

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #910  
MAY 30, 2023**

*Agenda with board packet and staff reports is available at the following link:  
<https://www.ovpsd.org/board-agenda-may-2023>*

**A. Call to Order, Roll Call and Pledge of Allegiance.** Director Hudson called the meeting to order at 8:30 a.m.

**Directors Present:** Dale Cox\*, Katy-Hover-Smoot, Bill Hudson, Fred Ilfeld, and Katrina Smolen.

\*Director joined by teleconference.

**Directors Absent:** None.

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

**Others Present:** Jeff Collins, Tahoe Truckee Disposal Company; Laney Griffo; Tom Mooers; and David Stepner.

Captain Chisholm led the Pledge of Allegiance.

**B. Community Informational Items.**

**B-1** Friends of Squaw Creek (FoSC) – None.

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

**B-3** Olympic Valley Design Review Committee (OVDRC) – Mr. Stepner said the OVDRC approved the replacement of the Red Dog ski patrol structure and noted that Placer County is coordinating with the owners of an Olympic Valley Road residence in response to a complaint regarding fencing.

**B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner said that the OVMAC meeting scheduled for this week has been postponed. He anticipates the next agenda will include information about road repair projects and the Everline Resort HVAC system.

**B-5** Squaw Valley Mutual Water Company (SVMWC) – Mr. Stepner discussed capital improvement projects including the lower tank recoating project scheduled for 2024, and noted that a new rate structure will likely be adopted. The SVMWC Board will meet on June 19th.

**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 provided information about the formal protests to proposed rate increases.

**B-9** Capital Projects Advisory (CAP) Committee – Ms. Mueller said that after this year's grant cycle, the CAP may be dissolved due to the redundant nature of the CAP and Transient Occupancy Tax (TOT) Committees. Currently the TOT and CAP Committees are meeting jointly with 26 Committee members. The combined, smaller, Committee would oversee all infrastructure, housing, and transportation projects. When merged, there would be an application and

**APPROVED**

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

*J. Usher*  
6/27/23

appointment process. The group agreed that streamlining the process is likely appropriate and staff said that representatives from Special Districts will ensure that infrastructure, trail development, and bike path snow removal projects do not get deprioritized as housing and transportation projects may see increases in funding. Ms. Mueller clarified that this year, grant applicants will apply to all programs and the Committee Chair/Vice Chair will direct which projects are most appropriate to each funding program.

- B-10** Firewise Community – Mr. Stepner provided information on green waste disposal days. The Firewise Community and Friends of Olympic Valley (FoOV) will be coordinating volunteers to ensure proper disposal. Individuals will also be able to reserve an appointment with FoOV for green waste pickup services. Mr. Stepner urged the Fire Department to prioritize applying for home hardening grant funding. Chief Riley reminded the public to log time and money spent on defensible space with the Firewise Community to be used in the renewal process. Chief Riley provided information on the Fire Aside defensible space program. Mr. Geary discussed a recommendation from the public to have a green waste day on Memorial Day to coincide with the litter clean up day. Director Smolen suggested a bi-annual dumpster for house cleaning, but Mr. Geary thought the risk of improper use was too great. Director Hudson spoke positively about the Community Connect platform which provides first responders with personalized information about their home and inhabitants. He urged Directors and staff to encourage constituents to use the software and remind property owners to pass information to tenants.

**C. Public Comment/Presentation.**

Mr. Stepner provided information on the Mountaineer transit service, summarized a meeting between Friends of Olympic Valley and representatives from Alterra; and noted that he had a discussion with Mr. Fisher, Placer County Parks Administrator, about the condition of Olympic Valley Park. It was suggested that the District or Community apply for TOT funding for Olympic Valley Park.

Tom Mooers, Sierra Watch, provided public comment regarding the Village Development and provided two handouts; a hydrologist summary report and Sierra Watch's summary of comment letters on the Partially Revised Draft Environmental Impact Report.

**C-1 Recognition of Service – 20 years - Brandon Burks**

**C-2 Recognition of Service – 15 years – Jason McGathey**

The Board thanked Mr. Burks and Mr. McGathey for their excellent service to the District. Director Cox thanked Mr. Burks for his exceptional work both in the field and at the administration building. Mr. Burks thanked the Board, Thomas Archer, and Chief Riley for their dedication as well.

**D. Financial Consent Agenda Items.**

Directors Hudson and Smolen convened with staff on May 30, 2023 from approximately 7:45 – 8:12 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 Ilfeld made a motion to approve the financial consent agenda which was seconded by Director Smolen. A roll call was taken, the motion passed.

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

**E. Approve Minutes.**

**E-1 Minutes for the Board of Directors Regular Meeting of April 25, 2023.**

**E-2 Minutes for the Special Board of Directors meeting of May 19th, 2023.**

The Board reviewed the item, accepted public comment, and approved the minutes for the Board of Director meeting of April 25, 2023 and May 19, 2023.

Public Comment – None.

Director Hover-Smoot made a motion to approve the minutes of the Board of Director meeting of April 25, 2023 and May 19, 2023, which was seconded by Director Smolen. A roll call was taken, the motion passed.

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

**F. Old & New Business.**

*Item F-11 and F-12 were taken out of order*

**F-11 Residential Garbage Service Contract for FY 2023-2024.**

The Board reviewed the item, accepted public comment, approved awarding the garbage collection contract to Tahoe Truckee Sierra Disposal (TTSD) and authorized execution of the annual service agreement by adoption of Resolution 2023-08.

Mr. Geary reviewed the staff report and proposed contract. Rates the District will pay TTSD for single-family residences for FY 2023-24 are increasing by 11.14%, or by \$2.82/mo. The District's proposed one-year Prop 218 Notice for FY 2023-24 for garbage collection services includes a maximum rate increase of 10% annually, increasing to \$345 per year. The final rate increase will be considered at the Board Meeting on June 27, 2023. Director Hudson noted concerns about the magnitude of the rate increase and Mr. Collins responded by outlining the increasing costs for TTSD including equipment costs, fuel prices, and the cost of labor. He also noted that the Valley's four-can rate is less than surrounding areas' two-can rate.

The most significant contract change is automatic renewal into perpetuity unless six months' notice is given by either party. The annual rate increase will be based on the Consumer Price Index for garbage and trash collection. The Board requested that the rate information be brought to the Board annually in December, before the 6-month mark.

Director Ilfeld asked if a defensible space contractor could use a resident's six-yards-free at Cabin Creek. Mr. Collins responded that once the self-haul punch card is issued to the resident, it can be used by anyone performing the vegetation removal services. Mr. Collins also said that hazardous waste can be disposed of free-of-charge at the transfer station on Cabin Creek Road.

Mr. Collins expressed appreciation for the opportunity to continue serving the District.

Mr. Geary noted that the District negotiated a 50% discount on the green waste dumpsters for the District-hosted Green Waste Days as a result of removing the mid-June TTSD sponsored green waste

day. Mr. Collins stated that TTSD is working with the residents in the Granite Chief Estates Property Owners Association regarding winter trash collection. There was a brief discussion about the programs offered in Truckee including blue bins for recycling, green bins for green waste, and municipal solid waste bins. With funding from the Measure T programs, TTSD purchased a grapple truck to remove combustible waste curbside.

Public Comment – None.

Director Hover-Smoot made a motion approve Resolution 2023-08 awarding the garbage collection contract to Tahoe Truckee Sierra Disposal Company and authorizing execution of the annual service agreement with possible non-substantive changes, 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 | Smolen – Yes

*This item was taken out of order.*

**F-12 Residential Green Waste Dumpster Rental Rebate Program.**

The Board reviewed the item, accepted public comment, and adopted Resolution 2023-09 authorizing the District to implement a rebate program reimbursing Olympic Valley garbage customers 100% of one dumpster rental per property from July 1, 2023, through June 30, 2024, for the rental of a six-yard-green-waste-only dumpster from Tahoe Truckee Sierra Disposal Company, up to a maximum of \$10,000.

Mr. Geary reviewed the staff report. Staff has assumed this will continue in perpetuity and has restructured the program to follow a fiscal year calendar to align with the term of the District's annual contract with Tahoe Truckee Sierra Disposal (TTSD) and TTSD's annual rate adjustments for green-waste-only dumpsters. The weekly rate charged by TTSD for a six-yard green-waste-only dumpster until June 30, 2024 is \$146.03. As in past years, eligibility in the six-yard Green-Waste-Only Dumpster Rebate Program would be extended to residents on the River Road who do not pay garbage collection fees but are in the District's fire protection area. Funds for these reimbursements come from property tax revenue, not garbage rate revenue.

Public Comment – None.

Director Ilfeld made a motion to adopt Resolution 2023-09, which was seconded by Director Cox. A roll call vote was taken and the Resolution was adopted.

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

**F-1 Fuels Management Program.**

The Board reviewed the item and accepted public comment.

Chief Riley and Ms. Asher reviewed the staff report. The Board asked that staff keep looking for grants to support staff labor costs related to fuels management and suggested that the unreimbursed labor be tracked as match funds for future grant applications.

Public Comment – None.

## **F-2 Third Draft of FY 2023-2024 Budget and Rates**

The Board reviewed the item and accepted public comment.

Staff presented a slideshow, included in the board packet. Topics included property tax and rate revenue, operating expenses, consulting fees, unfunded accrued pension liability, debt service, capital projects, and Fixed Asset Replacement Fund (FARF) balance projections.

The draft budget, and the Proposition 218 notice, included an increase of 5% increase in water rates, 5% increase in sewer, and 10% increase in garbage. Staff clarified that the estimated property tax revenue increase is 1% over what was collected this fiscal year, however, the District will not know the actual property tax revenue until September, known as the "September Surprise."

Public Comment - None

## **F-3 Introduce Ordinance 2023-01 – Adopting Rates & Charges and Revised District Codes.**

The Board reviewed the item and accepted public comment.

Ms. Mueller reviewed the proposed Ordinance to formally adopt and codify the FY 2023/2024 rates. The Ordinance will be considered for action next month. There has been one protest letter received to date, which is consistent with past years.

Public Comment – None

Director Hover-Smoot made a motion to waive the reading of Ordinance 2023-01, which was seconded by Director Ilfeld. A roll call was taken, the motion passed.

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

## **F-4 Introduce Ordinance 2023-02 – Adopting a Fire and Life Safety Cost Recovery Schedule.**

The Board reviewed the item and accepted public comment.

Chief Riley said the proposed Ordinance would update the Fire and Life Safety Cost Recovery Schedule. The Ordinance will be considered for action next month. Chief Riley reviewed the calculation methodology which is based on CAL OES reimbursement rates and the time associated with conducting inspections. Staff said the costs are proposed to increase approximately 26%, primarily due to including the administrative labor. Director Ilfeld asked that staff consider how best to streamline presentation of these annual items.

Public Comment – None

Director Hover-Smoot made a motion to waive the reading of Ordinance 2023-02, which was seconded by Director Smolen. A roll call was taken, the motion passed.

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

**F-5 Introduce Ordinance 2023-03 – Adopting Revisions to the District Administrative Code  
Chapter 1– Water Code**

The Board reviewed the item and accepted public comment.

Mr. Hunt reviewed the staff report and the proposed changes to Chapter 1 of the Administrative Code. The item is scheduled for action by the Board next month. The item was reviewed in detail with the Water and Sewer Committee on May 25<sup>th</sup>. The proposed revisions update Sections 3.20 through 3.23 of Division III of the Water Code addressing the District's water conservation standards. The purpose of the revisions is to better align the District's Water Conservation Program with current standards and regulatory requirements, as well as support the implementation of the Water Management Action Plan (WMAP) currently being prepared by the District.

The Water and Sewer Committee members, Directors Cox and Smolen, said they supported the Code revisions; that the modifications are not significantly different from the current Water Conservation Program, or the triggers used in the WMAP, and they do not expect proposed changes to generate public concern. They said communication is critical to the success of the Water Conservation Program. Staff clarified that the District typically follows State guidance but can make independent decisions about the stages of water conservation.

Public Comment – None

Director Hover-Smoot made a motion to waive the reading of Ordinance 2023-03, which was seconded by Director Ilfeld. A roll call was taken, the motion passed.

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

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

Ms. Mueller provided a summary of the Appropriation Limits calculations which are based on the annual change in per capita income and number of constituents. The limits on tax revenue are due to Proposition 13, passed in 1978.

A. The Board reviewed the item, accepted public comment, and adopted Resolution 2023-04 establishing an Appropriations Limit for Fund FD30144 for FY 2023-2024 in the amount of \$1,985,219.

Public Comment - None

Director Hover-Smoot made a motion to adopt Resolution 2023-04 establishing an Appropriations Limit Fund, which was seconded by Smolen. A roll call vote was taken and the Resolution was adopted.

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

B. The Board reviewed the item, accepted public comment, and adopted Resolution 2023-05, establishing an Appropriations Limit for Fund FD30146 for FY 2023-2024 in the amount of \$6,473,558.

Public Comment - None

Director Cox made a motion to adopt Resolution 2023-05 establishing an Appropriations Limit for Fund FD30146 for FY 2023-2024 in the amount of \$6,473,558 which was seconded by Director Smolen. A roll call vote was taken and the Resolution was adopted.

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

**F-7 Resolution 2023-06 – Adopting Revisions to the Financial Investment Policy**

The Board reviewed the item, accepted public comment, and adopted Resolution 2023-06, approving revisions to the Financial Investment Policy.

Ms. Mueller reviewed the staff report and proposed changes to the investment policy spurred by the investment into California Cooperative Liquid Assets Securities System (Cal CLASS). There was a brief discussion about the security of the District's investments in different accounts.

Public Comment – None

Director Smolen made a motion to adopt Resolution 2023-06 approving revisions to the Financial Investment Policy, 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 | Smolen – Yes

**F-8 Annual Review of Financial Reserves Policy**

The Board reviewed the item and accepted public comment.

Ms. Mueller reviewed the staff report. There were no proposed changes.

Public Comment – None.

**F-9 Resolution 2023-07 – Adopting Revisions to the Pension 115 Trust Funding Policy**

The Board reviewed the item, accepted public comment, and adopted Resolution 2023-07, approving revisions to the Pension 115 Trust Funding Policy.

Ms. Mueller reviewed the staff report and the proposed changes.

Public Comment – None

Director Hover-Smoot made a motion to adopt Resolution 2023-07 approving revisions to the Pension 115 Trust Funding Policy, 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 | Smolen – Yes

**F-10 Annual Review of Other Post-Employment Benefit (OPEB) 115 Trust Funding Policy**

The Board reviewed the item and accepted public comment.

Ms. Mueller reviewed the staff report. There are no proposed changes.

Public Comment – None.

**F-13 Declare Equipment as Surplus and Authorize Sale, Donation or Disposal of Items.**

The Board reviewed the item, accepted public comment, declared the items identified by staff as surplus equipment, and authorized staff to conduct a sale, donate and/or dispose of the items.

Chief Riley reviewed the staff report. The District's Westa Model #900 snowblower, attached to the New Holland TV145 Bi-Directional Tractor purchased in 2007, is a shared asset between the Fire and Operations Department. It was replaced in 2022 with a Pronovost snowblower. The old equipment has been fully depreciated and has been taken out of service but may still retain some value.

Public Comment – None.

Director Hover-Smoot made a motion to authorize staff to conduct a sale, donate and/or dispose of the items. The motion was seconded by Director Smolen. A roll call vote was taken, and the motion passed.

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

**F-14 Zone 3 Tank Coating Project Construction Observation Services – Construction Materials Engineers, Inc. Professional Services Agreement.**

The Board reviewed the item, accepted public comment, and approved the agreement with Construction Materials Engineers, Inc. (CME) not-to-exceed \$23,780, and authorized the General Manager to execute the agreement.

Mr. Hunt reviewed the staff report. The District awarded a contract to Olympus & Associates in March 2023 for the recoating of the Zone 3 Tank, located above Sierra Crest Trail in Olympic Valley. Recent inspections of the tank in 2019 and 2022 have indicated that the internal coating system is failing and needs recoating. Recoating at recommended intervals (every 25 years) increases the useful life of a water storage tank to more than 75 years before the need to replace it. The Project will be completed July through October 2023 and requires special inspection of the coating surfaces which would be performed by CME. CME is in Reno, NV and has provided similar services for neighboring districts.

Public Comment – None.

Director Hover-Smoot made a motion to authorize the General Manager to execute the agreement with Construction Materials Engineers, Inc. not-to-exceed \$23,780, which was seconded by Director Smolen. A roll call vote was taken, and the motion passed.

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

**G. Management Status Reports.**

**G-1 Fire Department Report**

Chief Riley reviewed the report. There was a brief discussion about the promotional testing process which was explained in detail in the staff report. Chief Riley congratulated incoming Engineer Halterman, Captain Walde, and Chief Chisholm and thanked neighboring agencies and the other applicants. Chief Chisholm said he is looking forward to his work in capacity as Chief and thanked staff for their involvement in the application process. There are two positions open for firefighter/paramedic. The District recently switched to an electronic employment application process to attract more applicants.

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

Mr. Burks reviewed the report and discussed chlorination and testing of the water system, the Water Meter Replacement Project, the Well-2R Rehabilitation Project, routine inspection and maintenance activities, and thanked Chief Riley and Mr. Archer for their long-term service in advance of their retirements.

**G-3 Engineering Report**

Mr. Hunt reviewed the report. There was a brief discussion about the OVPSD/MWC Intertie Project. Alterra provided a verbal commitment regarding the necessary easement and the design and permitting of the Project is progressing. Mr. Hunt expects to negotiate a cost agreement in the summer or fall and expects that Mr. Hunt, Mr. Geary, and Directors Hudson and Ilfeld will negotiate on behalf of the District. Staff plan to have an agreement by late fall to then bid the Project and prepare for construction in the summer of 2024. Mr. Hunt said the Well 2R Rehabilitation Project is underway and should be completed this week, the stainless steel well and pump were in excellent condition. The Painted Rock Lodge water line extension for water services will be completed in the next month or two. The Granite Chief Estates Property Owners Association is taking action to replace a private sewer main as required by a District compliance order. Staff is working with Everline Resort regarding the Pressure Reduction Valve and Well 18-3R Projects.

**G-4 Administration & Office Report**

Ms. Asher and Ms. Mueller reviewed the report. Ms. Mueller mentioned that she learned about a government entity that will provide free cyber security audits during the 2023 Government Finance Officer's Association (GFOA) Annual Conference that she recently attended. The Board requested that we perform an annual cyber security review and prioritize the audit and staff education programs.

**G-5 General Manager Report**

Mr. Geary reviewed the report and thanked staff for a very busy month with Fire Department promotional testing and annual financial reporting.

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

None.

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

The Directors thanked staff for their time and sincerity participating in the General Manager's performance evaluation. There was a brief discussion about Committee Meetings and how to share information with the remainder of the Board of Directors to avoid violation of the Brown Act's serial meeting rule. To avoid a serial meeting, Directors not on a Committee were advised to only ask

questions about that Committee's discussions and work during Board Meetings, and not in a separate private conversation.

The Board took a break at 12:30 PM and returned to session at 12:50 PM.

Director Hover-Smoot made a motion, seconded by Director Smolen, to adjourn to closed session at 12:50 P.M. A roll call was taken and the motion passed.

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

## **H. Closed Session**

### **H-1 – 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 was discussed, no action was taken.

### **H-2 – Conference with Labor Negotiators**

The Board met in Closed Session pursuant to Government Code §54957.6 et al regarding the General Manager's contract. Only the item on the agenda was discussed, no action was taken.

*Director Hudson left the meeting.*

Director Ilfeld made a motion, seconded by Director Hover-Smoot to adjourn to open session at 2:28 P.M. The motion passed.

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

## **I. Possible Action from Closed Session.**

### **I-1 General Manager's Employment Contract.**

The item was not heard, and no action was taken.

## **J. Adjourn.**

Director Smolen made a motion, seconded by Director Ilfeld to adjourn at 2:29 P.M. A roll call was taken and the motion passed.

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

By, J. Asher