. Hunt provided an update on water and sewer system capacity evaluations, stating that the District's consultant, DOWL, is under contract and approximately halfway through the analysis, with draft results anticipated in late February or early March. He added that staff are working with UES to provide technical support in preparation for a future water and sewer service agreement, which staff anticipate advancing over the next two to three months.

Mr. Miller discussed project scheduling, noting upcoming Design Review Committee meetings, anticipated Planning Commission review in March, and potential Board of Supervisors consideration in the May–June timeframe. He stated that staff are working to provide District agreements with County approvals so that mitigation expectations are clearly understood and incorporated into the overall project package.

Director Koffler stated that he would not support any agreement that requires District capital or ratepayer funds to subsidize development impacts, emphasizing that mitigation costs should be fully front-loaded by the developer and supplemented by future property tax revenues.

Director Hover-Smoot asked whether the District's administrative code should be revised to require development agreements for fire/EMS mitigations for future developments, and asked for clarification on the common practice statewide. Counsel responded that it is less common for special districts, as they do not have the same development agreement authority as cities and counties. Mr. Bell highlighted the differences between providing a service like water to a development with fire protection, which is more generally provided. Counsel noted that CEQA provides an alternative mechanism for addressing such impacts, as is occurring with the current project, and that staff could explore potential code updates where a nexus exists between fire services and water infrastructure.

Mr. Miller stated that the next step is to provide the developer with proposed Fire/EMS mitigation measures, with the goal of beginning substantive negotiations in early February and ideally finalizing agreements in advance of Planning Commission review in March.

Public Comment – None.

## **F-2 Village at Palisades Tahoe Development Agreement – Professional Services Agreement**

The Board reviewed the item, accepted public comment, approved the Professional Services Agreement with UES in an amount not-to-exceed \$21,200, and authorized the General Manager to execute contractual documents.

Staff reviewed the board exhibit and explained that the on-call services are intended to support preparation of the water and sewer service agreement by providing hydrogeologic expertise related to groundwater supply. Mr. Hunt clarified that this agreement does not authorize a new study, but rather provides technical support to ensure that the appropriate conditions are included in the agreement.

Staff clarified that the water and sewer service agreement establishes each party's roles and responsibilities and defines technical and operational protocols and conditions that will govern how the District evaluates and provides service to future phases of development. Specific technical details, such as well locations and phase-specific water supply verifications, will be evaluated as proposals are submitted for individual project phases.

Mr. Miller described the District's reimbursement process for developer-related expenses, stating that the developer funds consultant and staff time associated with the project through a pre-development agreement and deposit. He noted that professional service proposals are shared with and approved by the developer in advance, invoices are issued monthly, and the District seeks to avoid unexpected costs during the process. Consistent with that process, the Developer has reviewed and approved this proposed agreement with UES.

Director Cox expressed concerns regarding long-term water supply reliability, noting that while multiple studies have concluded that sufficient water supply exists, the District has not added any new water sources in recent years. He questioned whether there are limitations to the District's ability to continue serving development while assessing system capacity with the largest water supply offline and encouraged staff to consider advancing the Plumpjack well as an additional source to improve redundancy and long-term reliability.

Staff responded that these concerns relate to two distinct but connected issues: the first, evaluating capacity and reliability within the existing system, and second, assessing future groundwater supply and well field and infrastructure expansion associated with new development. Staff stated that, as part of the District's Water System and Resource Master Plan, outfitting the Plumpjack well is anticipated to be considered to increase operational flexibility and redundancy, though it is not currently required to meet existing system demands. Director Hover-Smoot commented that if the District were to pursue an emergency water supply source, doing so during a large development project, when funding and developer participation may be available, could be advantageous.

Director Toub asked whether the standards used to evaluate capacity and water supply are updated over time to reflect changing environmental and climatic conditions. The Board and staff provided background on the climate change analyses that had been performed and confirmed that future phase-specific water supply verifications would be conducted using the data, standards, and models available at the time of development.

Director Cox also asked whether the proposed agreement would address sewer capacity. Staff clarified that sewer capacity is being evaluated separately through a technical memorandum update by DOWL, but that, based on prior analyses, no significant sewer capacity issues are anticipated.

Public Comment – None

Director Koffler motioned to authorize the General Manager to execute contract documents with UES for an amount not-to-exceed \$21,200. Director Toub seconded the motion, which was approved via roll-call vote.

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

*Director Hudson rejoined the room.*

### **F-3 Maximum Water Supply Assessment Update – Professional Services Agreement**

The Board reviewed the item, accepted public comment, approved the Professional Services Agreement with UES in an amount not-to-exceed \$25,000, and authorized the General Manager to execute contractual documents.

Mr. Hunt reviewed the staff report and explained that the study is intended to determine the amount of development that can be supported by existing infrastructure and current aquifer conditions. The District intends to update the Capacity and Reliability Study (CRS) which is used to assess available water supply capacity in the existing system. The CRS relies upon the Maximum Water Supply Assessment, which will include updating the existing numeric groundwater model and using that model to determine the capacity of the existing well field. The maximum water supply assessment will be completed by UES.

Public Comment – None

Director Cox motioned to authorize the General Manager to execute contract documents with UES for an amount not-to-exceed \$25,000. Director Koffler seconded the motion, which was approved via roll-call vote.

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

### **F-4 Granite Chief Sewer “A” Line Replacement – Dedication Agreement – 3<sup>rd</sup> Amendment**

The Board reviewed the item, accepted public comment, and adopted Resolution 2026-01, approving the third amendment to the Granite Chief Sewer “A” Line Replacement Dedication Agreement.

Mr. Hunt reviewed the staff report and noted that the sewer line replacement project is nearly complete, with water and sewer service operational. Additional time is needed to complete ministerial work prior to dedication. Ms. Miller shared that administrative code changes are required to implement a reimbursement policy requested by the developer prior to dedication of the infrastructure.

Public Comment – None.

A motion to waive the reading and adopt Resolution 2026-01, approving the third amendment to the Granite Chief Sewer "A" Line Replacement Dedication Agreement, was made by Director Cox and was seconded by Director Hover-Smoot. Resolution 2026-01 was adopted by roll-call vote.

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

#### **F-5 Notice of Completion – Well 5R/1810 Sand Barn Roof Replacement Project**

The Board reviewed the item, accepted public comment, and authorized staff to file the Notice of Completion with Placer County for the 5R/1810 Sand Barn Roof Replacement Project.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Hover-Smoot moved to authorize staff to file the Notice of Completion with Placer County for the 5R/1810 Sand Barn Roof Replacement Project. Director Cox seconded the motion, which was approved via roll-call vote.

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

#### **F-6 Notice of Completion – 1810 Materials Bay Wall Replacement Project**

The Board reviewed the item, accepted public comment, and authorized staff to file the Notice of Completion with Placer County for the 1810 Materials Bay Wall Replacement Project.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Koffler moved to authorize staff to file the Notice of Completion with Placer County for the 1810 Materials Bay Wall Replacement Project. Director Hover-Smoot seconded the motion, which was approved via roll-call vote.

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

#### **F-7 Notice of Completion – Fuel Reduction (OV-3) Project**

The Board reviewed the item, accepted public comment, and authorized staff to file the Notice of Completion with Placer County for the Fuel Reduction (OV-3) Project.

Mr. Miller reviewed the staff report.

Public Comment – None.

Director Toub moved to authorize staff to file the Notice of Completion with Placer County for the Fuel Reduction (OV-3) Project. Director Hover-Smoot seconded the motion, which was approved via roll-call vote.

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

## F-8 Fuels Management Program – End of Season Report

The Board reviewed the item and accepted public comment.

Chief Chisholm and Ms. Asher presented the staff report, providing updates on active fuel reduction projects, green waste disposal, and defensible space inspections. In response to questions from the Board, staff confirmed that maintenance of completed projects and thinning in the Washeshu Creek Corridor, from Winding Creek Road to Highway 89, among other priorities, would be included in an update to the Community Wildfire Protection Plan (CWPP) anticipated within the next one to two years. The Board thanked staff for their efforts and expressed pride in the work being accomplished, noting that it would not have been completed by others.

Public Comment – None.

## F-9 2026 Committee Assignments and Appointments

The Board reviewed the item, accepted public comment, and determined the 2026 Committee assignments, including appointments to outside committees.

Ms. Asher reviewed the staff report.

The Committee assignments for 2026 are as follows:

STANDING COMMITTEES			
COMMITTEE	MEETING HELD	MEMBERS	TERM
Personnel & Administrative	As Needed	Chair Hover-Smoot Member Cox	Appointed Annually
Water & Sewer	As Needed	Chair Cox Member Toub	Appointed Annually
Finance & Budget	Prior to Monthly Board Meeting	Chair Koffler Member Toub	Appointed Annually
Fire Department	As Needed	Chair Hudson Member Hover-Smoot	Appointed Annually
Garbage	As Needed	Chair Hudson Member Koffler	Appointed Annually
AD-HOC COMMITTEES			
District/OVMWC	As Needed	Chair Hudson Member Toub	Not Applicable / As Needed
Village at Palisades Tahoe Specific Plan Development Agreement	As Needed	Chair Hover-Smoot Member Koffler	Not Applicable / As Needed
OTHER APPOINTMENTS			
T-TSA	3 <sup>rd</sup> Wednesday	Director Cox	11/1/2022-8/31/2026
GMP Advisory	As Needed	General Manager	Appointed Annually
GMP Implementation	As Needed	Full Board	Not Applicable
North Tahoe Transportation Authority	As Needed	Director Hudson	Appointed Annually

Public Comment – None.

Director Hoover-Smoot made a motion to approve the 2026 Committee assignments as referenced above, which was seconded by Director Koffler. The motion was approved via roll-call vote.

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

#### **F-10 Authorization to Designate Authorized Officer at BMO Bank N.A (BMO)**

The Board reviewed the item, accepted public comment, and approved Resolution 2026-02.

Ms. Mueller explained that BMO requires an approved resolution to update signature cards due to changes in Board representation. She discussed that signature cards would be sent electronically.

Public Comment – None

Director Hover-Smoot motioned to waive the reading and adopt Resolution 2026-02, which Director Koffler seconded. Resolution 2026-02 was adopted via roll-call vote.

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

#### **F-11 Review of Policy 2030**

The Board reviewed the item, accepted public comment, and adopted Resolution 2026-03 approving revisions to Policy 2030, Capital Asset Policy.

Ms. Mueller reviewed the staff report and the recommendations included therein.

Public Comment – None

Director Koffler moved to waive the reading and adopt Resolution 2026-03, approving revisions to the District's Capital Asset Policy, which was seconded by Director Toub. Resolution 2026-03 was adopted via roll-call vote.

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

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

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

Chief Chisholm reviewed his report, highlighting training standards, public outreach, fire prevention activities, apparatus and equipment, staffing needs over the reporting period, and the call log. He shared that the Department continues to recruit for an open firefighter position. Chief Chisholm also announced his plan to retire, effective July 10, 2026. The Board requested that an item be agendized in February or March to discuss succession planning, with staff noting that a Fire Committee meeting may be appropriate.

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

Mr. Massetani reviewed the report and noted that all hydrants have been cleared of snow, and the department is currently performing fleet maintenance. Operator Hamil received his Water Distribution 1 certificate and was added to the on-call rotation. The team repaired a check valve of the Zone 3 booster and is troubleshooting an intermittent electrical issue at well 1.

## **G-3 Engineering Report**

Mr. Hunt reviewed the staff report and provided project updates on the HVAC boiler control replacement project at the District Administration building.

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

Ms. Asher reviewed the report, highlighting Special District Risk Management Authority (SDRMA) Credit Incentive Points and reminding Directors and select management staff to complete the annual Statement of Economic Interests (Form 700).

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

Mr. Miller reviewed his report. He shared that staff have been working with HDR and Hydros to progress the analysis of a potential consolidation with the Mutual Water Company, and with the Placer County Water Agency to determine whether any grant funds are available to support consolidation. Mr. Miller thanked Chief Chisholm for his service and welcomed Director Toub to the Board.

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

None.

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

Board members thanked Director Toub for stepping into the Director role and expressed appreciation to Chief Chisholm for his lifetime of service and contributions to Olympic Valley.

## **H. Adjourn.**

Director Koffler made a motion, seconded by Director Hover-Smoot to adjourn at 10:30 A.M.; the motion was approved by roll-call vote.

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

By, J. Asher