



OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



EXHIBIT G-4
9 Pages

ADMINISTRATION & OFFICE REPORT

DATE: March 26, 2024

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: Form 700 Statement of Economic Interests

All Board members are required to complete an annual Statement of Economic Interests for filing with Placer County and the State of California Fair Political Practices Commission. Outstanding forms must be submitted to Placer County in advance of the April 1st deadline.

Staff Training – CalGovHR Conference

Jessica Grunst attended the 2024 California Governmental Human Resources Professionals ("CalGovHR") Annual Conference and Expo in Santa Rosa, CA, March 13-15th. The conference held technical workshops on various HR-related topics, including California labor relations, 2024 Public Sector Labor and Employment Law updates, worker's compensation claims review, and recruitment trends. This event hosts over 350 public sector HR professionals providing great training opportunities and networking.

Anticipated increase in Property and Liability Insurance Rates for FY 2025:

At the end of January, the District received a preliminary renewal contribution for property and liability insurance for the 2024-2025 fiscal year. The letter indicates the District will owe approximately \$167,000. After estimated credit incentive points are earned, this will be a 2.5% increase from fiscal year 2024. Increases are mostly due to a 5% increase to the value of covered buildings and contents.

Anticipated Increase in Worker's Compensation Rates for FY 2025:

To assist with the budgeting process, SDRMA released the FY 2024-25 Workers Comp Rates. We anticipate a 4% increase in the cost of the District's annual premium. This is mostly due to reinsurance rates increasing. This is offset by the Experience Modification (EMOD) rate decreasing from 129% to 114%. The EMOD rate is based off a rolling three-year cycle and is a factor of both claims and rate class. The ability of an employer to directly affect his/her EMOD serves as an incentive to control or eliminate workplace injuries. We have done this by implementing several different safety incentive programs, and we feel it has had significant impacts. Some of the safety reward programs are paid time off rewarded bi-annually and monetary incentives paid annually to employees without injuries. We also have monthly safety meetings and bike trail wellness inspections. We are always looking into fresh ideas to keep District staff safe and engaged and welcome any further suggestions.

Spring E-Newsletter Ideas

Staff is preparing the Spring E-newsletter which will focus on providing information about green waste and defensible space and the General Manager transition. Please contact staff with any additional suggestions.

Ensuring Quorum and Prioritizing Attendance

During the recent special meeting, staff was notified of potential absences in the upcoming regular meetings, prompting efforts to ensure we maintain a quorum. Legally, we need to have three Board members participate within the District boundaries to constitute a quorum. While accommodating one absent or remote Board member per meeting is manageable, planning for two threatens the quorum. Acknowledging our Board's dedication and understanding the recent high demands on Directors' time for District business, it remains essential to prioritize in-person attendance to fulfill responsibilities effectively. Staff requests the Board discuss upcoming schedule conflicts and provide guidance regarding the Board meeting schedule.

CSDA Call-to-Action: Contact Federal Representative to Co-Sponsor HR 7525

The California Special Districts Association (CSDA) urges special districts to join forces in a coalition to support H.R. 7525. This bill, titled the *Special District Grant Accessibility Act* aims to codify in federal law a formal definition of "Special District" and would direct federal agencies to recognize special districts as local governments for the purpose of ensuring that districts are eligible to receive appropriate forms of federal assistance, including funding and resources through key grant programs. Unless directed otherwise by the Board, staff plans to fill out an automated form to join the coalition of districts in endorsing HR 7525, as requested in the Call-to-Action from CSDA.

Document Management System (DMS) Project

At the time of writing this report, the following progress has been made to scan and image the District's files.

File	% Complete
Customer Files (Central Filing System)	100%
Subject Files (Central Filing System)	100%
Project Files (Central Filing System)	100%
General Manager's Office	100%
Board Secretary Permanent	100%
Board Secretary Non-Permanent	50%
Financial Reports	100%
Incident Reports (Fire Department)	80%
Accounts Payable	14%

ATTACHMENTS: DRAFT Co-Sponsor Request Letter, Bill H.R. 7525, National Special Districts Coalition Fact Sheet for H.R. 7525.

DATE PREPARED: March 14, 2024

*****DRAFT CSDA COALITION SUPPORT LETTER*****
[LOGOS HERE]

[Date]

Honorable Members of the California Congressional Delegation
U.S. House of Representatives
Washington, D.C. 20515

RE: Support Request – H.R. 7525 *Special District Grant Accessibility Act*

Dear Representatives:

On behalf of California’s more than 2,000 special districts, we respectfully request that you support the *Special District Grant Accessibility Act* (H.R. 7525). This important bipartisan legislation was overwhelmingly approved by the House Oversight and Accountability Committee on March 7, 2024, and is now awaiting action by the full House. We urge you to work with congressional leadership to ensure that the legislation is considered in a timely fashion.

H.R. 7525 would require the Office of Management and Budget (OMB) to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations. The bill also would codify in federal law a long-overdue, formal definition of “special district.”

Special districts are local governments created by the people of a community to deliver specialized services essential to their health, safety, economy, and well-being. For millions of Californians, special districts provide a broad range of essential services and infrastructure including water, flood protection, sanitation, fire protection, parks and open space, healthcare, mosquito abatement, ports and harbors, airports, cemeteries, resource conservation, libraries, electricity, and more.

Despite the significance of special districts throughout the United States, federal law lacks a consistent definition of these special purpose units of local government. As a result, some communities served by special districts face challenges in accessing federal funding opportunities as their local service providers are commonly omitted from the definition of eligible units of local government in legislative proposals that authorize federal programs and funding. Moreover, special districts lack official population figures and are therefore not recognized by the U.S. Census Bureau as “geographic units of government.” As a result, special districts are unable to gain access to certain formula-driven grants and resources.

Again, we urge you to support the *Special District Grant Accessibility Act* and to work with your House colleagues to prioritize passage of this critically important bill. Thank you for considering this request.

[Signatories]

118TH CONGRESS
2D SESSION

H. R. 7525

To require the Director of the Office of Management and Budget to issue guidance to agencies requiring special districts to be recognized as local government for the purpose of Federal financial assistance determinations.

IN THE HOUSE OF REPRESENTATIVES

MARCH 5, 2024

Mr. FALLON (for himself and Ms. PETERSEN) introduced the following bill; which was referred to the Committee on Oversight and Accountability

A BILL

To require the Director of the Office of Management and Budget to issue guidance to agencies requiring special districts to be recognized as local government for the purpose of Federal financial assistance determinations.

1 *Be it enacted by the Senate and House of Representa-*
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. SHORT TITLE.**

4 This Act may be cited as the “Special District Grant
5 Accessibility Act”.

1 **SEC. 2. AGENCY FINANCIAL ASSISTANCE GUIDANCE ON**
2 **SPECIAL DISTRICTS.**

3 (a) REQUIREMENTS FOR AGENCY ACKNOWLEDG-
4 MENT OF SPECIAL DISTRICTS AS GRANT RECIPIENTS.—

5 (1) OMB GUIDANCE.—Not later than 180 days
6 after the date of the enactment of this Act, the Di-
7 rector shall issue guidance that clarifies how an
8 agency recognizes a special district as a unit of local
9 government for the purpose of being eligible to re-
10 ceive Federal financial assistance.

11 (2) AGENCY REQUIREMENTS.—Not later than 1
12 year after the date on which the guidance is issued
13 pursuant to paragraph (1), the head of each agency
14 shall implement the requirements of such guidance
15 and conform any policy, principle, practice, proce-
16 dure, or guideline relating to the administration of
17 the Federal financial assistance programs of the
18 agency.

19 (3) REPORTING REQUIREMENT.—Not later than
20 2 years after the date of the enactment of this Act,
21 the Director shall submit to the Committee on Over-
22 sight and Accountability of the House of Represent-
23 atives and the Committee on Homeland Security and
24 Governmental Affairs of the Senate a report that
25 evaluates agency implementation of and conformity
26 to the guidance issued pursuant to paragraph (1).

1 (b) DEFINITIONS.—In this section:

2 (1) AGENCY.—The term “agency” has the
3 meaning given the term in section 552 of title 5,
4 United States Code.

5 (2) DIRECTOR.—The term “Director” means
6 the Director of the Office of Management and Budg-
7 et.

8 (3) FEDERAL FINANCIAL ASSISTANCE.—The
9 term “Federal financial assistance”—

10 (A) means assistance that a non-Federal
11 entity receives or administers in the form of a
12 grant, loan, loan guarantee, property, coopera-
13 tive agreement, interest subsidy, insurance, food
14 commodity, direct appropriation, or other as-
15 sistance; and

16 (B) does not include an amount received as
17 reimbursement for services rendered to an indi-
18 vidual in accordance with guidance issued by
19 the Director.

20 (4) SPECIAL DISTRICT.—The term “special dis-
21 trict” means a political subdivision of a State, with
22 specified boundaries and significant budgetary au-
23 tonomy or control, created by or pursuant to the
24 laws of the State, for the purpose of performing lim-
25 ited and specific governmental or proprietary func-

1 tions that distinguish it as a significantly separate
2 entity from the administrative governance structure
3 of any other form of local government unit within a
4 State.

5 (5) STATE.—The term “State” means each of
6 the several States, the District of Columbia, each
7 commonwealth, territory, or possession of the United
8 States, and each federally recognized Indian Tribe.

○

Approximately 35,000 special districts are local governments providing critical infrastructure and essential services in thousands of communities across the country. They exist when a community demands a service that another unit of government is not otherwise providing. These agencies are established and locally governed under an enabling act or special act of a state to provide a limited and specific set of public services.

The Problem

The Solution: H.R. 7525

Despite the significant presence of special districts in the U.S.,

Federal law lacks a consistent definition and reference to special purpose units of local government.

As a result, special districts:

- May have difficulties directly accessing funding opportunities.
- Are commonly omitted as eligible in the definitions of “local government” for proposed legislation and laws intended to assist all local governments.
- Are mistaken for small businesses or nonprofit corporations.
- Lack official population figures, as they are not federally recognized as “geographic units of government.”

The Special District Grant Accessibility Act

- Requires Federal agencies to recognize special districts as local government for the purpose of Federal financial assistance determinations.
- Codifies in Federal law a first-ever, formal definition of "special district."

“Special District” Defined

H.R. 7525 - The Special District Grant Accessibility Act, defines "special district" as follows:



The term “special district” means a **political subdivision of a State**, with specified boundaries and significant budgetary autonomy or control, created by or pursuant to the laws of the State, for the **purpose of performing limited and specific governmental or proprietary functions** that distinguish it as a significantly separate entity from the administrative governance structure of any other form of local government unit within a State.



Common Services Provided

- | | | |
|--------------------|------------------------|-----------------------|
| Water & Wastewater | Healthcare & Hospital | Road & Highway |
| Irrigation | Park & Recreation | Airport |
| Fire Protection | Port/Harbor/Navigation | Electricity |
| Ambulance | Library | Mosquito Control |
| Transit | Cemetery | Resource Conservation |

Quick Facts

35,000

Special District Governments

17%

All local government revenue

50 states

Connect & Engage on Solutions

NSDC is the only national organization representing and advocating for all types of special districts at the federal level.



jk@paragonlobbying.com



(877) 924-2732