

**SQUAW VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #804  
August 25, 2015**

**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, Carl Gustafson, Eric Poulsen, Brian Sheehan and John Wilcox

**Directors Absent:** none

**Staff Present:** Mike Geary, General Manager; Kathy Obayashi-Bartsch, Secretary to the Board; Pete Bansen, Fire Chief; Jesse McGraw, Operations Manager; Brandon Burks Operations Specialist III; Tom Campbell, Finance and Administration Manager and Thomas Archer, District Counsel.

**Others Present:** Sally and Dave Brew, Patty Guilford, Andrew Lange, Katie Lazarri, Gate DeMattei, Andrea Parisi and Isaac Silverman.

President Cox asked Tom Archer to lead the Pledge of Allegiance.

**B. Community Informational Items.**

- B-1** Friends of Squaw Creek – no report
- B-2** Friends of Squaw Valley – no report
- B-3** Squaw Valley Design Review Committee (SVDRC) – no report
- B-4** Squaw Valley Municipal Advisory Council (SVMAC) – Brian Sheehan said the next meeting is on September 3<sup>rd</sup> at 6 P.M. in the District’s community room.
- B-5** Squaw Valley Mutual Water Company (SVMWC) – Brandon Burks provided an update on the water line abandonment work and meter installation.
- B-6** Squaw Valley Ski Holdings – no report
- B-7** Squaw Valley Property Owners Association – Sally Brew provided an update on “Adopt a Highway” projects.
- B-8** Tahoe-Truckee Sanitation Agency – Dale Cox said he did not attend the monthly meeting but he believes funding of educational seminars for the Board was approved.
- B-9** Incorporate Olympic Valley – Brian Sheehan reported on the LAFCO meeting at which the 2<sup>nd</sup> draft of the Comprehensive Fiscal Analysis (CFA) was discussed. The CFA concludes that incorporation will not be economically viable. The Incorporate Olympic Valley group believes there are errors in the analysis and requested the CFA be reviewed by the State Controller’s office. The process will be postponed until this review is conducted.

**C. Public Comment/Presentation.**

Public Comment – none

**D. Financial Consent Agenda Items.**

Directors Poulsen and Sheehan met with staff on August 24<sup>th</sup> from approximately 3:30 – 4:30

P.M. to review items D-1 through D-13 as well as other finance related items on this agenda.

Director Poulsen said the Finance Committee discussed the Period 13 adjustments for fiscal year 2014-15. The group also discussed the impact of the Fire strike team expenditures and revenues on the Fire Department's operating budget.

Director Sheehan said the Finance Committee reviewed the finance related items with staff and all items appear to be in order. The unfavorable variance in the Fire Department's salaries and benefits is due to a budgeting oversight related to a retirement and overtime. The group also discussed the fire engine purchase which is a significant expense but is a budgeted item.

Public Comment – none

A motion to approve the financial consent agenda was made by Directors Gustafson/Wilcox as submitted; vote was unanimous.

Cox-yes

Gustafson-yes

Poulsen-yes

Sheehan-yes

Wilcox-yes

**E. Approve Minutes.**

E-1 Minutes for the Special Board of Directors meeting of July 28, 2015

Ms. Obayashi-Bartsch said the following revision is requested: on page 6 under item F-4, 5<sup>th</sup> paragraph should read as follows:

"Directors Sheehan/Poulsen made a motion to approve the project proposal and authorize the General Manager to execute a professional services agreement with HDR Consulting based on the proposal for an amount not to exceed \$50,000; vote was four to one."

A motion to approve the minutes for the Board of Directors meeting of July 28, 2015 with the revision was made by Directors Wilcox/Poulsen; vote was unanimous.

Cox-yes

Gustafson-yes

Poulsen-yes

Sheehan-yes

Wilcox-yes

**F. Old & New Business.**

**F-1 Village at Squaw Valley Project Update.**

Director Poulsen left the meeting room due to a conflict of interest from an ownership interest. He listened to the discussion through a one way audio feed.

The Board reviewed the information, discussed the project and accepted public comment.

Mr. Geary said negotiations for a Development Agreement between the District (staff, consultants and counsel) and SVRE are expected to resume this summer.

The public comment period for the Draft Environmental Impact Report (dEIR) closed on July 17, 2015. District staff reviewed both the dEIR and the *Village at Squaw Valley* Specific Plan and submitted comments to the County for their consideration and response in the Final EIR. The Final EIR is expected in late 2015 or early 2016.

#### Water

The Water Supply Assessment 2015 Update was presented to the Board of Directors last month.

#### Sewer

There is no new information to report since last month's Board Meeting.

#### Fire/EMS

There is no new information to report since last month's Board Meeting.

Director Wilcox said if the *Village at Squaw Valley* Project is approved by Placer County, the District will be asked to approve a request to provide water. The Board does not want to approve such a request without the assurance that adequate water resources are available. We have a study that shows there is enough water.

Director Wilcox said Sierra Watch sent an e-mail on August 11<sup>th</sup> which says "for example assessment of local water supplies is based on a study that does not include records from the current record breaking drought". The Water Supply Assessment (WSA) presented on July 28<sup>th</sup>, did include the additional data from the record-breaking drought.

Mr. Silverman said he apologizes if Sierra Watch's e-mail contained erroneous information.

#### Public Comment –

Dave Brew said he thought Sierra Watch was commenting on the draft Environmental Impact Report (dEIR) that had come out earlier and had nothing to do with the update on the drought.

Director Wilcox said technically Dave has a point as the exact words are "for example assessment of local water supplies does not include records from the current record breaking drought". So at the time the dEIR was published, that statement was correct but with the updated WSA, it is no longer the case.

President Cox said he appreciates Sierra Watch's scrutiny as long as the comments made by Sierra Watch are accurate.

Andrew Lange asked if the Ad Hoc Committee meetings are open to the public and if the Committee reports on the status of the development agreement to the Board.

Mr. Archer said the Committee meetings are not open to the public but the Committee reports to the full Board in a public setting.

Dave Brew said he believes that the contract negotiations should be taking place in a transparent manner.

President Cox said the negotiations require a considerable amount of time and it is unnecessary to involve the entire Board in the discussions. The Committee reports to the full Board and any proposed contract will be brought forth in a public setting. The public will have an opportunity to review and comment.

Chief Bansen said the public is represented throughout the process by the involvement of the publicly elected Board of Directors.

**F-2 2014-15 – Capital Projects Budget Amendment/ Annual Fixed Asset Transfers.**

Director Poulsen returned to the meeting room.

**A: Capital Projects Budget Amendment.**

Mr. Campbell reviewed the capital projects requiring budget amendments as follows:

Utility Department: The original 2013-14 Utility Capital Projects Budget was approved for \$1,063,319, with prior amendments of \$18,100. Actual capital expenditures incurred throughout the fiscal year totaled \$481,959.14, resulting in a \$599,459.86 favorable variance.

Fire Department: The original 2014-15 Fire Capital Projects Budget was approved for \$61,850. Actual capital expenditures incurred throughout the fiscal year totaled \$40,593.24, resulting in a \$21,256.76 favorable variance.

Public Comment – none

Directors Wilcox/Gustafson made a motion to approve the Capital Projects budget amendments as presented. The motion passed; vote was unanimous.

Cox-yes

Poulsen-yes

Gustafson-yes

Sheehan-yes

Wilcox-yes

**B. Annual Fixed Asset Transfers.**

Mr. Campbell reviewed the item and requested authorization to transfer funds from the Capital Reserves Account to reimburse the Operating Account for actual cost of budgeted items listed on the Final Capital Improvement Report 2014-15, dated August 25, 2015.

Public Comment – none

Directors Wilcox/Poulsen made a motion to authorize the transfer of \$434,460.82 from the Capital Reserve Account to reimburse the Utility Department's Operating Account for fixed

assets acquired during the period of July 1, 2014 through June 30, 2015. The motion passed; vote was unanimous.

Cox-yes

Poulsen-yes

Gustafson-yes

Sheehan-yes

Wilcox-yes

Directors Sheehan/Wilcox made a motion to authorize the transfer of \$40,593.24 from the Capital Reserve Account to reimburse the Fire Department's Operating Account for fixed assets acquired during the period of July 1, 2014 through June 30, 2015. The motion passed; vote was unanimous

Cox-yes

Poulsen-yes

Gustafson-yes

Sheehan-yes

Wilcox-yes

### **F-3 Improvements to District Grounds.**

The Board reviewed the item, accepted public comment and provided direction to staff.

Mr. McGraw reviewed the item.

President Cox said he appreciates the efforts made by staff to maintain the grounds and understands there are other work priorities. The appearance of the facilities is important and he supports a systematic improvement to the facilities and grounds, working closely with the facility lessees, such as the Squaw Valley Preparatory School.

Directors Sheehan and Wilcox expressed a desire for a proposal or a plan to review and suggested utilizing the expertise of a landscape designer who will factor in maintenance and water issues.

Director Poulsen supports "dryscaping" for these areas and involvement from Squaw Valley Preparatory School.

Director Gustafson said he agrees with the comments made by the other Directors.

President Cox suggested reaching out to some of the neighboring properties, such as condominium home owner associations and Squaw Valley Ski Resort to see if they are interested in sharing some of the responsibility. He suggested that staff create a plan and have a designer review the plan and provide input.

Director Wilcox said he does not support staff preparing a plan but prefers the use a professional designer.

Public Comment –

Patty Guilford said it's unlikely the neighboring properties near 1810 Squaw Valley Road will want to participate since they recently spent a considerable amount of money making improvements. She does not support hiring a landscape designer as this seems to be a waste of resources. She suggested cleaning up the area by pruning the existing trees and placing bark mulch in the beds with the school providing picnic tables or benches. She supports contacting some local landscape companies to provide estimates for this level of improvement. In consideration of the water and sewer rate increases, she does not support spending a considerable amount for this work.

Andrew Lange said Mr. McGraw needs to have a dollar amount to work with to create a plan.

Mr. Geary said he supports a bare minimum of investment of materials and labor to improve the grounds, especially since the future of the 1810 facility is uncertain.

The Board directed staff to bring this issue back for further review and action at the September meeting.

**F-4 District Facility Lease Amendment – 1810 Squaw Valley Road – Inn Shop at Squaw Valley.**

The Board reviewed the item, accepted public comment, approved lease amendment and authorized the General Manager to execute the amendment with the Inn Shop at Squaw Valley.

Ms. Obayashi-Bartsch reviewed the item and the Board expressed their support.

Public Comment – none

Directors Wilcox/Gustafson made a motion to approve the lease amendment and authorize the General Manager to execute the amendment; vote was unanimous.

Cox-yes

Gustafson-yes

Poulsen-yes

Sheehan-yes

Wilcox-yes

**F-5 Type I Fire Engine Purchase.**

The Board reviewed the item, accepted public comment, approved the purchase and authorized the Board President to execute the purchase of a Type I Fire Engine.

Chief Bansen reviewed the item. Staff will finalize the details to prepare the purchase agreement and the Board President will be authorized to execute the agreement on the District's behalf. There was some discussion at the Finance Committee for financing alternatives but is not a decision which needs to be made now. The Board expressed support for the item.

Public Comment – none

Patty Guilford asked what the repair costs are for the existing unit and whether there are other manufacturers. Chief Bansen said repairs last year cost approximately \$17,000. There are other

manufacturers but North Tahoe Fire investigated several and selected Kovatch Mobile Equipment (KME).

Directors Sheehan/Wilcox made a motion to approve the purchase and authorize the Board President to execute the purchase agreement; vote was unanimous.

Cox-yes

Gustafson-yes

Poulsen-yes

Sheehan-yes

Wilcox-yes

#### **F-6 Roof Replacement – 1810 Squaw Valley Road.**

The Board reviewed the item, accepted public comment and authorized the General Manager to execute the agreement with D & D Roofing & Sheet Metal.

Mr. McGraw reviewed the item. Ms. Obayashi-Bartsch said the hard copy of the proposed contract is missing some pages due to a copying error but the contract is posted in full on the website.

Public Comment – none

Directors Sheehan/Wilcox made a motion to authorize the General Manager to execute the agreement with D & D Roofing & Sheet Metal for roof replacement at 1810 Squaw Valley Road for an amount not to exceed \$40,000 with the agreement to be issued at the quoted price of \$37,530; vote was unanimous.

Cox-yes

Gustafson-yes

Poulsen-yes

Sheehan-yes

Wilcox-yes

#### **G. Status Reports.**

##### **G-1 Fire Department Operations/Capital Projects Report.**

Chief Bansen reviewed the report and Fire operations.

Director Poulsen asked about a Type III unit as a Fire Department member spoke very favorably about this equipment. Chief Bansen said the existing unit is older but works well and acquiring an additional Type III unit may be considered in the future.

Public Comment –

Patty Guilford asked if Cardio Pulmonary Resuscitation (CPR) and avalanche courses are offered to the public. Chief Bansen said community CPR classes are offered monthly but avalanche training is not offered by the District.

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

Mr. McGraw reviewed the report. Staff will be meeting with the Water and Sewer Committee regarding the Granite Chief sewer line project on September 9th.

Public Comment –

Patty Guilford provided an update on Squaw Valley Mutual Water Company's work on the abandonment of lines and installation of meters. She thanked the District and Mr. McGraw and Mr. Burks for their assistance.

**G-3 Administration Report.**

Mr. Campbell reviewed the report.

Public Comment – none

**G-4 Manager's Comments.**

Mr. Geary reviewed the report.

Public Comment – none

**G-5 Legal Report (verbal).**

Mr. Archer had no comments.

Public Comment – none

**G-6 Director's Comments.**

Director Sheehan said he and Tom Campbell attended a California Special District Association's training on the Board's role in District Finances.

President Cox said he supports using the District's current logo on the District's vehicles.

**H. Closed Session – Performance Evaluation.**

This item was removed from the agenda.

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

This item was removed from the agenda.

**J. Adjourn.**

Directors Wilcox/Sheehan made a motion to adjourn at 11:15 A.M.; vote was unanimous.

Cox-yes

Poulsen-yes

Gustafson-yes

Sheehan-yes

Wilcox-yes

By, K. Obayashi-Bartsch