



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT G-4
8 Pages

ADMINISTRATION & OFFICE REPORT

DATE: October 31, 2023

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: Document Management System (DMS) Project
At the time of writing this report, 100% of the *Customer files, Subject, and Project* files stored within the District's central filing cabinets and all of the Board Secretary's permanent records, have been scanned. Following the completion of the central filing cabinets, additional cabinets located in the General Manager's Office (40% completed) and Board Secretary's office (50% completed) have been scanned.

California Special Districts Association (CSDA)

The District's membership with CSDA runs on a calendar year and the District recently received the 2024 membership renewal fees. The cost of membership is \$9,000 annually, which is a 2.1% increase over the prior year. The District greatly benefits from the CSDA's legislative advocacy work and professional development opportunities. A pamphlet of the 2023 CSDA highlights is attached to this report.

SDRMA Worker's Compensation Refund

After completing our annual workers compensation audit, the District received a refund of \$1,330 from fiscal year 2023. The District prepays worker's compensation every year and then normally receives a refund at the end of the fiscal year based on the actual wages paid.

Winter Newsletter Topics

Staff is seeking topic suggestions for the upcoming winter newsletter. If any Board members have newsletter suggestions, please contact Jessica Asher, Board Secretary.

ATTACHMENTS: 2023 CSDA Highlights

DATE PREPARED: October 25, 2023



2023

HIGHLIGHTS



ENHANCED TECHNOLOGY

CSDA Is Working On Technology Upgrades That Will Enhance Your Experience With Our Association.

A new year-round CSDA mobile app will be launched in the beginning of the year



- » Real-time updates
- » Event notifications
- » Connection with your peers



Coming soon! Website updates:

- » Easy access to information and resources
- » Engagement opportunities



INVESTMENT OPTIONS FOR SPECIAL DISTRICTS

New CSDA Member Program Launched: California CLASS

Established in 2022, California CLASS serves California public agencies and can be a great tool for enhancing your agency's portfolios' diversification.

- **100+** participants
- **~\$750 million** assets managed
- **\$2 million+** earned in investment income in Prime Fund July 2022-July 2023.

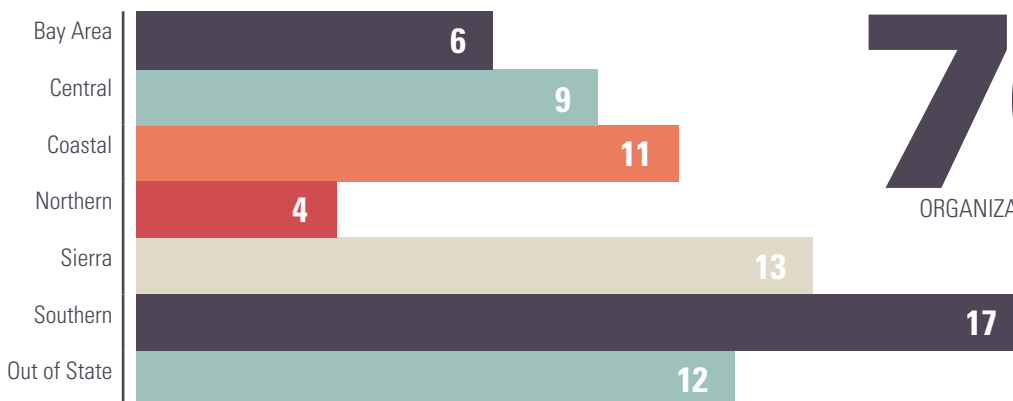
Learn More: www.californiaclass.com

CSDA MISSION

California Special Districts Association is the voice for all special districts, providing members with the resources necessary to best serve their communities.

MEMBERSHIP

New Members by CSDA Network:



70+
ORGANIZATIONS JOINED IN 2023

ENGAGEMENT



90,000+
people reached on social
media channels



705,000+
visitors to the CSDA website



16,000+
engaged in CSDA Communities

CSDA's redesigned eNews and magazine added 8 new sections of engaging and informative content and a refreshed design that provides better readability for members.

- **78,000+** *California Special Districts* magazines distributed to agencies and Legislators
- **11,000+** Recipients of weekly *CSDA eNews*

COURT REPRESENTATION FOR SPECIAL DISTRICT INTERESTS



TRACKED

12+
CASES

- California Supreme Court
- Ninth Circuit Court of Appeals
- U.S. Supreme Court

APPROVED

4

BRIEFS FOR FILING,
WITH 2 MORE IN
CONSIDERATION

Issues Addressed:

- Impact Fees adopted pursuant to the Mitigation Fee Act
- California Public Records Act
- Rate-setting under Proposition 218
- Labor Code – Wage Order Claims

PROFESSIONAL DEVELOPMENT



ANNUAL CONFERENCE
& EXHIBITOR SHOWCASE

31%
First-Time Attendees

20%
First-Time Exhibitors

15%
Attendees Growth
(yr/yr)

Registration Growth
21%
WEBINAR,
WORKSHOP AND
CONFERENCE

Viewership
Growth
33%
ON DEMAND

2023 CSDA ANNUAL AWARDS

WINNING SUBMISSIONS FROM EACH CATEGORY:

Exceptional Public Outreach & Advocacy Award (Large District Category): Tahoe City Public Utility District for its *Action to Protect Communities from Wildfires*

Exceptional Public Outreach & Advocacy Award (Small District Category): Reclamation District No. 1000 for its public relations campaign *4Natomas - Levees. Lift Pumps. Lives. Longevity.*

Innovative Project of the Year Award (Large District Category): Orange County Water District and Orange County Sanitation District for their *Recycling 100 Percent Local Reclaimable Wastewater Flows into High-Quality Drinking Water*

Innovative Program of the Year Award (Small District Category): Camarillo Health Care District for its *Adventures in VR* program.

Excellence in Technology Award: Soquel Creek Water District for using innovative technologies to ensure a sustainable water supply

Chapter of the Year Award: Tuolumne County Special Districts Association

Staff Member of the Year Award: Bridgette Burton, Management Analyst/ Board Secretary, Big Bear Area Regional Wastewater Agency

Board Member of the Year Award: Charley Wolk, Fallbrook Public Utility District

General Manager of the Year Award: Peter J. Kampa, CSDM, Groveland Community Services District

Ralph Heim Public Outreach & Advocacy Award: Emily Barnett, Communication Services & Inter Governmental Relations Manager, Central Contra Costa Sanitary District

William Hollingsworth Award of Excellence (pictured below): Vincent Ferrante, Moss Landing Harbor District



BUSINESS AFFILIATES



DIAMOND LEVEL



PLATINUM LEVEL



GOLD LEVEL

Brown Armstrong Accountancy Corporation

CalTRUST

Centrica Business Solutions

Chase Bank

Cole Huber LLP

Complete Paperless Solutions

Eide Bailly CPAs

Enterprise Automation

Kosmont Financial Services

National Demographics

Corporation (NDC)

NBS

Nextdoor, Inc.

Nossaman, LLP

Sitelogiq

Slovak Baron Empey Murphy & Pinkney LLP

Tyler Technologies, Inc.

Vasquez & Company LLP

VC3

Witt O'Brien's

SPECIAL DISTRICT LEADERSHIP FOUNDATION

61



Certified Special District Managers Designated

278



Certificates in Special District Governance Awarded

NEW!

ESSENTIAL LEADERSHIP SKILLS CERTIFICATE LAUNCHED



RECOGNITION PROGRAM FOR ASPIRING MANAGERS

ESSENTIAL LEADERSHIP SKILLS CERTIFICATE

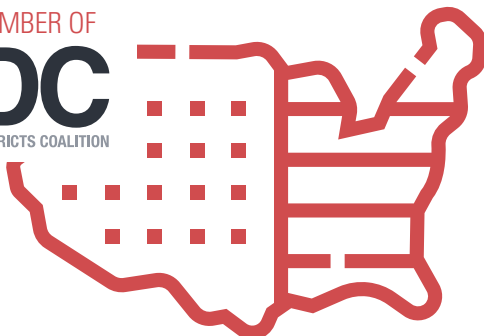
Offers special district employees who are aspiring to be general managers the opportunity to be recognized for learning essential skills needed for success in local government leadership.

www.sdlf.org

NATIONAL SPECIAL DISTRICTS COALITION

FOUNDING MEMBER OF

NSDC
NATIONAL SPECIAL DISTRICTS COALITION



- Direct engagement in Washington D.C. promoting priority policy initiatives including the Special Districts Recognition Act developed to place a formal definition for special districts nationally
- Forged coalition to curb federal regulations hindering fire retardant use on wildfires
- Joined the national Public Finance Network as an advocate for favorable public finance policies
- Helped prevent removal of consideration of park and recreation projects from the Fiscal Year 2024 Community Project Funding Program
- Established 3 new policy advisory groups to engage on federal and state issues with districts across the country

ADVOCACY: THE VOICE OF SPECIAL DISTRICTS



CSDA Sponsored Legislation

- » **AB 557 (Hart) Brown Act** – Emergency remote meetings
- » **SCR 52 (Alvarado-Gil)** – Special Districts Week



3,000



Reviewed
State Bills

1,183



Actively
Tracked Bills

97



Adopted Priority
Positions on Bills



At the Forefront of the Fight Against an Existential Threat to Special District Services

When the California Business Roundtable filed Initiative 21-0042A1 (now #1935) to retroactively incapacitate the ability of special districts and other agencies to fund government services, CSDA immediately adopted an oppose position, joined a coalition with key stakeholders, and began educating its membership. These efforts are gaining traction.

- » **ACA 13 (Ward) Protect and Retain the Majority Vote Act** – CSDA was one of the original supporters of this constitutional amendment to uphold the majority vote and force measures like Initiative #1935 to meet the same voter thresholds they seek to impose on others. ACA 13 was approved by two-thirds of each house of the State Legislature to place on the November 2024 statewide ballot.
- » **Preelection Challenge to Initiative #1935** – CSDA moved swiftly to support the filing of the Governor and Legislature's preelection challenge to Initiative #1935, asking the California Supreme Court to conduct preelection review and prevent the measure from being placed on the ballot.
- » **Special District Resolutions in Opposition** – Over 111 special districts have now adopted a board resolution in opposition to Initiative #1935.



Protecting Local Revenue and Resources

As one of the most efficient and effective forms of government, special districts often do more with less. CSDA is fighting in the Capitol to ensure special districts have the resources they need to deliver the services their communities depend on.

- » **ACA 1 (Aguiar-Curry) 55 Percent Vote Threshold** – CSDA secured inclusion of special districts when this constitutional amendment was originally introduced in a prior session; ACA 1 passed the Legislature and voters will now decide whether to afford special districts and other local agencies with the same financing tools they previously approved for school districts.
- » **AB 516 (Ramos) Mitigation Fee Act** – Led efforts to resolve issues created by revisions to audit requirements for development project fees.
- » **AB 1713 (Gipson) Federal Funding** – Joined local agency stakeholders in opposition to this bill which would have created overly broad reporting requirements.
- » **AB 1490 (Lee) Housing** – Secured amendments to drop provisions that could have potential to threaten fee-related revenue that may be necessary for covering the costs of development projects, as a result, CSDA moved to a Neutral position.
- » **AB 1637 (Irwin) Web Domain Mandate** – CSDA worked with a coalition with an Oppose Unless Amended position that resulted in an amendment limiting the bill's requirement that all local governments transition to .gov websites to apply to cities and counties only.



Surplus Land Act

In response to California's housing challenges, the State Legislature has taken a critical look at numerous housing-related policies, some of which would lead to unintended or counter-productive consequences if not for the CSDA-led local government coalition advocating on behalf of those who provide the essential services that support housing and affordable living.

- » **SB 747 (Caballero)** – Support with Negotiated Amendments
- » **AB 480 (Ting)** – Neutral with Amendments
- » **AB 457 (Patterson, Joe)** – Neutral with Amendments
- » **SB 34 (Umberg)** – Neutral with Amendments
- » **SB 229 (Umberg)** – Neutral with Amendments
- » **SB 634 (Becker)** – Opposed Unless Amended



Protecting Operations Through Advocacy

Special districts employ over 160,000 front-line workers and contract for the design and construction of much of California's core infrastructure. CSDA worked to ensure these local service specialists can best serve the communities that rely on special districts.

- » **AB 400 (Rubio, Blanca)** – Design-Build: Support
- » **AB 504 (Reyes)** – Sympathy Strikes: Oppose
- » **AB 1484 (Zbur)** – Temporary Workforce: Oppose
- » **SB 149 (Caballero)** – California Environmental Quality Act: Support
- » **SB 252 (Gonzalez)** – CalPERS Divestment: Oppose
- » **SB 399 (Wahab)** – Political Job Duties: Oppose
- » **SB 706 (Caballero)** – Progressive Design-Build: Support
- » **SB 799 (Portantino)** – Unemployment Insurance: Oppose



CARB Advance Clean Fleet (ACF) Zero Emission Medium-Duty and Heavy-Duty Vehicle Mandate

CSDA advocated directly with CARB members and staff, provided written comments, and testified in opposition to the regulation during the public hearing, citing timeline, cost, infrastructure and emergency response concerns. As a result of CSDA and coalition efforts, CARB instituted numerous revisions, expanding opportunities for exemptions and extensions, including a "Milestone" implementation option that provides special districts and other local agencies with significantly more time for implementation.

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