

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #872
SEPTEMBER 29, 2020**

*Agenda with board packet and staff reports is available at the following link:
<https://www.ovpsd.org/board-agenda-september-2020>*

A. Call to Order, Roll Call and Pledge of Allegiance. President Dale Cox called the meeting to order at 8:30 a.m.

Directors Present: Directors: Dale Cox, Katy Hover-Smoot, Bill Hudson, Fred Ilfeld, and Victoria Mercer

Directors Absent: None

Staff Present: Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Superintendent; Mike Geary, General Manager; Danielle Grindle, Finance & Administration Manager; Fabienne Gueissaz, Office Supervisor; Dave Hunt, District Engineer; Alexa Kinsinger, Junior Engineer; and Allen Riley, Fire Chief.

Others Present: Carl Davis, Ed Heneveld, Jean Lange, Pippin Mader, Aaron Carlsson, LaRue Griffin, Katrina Smolen

President Cox led the Pledge of Allegiance.

B. Community Informational Items.

- B-1** Friends of Squaw Creek (FOSC) – Ms. Smolen reviewed highlights of the Squaw Creek meadow restoration project, which is about halfway through the construction phase. FOSC is applying for a grant from the Wildlife Conservation Fund, partnered with the United States Geological Survey (USGS), for flow monitoring and requested a letter of support from the District. Mr. Geary responded that staff would be happy to support the grant process by providing a letter.
- B-2** Friends of Squaw Valley (FOSV) – Director Ilfeld said that the FOSV is supporting a Truckee Donner Land Trust project to purchase and conserve Truckee Springs, a parcel on the east side of the Truckee River, which will allow bicycle access towards Olympic Valley and connects important mountain bike trails. He encouraged others to learn about the acquisition.
- B-3** Squaw Valley Design Review Committee (SVDRC) – None.
- B-4** Squaw Valley Municipal Advisory Council (SVMAC) – None.
- B-5** Squaw Valley Mutual Water Company (SVMWC) – Brandon Burks said that the SVMWC is rehabilitating and cleaning two wells, and re-roofing and making electrical improvements to the main well house.
- B-6** Squaw Valley Property Owners Association (SVPOA) – None.
- B-7** Mountain Housing Council of Tahoe Truckee (MHC) – None.
- B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – President Cox and Mr. Geary reviewed the Board of Directors Meeting Summary report provided by T-TSA, which was attached to the B-8 report. Mr. Cox summarized a meeting with the Board Presidents of T-TSA member agencies to discuss the Board appointment process and director training required by each agency. The Directors were advised that matters related to T-TSA are more appropriately discussed with its General Manager, LaRue Griffin, and at the T-TSA Board Meetings. Director Cox's compensation and

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benefits from OVPSD and TTSA were reviewed. The flow reports from July and August 2020 were provided.

Public Comment – Aaron Carlsson provided comment in support of T-TSA and the General Manager. Jane Davis provided written comment regarding T-TSA violation data. Pippin Mader provided negative written comments about the agency.

B-9 Capital Projects Advisory Committee (CAP) – Ms. Grindle stated that the committee discussed Group 3 projects that required another review. Two of the four projects were recommended to the Board of Supervisors including a request from the North Tahoe Public Utility District to expand turf fields and trails, and a request from the Tahoe City Downtown association for tree lighting. Applications for the coming year’s Transient Occupancy Tax Grants are due Oct 13th. Staff is meeting today to review the District’s application for benches along the bike trail.

B-10 Firewise Community – Chief Riley provided a summary of the virtual evacuation drill. The CalFire Foundation Grant application was not successful and so a request may be brought to the Board for partial funding of the Community Wildfire Protection Plan (CWPP).

C. Public Comment/Presentation.

None.

D. Financial Consent Agenda Items.

Directors Hover-Smoot and Mercer convened with staff on September 28, 2020 from approximately 3:00 – 3:45 p.m. to review items D-1 through D-10, item F-7 (*Administration Department Pay Scale Revision*) and item F-9 (*Annual Review of Bike Trail Snow Removal Financial Reserves Policy*). Ms. Grindle provided a summary including an update to anticipated property tax revenues, salaries and wages (which are under budget on the utility side), Fire Department overtime reimbursement for strike team assignments, and the Governmental Accounting Standards Board (GASB) 75 determination and liability.

Public Comment – None.

Director Hover-Smoot made a motion to approve the financial consent agenda which was seconded by Director Ilfeld. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Absent

E. Approve Minutes.

E-1 Minutes for the Board of Directors Regular Meeting of August 25, 2020.

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors regular meeting of August 25, 2020.

Public Comment – None.

Director Hudson made a motion to approve the minutes for the Board of Directors meeting of August 25, 2020 which was seconded by Director Hover-Smoot. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F. Old & New Business.

F-1 Community Update – OVPSD Response to COVID-19

The Board reviewed the item and accepted public comment.

Mr. Geary provided an update on the District's response to the COVID-19 pandemic. The statistics in Nevada and Placer County support maintaining the current operating plans which include the Operations Department working from two different sites and the administration department staff working remotely when feasible. Staff continues to social distance, meet outside as needed, and wear masks. Mr. Geary announced that Dr. Sisson is no longer working as the County Health Officer. He stated that he felt she provided excellent information during weekly calls and that her work will be missed. Dr. Ilfeld discussed the apparent balancing of public health concerns and economic concerns noting that as restrictions are lowered our risk will increase. Dr. Ilfeld also mentioned concerns about testing, contact tracing and quarantine requirements. There was a discussion about staff morale and the need for management and the District to be flexible with staff, particularly due to continued distance learning for children. Management said that despite the challenges staff have been very productive and there has been a lot of project progress this summer.

Public Comment – None.

F-2 Community Update – Sierra Nevada Olympic & Winter (S.N.O.W.) Sports Museum.

The Board reviewed the item and accepted public comment.

Jill Milne, executive director of S.N.O.W, was unable to attend due to a family emergency and this item was postponed. Director Hover-Smoot and Ilfeld said that they support cultural institutions within the basin but expressed frustration with the continued postponement of the item. Danielle Grindle provided an update on CAP funding.

Public Comment –

Jean Lange stated that she did not support the proposed location of the museum.

F-3 PUBLIC HEARING: Biennial Conflict-of-Interest Code Review.

The Board reviewed the item, accepted public comment, and adopted Resolution 2020-18 indicating that an amendment to a disclosure category and ministerial changes to the District's Conflict of Interest code are required.

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Ms. Asher reviewed the staff report and explained that County Counsel recommended that Resolution 2020-18 and the Conflict of Interest Code be approved using the 'Squaw' Valley Public Service District name as the change to 'Olympic' Valley Public Service District is not effective until October 1, 2020. Ms. Asher explained that staff will update active codes and policies with the new name after October 1st.

Public Comment – None.

Director Mercer made a motion to adopt Resolution 2020-18 indicating that an amendment to a disclosure category and ministerial changes to the District's Conflict of Interest code are required. The motion was seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-4 Notice of Completion – 1810 Fire Station Painting Project.

The Board reviewed the item, accepted public comment, and authorized staff to file a Notice of Completion with Placer County for the 1810 Fire Station Painting Project.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to authorize staff to file a Notice of Completion with Placer County for the 1810 Fire Station Painting Project. The motion was seconded by Director Hudson. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-5 Village Development Agreement Ad Hoc Committee Formation.

The Board reviewed the item, accepted public comment, and formed the Ad Hoc Committee to discuss the Development Agreement (DA) for the Village at Squaw Valley Specific Plan Project. President Cox appointed Director Hover-Smoot and Ilfeld to participate in the committee.

Director Hudson did not participate in the discussion due to his management position at Alterra Mountain Company.

Mr. Geary reviewed the staff report noting the importance of the DA to handle project scope changes since the development will be constructed over a long time period. The purpose of the DA is to ensure mitigations to project impacts on water and sewer infrastructure and emergency response are

completed before those effects are experienced and that the existing customer base does not pay for the development. Mr. Geary said a schedule has not been defined; however the committee will likely meet about 1.5 times / month for 1-4 hours per meeting. Mr. Archer added that staff will negotiate the DA and Directors typically do not attend.

Director Hover-Smoot volunteered for the committee. Director Mercer said she would be willing to serve but has limited availability. Director Ilfeld said he is available, interested and willing to serve. The Directors discussed advantages and disadvantages of various Directors serving on the committee highlighting that the District wants a positive and collaborative path forward.

Public Comment – None.

Director Mercer made a motion to form the Village at Squaw Valley Specific Plan Development Agreement Ad Hoc Committee. The motion was seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Abstain

Ilfeld – Yes

Mercer – Yes

President Cox appointed Directors Hover-Smoot and Ilfeld to participate in the committee.

F-6 Pre-Fire and Fuels Reduction Operations Memorandum of Understanding (MOU).

The Board reviewed the item, accepted public comment, and approved the MOU between the groups set forth in Exhibit A to reduce the risk of catastrophic fires, and authorized the Fire Chief to execute the MOU.

Chief Riley reviewed the staff report and discussed that there the MOU opens many opportunities and resources for forest management in Olympic Valley and the surrounding area and that he does not have any reservations about entering into the agreement.

Public Comment – None.

Director Hudson made a motion to approve the MOU between the groups set forth in Exhibit A to reduce the risk of catastrophic fires and authorized the Fire Chief to execute the MOU. The motion was seconded by Director Mercer. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-7 Administration Department Pay Scale Revision.

The Board reviewed the item, accepted public comment, and adopted Resolution 2020-19 to approve revised Administration Department pay scales.

Mr. Geary reviewed the staff report. The District intends to hire a temporary administrative assistant to scan documents for an in-house document management system. Staff no longer plans to enter a contract for the LaserFiche software, previously approved by the Board. Mr. Geary added that staff is unsure how long the project will take but anticipate the position being filled through December 2020. The salary was determined by reviewing a salary survey for equivalent positions across the state. The employee is a current CalPERS member and as such the District will pay approximately 7% on her salary for CalPERS benefits.

Public Comment – None.

Director Hudson made a motion to adopt Resolution 2020-19 to approve revised Administration Department pay scales. The motion was seconded by Director Mercer. A roll call vote was taken, and the motion passed.

- Cox – Yes
- Hover-Smoot – Yes
- Hudson – Yes
- Ilfeld – Yes
- Mercer – Yes

F-8 Bike Trail Snow Removal Contract.

The Board reviewed the item, accepted public comment, approved the Bike Trail Snow Removal contract and authorized staff to execute the contract between Placer County and the Olympic Valley Public Service District.


Mr. Geary reviewed the staff report. The proposed contract has the same price and terms as last year’s contract. The contract defines the scope of work, indicates snow removal services will be provided between November 15, 2020 and April 30, 2021, and indicates a fixed fee amount of \$46,000 to be paid in equal increments over the term services are provided. The actual cost will depend largely on the amount and timing of the snowfall as many expenses are not fixed costs.

Public Comment – None.

Director Mercer made a motion to approve the Bike Trail Snow Removal contract and authorize staff to execute the contract between Placer County and the Olympic Valley Public Service District, which was seconded by Director Hudson. The motion passed unanimously.

- Cox – Yes
- Hover-Smoot – Yes
- Hudson – Yes
- Ilfeld – Yes
- Mercer – Yes

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F-9 Annual Review of Bike Trail Snow Removal Financial Reserves Policy.

The Board reviewed the item, accepted public comment and approved the District’s Bike Trail Snow Removal Financial Reserves Policy as drafted by staff.

Ms. Grindle reviewed the staff report and provided a summary of the Policy. There are no proposed changes to the Policy currently.

Public Comment – None.

Director Ilfeld made a to approve the District’s Bike Trail Snow Removal Financial Reserves Policy as drafted. The motion was seconded by Director Hudson. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

G. Management Status Reports.

G-1 Fire Department Report

Chief Riley reviewed the report and provided an update on wildland fire strike teams. Chief Riley summarized a meeting he and Mr. Geary had with local Fire Chiefs regarding ambulance services noting that the District will conduct a regional study to evaluate coverage of advanced life support (ALS) services prior to moving forward with our Ambulance Service Program. There was discussion about the new Fire Department logo. Mr. Archer provided an analysis of his legal review of the Olympic Valley name. Ms. Smolen said that the Friends of Squaw Creek will follow the direction of the federal government regarding changing the name of Squaw Creek; so far no one has applied to change the name with the United States Geological Survey (USGS).

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report. Water and sewer collection are lower than in 2019. The aquifer level is lower than in 2019 due to less precipitation this past water year. Operations staff has been busy with home construction inspections, remodels and sewer lateral pressure testing. Staff have been cleaning sewer system laterals between property cleanouts and the sewer mains to identify sources of infiltration and inflow (I&I) as well as obstructions or constrictions that could cause a sewer system overflow (SSO)(e.g., root intrusion, rocks, cleaning wipes, offset pipe connections, other blockages, etc.). Mr. Burks said that they expect to complete half of the residential properties in the Valley this year. Several leak notification letters were sent this month.

G-3 Engineering Report

Mr. Hunt reviewed the report and provided an update on the current projects. There have been several sewer lateral pressure tests with mixed results (some have passed, some have needed repair, some have needed cleanouts installed or adjusted). Staff continues to review plans for several new construction projects, particularly within the Palisades development; to update the GIS mapping and

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asset management databases; and to support the Resort and Squaw Creek Phase Two improvements and Village at Squaw Valley Specific Plan. The Board will be asked to recertify an update to the District's Sanitary System Management Plan (SSMP) and changes to its Sewer Code at the October or November meetings.

G-4 Administration & Office Report

Ms. Asher reviewed the report.

G-5 General Manager Report

Mr. Geary reviewed the report.

G-6 Legal Report (verbal)

No Report.

G-7 Directors' Comments (verbal)

Director Hover-Smoot discussed that climate change will have measurable and perhaps unpredictable effects on our environment and daily lives. She hopes that staff and her fellow Directors are concerned about the impacts of climate change within the Valley and asked that they talk about the impacts of climate change on a regular basis. She urged the District to consider unpredictability as new strategic plans, agreements, and water supply reports are formed. Director Ilfeld asked that callers identify themselves; staff responded they will ask if the public is willing to identify themselves at the beginning of the call. Director Cox noted that the population of Truckee increased from approximately 15,000 to 25,000 people since March and that home values have also increased substantially.

H. Adjourn.

Director Hudson made a motion, seconded by Director Hover-Smoot to adjourn at 12:08 p.m. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

By, J. Asher