

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #890
DECEMBER 14, 2021**

Agenda with board packet and staff reports is available at the following link:

<https://www.ovpsd.org/board-agenda-december-2021>

A. Call to Order, Roll Call and Pledge of Allegiance. President Cox called the meeting to order at 8:40 a.m.

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

Staff Present: Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Manager; Mike Geary, General Manager; Dave Hunt, District Engineer; Danielle Mueller, Finance & Administration Manager; and Allen Riley, Fire Chief.

Others Present: Jean Lange, David Stepner

Director Cox asked Jean Lange to lead the Pledge of Allegiance.

B. Community Informational Items.

- B-1** Friends of Squaw Creek (FOSC) – Mike Geary provided a summary of the Fuels Management project at the S-Turns on Squaw Valley Road. The project was funded through a grant awarded to Friends of Squaw Creek from Trout Unlimited, was performed by Kosich Tree Service, and was guided by Danielle Bradfield, Registered Professional Forester. Kosich provided thinning of approximately 30% of the total stand area. There was a brief discussion about pursuing additional grant funding to provide treatment through the entire three-acre area and to remove additional fuels from the area thinned in early December.
- B-2** Friends of Squaw Valley (FOSV) – None.
- B-3** Squaw Valley Design Review Committee (SVDRC) – David Stepner discussed a project presented to the SVDRC to convert the Queen of the Snows church to a single-family residential home.
- B-4** Squaw Valley Municipal Advisory Council (SVMAC) – Placer County recently issued a survey regarding renaming of County Assets to remove use of the word ‘Squaw.’
- B-5** Squaw Valley Mutual Water Company (SVMWC) –Mr. Stepner said a new Director, Steve Lucas, will likely replace John Johnson on the Board. John Johnson moved outside of the Mutual’s service area but will continue to oversee the construction projects on a contractual basis.
- 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) – Director Cox reviewed the T-TSA Board Meeting summary and discussed the study performed by Carollo Engineering regarding future operations.
- B-9** Capital Projects Advisory Committee (CAP) – Ms. Mueller said the CAP provided recommendations to the Placer County Board of Supervisors to allocate Transient Occupancy Tax (TOT) funds and provided a summary of the awarded projects. Approximately \$2.7M in requested funding was recommended; there is approximately \$2.2M in funding remaining. The Squaw Valley Business Association’s (SVBA) sign project did not get recommended by the Committee. There was a brief discussion about the role of the District with SVBA and TOT.

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B-10 Firewise Community – The Firewise Community would like to work with the District to apply for a home hardening grant from California Office of Emergency Services (CalOES) that could provide up to 75% of the funding to make homes more resilient to wildfires.

C. Public Comment/Presentation.

Jean Lange voiced disappointment in the direction the Board provided staff regarding the contract negotiations with Tahoe Truckee Sierra Disposal regarding green waste.

C-1 Recognition of Service – 15 years – John Rogers - Firefighter/Paramedic

C-2 Recognition of Service – 15 years – Travis Smith - Firefighter/Paramedic

The Board thanked John Rogers and Travis Smith for their dedication to the Department and Community and presented them each a certificate of appreciation and \$300 gift card award.

D. Financial Consent Agenda Items.

Directors Hover-Smoot and Mercer convened with staff on December 14, 2021, from approximately 8:00 – 8:25 a.m. to review items D-1 through D-11 and other finance-related items on the agenda. Ms. Mueller provided a summary of the meeting.

Public Comment – None.

Director Hover-Smoot made a motion to approve the financial consent agenda which was seconded by Director Hudson. The motion passed.

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

E. Approve Minutes.

E-1 Minutes for the Board of Directors Regular Meeting of November 16, 2021.

The Board reviewed the item, accepted public comment, and approved the minutes for the Board of Directors meeting of November 16, 2021.

Public Comment – None.

Director Mercer made a motion to approve the minutes for the Board of Directors meeting of November 16, 2021, which was seconded by Director Hudson. The motion passed.

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

F. Old & New Business.

F-1 Fuels Management Program.

The Board reviewed the item and accepted public comment.

Mr. Geary reviewed the staff report. Items discussed included the: Community Wildfire Prevention Plan (CWPP), 2022 Fuels Management Grant Cycle, Firewise Community, S-Turns Fuels Management Project, Five Creeks Project, Tahoe Basin Biomass Working Group, Forest Futures Program, and a Potential Tax Measure.

Public Comment – None.

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F-2 Audit Report for Fiscal Year 2020-2021.

The Board received the report from McClintock Accountancy Corporation, reviewed the item, and accepted public comment.

McClintock Accountancy Corporation performed a third-party audit of the financial statements prepared by the District for fiscal year (FY) 2020-21. The audit assures the annual financial statements of the District are reported without any material misstatement and are prepared in accordance with Generally Accepted Accounting Principles (GAAP).

Ms. Mueller provided a summary of the 2020-2021 Audit using a PowerPoint presentation which was provided in the Board Packet. Kendall Galka, Audit Partner with McClintock Accountancy Corporation, provided a summary of the audit preparation and opinion. Ms. Galka stated that there was an unmodified and clean opinion on the financial reports, which is the highest opinion possible. There were no audit adjustments, which is highly unusual and reflects the excellent work performed by District staff. Ms. Galka stated that staff are producing meaningful and transparent reports for the Board to make accurate and sound decisions throughout the year.

Director Cox asked staff their opinion of refinancing the administration building loan. Ms. Mueller responded that staff has previously analyzed this option and the savings would likely not be significant. After the CalPERS Unfunded Accrued Liability has been funded to the target 90% level, it may be prudent to make additional payments towards the building loan principal.

Public Comment – None.

This item was taken out of order.

F-7 OVPSD/Squaw Valley Mutual Water Company Water System Intertie Project – Engineering Professional Services – Farr West Engineering.

The Board reviewed the item, accepted public comment, approved the professional services agreement with Farr West Engineering for consulting services not-to-exceed \$150,000, authorized the General Manager to execute all contractual documents, and approved a budget amendment to the Water Capital account in the amount of \$150,000.

Director Cox, Hover-Smoot and Mercer recused themselves due to conflict of interest as shareholders of the Mutual Water Company due to property ownership within the Mutual Water Company service area. Director Hover-Smoot was randomly selected to participate because of the legally required participation exemption.

Mr. Hunt reviewed the staff report. The Board discussed the importance of ensuring the Mutual Water Company cost-shares the project. Mr. Stepner, President and Treasurer for the MWC, said he feels the project is critical but will need to understand the proposed cost obligations such that the MWC Board can vote to support the project financially.

Public Comment – None

Director Ilfeld made a motion to approve the professional services agreement with Farr West Engineering for consulting services in an amount not-to-exceed \$150,000, authorize the General Manager to execute all contractual documents, and approve a budget amendment to the Water Capital account in the amount of \$150,000. The motion was seconded by Director Hover-Smoot. The motion passed.

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

F-3 Selection of President and Vice-President.

The Board accepted public comment and elected Dale Cox to serve as President and Bill Hudson to serve as Vice-President by the adoption of Resolution 2021-28.

The Directors agreed that President Cox and Vice-President Hudson have been doing an excellent job of performing their Board duties and they were nominated to continue serving in their respective positions. Each graciously accepted the responsibility.

Public Comment – None.

Director Hover-Smoot nominated Director Cox to serve as President and Director Hudson to serve as Vice-President Hudson for the 2022 calendar year and made a motion to adopt Resolution 2021-28, which was seconded by Director Ilfeld. A roll call vote was taken, and the Resolution was adopted. Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Mercer – Yes

F-4 2022 Committee Assignments and Appointments.

The Board reviewed the item, accepted public comment and the President determined the 2022 Committee assignments, including appointment to outside committees.

Ms. Asher reviewed the staff report. Director Hudson proposed that Director Hover-Smoot serve on the personnel committee, and Director Hudson serve on the Finance Committee. No other changes were proposed.

The Committee assignments for 2022 are as follows:

STANDING COMMITTEES			
COMMITTEE	MEETING HELD	MEMBERS	TERM
Personnel & Administrative	As Needed	Chair Ilfeld, Member Hover-Smoot	Appointed Annually in December
Water & Sewer	As Needed	Chair Cox, Member Mercer	Appointed Annually in December
Finance & Budget	The day preceding the Board meeting	Chair Hudson, Member Mercer	Appointed Annually in December
Fire Department	As Needed	Chair Hudson, Member Hover-Smoot	Appointed Annually in December
Parks & Recreation	As Needed	Chair Ilfeld, Member Hudson	Appointed Annually in December
Garbage	As Needed	Chair Cox, Member Hover-Smoot	Appointed Annually in December
AD-HOC COMMITTEES			
Village at Squaw Valley Specific Plan Development Agreement	As Needed	Director Hover-Smoot, Director Ilfeld	Appointed by Board as Needed.
OTHER APPOINTMENTS			
T-TSA	3 rd Wednesday	Director Cox	Appointed by Board
GMP Advisory	As Needed	Mike Geary, General Manager	Appointed by Board
GMP Implementation	As Needed	Full Board	Not Applicable
Mountain Housing Council	As Needed	Director Ilfeld	Appointed by Board
North Tahoe Transportation Authority	As Needed	Director Hudson	Appointed by Board

Public Comment – None.

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Director Mercer made a motion to approve the 2022 Committee assignments as referenced above, which was seconded by Director Hudson. The motion passed.

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

F-5 2022 Board Meeting Schedule.

The Board reviewed the item, accepted public comment, and adopted a meeting schedule for 2022.

Ms. Asher reviewed the staff report.

Public Comment – None

Director Hover-Smoot made a motion to establish a schedule for regular meetings for the 2022 calendar year as follows:

- January 2022 – October 2022: Last Tuesday of the month at 8:30 am.
- November 2022: 3rd Tuesday of the month, Nov. 15th at 8:30 am.
- December 2022: 2nd Tuesday of the month, Dec. 13th at 8:30 am.

The motion was seconded by Director Mercer. The motion passed.

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

F-6 Flexible Benefit Plan Amendment.

The Board reviewed the item, accepted public comment, and adopted Resolution 2021-29 to approve the Flexible Benefit Plan Amendment with Beniversal, Inc.

Ms. Mueller reviewed the staff report.

Public Comment – None

Director Mercer made a motion to adopt Resolution 2021-29 to approve the Flexible Benefit Plan Amendment with Beniversal, Inc., which was seconded by Director Ilfeld. A roll call vote was taken, and the Resolution was adopted.

Cox – Yes | Hover-Smoot – Abstain | Hudson – Absent | Ilfeld – Yes | Mercer – Yes

This item was taken out of order.

G-1 Fire Department Report

Chief Riley reviewed the report and provided an update on the day's operations due to the snowstorm. The Department has coordinated with Santa Claus to arrange a drive through local neighborhoods on the afternoon of December 18th.

This item was taken out of order.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report and provided an update on the day's operations due to the snowstorm. The Department is training two new operator trainees. Water production and water loss over the month was low.

F-8 Adjustment of Administrative Offices Hours of Operation.

The Board reviewed the item, accepted public comment, and adjusted the Administrative Offices Hours of Operation from 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m. to 8:00 a.m.- 4:00 p.m. Monday - Friday.

Mr. Geary reviewed the staff report. The Directors felt being open to the public during lunch was a benefit to the community. There was concern about the ability for staff to take lunches as a group but overall, the Board did not have concerns and felt the change was positive. Mr. Geary said the changes will be memorialized in the Personnel Policies and Procedures Manual (PP&PM) and then brought to the Board for approval. Staff will communicate the change in office hours to the public through our newsletter and door signage.

Public Comment – None

Director Mercer made a motion to adjust the Administrative Offices Hours of Operation from 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m. to 8:00 a.m.- 4:00 p.m. Monday – Friday, which was seconded by Director Hudson. The motion passed.

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

G. Management Status Reports.

G-3 Engineering Report

Mr. Hunt reviewed the report and provided an update on the water meter replacement program.

G-4 Administration & Office Report

Ms. Asher reviewed the report. The Board determined at this point the COVID-19 situation is evolving quickly and while there were not currently imminent threats to health and safety that would justify enacting AB 361 to meet virtually, the situation may change in advance of the January meeting. Director Ilfeld commented that the year-end statistics provided in the Administration report are helpful.

G-5 General Manager Report

Mr. Geary reviewed the report.

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)

The Directors thanked staff for the audit work, noted the importance of succession planning as part of the strategic plan, emphasized not delaying the Squaw Valley Mutual Water Company Intertie project to ensure full utilization of the Placer County Water Agency (PCWA) grant, discussed concerns related to COVID-19, and clarified timing of a potential fuels management parcel tax measure.

Director Hudson made a motion, seconded by Director Hover-Smoot to move to Closed Session at 11:50 a.m. The motion passed.

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

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H. Closed Session – Conference with Legal Counsel – Anticipated Litigation.

The Board met in Closed Session pursuant to Government Code §54956.9(d)(2) regarding exposure to one potential case. Only the item on the agenda, Conference with Legal Counsel, was discussed, no action was taken.

I. Closed Session – Performance Evaluation of General Manager.

The Board met in Closed Session pursuant to Government Code §54957 et al regarding the performance evaluation of the General Manager. Only the item on the agenda, Conference with Legal Counsel, was discussed, no action was taken.

Director Hover-Smoot made a motion, seconded by Director Mercer to move to Open Session at 1:35 p.m. The motion passed.

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

J. Possible Action Resulting from Closed Session.

Mr. Geary said only the items on the closed session agenda were discussed and no actions were taken in closed session.

Public Comment - None

K. Adjourn.

Director Hover-Smoot made a motion, seconded by Director Ilfeld to adjourn at 1:40 p.m. The motion passed.

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

By, J. Asher