

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #954  
MAY 26, 2026

**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, Katy Hover-Smoot, Bill Hudson, Richard Koffler, and Joshua Toub

**Directors Absent:** None

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

**Others Present:** Bob Barnett, Andy Heath, Jean Lange, and David Stepner

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

Ms. Lange led the Pledge of Allegiance.

**B. Community Informational Items.**

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

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

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

**B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner reported that Lot 16 of the Village at Palisades Tahoe Specific Plan and community support for a pedestrian crossing across Olympic Valley Road were discussed at the most recent Olympic Valley Supervisor Forum. The next OVMAC meeting is scheduled for June 4th, 2026, and will include an update on the Sierra Nevada Olympic Winter (SNOW) Sports Museum and Community Cultural Center.

**B-5** Olympic Valley Mutual Water Company (OVMWC) – Mr. Stepner reported that the Board has reviewed the draft budget and anticipates adoption prior to the start of the new fiscal year. The primary infrastructure improvement under consideration is the installation of connections on both sides of Washeshu Creek to facilitate an emergency pipe crossing.

**B-6** Firewise Community – Mr. Stepner reported that there was a good turnout for the first green waste disposal event of the year.

**B-7** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reported that all relevant information is included in the Board Exhibit item B-7.

**C. Public Comment/Presentation.**

Mr. Stepner shared that Gallery Keoki will host an informational meeting regarding Eastern Placer Futures' efforts to explore the incorporation of the Town of North Tahoe.

**D. Financial Consent Agenda Items.**

Director Koffler and Director Toub convened with staff on May 26<sup>th</sup>, 2026, from approximately 8:00 A.M. to 8:15 A.M. to review items D-1 through D-11 and other finance-related items on the agenda. Ms. Mueller reported that the Finance Committee reviewed progress payments and an application to the Placer County Water Agency (PCWA) Financial Assistance Program (FAP) for work related to the Mutual Water Company consolidation. She reported that several monthly financial reports were deferred to the following month's packet; Director Koffler confirmed there were no out-of-budget expenditures and no concerns with the deferral.

Public Comment – None

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

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 April 28<sup>th</sup>, 2026.**

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

Public Comment – None

Director Hudson moved to approve the Board of Directors meeting minutes for April 28<sup>th</sup>, 2026, which Director Toub seconded; the motion was approved.

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

**F. Old and New Business.**

**F-1 PUBLIC HEARING: Ordinance 2026-01 – Adopting a Fire and Life Safety Cost Recovery Schedule**

The Board reviewed the item, accepted public comment, and adopted Ordinance 2026-01, updating the Fire and Life Safety Cost Recovery Schedule.

Chief Chisholm reviewed the staff report and explained that the Ordinance establishes an updated cost schedule for recovery of staff time associated with plan checks and inspections. The Ordinance was introduced in April and has since been revised to remove the engine stand-by time.

Public Comment – None.

Director Hover-Smoot motioned to waive the reading and adopt Ordinance 2026-01, which Director Toub seconded. A roll call vote was taken, and the Ordinance was approved.

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

## **F-2 Fire Prevention Services – Memorandum of Understanding**

The Board reviewed the item, accepted public comment, approved a Memorandum of Understanding with North Tahoe Fire Protection District, and authorized the General Manager to execute the contractual documents with North Tahoe Fire Protection District.

Mr. Miller and Chief Chisholm reviewed the staff report. Chief Chisholm noted that District staff would continue to provide defensible space, short-term rental, and commercial inspections in-house, while the North Tahoe Fire Protection District would perform prevention services for new construction, tenant improvements, remodels, and large-event inspections. Mr. Miller and Mr. Bell further clarified that a few items in the agreement require modification, primarily regarding the employment status of North Tahoe Fire Protection District employees performing work in Olympic Valley.

Public Comment – None.

Director Toub motioned to authorize the General Manager to execute the Memorandum of Understanding with North Tahoe Fire Protection District as presented and amended per legal counsel's recommendations, which Director Koffler seconded.

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

## **F-3 Fire Department Consolidation Fiscal Analysis Services**

- A. The Board reviewed the item, accepted public comment, approved the agreement with Ridgeline Municipal Strategies for an amount not-to-exceed \$39,795, and authorized the General Manager to execute the contractual documents
- B. The Board reviewed the item, accepted public comment, approved the cost-share agreement with North Tahoe Fire Protection District for an amount not-to-exceed 50% of the professional services agreement with Ridgeline Municipal Strategies, and authorized the General Manager to execute the contractual documents.

Chief Chisholm reviewed the staff report. The Board discussed Olympic Valley's representation on the North Tahoe Fire Protection District Board, with Board members emphasizing the importance of adequate representation for Olympic Valley residents. Mr. Bell discussed the redistricting process, including how district boundaries are established based on resident population when districting occurs rather than at-large elections.

Public Comment – None

Director Hudson motioned to authorize the General Manager to execute contract documents with Ridgeline Municipal Strategies for an amount not to exceed \$39,795, to approve the cost-share agreement with North Tahoe Fire Protection District for an amount not-to-exceed 50% of the professional services agreement with Ridgeline Municipal Strategies, and authorized the General Manager to execute all contractual documents. Director Hover-Smoot seconded the motion; which was approved.

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

#### **F-4 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 introduced Mr. Andy Heath, a municipal finance consultant retained by the District, who presented a slideshow summarizing the draft Fiscal Analysis Report, which are both included in the Board Exhibit. Mr. Miller shared that updated versions were posted to the District website prior to the meeting to reflect a change in phasing for the employee housing component, which was moved up to Phase 1.

Mr. Heath reviewed the purpose and scope of the analysis, which was developed to assess the potential fiscal impacts of the phased build-out of the Village at Palisades Tahoe development on District fire, water, and wastewater services. He emphasized that the model is built on a set of assumptions, including assessed valuations, phase completion dates, staffing triggers, and expenditure projections, that can be adjusted as the development progresses. Mr. Heath noted that assumptions were intentionally conservative for both revenues and expenditures to ensure the development remains responsible for its fair share of costs.

Director Toub requested clarification on the timing of reassessment; Mr. Heath confirmed that reassessment is tied to the issuance of a Certificate of Occupancy upon completion of construction, and that the model assumes full reassessment of all developed parcels.

Director Hover-Smoot expressed concern that a fire station on the west end of the Valley would not be triggered until approximately 83% of the development is built out. Chief Chisholm acknowledged the difficulty in determining when an additional station becomes necessary to meet industry response time standards. He shared that increased full-time staffing and the ability to stage apparatus at the west end of the Valley during high-traffic periods provide a reasonable interim measure. He further noted that the District is actively working with Placer County on road improvements at known pinch points, to improve emergency access and response times. Staff also confirmed that the assumptions and mitigation framework within the model would remain applicable in the event of a future merger or consolidation with North Tahoe Fire Protection District.

With respect to water and wastewater services, District staff noted that all costs associated with those utilities are fully covered through existing rates and connection fees and that the Development Agreement will define any future capacity expansion obligations to be borne by the developer.

Mr. Bell discussed the proposed gap-funding mechanism, noting that the Development Agreement will establish a formula to compare incremental property tax revenues generated by the development against the costs of mitigation measures triggered in each phase, with the developer responsible for any shortfall. The specific mechanics of reimbursement timing are still being negotiated.

Director Koffler asked how the financial model would be maintained and updated over time as development plans and assumptions evolve. Staff expressed comfort with the model's structure and noted that Mr. Heath would be retained as needed for updates and additional functionality.

Director Toub asked what would have to go wrong to put the District in financial stress, using an example scenario in which the District hires additional staff and property tax revenues are insufficient to offset the cost. Mr. Miller responded that the Development Agreement, currently being drafted by District Counsel, will require the developer to cover any such gap. Mr. Bell added that failure to remit such a payment would constitute a breach of contract.

Director Cox inquired about the density and unit count planned for the Lot 4 employee housing parcel located across Olympic Valley Road. Mr. Heath clarified that the fiscal model treats the employee housing based on its total square footage of 108,000 square feet rather than the individual unit or bedroom count. Staff committed to following up with additional details regarding zoning and capacity for that parcel.

Staff confirmed they are confident the District has adequately addressed the fiscal risk associated with the development.

Public Comment –

Mr. Stepner asked about connection fee administration for multi-unit structures. District staff confirmed that connection fees are assessed at the time of permit issuance on an aggregate basis, with individual units billed through master meters and homeowners association structures rather than individually. Mr. Stepner also asked what recourse the developer might have to argue that mitigation fees are excessive in light of projected property tax surpluses; Mr. Bell noted that the mitigation measures are embedded in the County-approved CEQA document and development agreement, and are not subject to renegotiation based on future revenue projections.

*Director Hudson rejoined the room.*

#### **F-5 Approve New Financial Policies as required by the Government Finance Officers Association's Distinguished Budget Presentation Awards Program**

The board reviewed the item, accepted public comment, and adopted Resolution 2026-08, Policy 2035, Capital Improvement Program; Policy 2060 Budget Preparation and Financial Planning; Policy 2065 Rate Setting; Policy 2070 Financial Reporting; Policy 2080 GASB 54 Fund Balance; and Policy 2090 Grant Funding and Compliance.

Ms. Mueller reviewed the report and summarized the proposed policies, sharing that they largely formalize practices already in place. The one exception is Policy 2080 GASB 54 Fund Balance, which will require the District to adopt an annual resolution committing a designated portion of the fire department fund balance to capital reserves. The Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award represents a meaningful recognition, but Ms. Mueller emphasized that the primary driver for adopting these policies is the District's commitment to following recognized best practices and maintaining transparency.

Public Comment – None.

Director Koffler motioned to waive the reading and moved to approve Resolution 2026-08 adopting Policy 2035, Capital Improvement Program; Policy 2060 Budget Preparation and Financial Planning; Policy 2065 Rate Setting; Policy 2070 Financial Reporting; Policy 2080 GASB 54 Fund Balance; and Policy 2090 Grant Funding and Compliance. Director Hover-Smoot seconded. A roll call vote was taken, and the Resolution was adopted.

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

#### **F-6 Establish Appropriation Limits for Funds FD30144 and FD30146**

The Board reviewed the item, accepted public comment, and adopted Resolution 2026-09, establishing an Appropriations Limit for Fund FD30144 for FY 2026-2027 in the amount of \$2,216,637 and adopted Resolution 2026-10, establishing an Appropriations Limit for Fund FD30146 for FY 2026-2027 in the amount of \$7,228,173.

Ms. Mueller reviewed the staff report. Ms. Mueller summarized the appropriation limit calculations based on the annual change in per capita income and the number of constituents. The limits on tax revenue are due to Proposition 13, passed in 1978.

Public Comment - None

Director Hover-Smoot motioned to waive the reading and adopt Resolution 2026-09 establishing an Appropriations Limit for Fund FD30144 for FY 2026-2027 in the amount of \$2,216,637 and Resolution 2026-10, establishing an Appropriations Limit for Fund FD30146 for FY 2026-2027 in the amount of \$7,228,173, which was seconded by Director Toub. A roll call vote was taken, and the Resolutions were adopted.

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

#### **F-7 Second Draft of FY2026-2027 Budget and Rates**

The Board reviewed the item and accepted public comment.

Ms. Mueller reviewed the staff report and presented a slideshow included in the Board Exhibits, covering the requirements of AB 2561 related to job vacancies, recruitment and retention; rate and tax revenue; historical rate changes; operating expenses; capital projects; CalPERS unfunded accrued liability; and reserve balance projections, along with next steps for budget adoption.

Mr. Miller noted that he is exploring debt financing for larger capital projects, such as the PlumpJack Well, to spread costs over the infrastructure's useful life and moderate rate impacts on current ratepayers. Director Toub asked why the minimum reserve requirement varies year to year; Ms. Mueller clarified that it reflects both a 60-day operating budget floor and a rolling 5-year average of projected capital expenditures. Mr. Bell confirmed that no Board motion is required to issue rate increase notices to customers, as the Proposition 218 process was completed in a prior year.

Public Comment –

Bob Barnett expressed concern regarding a deterioration in snow removal services in the Valley, noting the impact on emergency response times. Mr. Barnett requested that the District leverage its relationship with Placer County to advocate for improved snow removal operations. Chief Chisholm and Mr. Miller acknowledged the concern and committed to reaching out to Placer County.

**F-8 Adopt Resolution 2026-11 – Olympic Valley Public Service District Election**

The Board reviewed the item, accepted public comment, and approved declaring an election be held, requesting the Placer County Board of Supervisors to consolidate the election with any other election on November 3, 2026, and requesting election services from the Placer County Clerk by adoption of Resolution 2026-11.

Ms. Asher reviewed the staff report.

Public Comment – None.

Director Koffler motioned to adopt Resolution 2026-11, consolidating the election and authorizing the County to provide necessary election services, which was seconded by Director Hover-Smoot. A roll call vote was taken, and the Resolution was adopted.

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

**G. Management Status Reports.**

**G-1 Fire Department Report**

Chief Chisholm reviewed the staff report, highlighting that training has been focused on onboarding a new hire; fire prevention inspections are increasing; overtime hours were elevated due to the District volunteering to assist Lake Valley Fire Department following a line-of-duty death; the District received new PFAS-free turnouts; and a regional SCBA grant was awarded, with the District's share totaling approximately \$145,000. Ryan Scott was approved as an acting engineer after approximately two years with the District. Chief Chisholm also noted a well-attended pancake breakfast held in support of the POA's community cleanup day.

Chief Chisholm shared updates on the Fuels management program, including that the OV-2 slope stability and avalanche study concluded that the project will not negatively impact slope stability; that OV-4 is nearly complete; the OV-5 right-of-entry agreement with Everline has been executed, and a contract award for OV-5 is anticipated on June 30th.

Bob Barnett asked about Zone 0 and defensible space requirements. Chief Chisholm clarified that the non-combustible zone from 0 to 5 feet is mandatory for new construction but not yet enforceable for existing structures, though the District educates homeowners and notes preferences during inspections. The standard zones of 5 to 30 feet remain in effect. Chief Chisholm also noted that propane tanks are required to be a minimum of 10 feet from the structure, property line, and road, with mineral soil clearance around the tank.

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

Mr. Massetani reviewed the staff report, sharing that Well 5R rehabilitation is nearing completion with anticipated return to service by the end of the week; Well 1 is experiencing intermittent electrical issues that are being investigated and Well 3 has been prepared as a backup. The District is transitioning backflow program administration to the Syncta platform; Mr. Massetani thanked the administrative and engineering teams for compiling and integrating customer and device data. Hydrant flushing is nearly complete, with approximately two more weeks remaining.

## **G-3 Engineering Report**

Mr. Hunt reviewed the staff report. The District anticipates receiving a PCWA FAP grant for the Mutual Water Company consolidation study. Mr. Hunt also provided a summary of the May 15th Olympic Valley Groundwater Management Plan (OVGMP) Advisory Group meeting, noting that members were advised to include their cost-share portion of the upcoming 5-year review and report in their calendar year 2027 budgets, and to plan for ongoing contributions to the stream gauge program following expiration of the current grant in March 2027.

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

Ms. Asher reviewed the staff report, noting that rate increase notices will be mailed to customers by Friday to meet the required 30-day notice prior to the July 1st rate adjustment, and that the District newsletter will be mailed with July bills.

## **G-5 General Manager Report (verbal)**

Mr. Miller reviewed his report, noting attendance at the Placer County Water Agency Eastern Slope meeting, which he described as a valuable regional networking opportunity. Mr. Miller and Chief Chisholm also attended the May 12th Placer County Board of Supervisors meeting at which the Palisades Tahoe Specific Plan was approved.

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

District Mr. Bell reported that work on the Village at Palisades Tahoe Development Agreement is ongoing and remains a top priority.

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

Director Cox raised the question of whether an ad-hoc subcommittee should be reinstated to provide oversight of the Village at Palisades Tahoe development agreement process. Mr. Miller confirmed the ad-hoc committee is formalized with Directors Hover-Smoot and Koffler on the committee and has been meeting as needed. Director Koffler thanked staff for their work, describing the process as engaging and well-managed, and extended recognition to District Counsel Mr. Bell.

Director Hover-Smoot made a motion to adjourn to closed session, seconded by Director Hudson, to adjourn to closed session at 11:32 A.M.

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 General Manager.

Director Koffler made a motion, seconded by Director Hudson, to adjourn to open session at 12:28 P.M. The motion passed.

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

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

**J. Adjourn.**

Director Koffler made a motion, seconded by Director Hudson, to adjourn at 12:28 P.M. The motion passed.

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

By, J. Asher

DRAFT