City of South Lake Tahoe
City Council
Meeting Agenda
Tuesday, March 01, 2022 at 9:00 AM
City Hall - Council Chambers - 1901 Lisa Maloff Way, South Lake Tahoe

City Council
Devin Middlebrook, Mayor
Cristi Creegan, Mayor Pro Tem
Cody Bass, Councilmember
John Friedrich, Councilmember
Tamara Wallace, Councilmember

Mission of the City Council
The City Council exists to represent the public interest, to oversee the City's operations and to plan for the City's future.

Public Participation
City Council meetings are held in person at the time and location listed on this agenda. Meetings are live-streamed on Channel 21, City website at www.cityofslt.us, City Facebook page at www.facebook.com/CityofSLT/ and via ZOOM at this link https://us06web.zoom.us/j/83426906865

A public agenda packet is available for review at City Hall, 1901 Lisa Maloff Way, on the City's Website at www.cityofslt.us, or by contacting the City Clerk's Office, (530) 542-6005 or sblankenship@cityofslt.us

COVID Protocols: Face Coverings are required inside City Hall and the Council Chambers by all non-vaccinated individuals. By entering City Hall and the Council Chambers without a mask, you are self-attesting that you are fully vaccinated. Face coverings are optional for fully vaccinated individuals.

Providing Public Comment:
In Person: Every agenda for regular meetings provides an opportunity for members of the public to directly address the legislative body (City Council), on any item of public interest which is within the jurisdiction of the City Council during Public Communications. For items on the agenda or in connection with any item which the City Council will consider, the public is given the opportunity to comment before or during the City Council's consideration of the item [Government Code Section 54954.3(a)].

By Phone: If you are joining the meeting via ZOOM and would like to make a comment, press the "raise a hand" button. If you are joining the meeting via Channel 21 or live stream and would like to make a comment, please call (530) 542-6500. The meeting ID is ID: 834 2690 6865 press *9 to indicate a desire to make a comment. Press *6 to unmute your phone. The Clerk will call you by the last three digits of your phone number when it is your turn to speak.

In Writing: Written comments received by 3 p.m. the day before the meeting will be distributed to City Council prior to the meeting. Written public comment regarding any item on this agenda may be sent to PublicComment@cityofslt.us. When emailing comments, identify the agenda item number in the subject line to which your comments relate. Any such comment that is a public record and is emailed to PublicComment@cityofslt.us or otherwise provided to a majority of the City Council before the meeting will be made available for public inspection during normal business hours at the City Clerk's Office located at City Hall, 1901 Lisa Maloff Way, South Lake Tahoe [Government Code Section 54957.5(b)]. Written comments will not be read out loud during the meeting.

The City Council Chambers meeting facility is accessible to people with disabilities. Every reasonable effort will be made to accommodate any person needing special assistance to attend this meeting. Contact the City Clerk at (530) 542-6005 at least 48 hours in advance of the meeting for assistance [28 CFR 35.102.35.104 ADA Title II and Brown Act Government Code Sections 54953.2, 54954.1, 54954.2, and 54957.5].

Spanish Interpretations: The public may access Spanish interpretation using the ZOOM link listed on the front of the Agenda from an internet device (smartphone, laptop, tablet, home computer) with audio capabilities and selecting the Spanish language option. Persons without an internet device may attend the meeting in-person and a device will be provided while supplies last. Requests for interpreter services to offer public comment may be made by contacting the City Clerk.

Call to Order/Pledge of Allegiance

Roll Call

City Employee Recognitions

1. City Employee Recognitions
Requested Action / Suggested Motions: Three new employees will be introduced to City Council. Four employees will be recognized for reaching 5 Years-Service.
Responsible Staff Member: Various
01-Staff Report - Employee Recognition.docx

Public Communications

This is the public's opportunity to speak on any topic NOT LISTED on this agenda. Comments shall be limited to four (4) minutes. In accordance with the Brown Act, the City Council cannot deliberate or vote on any matter raised under public communications, but may briefly respond to statements made or questions posed. (Government Code Sections 54954.2)

City Commission Reports

Consent Agenda

Public Comment - This is the public's opportunity to speak on any topic listed on the Consent Agenda. Comments shall be limited to three (3) minutes.

The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilmember may have an item on the consent agenda removed and considered separately upon request.

Pass a Motion to adopt the Consent Agenda in one motion except as indicated at each item.

2. City Council Meeting Minutes
Requested Action / Suggested Motions: Pass a Motion approving the February 15, 2022, Regular

City Council meeting minutes.
Responsible Staff Member: Susan Blankenship, City Clerk
02 15 2022 Minutes.pdf

3. Ordinance Amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to Establish Requirements for Movable Tiny Homes (Second Reading)
Requested Action / Suggested Motions: Pass an Ordinance amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to establish requirements for movable tiny homes.
Responsible Staff Member: Hilary Roverud, Director of Development Services
01-Staff Report - Ordinance-Tiny Homes.docx
02-Ordinance - Movable Tiny Homes.docx

4. Reimbursement Agreement with South Tahoe Public Utility District
Requested Action / Suggested Motions: Pass a Motion to authorize and direct the Mayor to execute an Agreement with South Tahoe Public Utility District (STPUD) for payment in lieu of pavement repair as a result of water line replacement for the Bowers Project.
Responsible Staff Member: Anush Nejad, Director of Public Works
01-Staff Report Reimbursement Agreement with STPUD Final.docx
02 - STPUD Pmt-in-Lieu with City - Bowers Pipeline Project Final.pdf

Regular-Unfinished Business

5. Citizen Appointments to Commissions and Boards – Building & Housing Board of Appeals
Requested Action / Suggested Motions: Pass a Motion appointing one member to serve a 2-year term to the Building Board of Appeals.
Responsible Staff Member: Susan Blankenship, City Clerk

01-Staff Report - Citizen Commissions and Boards.docx
02-BBOA Schmidt Redacted.pdf

6. Small Business Sustainability (SBS) Loan Program Update
Requested Action / Suggested Motions: Receive a report on the 2021 COVID-19 Small Business Sustainability (SBS) Loan Program. Discuss and provide direction to staff on the loan repayment plan or loan forgiveness option.
Responsible Staff Member: Olga Tikhomirova, Director of Finance
01-Staff_Report-SBS Loans Update.docx
02-SBS Loans Listing.pdf

Regular-New Business

7. South Lake Tahoe Fire Rescue - Annual Report 2021
Requested Action / Suggested Motions: Receive and File.
Responsible Staff Member: Clive Savacool, Fire Chief
01-Staff Report - Fire Department Annual Report.docx
02 - Annual Report 2021.pdf

8. Underground Storm Drain Pipe Condition Assessment Results
Requested Action / Suggested Motions: Receive presentation and provide feedback on recommended funding needs for asset repair and replacement.
Responsible Staff Members: Jason Burke, Stormwater Coordinator and Ryan Malhoski, GIS Analyst

01-Staff Report - Underground Pipe Assessment.docx
02-Risk Profile
03-Focused Condition Assessment Report
04-Presentation - Storm Drain Pipe Condition Assessment.pptx

9. City Development Rights Annual Report
Requested Action / Suggested Motions: Pass a Resolution accepting the development rights appraisal prepared by Johnson Valuation Group Limited and establishing a price point for the calendar year 2022 at one-third of the recommended rate outlined in the appraisal.
Responsible Staff Member: John Hitchcock, Planning Manager
01-Staff Report Development Rights Appraisal.docx
02- Resolution - Development Rights Appraisal.docx
03-Development Rights Tracking.docx
04-2021 Draft Appraisal Letter 02.07.2022.pdf
05-CC Reso 2019-067.pdf

10. Ski Run Business Improvement District Annual Assessment
Requested Action / Suggested Motions: Pass a Resolution declaring intention to levy an annual assessment for the 2022-2023 fiscal year upon the Ski Run Business Improvement District.
Responsible Staff Member: Ben Hannah, Accountant II
01-Staff Report - Ski Run BID.docx
02-Resolution - Ski Run BID Intention to Levy an Annual Assessment.docx
03-SRBID 2022-2023 Budget Proposal.pdf
04-SRBID 2022-2023 Budget Proposal_Prior Year vs Proposed.pdf
05-SRBID 2022-2023 Budget Proposal_Includes Measure S Recreation.pdf
06-BID Board Report to City 2022_02_14 2.docx

11. 2021-2022 Master Fee Schedule
Requested Action / Suggested Motions: No formal action is required. City Council is asked to provide feedback to the City Manager and staff on the 2021-2022 Master Fee Schedule.
Responsible Staff Member: Mayra Bahr, Accountant I
01-Staff Report - Master Fee Schedule.docx
02-Master Fee Schedule 2022 (Red-Lined).pdf
03- City of SLT Financial Policies - Strengthening Financial Position rev Feb 2013.pdf
04-Proof of Publication.pdf

12. Activation of the Parking Authority of the City of South Lake Tahoe
Requested Action / Suggested Motions: Pass a Resolution declaring a need for a parking authority to function in the City and declaring the City Council to be the Board of Directors of the Parking Authority.
Responsible Staff Members: Joseph Irvin, City Manager and Olga Tikhomirova, Director of Finance
01-Staff Report - Activation of Parking Authority.docx
02- Resolution -Activation of Parking Authority.docx

Agenda Planning Calendar

13. Agenda Planning Calendar
Requested Action / Suggested Motions: A Councilmember may request that an item be placed on a future agenda. Upon the support of one (1) additional Council Member, direction shall be given to the City Manager to calendar the item for a convenient future agenda, but no sooner than the second

meeting after the request was made, and/or modify the Agenda Planning Calendar as desired.
Responsible Staff Member: Joseph Irvin, City Manager
APC - February 24, 2022.pdf

Updates and Announcements (City Attorney, City Clerk, City Manager)

Councilmember Reports and Comments - Assignments to Boards, Committees, and Commissions

Adjournment

I, Susan Blankenship, City Clerk for the City of South Lake Tahoe, declare that the foregoing agenda for the Tuesday March 1, 2022 meeting of the City of South Lake Tahoe City Council was posted and available for review on Thursday, February 24, 2022 at City Hall, 1901 Lisa Maloff Way, South Lake Tahoe, CA 96150. The agenda was also available on the City website at https://www.cityofslt.us.

Signed February 24, 2022
\\sb\\
Susan Blankenship, Elected City Clerk

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 1

Agenda Item: City Employee Recognitions

Executive Summary: New City employees and long-serving City employees who reach the 5, 10, 15, 20, & 25 year service milestone will be recognized at each monthly meeting.

Requested Action / Suggested Motions: Three new employees will be introduced to City Council. Four employees will be recognized for reaching 5 Years-Service.
Responsible Staff Member: Various

Responsible Staff Member: Various Departments

Reviewed and Approved By:
Susan Blankenship, City Clerk

Attachments:

01-Staff Report - Employee Recognition.docx

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: City Employee Recognition

Location: Citywide

Responsible Staff Member: Various Department Directors

Background: Following past practice, new regular City employees are introduced to Council during a City Council meeting.

As part of the City's Employee Recognition Program, employees who have reached five, ten, fifteen, twenty and twenty-five years of service are recognized for their achievements and contributions to the City.

New Regular City Employees:

Police Department
Kevin Schryvers - Police Officer
Jessica Neumann – Police Officer

Development Services
Jessica Wackenhut Lomeli – Associate Housing Planner

Service Awards:

Development Services:
Michelle Schoonveld – 5 Years' Service

Police Department
Traci Trapini - 5 Years' Service
Bonnie Harwood – 5 Years' Service

Public Works
Joseph Nuckols – 5 Years' Service

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 2

Agenda Item: City Council Meeting Minutes

Executive Summary: City Council is asked to formally approve the February 15, 2022 Regular City Council meeting minutes.

Requested Action / Suggested Motions: Pass a Motion approving the February 15, 2022, Regular City Council meeting minutes.
Responsible Staff Member: Susan Blankenship, City Clerk

Responsible Staff Member: Susan Blankenship, City Clerk (530) 542-6005

Reviewed and Approved By:

Attachments:

02 15 2022 Minutes.pdf

City of South Lake Tahoe
City Council
Meeting Minutes
Tuesday, February 15, 2022 at 5:30 PM
City Hall - Council Chambers - 1901 Lisa Maloff Way, South Lake Tahoe

City Council
Devin Middlebrook, Mayor
Cristi Creegan, Mayor Pro Tem
Cody Bass, Councilmember
John Friedrich, Councilmember
Tamara Wallace, Councilmember

Mission of the City Council
The City Council exists to represent the public interest, to oversee the City's operations and to plan for the City's future.

NOTE: The Meeting Minutes represent actions taken during the meeting of the City Council. Complete Council members discussions on Regular Session meeting items can be viewed in archived video recordings on the City's website at http://www.cityofslt.us *Public submittals on items are retained in the administrative record and can be viewed in the City Clerk's repository at* http://www.cityofslt.us

Call to Order/Pledge of Allegiance
At 5:30 p.m. Mayor Middlebrook called the meeting to order. Middlebrook then led the pledge of allegiance to the flag.

Roll Call
Present were Mayor Middlebrook, Councilmembers Bass, Creegan, and Friedrich. Councilmember Wallace was absent.

Public Communications
Public Comment was heard from the following person:
1. Ed Mosur – Channel 21 programming

City Commission Reports
None.

Consent Agenda
Action: Moved/Seconded: Bass/Creegan
Yes: Bass, Creegan, Friedrich and Middlebrook
Absent: Wallace
Action: Passed Consent Agenda

1. **City Council Meeting Minutes**
   Action: Passed **Motion 2022-018** to approve the January 18 and February 1, 2022 Regular City Council meeting minutes.

2. **Fiscal Year 2021-22 Quarterly Financial Status Report - Quarter Ending December 2021**
   Action: Received and Filed.

3. **Investment Portfolio Report - December 31, 2021**
   Action: Received and Filed.

4. **Ratification of Solar Project Grant Application**
   Action: Passed **Motion 2022-019** to ratify submittal of grant applicant to the Tahoe Fund in the amount of $467,920.00 for solar project at the public works campus.

Regular-Unfinished Business

5. **Ordinance Amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to Establish Requirements for Movable Tiny Homes (First Reading)**
   Action: Moved/Seconded: Bass/Creegan
   Yes: Bass, Creegan, Friedrich and Middlebrook
   Absent: Wallace
   Action: 1) Passed **Motion 2022-020** finding that the 2030 General Plan EIR adequately addresses the potential environmental impacts of the proposed ordinance and that no further environmental analysis is required to comply with the California Environmental Quality Act; and 2) Passed **Motion 2022-021** to hold a first reading (by title only) of an Ordinance amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to establish requirements for movable tiny homes, and refer second reading and adoption to the March 1, 2022 meeting.
   Public Comment was heard from the following person:
   1. Brandi Brown

6. **Command Vehicle Purchase for Deputy Fire Chief/Fire Marshal Position**
   Note: Councilmember Friedrich recused himself from this Item due to a financial interest in General Motors and left the meeting.
   Action: Moved/Seconded: Bass/Creegan
   Yes: Bass, Creegan, and Middlebrook
   Absent: Wallace
   Recused (absent): Friedrich
   Action: Passed **Resolution 2022-020** authorizing the City Manager to execute a purchase order for a new fire command vehicle from Champion Chevrolet in the amount of $54,325 and associated up-fitting costs up to $94,414.47.
   Public Comment was heard from the following person:
   1. Ed Mosur

Regular-New Business

7. **Park Steward-Park Ranger Program**
   Action: Moved/Seconded: Creegan/Bass
   Yes: Bass, Creegan, Friedrich and Middlebrook
   Absent: Wallace
   Action: Passed **Resolution 2022-021** amending the City Salary Table to include the additional seasonal positions to operate the Park Ranger Program.
   The following person addressed City Council:
   1. Kim Carr, Lake Tahoe Unified School District

8. **Generator Purchases for Emergency Communications Systems Power Resiliency at Police Station and Fire Stations 1, 2, and 3**
   Action: This Item was postponed by the City Manager to a future meeting

9. Sugar Pine Village - Authorization of 2020/2021 HOME Investment Partnerships Program Application Submission
Action: Moved/Seconded: Friedrich/Bass
Yes: Bass, Creegan, Friedrich and Middlebrook
Absent: Wallace
Action: Passed **Resolution 2022-022** authorizing the City Manager to submit an application for HOME Investment Partnership Program funds in an amount not to exceed $6,375,000.
Public Comment was heard from the following person:
1. Ed Mosur

Agenda Planning Calendar

10. Agenda Planning Calendar
Action: Received.

Updates and Announcements (City Attorney, City Clerk, City Manager)

City Clerk:

11. Proclamation Request - Child Abuse Prevention Month (April)
Action: Approved (Friedrich/Bass)

City Manager

1. Strategic Planning Advance Meeting

Councilmember Reports and Comments - Assignments to Boards, Committees, and Commissions

Councilmember Friedrich:

1. Upcoming Tahoe Regional Planning Agency Governing Board meeting
2. Upcoming Multicultural Alliance Subcommittee meeting
3. Capital Improvement Subcommittee meeting
4. Condolences to the Wallace family

Councilmember Bass:

1. Capital Improvement Plan Subcommittee meeting
2. California JPA meeting

Councilmember Creegan:

1. Lakers Hockey game attendance
2. Community Playfield Consortium and Tahoe South Event Center coordination

Mayor Middlebrook:

1. Strategic Planning Advance meeting
2. Tahoe Prosperity Center meeting
3. Ski Run Park Project update
4. Upcoming Tahoe Chamber presentation

Adjournment

At 6:27 p.m. Mayor Middlebrook adjourned the meeting.

_____ _____
Devin Middlebrook, Mayor Date

Attest:

_____
Susan Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 3

Agenda Item: Ordinance Amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to Establish Requirements for Movable Tiny Homes (Second Reading)

Executive Summary: At the October 19, 2021 meeting the City Council directed staff to draft an ordinance to allow movable tiny homes as residential structures, subject to specified criteria for installation and design. On December 16, 2021 the Planning Commission held a public hearing and considered a recommendation to City Council on adoption of an ordinance presented by staff. The Planning Commission recommended adoption of the ordinance with modifications. On January 18, 2022 the City Council considered the proposed ordinance and recommendations then directed staff to make additional changes to clarify requirements for eaves and allow for multi-family movable tiny home project with discretionary review by the Planning Commission. City Council voted to hold a first reading (by title only) of this Ordinance on February 15, 2022. If adopted, this Ordinance would become effective on March 31, 2022.

Requested Action / Suggested Motions: Pass an Ordinance amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to establish requirements for movable tiny homes.
Responsible Staff Member: Hilary Roverud, Director of Development Services

Responsible Staff Member: Hilary Roverud, Director of Development Services (530) 542-6024

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Director of Finance
Heather Stroud, City Attorney

Attachments:

01-Staff Report - Ordinance-Tiny Homes.docx
02-Ordinance - Movable Tiny Homes.docx

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: An Ordinance Amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to Establish Requirements for Movable Tiny Homes (Second Reading)

Location: Citywide

Responsible Staff Member: Hilary Roverud, Director of Development Services
(530) 542-6024

Background: On January 18, 2022 the City Council considered the proposed movable tiny homes ordinance and Planning Commission recommendations. The City Council directed staff to make additional changes to the ordinance that allows for movable tiny homes in multi-family projects. Changes included requiring multi-family movable tiny home projects to be reviewed by the Planning Commission through a discretionary process and to specify that zero clearance eaves meet the design requirements in Section D.5.

Issue and Discussion: The first reading of this ordinance was held on February 15, 2022. Following staff's presentation, public comment and Council deliberation, the Council, by a vote of 4 – 0 in favor (Councilmember Wallace absent), adopted the first reading (by title only).

Financial Implications: A resolution amending the Master Fee Schedule to include permit application fees for movable tiny homes will be presented to the City Council prior to ordinance effective date. Movable tiny homes registered with the DMV as Park Model RVs are not considered to be real estate subject to property value assessment and property taxes.

Environmental Considerations: The proposed ordinance allows for the use of movable tiny homes as residences however it does not change the intensity or density of allowable residential uses beyond what is currently allowed on a permanent foundation. The proposed ordinance is consistent with the 2030 General Plan, directly implements several of the General Plan policies and is consistent with the 2014-2022 Housing Element, which is an integral part of the General Plan. The 2030 General Plan EIR adequately addresses the potential environmental impacts of the proposed ordinance. Based on the analysis and findings contained in the Environmental Determination, the City Council passed a motion finding that no further environmental analysis is required under CEQA Guidelines section 15162.

Policy Implications: Applicable adopted General Plan policies include:

Policy LU-3.1: Complete Neighborhoods
The City shall promote complete and distinct neighborhoods that promote walking to services, biking, and transit use; foster community pride; enhance neighborhood identity; ensure public safety; and are family-friendly.

Policy LU-3.3: Diverse Housing Choices
The City shall promote a wide range of housing opportunities, both ownership and rental, for all income levels.

Policy LU-3.5: Clean and Quiet Neighborhoods
The City shall coordinate efforts with homeowner associations and other neighborhood groups and schools, to develop strategies to ensure clean and quiet and safe residential neighborhoods. These strategies should include neighborhood beautification programs.

Policy LU-3.6: Residential Variety in Existing Neighborhoods
The City shall encourage development of a variety of new housing types that provide housing choices for consumers in terms of types of units, location, unit sizes, costs, design, amount of privacy, and neighborhood environment, while preserving existing neighborhood character.

Policy LU-8.6: Existing Neighborhood Character Protection
The City shall require that new development and improvements in existing residential neighborhoods are consistent with the neighborhoods historic land use patterns, distinct style, and architectural identity.

Policy LU-8.7: Scenic Quality of New Projects
The City shall ensure that new projects improve, enhance, and protect the scenic quality of South Lake Tahoe's built and natural environments

Policy HE 2-3: The City shall encourage a range of housing options so that people who work in South Lake Tahoe can choose to live in the city.

Policy HE 2-6: The City shall ensure that deed-restricted affordable housing is created using attractive, long-lasting, low-maintenance materials.

Policy HE 7-2: The City shall encourage compatibility of physical design, building structure, and lot layout relationships between existing and new construction to help the new developments complement the surrounding neighborhoods.

Policy HE 7-5: To create a balanced community, the City shall promote mixed-income neighborhoods by encouraging innovative design (e.g., second units, co-housing, half-plexes, zipper lots, zero-lot lines, alley-loaded parking, six pack subdivisions, live-work units).

Ordinance 2022-XXX

Adopted by the City of South Lake Tahoe City Council

March 1, 2022

Ordinance Amending Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code to Establish Requirements for Movable Tiny Homes

FINDINGS

A. The City General Plan Housing Element (2014) and the South Shore Region Housing Needs and Opportunities Report (2019) identified a general disparity between wages and the cost of housing in South Lake Tahoe. There is a need for new housing construction, especially housing to serve moderate, low, very low, and extremely low income residents.

B. On March 2, 2021 the City Council adopted Ordinance 2021-1152 amending the City Code to allow for the development of accessory dwelling units on parcels zoned for single family and multi-family land uses.

C. The City has since engaged the public in a discussion on whether to allow movable tiny homes to be installed within the City as single-family, multi-family and accessory dwelling units. The Planning Commission held a public meeting and discussion on August 2, 2021 and the City Council held a public meeting and discussion on October 19, 2021 regarding policy direction on the issue.

D. On December 16, 2021 the City Planning Commission held a public hearing and adopted Resolution 2021-16 recommending adoption of an ordinance that would allow movable tiny homes to be utilized as single-family and accessory dwelling units.

E. On January 18, 2022 the City Council held a public hearing and directed staff to make revisions to the draft ordinance, which City Council considered at its February 15, 2022 meeting. At that time, City Council held a first reading and directed staff to bring back the ordinance for a second reading on March 1, 2022.

Now, Therefore, the City Council of City of South Lake Tahoe does ordain as follows:

SECTION 1.

1. That the action taken on this matter and recommendations made after consideration of the whole administrative record are consistent with Government Code Section 65853 et seq.; and

2. That the 2030 General Plan EIR adequately addresses the potential environmental impacts of the proposed ordinance and that no further environmental analysis is required to comply with the California Environmental Quality Act, Statue and Guidelines under CEQA Guidelines section 15162 because the proposed Ordinance is within the scope of the previous EIR and there are no substantial changes to the project or the circumstances that require major revisions to the previous EIR due to new significant environmental effects and no new information of substantial importance that shows the project will have significant effects not discussed in the previous EIR, significant effects previously examined would be more severe, or mitigation measures or alternatives previously found not to be feasible would substantially reduce one or more significant effects.

SECTION 2. Section 6.85.030.A.2.p (Permanent Foundations) is hereby amended to read as follows:

Permanent Foundations. A manufactured home, tiny home, factory built home or similar dwelling unit designed for occupancy as a permanent dwelling shall be allowed as a dwelling on those parcels where single-family dwellings are permitted in compliance with the requirements of the applicable zoning district, and subject to the same development standards to which a conventional single-family residential dwelling on the same lot would be subject to. Mobile homes shall be allowed as a dwelling in compliance with the requirements of the applicable plan area statement. The following standards apply to both types of homes:

> i. Permanent Foundation. Except when located in a mobile home park, or approved as a movable tiny house (Section 6.85.060), a dwelling unit shall be placed on a permanent foundation system and shall be subject to the same provisions, regulations and restrictions as a conventionally constructed single-family residence.

ii. Prior-to-Installation Requirements. Prior to installation of a manufactured home on a designated foundation system, the owner or a licensed contractor shall obtain a building permit. To obtain such a permit, the owner or contractor shall comply with all requirements of Section 18551(a) of the Health and Safety Code, as may be amended from time to time.

SECTION 3. Section 6.85.050.F.4 (Permanent Foundations) is hereby amended to read as follows:

Permanent Foundations.

a. All accessory dwelling units shall be permanently attached to a permanent foundation as described in SLTCC 6.85.030(A)(2)(p) unless approved as a movable tiny house (Section 6.85.060).

b. A recreational vehicle, commercial coach, trailer, motor home, camper, camping trailer, or boat shall not be used as an accessory dwelling unit. Movable tiny houses (as defined in Section 6.85.060) may be used as accessory dwelling units subject to the requirements of Section 6.85.060.

SECTION 4. Section 6.85.060 (Park Model Recreational Vehicle Tiny Homes: Use as Dwelling) is added to Chapter 6.85 (Residential Development and Design Standards) of the South Lake Tahoe City Code as follows:

6.85.060 – Park Model Recreational Vehicle Tiny Homes: Use as Dwelling

A. “Moveable tiny house” means a Park Model Recreational Vehicle functioning as a separate, independent dwelling unit that is no larger than 400 square feet (excluding lofts) providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation; is mounted on a wheeled trailer chassis; and is titled and registered to tow with the California Department of Motor Vehicles.
B. “Park Model Recreational Vehicle” means a towable recreational vehicle designed to provide temporary living quarters for recreational, seasonal, camping or travel use. Park Model Recreational Vehicles are built on a single trailer chassis, mounted on wheels and have a gross trailer area not exceeding 400 square feet. A Park Model Recreational Vehicle shall be considered a moveable tiny house for the purpose of Section 6.85.060 if it otherwise satisfies all requirements of this Section.
C. Movable tiny houses shall not be used as vacation home rentals or hosted rentals.
D. Development Standards. Moveable tiny houses shall conform with the requirements for a new detached accessory dwelling unit, a new primary single-family residence, or a new multi-family residential development, as

applied to the proposed use and Plan Area Statement, Community Plan or Area Plan in which the site of the proposed moveable tiny house is located, except as modified by this subsection.

1. Number. Movable tiny houses are limited to the following number per parcel:
    a. Single-family residence: 1 per parcel.
    b. Accessory Dwelling Unit: 1 per parcel.
    c. Multi-family residences: Maximum density allowed by applicable Plan Area Statement, Community Plan or Area Plan.
2. Maintenance. The property shall be maintained as set forth in the International Property Maintenance Code as adopted by reference in Section 6.15.010(K).
3. Location. The moveable tiny house shall be located in conformance with setback requirements of a single-family, multi-family or accessory dwelling unit as applicable. In addition, movable tiny houses shall maintain a 10-foot setback from other structures on the parcel.
4. Size. The maximum square footage or habitable floor space for a moveable tiny house shall be 400 square feet, as measured by exterior wall dimensions (lofts shall not be counted toward the maximum square footage). The moveable tiny house shall have at least 100 square feet of first floor interior living space.
5. Design. The design of a tiny house shall resemble the general appearance, exterior materials and features of a traditional home including pitched roof, eaves, and residential windows. Zero clearance eaves with minimal overhang are acceptable. Exterior materials shall not include aluminum or fiberglass, typical of a recreational vehicle.
6. Living area Extensions. The roof and all exterior walls shall not be fixed with slide-outs, tip-outs or other forms of room area extensions.
7. Energy Efficiency. Applications submitted for tiny houses shall include documentation that the tiny house has been constructed to exceed ANSI energy and insulation standards by including insulation with values of R13 for the walls and R19 for the floor and ceiling.
8. Parking Spaces. Moveable tiny houses shall comply with parking requirements for single-family residences, multi-family residences, or accessory dwelling units as applicable to the proposed use.
9. Replacement Parking. Where a moveable tiny house occupies a required parking space, a replacement parking space is required. A replacement parking space may be located in any configuration on the same lot as the moveable tiny house, in compliance with Chapter 6.85.
10. Mechanical Equipment. All mechanical equipment for a moveable tiny house shall be incorporated into the structure, screened from view from public right of way, and shall not be located on the roof.
11. Utility Connections and Requirements. A movable tiny house shall be connected to water supply and sewage disposal facilities approved by the County's Environmental Health Department, utility provider and

City Building Division. Utility connection features may require protective bollards at the discretion of the Building Official.

12. Foundation Requirements. Once sited, moveable tiny houses shall meet the following foundation requirements:
    a. The moveable tiny house shall not have its wheels removed, and all wheels and leveling/support jacks shall sit on a paved surface sufficient to support its weight. Plans for pad construction shall include certification from a California registered engineer that the pad design is sufficient to support the weight of the movable tiny house.
    b. The undercarriage including wheels, axles, tongue and hitch shall be concealed from view by skirting that is solid and fixed at all times and other necessary physical screening.
    c. The movable tiny house shall be tied down with anchors or otherwise stabilized as designed by the manufacturer.
13. Emergency and Rescue Openings. Moveable tiny houses shall meet the requirements of Section R310 of the California Building Code for emergency escape and rescue openings.
14. Defensible Space. Installation of a moveable tiny house requires approval of a defensible space plan and inspection by the Fire Department.
15. Movable tiny houses shall be constructed with ignition-resistant materials and glazed openings in compliance with Section R337 of the California Residential Code.
16. Movable Tiny houses shall be constructed to withstand minimum snow and wind loads for the proposed location as described in Section 6.15.160. Certification from the manufacturer or a California registered engineer is required.
17. Movable tiny houses shall be designed to address snow shed impact areas as described in section 6.15.160.O.
18. Structures such as porches, decks and other associated structures associated with the movable tiny house shall be designed to be detached from the movable tiny house at all times and shall meet the requirements of the California Building Code.

E. A building permit shall be obtained for installation of a subpanel appropriately sized for the movable tiny house's amperage, electrical pedestal, and approved exterior outlets in the location the movable tiny house will be installed, unless otherwise designed to be self-contained to provide equal electrical accommodations (e.g. fully relying on solar power and battery backup). Separate electric meters may be permitted if approved by the Building Official and utility provider. Protective bollards may be required at the discretion of the Building Official. Movable tiny houses relying on a generator for permanent power are prohibited.

F. Addresses. Moveable tiny houses shall include separate addressing posted in compliance with SLTCC 6.15.160 J. Building Address.

G. Access roads shall meet state and local fire code standards as determined by the City Fire Department.
H. Permit Required. A movable tiny house shall be approved through an accessory dwelling unit, single-family residence, or multi-family residence permit as applicable to the proposed use. In addition to applicable requirements associated with those permits the following additional information is required for a movable tiny house.
    1. Proof that the proposed moveable tiny house is licensed and registered with the California Department of Motor Vehicles;
    2. Proof that the proposed moveable tiny house has been certified by a qualified third-party inspector as meeting ANSI, 119.2 or 119.5 requirements or comparable standards;
    3. Proof that the applicant is the property owner, or has sufficient written permission from the property owner, of the intended location of the proposed moveable tiny house;
    4. Proof of Tahoe Regional Planning Agency approval;
    5. Plans and supporting documents as required by Development Services Department submittal checklist to demonstrate compliance with this Section;
    6. Prior to the issuance of building permits, a covenant agreement shall be recorded which discloses the status as a permitted movable tiny house and agreeing that the property will be owner-occupied and not utilized as a vacation home rental or hosted rental. This agreement shall be recorded in the office of the County Recorder to provide constructive notice to all future owners of the property. The covenant agreement also may contain authorization for inspections for compliance with the agreement and to verify continued compliance with requirements of this section and state health and safety codes.
    7. Movable Tiny House Replacement. Replacement or installation of a new movable tiny house shall require approval of a new permit. No more than one permit for a movable tiny house or houses on one parcel shall be issued within one year.
    8. All multi-family projects that include a movable tiny house shall be reviewed by the City Planning Commission. The Planning Commission may grant a design review permit for a multi-family movable tiny house project provided that the project is found to:
        a. Be compatible with the surrounding development pattern;
        b. Comply with Multi-family Residential Development Standards of Section 6.85.030.B;
        c. Comply with standards of Section 6.85.060 – Park Model Recreational Vehicle Tiny Homes: Use as Dwelling
        d. Be designed with a high degree of quality;

Adopted by the City of South Lake Tahoe City Council on March 1, 2022 by the following vote:

Yes:
No:
Absent:
Abstain:

_____ Date:_____
Devin Middlebrook, Mayor

Attest:

_____
Susan Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is true and correct copy as approved by the South Lake Tahoe City Council.

First Reading: February 15, 2022
Published: February 18, 2022
Second Reading: March 1, 2022
Effective:

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 4

Agenda Item: Reimbursement Agreement with South Tahoe Public Utility District

Executive Summary: Staff has negotiated with South Tahoe Public Utility District (STPUD) and is recommending entering into an agreement to provide payment in lieu of pavement repair from a water line replacement for the Bowers Project. The funds generated from this agreement will be deposited into the City's Paving Fund for the annual Pavement Rehabilitation Program.

Requested Action / Suggested Motions: Pass a Motion to authorize and direct the Mayor to execute an Agreement with South Tahoe Public Utility District (STPUD) for payment in lieu of pavement repair as a result of water line replacement for the Bowers Project.
Responsible Staff Member: Anush Nejad, Director of Public Works

Responsible Staff Member: Anush Nejad, Director of Public Works (530) 542-6031

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Director of Finance
Heather Stroud, City Attorney

Attachments:

01-Staff Report Reimbursement Agreement with STPUD Final.docx
02 - STPUD Pmt-in-Lieu with City - Bowers Pipeline Project Final.pdf

City of South Lake Tahoe
Report to City Council

Meeting Date: March 1, 2022

Title: Reimbursement Agreement with South Tahoe Public Utility District (STPUD)

Location: Bowers Project (Bijou Neighborhood)

Responsible Staff Member: Randy Carlson, Associate Civil Engineer, (530) 542-6033
Mark Frisina, Resident Engineer, (530) 307-9607

Background: South Tahoe Public Utility District (STPUD) is working on replacing water lines in the City of South Lake Tahoe. STPUD plans to replace water lines in the Bijou neighborhood within South Lake Tahoe this year. The current Bowers project includes replacing approximately 5,500 linear feet of small diameter waterline with an 8-inch waterline, installing 12 fire hydrants, 99 water services, four water meters, trench patch, and miscellaneous paving.

Replacement of these pipelines will require STPUD to dig long trenches in City's streets and install service lines. STPUD work will significantly impact the City streets and require repaving a majority of the roads.

The Public Works Department oversees STPUD construction, and they are required to meet the City's Public Improvement and Engineering Standards (PIES) when working in City Right of way. Standard Details 60 and 62 from the PIES require any utility trench over 250 feet in length. In addition, when four or more service lateral trenches are dug within a City block, the utility company must repave an entire lane through the affected area.

STPUD included an alternate bid item for pavement restoration (2-inch mill and overlay) required by the City according to City's standards. The bid amount for this work is $5.50 per square foot, inclusive of all the City's anticipated costs.

STPUD has requested that the City include the paving work as a part of the City's pavement rehabilitation program. The City has approved a similar agreement with Southwest Gas (SWG). The in-lieu pavement fees will accumulate in the City's Paving Fund for the annual Pavement Rehabilitation Project to pave selected streets within the City.

Issue and Discussion: The Public Works Department proposes an agreement with STPUD that would permit them to deposit funds into the City's Paving Fund in exchange for not being required to meet specific paving requirements from Standard Details 60 and

62 of the City's PIES. The Public Works Department sees the following advantages to approving such an agreement:

1. The economy of Scale – Large-scale paving projects administered by the City will likely result in a greater volume of paving for a more competitive price.
2. Selection of Streets to be Paved - The City will determine which roads are in the greatest need of repaving and develop the annual Pavement Rehabilitation Project accordingly.
3. Selection of Pavement Treatments - The City will decide which pavement treatment is best suited for each roadway (i.e., cape seal, micro-pave, crack seal, or grind and overlay).
4. Quality of Pavement Work - The roads reconstructed as a part of the City's annual Pavement Rehabilitation Project will likely be of higher quality and last longer due to the materials the City specifies and construction oversite provided by the City.

STPUD is also interested in entering into the proposed agreement for the following reasons:

1. Allows STPUD to concentrate on water line replacements rather than paving.
2. Allows STPUD to speed up construction while also causing a minor disturbance in the neighborhoods.
3. Greater efficiency results in cost savings to utility customers.
4. Paving is not their area of expertise. STPUD prefers paving contractors to do the work instead.

The STPUD Board has approved this agreement with the City of South Lake Tahoe at their February 17, 2022, Board meeting.

Financial Implications: This agreement stipulates that STPUD will pay the City $5.50 per square foot for in-lieu paving as a part of their water line replacement program. The proposed agreement will result in a minimum of $173,205.00 and a maximum of $216,562.50 in lieu of the paving cost that STPUD will reimburse upon the completion of the project. The City will submit the invoice upon the completion of the project. Funds generated from this agreement will be deposited into the City Paving Fund (301-50005) for future pavement programs. Once the final amount is determined, a resolution will be presented to the Council for approval and deposit into the City Paving fund.

If this agreement is not approved, the Public Works Department will require STPUD to repave the road sections they worked on, and there will be no financial implications to the City.

Environmental Considerations: Approving this reimbursement agreement is not a project subject to environmental review under California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4) because it is the creation of a government funding mechanism that does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Policy Implications: This agreement would require the City Council to waive the overlay paving requirements outlined in the City PIES Standard Drawings 60 and 62. This one-time waiver for STPUD only applies to the Bowers Project. A similar agreement with STPUD is anticipated next month for the Bijou Project.

Agreement for Road Repairs
Between
City of South Lake Tahoe &
South Tahoe Public Utility District

This Agreement is made and entered into_____by and between the City of South Lake Tahoe, a municipal corporation ("City") and South Tahoe Public Utility District, a California Special District ("the District").

Recitals

1. In 2022, the District intends to replace waterlines and associated appurtenances as part of the 2022 Bowers Pipeline Replacement Project in the Bijou neighborhood of the City of South Lake Tahoe in accordance with plans and the schedule attached hereto as Exhibit "A" ("Project").
2. The Project requires cutting the pavement surface to allow trenching and subsurface excavations within the City' s public rights- of way. Accordingly, on February 7, 2022 the District applied for an Encroachment Permit with the City of South Lake Tahoe, so that its contractor can construct the Project (the "Permittee").
3. As provided in the City's Encroachment Permit, the Permittee is required to repair the section of the road impacted by the Project in accordance with the City' s Public Improvements and Engineering Standards (PIES).
4. The City' s PIES requires full-width traffic lane pavement surface grinding and asphalt concrete overlay, two inches in depth where trenching work extends 250 linear feet or more. In addition, transverse pavement trenching in excess of 3 road cuts within 250 lineal feet of roadway also require full-width traffic lane(s) of pavement surface grinding and asphalt concrete overlay, two inches in depth.
5. For the purpose of the Project, the District prefers to limit the extent of pavement repair work performed by the Permittee and the District prefers to compensate the City in the amount provided in Exhibit B for the cost of pavement grinding and overlay of City streets required in accordance with the City' s PIES.
6. For the purpose of the Project, the City prefers receipt of payment from the District in lieu of Permittee performing the standard PIES required pavement grinding and overlay work.
7. The City has an annual pavement rehabilitation program that may involve grinding or pulverizing the full street width of existing pavement surfaces and paving streets with asphalt concrete pavement.
8. The City routinely enters into public works contracts to maintain City roads and may achieve economies of scale by including more road sections in future contracts. The parties desire to enter into this Reimbursement Agreement to achieve efficiencies and better service for their respective customers.

I. DISTRICT Agrees:

1. Instead of repaving the City-maintained roads following the Project, the District agrees to make permanent trench repairs and compensate the City, in the amount provided in Exhibit B, to repave the sections of City-maintained roads, which is the amount the District would have paid its contractor for pavement surface grinding and asphalt concrete overlay under the PIES ("Repavement Work").

2. For the purposes of this Agreement, the permanent trench repairs performed by the District in the Right-of-Way for the Project will be limited to repairing the pavement the width of the trench in accordance with the paving details presented in Exhibit A.
3. The District shall pay City for Repavement Work in the amount provided in Exhibit B, based on actual all-inclusive bid unit prices received by the District. The District's payment shall be made in a lump sum amount within 30 days of receiving a written payment request from the City.
4. In no case shall the District be responsible for additional reimbursement to the City for Repavement Work associated with the Project, regardless of any price escalation or increased costs to the City for its future paving work including the Repavement Work.

II. CITY Agrees:

1. City shall use the funds received for the Repavement Work towards repaving roads within the City of South Lake Tahoe.

2. All Repavement Work performed by the City shall be completed under a public works contract for road repair and be awarded through a competitive bid process in accordance with California Public Contract Code, section 22030 et seq. and all other applicable laws. City shall pay prevailing wage for the Repavement Work in accordance with California Labor Code section 1770 et seq. City shall require Payment and Performance Bonds in the amount of 100% of Repavement Work.

3. City will complete the paving of the Repavement Work at the appropriate time, in its sole discretion, based on the City' s annual paving needs and priorities.

III. General Provisions

1. Term/Time of Performance. This Agreement shall be effective as of the date written above, and shall terminate twelve (12) months after the effective date, or sooner if full payment has been made in accordance with the provisions of this Agreement or this Agreement is terminated in accordance with Section 3.

2. Payment. The City will prepare a written invoice based on the unit price for Repavement Work as defined in Exhibit B and the actual area of Repavement Work as determined by the method detailed in Exhibit B after completion of the Project. The City will submit the invoice to the District for payment within thirty (30) days after completion of the Project. The District will issue payment within sixty (60) after receipt of invoice.

3. Termination. This Agreement may be terminated by City or District for cause or without cause upon written notice of termination within thirty (30) days after Project bid opening. Termination, revocation, or expiration of this Agreement shall not release either party from liability resulting from an event which occurred prior to such termination, revocation or expiration.

4. Indemnity. The District shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless against and from any and all claims, suits, losses, damages, and liability for damages of every name, kind, and description, including attorney' s fees and costs incurred, brought for, on or account of, injuries or death to any person, including but not limited to workers, City employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of the District's performance under this Agreement, except for the sole or active negligence of the City, its officers and employees, or as expressly prescribed by statute. This duty of the District to indemnify and save City harmless includes the duties to defend set forth in California Civil Code section 2778.

City shall defend, indemnify, and hold the District, its officers, officials, employees, and volunteers harmless against and from any and all claims, suits, losses, damages, and liability for damages of every name, kind, and description, including attorney' s fees and costs incurred, brought for, on or account of, injuries or death to any person, including but not limited to workers, District employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of City' s performance under this Agreement, except for the sole or active negligence of the District, its officers and employees, or as expressly prescribed by statute. This duty of City to indemnify and save the District harmless includes the duties to defend set forth in California Civil Code section 2778.

5. Insurance Requirements. City and the District attest to having adequate insurance for General Liability and Automobile Liability, and in accordance with California Labor Code section 3700 for Workers' Compensation and shall provide evidence of insurance if requested to do so by the other party.

6. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

   If to City: Public Works Director
   City of South Lake Tahoe
   1740 D Street
   South Lake Tahoe, CA 96150

   Provide a copy to: City Attorney' s Office
   City of South Lake Tahoe
   1901 Maloff Way, Suite 300
   South Lake Tahoe, CA 96150

   If to the District: General Manager
   South Tahoe Public Utility District
   1275 Meadow Crest Drive
   South Lake Tahoe, CA 96150

7. Assignment. Neither party shall assign this Agreement or any part thereof of any monies due hereunder.

8. No Third Party Beneficiaries. This Agreement shall not be deemed to confer any rights upon any individual or entity which is not a party hereto, and the Parties hereto expressly disclaim any such third-party benefit.

9. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

10. Dispute Resolution. The parties to this agreement hereby agree to meet and confer in good faith for the purposes of resolving any dispute under this agreement prior to bringing any action for enforcement.

11. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in the Superior Courts in the County of El Dorado, South Lake Tahoe Division.

12. Amendments. This Agreement may be modified or amended only by a written document executed by both the District and City and approved as to form by the City Attorney.

13. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall

continue in full force and effect.

14. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between City and the District. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

15. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the Parties when at least one copy hereof shall have been signed by both Parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

16. Authority to Enter Agreement. The Parties have all requisite power and authority to conduct their business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

CITY OF SOUTH LAKE TAHOE

Devin Middlebrook, Mayor

SOUTH TAHOE PUBLIC UTILITY DISTRICT

Kelly Sheehan, Board President

APPROVED AS TO FORM:

Heather Stroud, City Attorney

ATTEST:

Susan Blankenship, City Clerk

ATTEST:

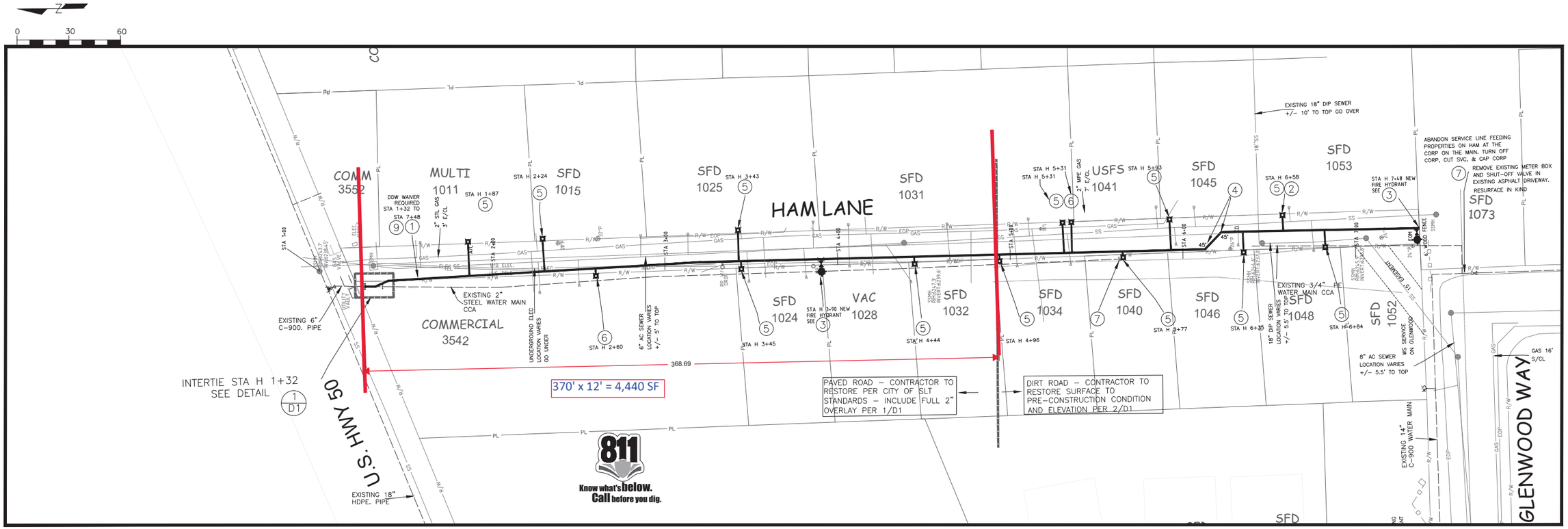
Melonie Guttry, Clerk of the Board

ATTACHMENTS:

Exhibit A: Project Plans and Schedule
Exhibit B: Costs for Repavement Work

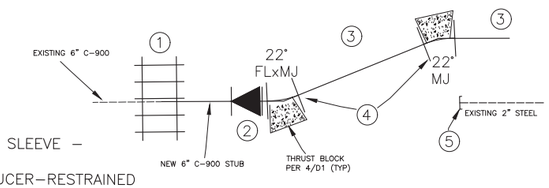
EXHIBIT A
PLANS AND SCHEDULE

Schedule
Mobilization – May 1st, 2022
Demobilization – Oct 1st, 2022



CONSTRUCTION NOTES:

1. INSTALL NEW RESTRAINED 8" DR 14 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
2. NEW ¾" DOMESTIC WATER METER PER 1/D4, 2/D4, 3/D4
3. INSTALL NEW FIRE HYDRANT PER 6/D1.
4. HORIZONTAL OFFSET– RESTRAIN ALL JOINTS
5. NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2
6. NEW 1" DOMESTIC SERVICE TIE INTO EXISTING METER – 2/D2
7. CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
9. DDW WAIVER REQUIRED–UPGRADE PIPE CLASS TO D14 C-900 AND RESTRAIN ALL JOINTS



PARTS:

1) 6" MJ X MJ SOILD SLEEVE – RESTRAINED
2) 8X6 FL X MJ REDUCER–RESTRAINED
3) NEW 8" DR 14 C-900 WATER PIPE
4) 8" FITTINGS TO MAKE HORIZONTAL OFF-SET FOR TIE-IN TO EXISTING PIPE – RESTRAIN PER 3/D1, 4/D1
5) CUT, CAP, & ABANDON. REMOVE IF IN CONFLICT

STA H 10+32 INTERTIE TO EXISTING MAIN @ HAM & US 50 (1/P1)

2-inch Mill and Overlay Take-Off Summary

P1 - 4,440 SF
P2 - 14,160 SF
P3 - 8,904 SF
P6 - 3,720 SF
Total = 31,224 SF

Round Off to 31,500 SF (for bidding purposes)
25% = 7,875 SF

Total for CSLT Agreement (based on design) = 31,500+7,875 = 39,375 SF
Actual Amount to be measured after construction is complete and billed based on actual construction

SOUTH TAHOE PUBLIC UTILITY DISTRICT

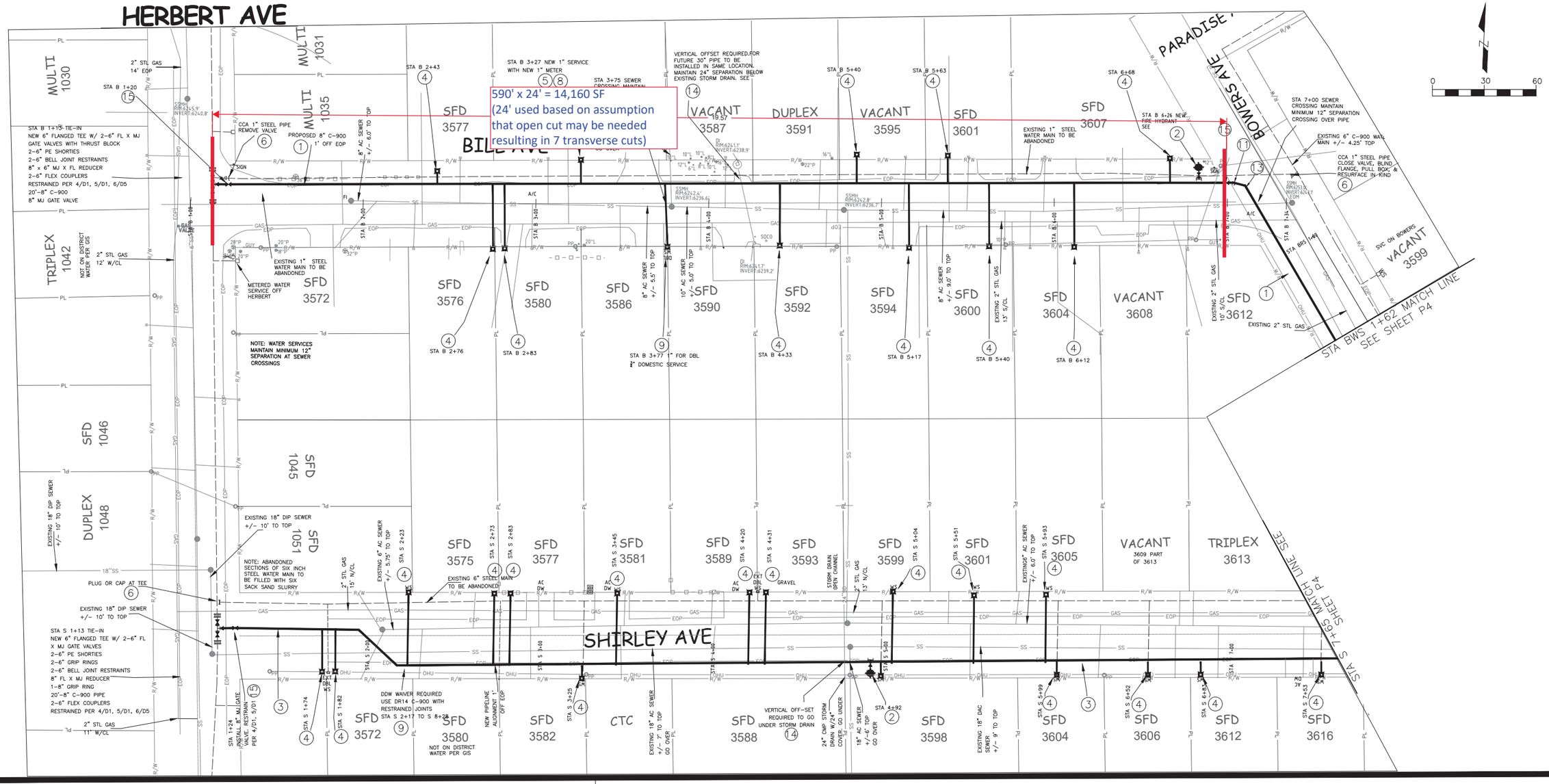
Sewer . Water . A PUBLIC AGENCY
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER
ADRIAN COMBS
No. 73243
Exp. 12/31/22
CIVIL
STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P1
5 OF 18 SHEETS



CONSTRUCTION NOTES:

① INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
② INSTALL NEW FIRE HYDRANT PER 6/D1.
③ INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
④ NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2
⑤ NEW 1" DOMESTIC SERVICE TIE INTO EXISTING METER – 2/D2
⑥ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
⑧ NEW 1" DOMESTIC METER 1/D4,2/D4
⑨ NEW 1" FOR DBL ¾" DOMESTIC SERVICE – 2/D2
⑪ 45° ELBOW RESTRAIN PER 3/D1, 4/D1
⑬ 11° ELBOW RESTRAIN PER 3/D1, 4/D1
⑭ VERTICAL OFFSET–INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER SEE. 3/D2
⑮ 8" MJ GATE VALVE – RESTRAIN PER 3/D1, 4/D1
⑯ 8" X 6" MJ REDUCER – RESTRAIN PER 3/D1, 4/D1
⑰ TIE INTO EXISTING 6" C-900 WATER MAIN
⑱ 90° ELBOW, RESTRAIN PER 3/D1, 4/D1

Southwest Gas Company project planned for Bill Avenue during the same grading season. If both projects are constructed during the same grading season, a 50% reduction to the required paving will be applied to this street.

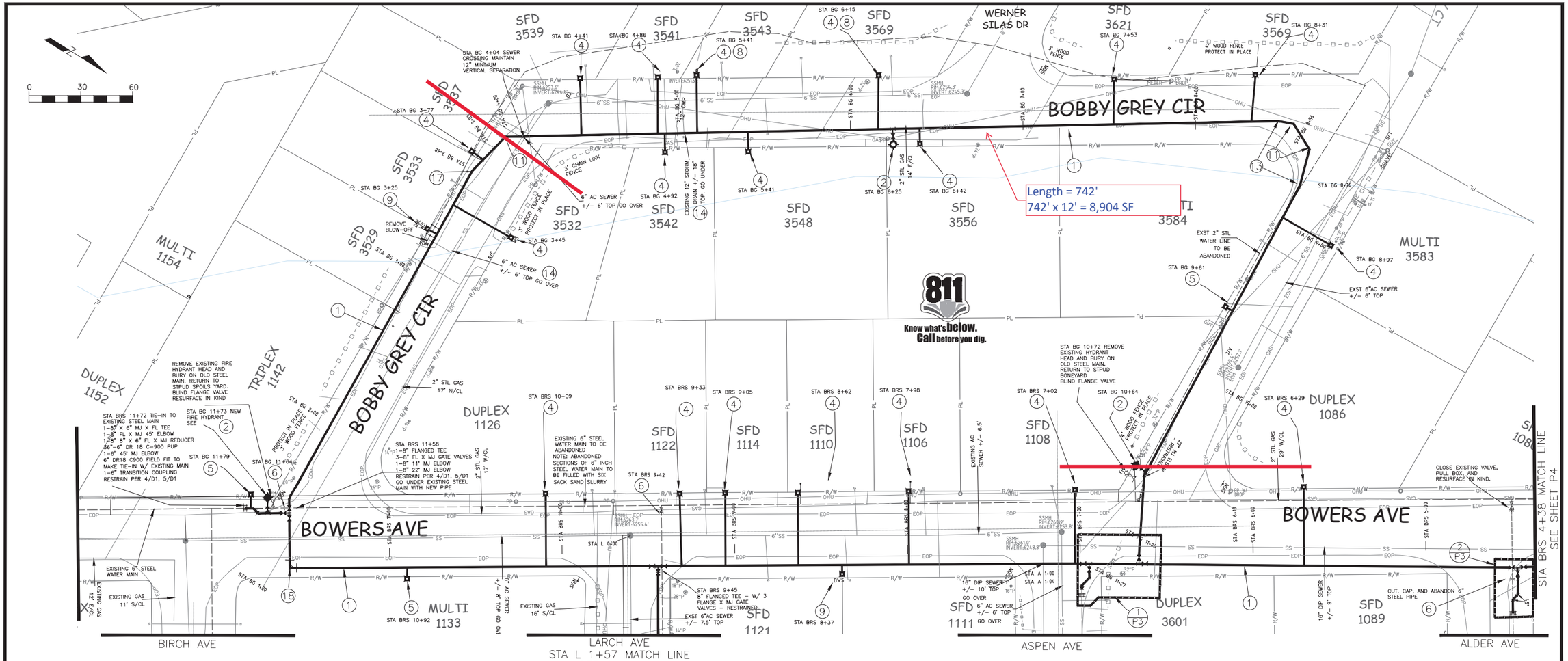
SOUTH TAHOE PUBLIC UTILITY DISTRICT
Sewer . Water . A PUBLIC AGENCY
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER JORDAN COMES No. 73243 Exp. 12/31/22 CIVIL STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P2
6 OF 18 SHEETS



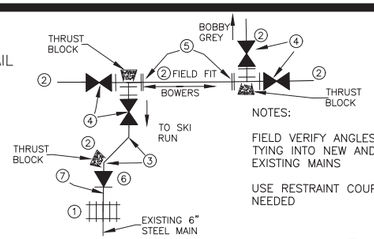
CONSTRUCTION NOTES:

① INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
② INSTALL NEW FIRE HYDRANT PER 6/D1.

④ NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2
⑤ NEW 1" DOMESTIC SERVICE TIE INTO EXISTING METER – 2/D2
⑥ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
⑦ PULL VALVE BOX, BACKFILL, WITH BASE, COMPACT, RESTORE SURFACE IN KIND.
⑧ NEW 3/4" DOMESTIC METER 1/D4,2/D4
⑨ NEW 1" FOR DBL ¾" DOMESTIC SERVICE – 2/D2
⑪ 45° ELBOW RESTRAIN PER 3/D1, 4/D1
⑬ 11° MJ ELBOW RESTRAIN PER 3/D1, 4/D1
⑭ VERTICAL OFFSET–INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER SEE. 3/D2
⑮ 8" MJ GATE VALVE – RESTRAIN PER 3/D1, 4/D1
⑯ NEW 2" DOMESTIC SERVICE
⑰ 22° MJ ELBOW – RESTRAINED PER 3/D1, 4/D1
⑱ 90° ELBOW, RESTRAIN PER 3/D1, 4/D1

PARTS:

1) TRANSITION COUPLING RESTRAIN PER DETAIL 6/D5
2) NEW 8" DIP/DR 18 WATER MAIN PIPE
3) 45° FL X MJ ELBOW RESTRAIN PER 3/D1, 4/D1
4) 8" FLANGED X MJ GATE VALVE RESTRAIN PER 3/D1, 4/D1
5) 8" FLANGED TEE
6) 8"X6" FL X MJ REDUCER
7) 6" DR 18 C-900



NOTES:

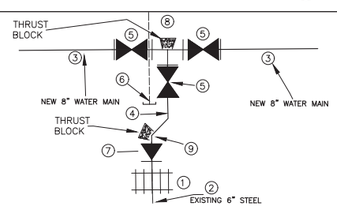
FIELD VERIFY ANGLES FOR TYING INTO NEW AND EXISTING MAINS

USE RESTRAINT COUPLERS AS NEEDED

BOWERS/ASPEN/BOBBY GREY (1/P3)

PARTS:

1) BARREL COUPLER – RESTRAIN PER 6/D5
2) EXISTING PIPE
3) NEW 8" DR 18/CLASS 350 DI WATER MAIN
4) 6" DR 18/CLASS 350 DIP STUB
5) 8" FLANGED X MJ GATE VALVE – RESTRAIN PER 3/D1, 4/D1
6) 8" MJ 45° ELBOW. RESTRAIN PER 3/D1, 4/D1
7) 8" X 6" FL X MJ REDUCER – RESTRAIN PER 3/D1, 4/D1
8) 8" FLANGED TEE – RESTRAIN PER 3/D1, 4/D1
9) 8" 45° FL X MJ ELBOW RESTRAIN PER 3/D1, 4/D1



STA BRS 4+36 INTERTIE TO EXISTING MAIN @ BOWERS & ALDER (2/P3)

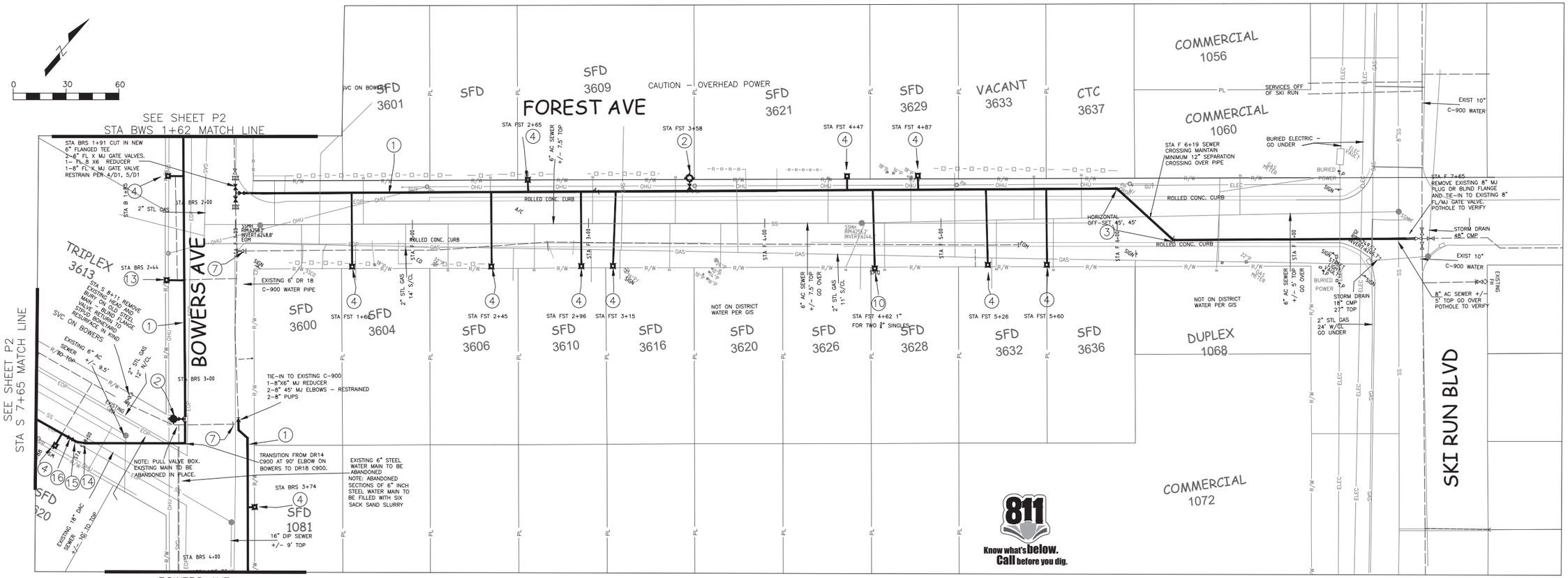
SOUTH TAHOE PUBLIC UTILITY DISTRICT
Sewer . 1950 . Water
A PUBLIC AGENCY
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER
ADRIAN CONNER
No. 73243
Exp. 12/31/22
CIVIL
STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P3
7 OF 18 SHEETS



CONSTRUCTION NOTES:

① INSTALL NEW 8" DR 18 C–900 OR CLASS 350 DIP WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
② INSTALL NEW FIRE HYDRANT PER 6/D1
③ HORIZONTAL BENDS– RESTRAIN PER 3/D1
④ NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2
⑦ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #21
⑩ NEW 1" FOR DBL ¾" DOMESTIC SERVICE – 2/D2
⑪ VERTICAL OFFSET–INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER PER 3/D2
⑫ 45° MJ ELBOW – RESTRAIN PER 4/D1, 5/D1
⑬ NEW 1 ½" DOMESTIC SVC. TIE INTO EXISTING METER
⑭ 8" 11° MJ ELBOW – RESTRAIN PER 4/D1, 5/D1
⑮ 8" 22° MJ ELBOW – RESTRAIN PER 4/D1, 5/D1
⑯ 8" MJ GATE VALVE – RESTRAINED

Southwest Gas Company project planned for Forest Avenue during the same grading season. Based on the design, no mill and overlay would be required, however if at the end of construction a mill and overlay would be required, if both projects are constructed during the same grading season, a 50% reduction to the required paving will be applied to this street.

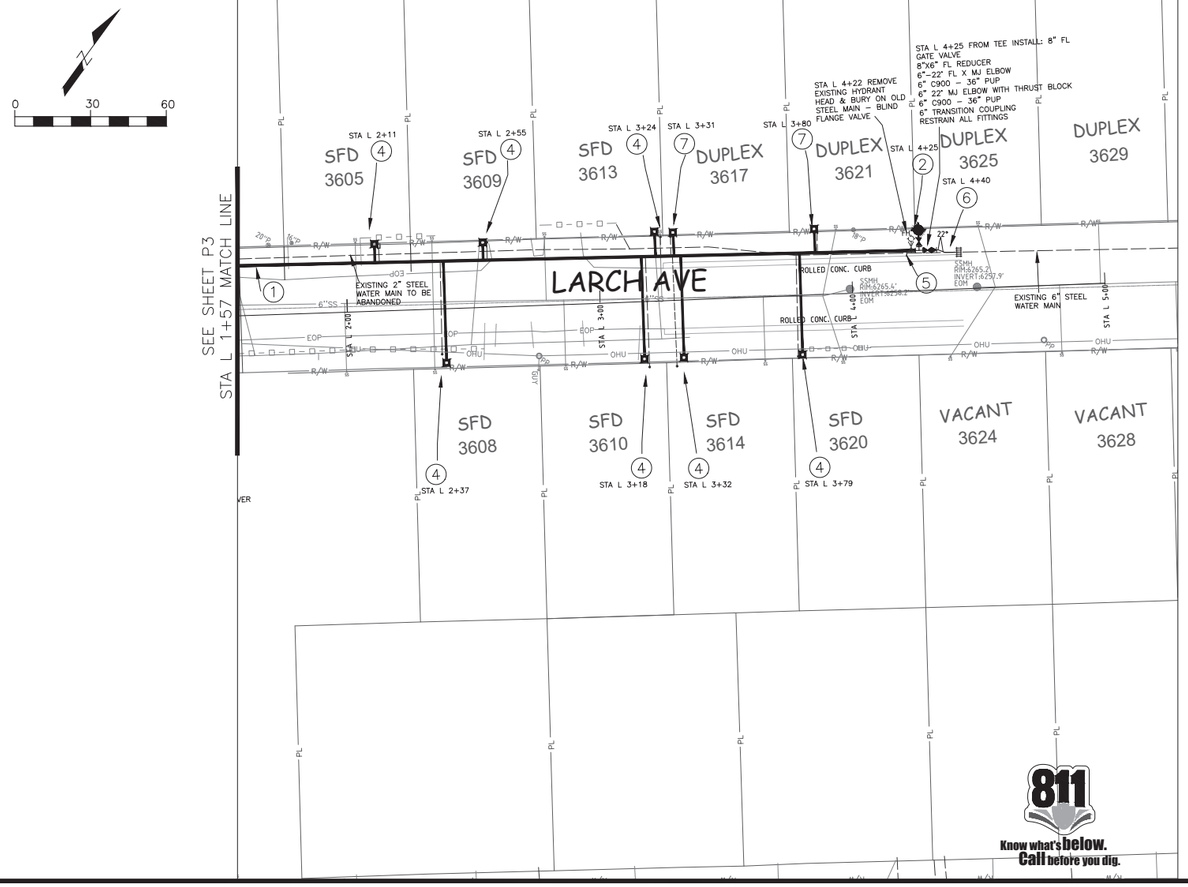
SOUTH TAHOE PUBLIC UTILITY DISTRICT
A PUBLIC AGENCY
Sewer . Water . 1950
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER
JORDAN COMES
No. 73243
Exp. 12/31/22
CIVIL
STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P4
8 OF 18 SHEETS



CONSTRUCTION NOTES:

1. INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
2. INSTALL NEW FIRE HYDRANT PER 6/D1.
3. HORIZONTAL OFFSET-RESTRAIN PER 3/D1, 4/D1
4. NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
5. CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
6. INTERTIE TO EXISTING STEEL - SEE 6/D5
7. NEW 1" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2

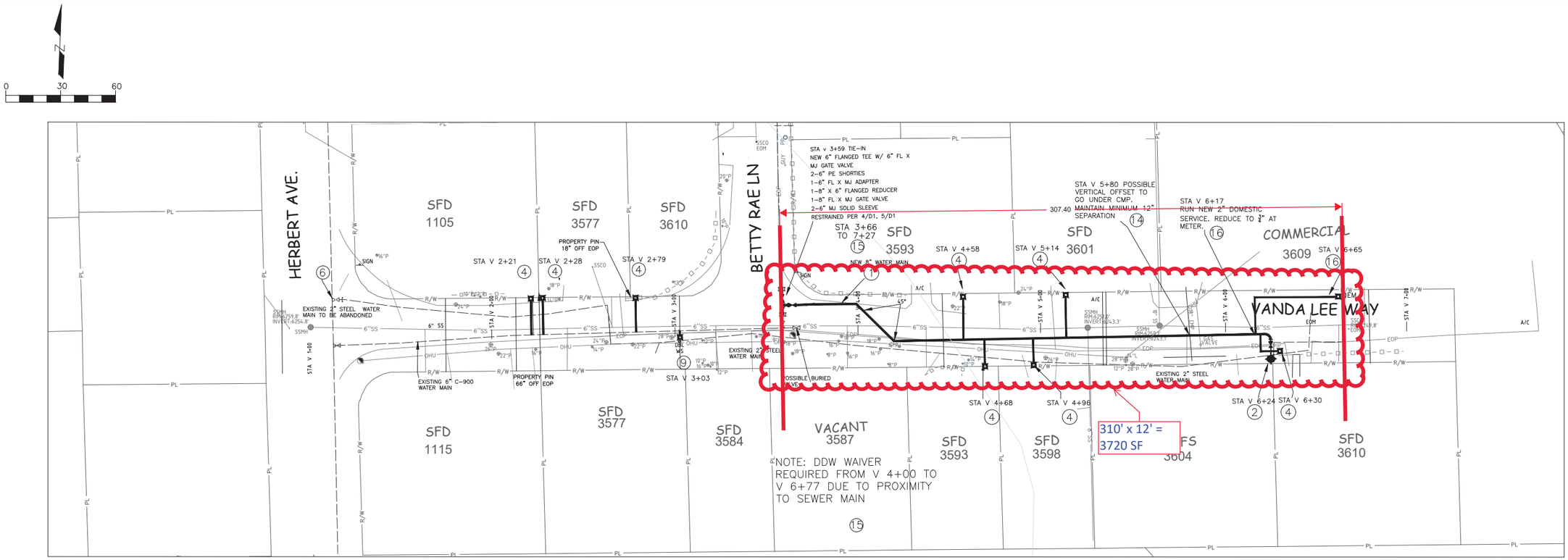
SOUTH TAHOE PUBLIC UTILITY DISTRICT
A PUBLIC AGENCY
Sewer . 1950 . Water
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER
JORDAN COWLES
No. 73243
Exp. 12/31/22
CIVIL
STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P5
9 OF 18 SHEETS



CONSTRUCTION NOTES:

(1) INSTALL NEW 8" RESTRAINED DR14 C900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
(2) INSTALL NEW FIRE HYDRANT PER 6/D1.
(4) NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2
(6) CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
(9) NEW 1" FOR DBL ¾" DOMESTIC SERVICE – 2/D2
(10) 8X6 FL X MJ REDUCER
(11) 45° ELBOW RESTRAIN PER 3/D1 & 4/D1
(14) VERTICAL OFFSET–INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER SEE. 3/D2
(15) DDW WAIVER REQUIRED
(16) 2" HDPE WATER SERVICE REDUCE TO ¾" AT METER PER 2/D2

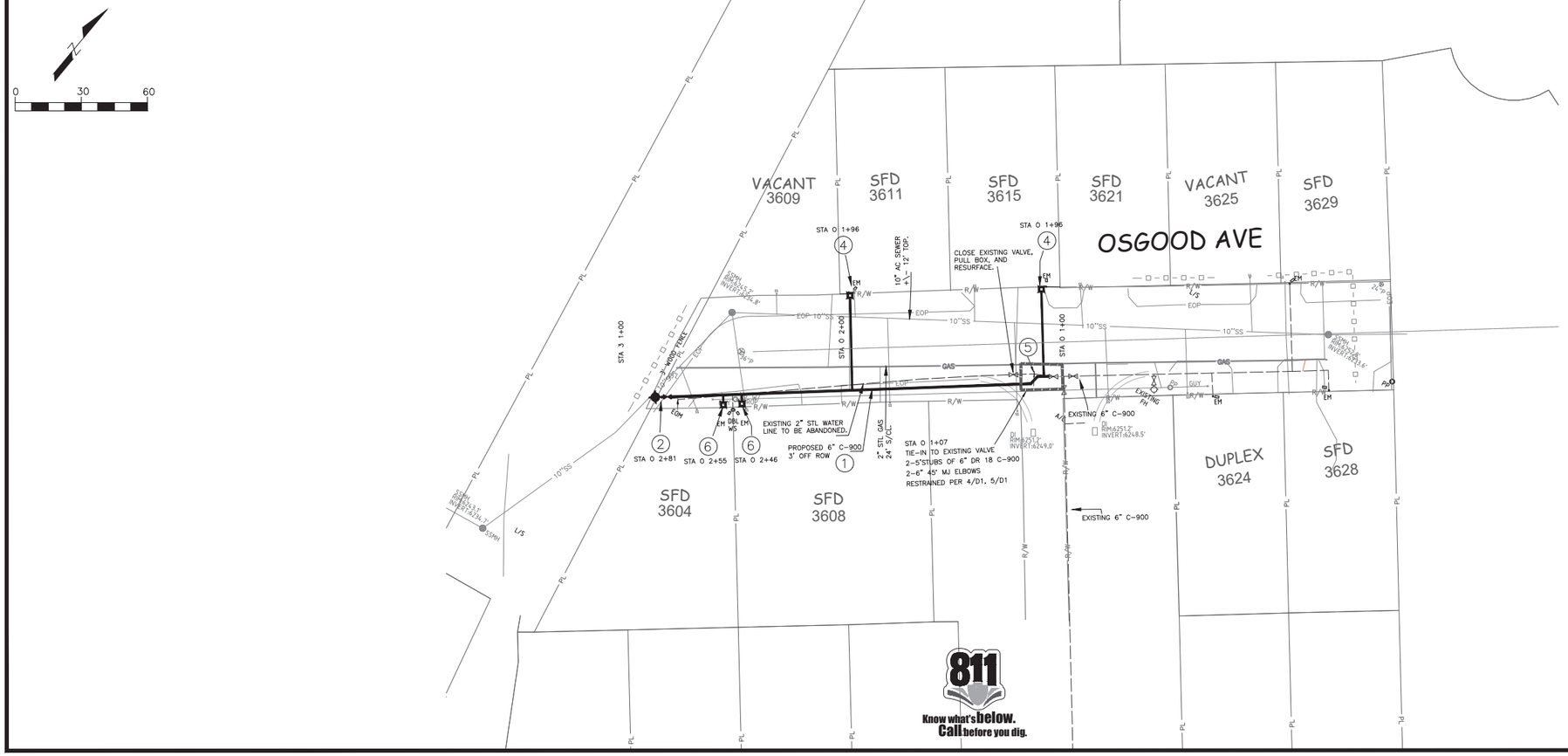
SOUTH TAHOE PUBLIC UTILITY DISTRICT
A PUBLIC AGENCY
Sewer . 1950 . Water
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER
AURTAN COMES
No. 73243
Exp. 12/31/22
CIVIL
STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P6
10 OF 18 SHEETS



CONSTRUCTION NOTES:

1. INSTALL NEW 6" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3,4/D3
2. INSTALL NEW FIRE HYDRANT PER 6/D1.
3. HORIZONTAL OFFSET-RESTRAIN PER 3/D1, 4/D1
4. NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2
5. CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
6. NEW 1" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2

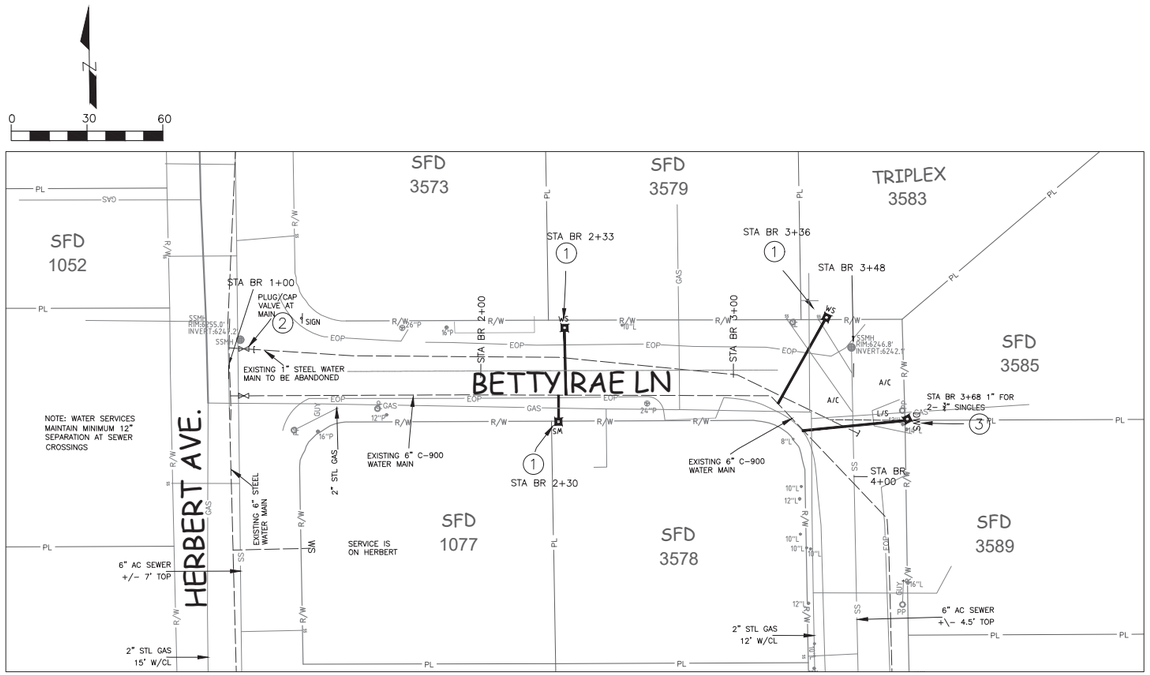
SOUTH TAHOE PUBLIC UTILITY DISTRICT
Sewer . 1950 . Water A PUBLIC AGENCY
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER
JORDAN CONNERS
No. 73243
Exp. 12/31/22
CIVIL
STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P7
11 OF 18 SHEETS



NOTE:
TRANSFER ADDRESSES TO EXISTING 6" C-900 MAIN BY RUNNING NEW SERVICES.
ABANDON 1" STEEL MAIN.

811
Know what's **below.**
Call before you dig.

CONSTRUCTION NOTES:

1. NEW ¾" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER – 2/D2
2. CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20. REMOVE BOX, BACKFILL WITH BASE, COMPACT, AND REESURFACE IN KIND.
3. NEW 1" FOR DBL ¾" DOMESTIC SERVICE – 2/D2

SOUTH TAHOE PUBLIC UTILITY DISTRICT

Sewer . 1950 . Water A PUBLIC AGENCY
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 541-4319
WWW.STPUD.US

2022 BOWERS PIPELINE REPLACEMENT PROJECT

REGISTERED PROFESSIONAL ENGINEER
JORDAN COMES
No. 73243
Exp. 12/31/22
CIVIL
STATE OF CALIFORNIA

DATE: MAR 21
SCALE: 1:30
DRAWN: GAB
FILE: BOWERS

P8
12 OF 18 SHEETS

EXHIBIT B
COSTS FOR REPAVEMENT WORK

Item	Value
Mainline Trench Length (ft)*	2,625
Lane Width (ft)	12
Repavement Area (sf)*	31,500
Bid Unit Price ($/sf)	$5.50 **
Total Anticipated Repavement Cost ($)* (Bid Unity Price x Repavement Area)	$ 173,250
Maximum Authorized Repavement Cost ($) Total Repavement Cost + 25%	$ 216,562.50

*Estimated value only. Actual Repavement Cost to be determined after construction, based on actual installed quantity of mainline trench in paved areas.

** Based on actual All-inclusive unit bid Items received by the District.

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 5

Agenda Item: Citizen Appointments to Commissions and Boards – Building & Housing Board of Appeals

Executive Summary: At its January 18, 2022 meeting, City Council made citizen appointments to Commissions and Boards. The BBOA had 4 vacancies and received one application. Council appointed one member from the applications received and directed the City Clerk to re-solicit for applications to this Board. During the second solicitation period, one application was received from Courtney Schmidt.

Requested Action / Suggested Motions: Pass a Motion appointing one member to serve a 2-year term to the Building Board of Appeals.
Responsible Staff Member: Susan Blankenship, City Clerk

Responsible Staff Member: Susan Blankenship, City Clerk (530) 542-6005

Reviewed and Approved By:
Heather Stroud, City Attorney

Attachments:

01-Staff Report - Citizen Commissions and Boards.docx
02-BBOA Schmidt Redacted.pdf

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: Citizen Appointments to Commissions and Boards – Building & Housing Board of Appeals

Location: Citywide

Responsible Staff Member: Susan Blankenship, City Clerk (530) 542-6005

Background: The Building & Housing Board of Appeals (BBOA) consists of at least three (3) members, but no more than five (5) members and shall serve two-year terms, commencing in February of odd or even numbered years.

At its January 18, 2022 meeting, City Council made citizen appointments to Commissions and Boards. The BBOA had 4 vacancies and received one application. Council appointed one member from the applications received and directed the City Clerk to re-solicit for applications to this Board. During the second solicitation period, one application was received from Courtney Schmidt.

Issue and Discussion: One application was received for the Building Board of Appeals. (2-year term)
- Courtney Schmidt

Financial Implications: Costs associated with staff support of the individual commissions/boards have been budgeted for within the department who oversees the commission.

Environmental Considerations: None.

Policy Implications: The solicitation and appointment of citizens to various boards and commissions meets the requirements set forth in Resolution 2021-061 and conforms to City Council Protocols.

CITY OF SOUTH LAKE TAHOE

VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

NAME: FIRST	MIDDLE INITIAL	LAST	COMMITTEE AND/OR CATEGORY APPLYING FOR:
Courtney I Schmidt			Building Board of Appeals

RESIDENCE: STREET ADDRESS	CITY	STATE	ZIP CODE
3808 Larch Ave Unit #1, South Lake Tahoe, CA 96150			

MAILING ADDRESS: P.O. BOX	CITY	STATE	ZIP CODE
P.O. Box 13395, South Lake Tahoe, CA 96151			

RESIDENCY: (Please select one)

CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

[redacted] SS: EMAIL ADDRESS:

Lake Tahoe Resort Hotel

EDUCATION/EXPERIENCE:

Bachelor's Degree in Business with a concentration in Marketing/Sales & Hospitality Experience, Customer Service

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Leadership Lake Tahoe, TRYP

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Review proposed policies for this commission and make recommendations to benefit the city. Also, be on time, show up to every meeting, and be accountable.

I hope to bring forward strong ideas and be an asset to this community.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?

YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Commission, Planning Commission or Building Board of Appeals Commission, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement? YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

[redacted] e statement or

a matter of public record.

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324
PH: (530) 542-6005
sblankenship@cityofslt.us

Courtney Schmidt

Building & Housing Board of Appeals

—

Courtney Schmidt

[redacted]

January 20, 2022

Susan Blankenship
City Clerk, City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, California 96150

Dear Susan,

Thank you for speaking to the Leadership Lake Tahoe Class of 2021 on December 1st. When I moved to South Lake Tahoe in 2016 from Southern California, I knew this was going to be my forever home. Seeing how close and friendly the community is motivated me to become involved and learn about the city. I currently work at the Lake Tahoe Resort Hotel as the Sales Administrator and am a part of Leadership Lake Tahoe and Tahoe Regional Young Professionals.

I am interested in being a member of the Building & Housing Board of Appeals. A few important responsibilities of my position at the Lake Tahoe Resort Hotel are assisting with sales, marketing and revenue management. With my business acumen, I would bring organization, communication skills, and exercise good and correct judgment.

I hope to hear back from you about this wonderful opportunity. If you need to contact me, please call or email me.

Sincerely,

Courtney Schmidt

Courtney Schmidt

[redacted]ls Commission

WORK EXPERIENCE

Lake Tahoe Resort Hotel, South Lake Tahoe, CA — *Sales Administrator*

August 2020- CURRENT

Maintains sales and reservations systems and efficiencies through supportive team efforts. Provides clerical and administrative support to Director/Sales Managers and Convention Service Director/Manager in coordinating and distributing information to sales and service.

Special Olympics, Riverside County, CA- *Coach and Volunteer*

2020

Trained athletes with intellectual disabilities bocce ball while building upon their strengths and abilities.

Fit Brewing Co, Temecula, CA — *Team Marketing Coordinator*

2019

Coordinated promotional events for sales representatives.
Managed and created visuals for their company's social media.

Driftwood Cafe, South Lake Tahoe , CA — *Hostess and Busser*

2016-2017

Operated in a fast-paced environment while handling food and greeting customers.

Zenith Aquatic Program, Rancho Palos Verdes, CA — *Coach and Volunteer*

2012-2015

Taught swim lessons to younger individuals to improve their strokes and confidence.
Volunteered at large swim events by setting up equipment and recording race times.

EDUCATION

California State University, Fullerton, Fullerton, CA— *Bachelor's Degree in Business, Marketing Concentration, GPA 3.32*
August 2018- January 2021

Lake Tahoe Community College, South Lake Tahoe, CA — *Associate's Degree in Business Administration, GPA 3.9*
September 2016- June 2018

University of Redlands, Redlands, CA — *Global Business Studies as a Freshman & Student Athlete, GPA 3.6*
September 2015- April 2016

Palos Verdes Peninsula High School, Rolling Hills Estates, CA — *GPA 3.7*
September 2011- June 2015

SKILLS

Hotel Industry Operation and Computer System Knowledge

Time Management & Scheduling

Leadership and Teamwork Skills

Interpersonal Skills

Organization Skills

Proficiency in Microsoft Office (PowerPoint, Outlook, Excel, Word)

LOCAL PROFESSIONAL DEVELOPMENT PROGRAMS

Leadership Lake Tahoe 2021-2022

Tahoe Regional Young Professionals 2021-Present

AWARDS

Dean's Honor List for Both CSUF and LTCC 2016-2021

Cum Laude Honor Student at CSUF 2021

Marketing Honors Networking Program 2020

Most Valuable Swimmer at PVPHS 2012 and 2013

Current Record Holder at University of Redlands and PVPHS for Swim Team

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 6

Agenda Item: Small Business Sustainability (SBS) Loan Program Update

Executive Summary: The report provides an opportunity for City Council to evaluate the status of the COVID-19 Small Business Sustainability (SBS) loan program established in Fiscal Year 2021 as means to provide support and assistance to local businesses for COVID-19 recovery efforts. The staff report provides information on potential sources of funding of the loan forgiveness as an alternative to collecting $382,500 in outstanding loan balances beginning June 1, 2022. Staff will seek City Council input and direction on the loan repayment process or loan forgiveness option.

Requested Action / Suggested Motions: Receive a report on the 2021 COVID-19 Small Business Sustainability (SBS) Loan Program. Discuss and provide direction to staff on the loan repayment plan or loan forgiveness option.
Responsible Staff Member: Olga Tikhomirova, Director of Finance

Responsible Staff Member: Olga Tikhomirova, Director of Finance (530)542-7431

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Director of Finance
Heather Stroud, City Attorney

Attachments:

01-Staff_Report-SBS Loans Update.docx
02-SBS Loans Listing.pdf

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: **City of South Lake Tahoe COVID-19 Small Business Sustainability Loan Program Update**

Location: Citywide

Responsible Staff Member: Olga Tikhomirova, Director of Finance (530) 542-7431

Background: At the January 5, 2021 City Council meeting the City Council of the City of South Lake Tahoe allocated $700,000 of undesignated fund balance to establish a COVID-19 Small Business Sustainability (SBS) Loan Program.

The City of South Lake Tahoe loan committee approved fifty-five loans totaling $407,500 in three rounds prior to the program being closed. The remaining $292,500 of appropriated funds were available for other uses and on April 20, 2021 by City Council action were reallocated for one-time payments to fire and police safety and other personnel in recognition of on-going risk and exposure to the COVID-19 virus.

The City's COVID-19 Small Business Sustainability Loan Program (the "Program") provided eligible small businesses in need of assistance due to the impact of COVID-19 with loans of up to $15,000 with the following terms:

- 0% interest rate
- No collateral required
- No fees or points
- Payments deferred until June 1, 2022
- The loan balance will be required to be repaid in equal installments based on the amount of the loan:
    - Tier 1 (loans up to $5,000 for businesses with 8 or less employees), repayment will be over three years beginning June 1, 2022 ($139 per month maximum)
    - Tier 2 (loans up to $10,000 for businesses with 9 to 30 employees), repayment will be over five years beginning June 1, 2022 ($167 per month maximum)
    - Tier 3 (loans up to $15,000 for businesses with 30 or more employees), repayment will be over seven years beginning June 1, 2022 ($215 per month maximum)
- There may be interest charged at a rate established no lower than 5% if the loan balance is not paid in full by the maturity dates of June 1, 2025 (for loans less than and up to $5,000) and June 1, 2027 (for loans between $5,001 and $10,000), and June 1, 2029 (for loans between $10,001 and $15,000).

The eligibility requirements for the program included but were not limited to:

- Applicants must be a for-profit, independently owned and operated business located within the City limits of South Lake Tahoe, CA.
- The business must have a storefront presence or office within the City limits of South Lake Tahoe, CA.
- Eligible business types included restaurants, retail stores, or local service provider.
- Businesses with 30 or less FTE were eligible to apply.
- The business had to be in operation as of March 1, 2020.
- The business had to demonstrated hardship due to the 2020 COVID-19 pandemic and its related Public Health Orders, such as a closure and resultant loss in revenue.
- Loan funds had to be used for daily operational needs such as lease/mortgage payments, payroll and benefit costs, utilities, materials, supplies and services associated with making business compliant with additional social distancing requirements.
- Per the application, the business had to inform the City of South Lake Tahoe if it had applied for a Paycheck Protection Program (PPP)/CARES Act loan, and whether the application was successful. The City gave a preference to businesses unable to receive a PPP loan if the business had attempted to apply but was denied because of lack of PPP funding or because the business was not able to process a loan application through area banks and SBA.

Out of fifty-five approved loans, two loans for a total of $25,000 were later rejected, leaving the total balance for the remaining fifty-three loans of $382,500. The allocation between tiers was as following:

- One (1) loan at $3,000
- One (1) loan at $4,500
- Thirty-three (33) loans at $5,000, totaling $165,000
- Twelve (12) loans at $10,000, totaling $120,000
- Six (6) loans at $15,000, totaling $90,000.

There was one monthly payment received in June 2021 in the amount of $138.89 from one of the businesses with the outstanding loan balance of $5,000. Additionally, a balance on one of the loans was sent to collections due to a violation of state, county, and local public health requirements regarding COVID-19 and non-compliance with the loan agreement by the borrower.

All outstanding loans are listed in the Attachment #2.

Issue and Discussion: This item is brought to City Council as an update and for discussion and consideration of several items, including an establishment of the interest rate on the loans no lower than 5% if the loan balance is not paid in full by the maturity dates, as stipulated in the loan program.

City Council is also invited to consider and debate the loan forgiveness option as an alternative to the loans collection. This will require for the staff to bring back a budget adjustment at one of the next council meetings, based on the funding option selected.

There are several arguments can be made in favor of loan forgiveness. Firstly, the continuing impact of COVID-19 on businesses. Secondly, positive results of City revenues which came in higher than expected in the fiscal year 2020/2021. And lastly, high administrative burden for

collecting the loans over the next three to seven years. Additionally, available unallocated ARPA funding from the first tranche is an appropriate source to use towards loan forgiveness.

Financial Implications: Loan forgiveness will have a positive effect on businesses in the community, as well as will prevent significant administrative burden that could be created by efforts towards collecting monthly payments on 52 loans in the next three to seven years. Per the City's Financial Policies, uncollectable amounts are submitted to the collection agency after three unsuccessful attempts to collect on outstanding balance. The loan with non-compliance issue was sent to collections in April 2021 and is not eligible for loan forgiveness.

There are two funding sources available for loan forgiveness and extinguishment of the outstanding SBS program loans receivable balances. A portion of the previously unallocated ARPA funding in the amount of $489,997 is available for appropriations towards loan forgiveness. Another alternative is the use of General Fund Undesignated Excess Reserves.

Loan forgiveness will result in SBS loans effectively becoming grants. Opposite to grants to individuals for COVID-19 related expenses, that qualify under the general welfare exclusion because those grants are not based on individual of family needs, payments to businesses, including COVID-19-related government grants are taxable income unless Congress acts to specifically exempt them from tax. The City will be required to report these grants issued to small businesses on form 1099-C for the calendar year 2022. Businesses will need to consult their tax CPAs on including these grants in gross income on federal and California tax returns.

Environmental Considerations: None

Policy Implications: None

CITY OF SOUTH LAKE TAHOE
COVID-19 SMALL BUSINESS LOANS PROGRAM

Line #	Object:	Posting Date	Check No.	Subsystem Ref	Amount	Cc
1	ACQUA HAIR DESI COVID-19 SMALL	1/27/2021	273793	SBS LOAN ROUND 1	$ 5,000.00	
2	ART OF GELATO COVID-19 SMALL B	1/27/2021	273794	SBS LOAN ROUND 1	$ 5,000.00	
3	AZUL LATIN KITC COVID-19 SMALL	1/27/2021	273796	SBS LOAN ROUND 1	$ 15,000.00	
4	BASE CAMP PIZZA COVID-19 SMALL	1/27/2021	273797	SBS LOAN ROUND 1	$ 15,000.00	
5	BLUE GRANITE CL COVID-19 SMALL	3/15/2021	274261	SBS LOAN ROUND 3	$ 10,000.00	
6*	BURGER LOUNGE COVID-19 SMALL B	1/27/2021	273798	SBS LOAN ROUND 1	$ 5,000.00	*
7	CAKES BY THE LA COVID-19 SMALL	2/22/2021	274098	SBS LOAN ROUND 2	$ 5,000.00	
8	CALIFORNIA BURG COVID-19 SMALL	1/27/2021	273799	SBS LOAN ROUND 1	$ 15,000.00	
9	CASTO CHIROPRAC COVID-19 SMALL	2/22/2021	274101	SBS LOAN ROUND 2	$ 5,000.00	
10	COACHMAN HOTEL COVID-19 SMALL	1/27/2021	273801	SBS LOAN ROUND 1	$ 10,000.00	
11	DRAGONFLY BAGEL COVID-19 SMALL	3/15/2021	274270	SBS LOAN ROUND 3	$ 5,000.00	
12	DS PROFESSIONAL COVID-19 SMALL	1/27/2021	273803	SBS LOAN ROUND 1	$ 10,000.00	
13	ELEMENTS HEALTH COVID-19 SMALL	2/22/2021	274104	SBS LOAN ROUND 2	$ 10,000.00	
14	EMPANASH COVID-19 SMALL BUSINE	1/27/2021	273805	SBS LOAN ROUND 1	$ 5,000.00	
15	ENSYNC SPIN STU COVID-19 SMALL	3/15/2021	274273	SBS LOAN ROUND 3	$ 5,000.00	
16	ERNIE'S COFEE S COVID-19 SMALL	1/27/2021	273806	SBS LOAN ROUND 1	$ 10,000.00	
17	EXQUISITE GRILL COVID-19 SMALL	1/27/2021	273807	SBS LOAN ROUND 1	$ 5,000.00	
18	FLIGHT DECK SPO COVID-19 SMALL	2/22/2021	274108	SBS LOAN ROUND 2	$ 10,000.00	
19	FREE BIRD COVID-19 SMALL BUSIN	1/27/2021	273812	SBS LOAN ROUND 1	$ 5,000.00	
20	GAIALICIOUS LLC COVID-19 SMALL	2/22/2021	274111	SBS LOAN ROUND 2	$ 3,000.00	
21	GASTROMANIAC LL COVID-19 SMALL	1/27/2021	273813	SBS LOAN ROUND 1	$ 5,000.00	
22	GS PROFESSIONAL COVID-19 SMALL	1/27/2021	273814	SBS LOAN ROUND 1	$ 10,000.00	
23	GYM LOVE LLC COVID-19 SMALL BU	1/27/2021	273815	SBS LOAN ROUND 1	$ 5,000.00	
24	HELLO BEAUTIFUL COVID-19 SMALL	2/22/2021	274115	SBS LOAN ROUND 2	$ 5,000.00	
25	HIGH MOUNTAIN G COVID-19 SMALL	1/27/2021	273817	SBS LOAN ROUND 1	$ 5,000.00	
26	ISLAND FRAMING COVID-19 SMALL	1/27/2021	273818	SBS LOAN ROUND 1	$ 5,000.00	
27	J & L PRO KLEEN COVID-19 SMALL	1/27/2021	273819	SBS LOAN ROUND 1	$ 5,000.00	
28	JANETT'S PLACE COVID-19 SMALL	3/15/2021	274286	SBS LOAN ROUND 3	$ 5,000.00	
29	KEYS CAFE COVID-19 SMALL BUSIN	1/27/2021	273820	SBS LOAN ROUND 1	$ 4,500.00	
30	LA BARBERIA COVID-19 SMALL BUS	1/27/2021	273821	SBS LOAN ROUND 1	$ 5,000.00	
	LA BARBARIA SMALL BUS LOAN P	6/22/2021		GL42925	$ (138.89)	
31	LAKE TAHOE PRES COVID-19 SMALL	1/27/2021	273822	SBS LOAN ROUND 1	$ 10,000.00	
32	MACDUFFS PUBLIC COVID-19 SMALL	1/27/2021	273825	SBS LOAN ROUND 1	$ 10,000.00	
33	MARCIA SAROSIK COVID-19 SMALL	1/27/2021	273872	SB LOAN ROUND 1	$ 5,000.00	
34	NINJA HAIR DEN COVID-19 SMALL	1/27/2021	273829	SBS LOAN ROUND 1	$ 5,000.00	
35	ONE WORLD HEALI COVID-19 SMALL	1/27/2021	273831	SBS LOAN ROUND 1	$ 5,000.00	
36	POKE ROK SLT LL COVID-19 SMALL	1/27/2021	273832	SBS LOAN ROUND 1	$ 5,000.00	
37	SANDRA SANTANE COVID-19 SMALL	1/27/2021	273836	SBS LOAN ROUND 1	$ 5,000.00	
38	SIDELLIS LAKE T COVID-19 SMALL	2/22/2021	274146	SBS LOAN ROUND 2	$ 5,000.00	
39	SIERRA ALTERNAT COVID-19 SMALL	1/27/2021	273838	SBS LOAN ROUND 1	$ 5,000.00	
40	SOUTH OF NORTH COVID-19 SMALL	1/27/2021	273844	SBS LOAN ROUND 1	$ 10,000.00	
41	SOUTH SHORE CUS COVID-19 SMALL	1/27/2021	273845	SBS LOAN ROUND 1	$ 5,000.00	
42	SUGARED COVID-19 SMALL BUSINES	1/27/2021	273848	SBS LOAN ROUND 1	$ 5,000.00	
43	TAHOE INVESTMEN COVID-19 SMALL	1/27/2021	273850	SBS LOAN ROUND 1	$ 15,000.00	
44	TAHOE PRODUCTIO COVID-19 SMALL	1/27/2021	273851	SBS LOAN ROUND 1	$ 5,000.00	
45	TASTE OF EUROPE COVID-19 SMALL	1/27/2021	273852	SBS LOAN ROUND 1	$ 5,000.00	
46	TATTOO BONBON COVID-19 SMALL B	1/27/2021	273853	SBS LOAN ROUND 1	$ 5,000.00	
47	THE BUTTERMUFFI COVID-19 SMALL	1/27/2021	273856	SBS LOAN ROUND 1	$ 5,000.00	
48	THE LOFT TAHOE COVID-19 SMALL	1/27/2021	273857	SBS LOAN ROUND 1	$ 10,000.00	
49	THE TURN THREE COVID-19 SMALL	1/27/2021	273858	SBS LOAN ROUND 1	$ 5,000.00	
50	THIRD MAN TAPHO COVID-19 SMALL	1/27/2021	273859	SBS LOAN ROUND 1	$ 15,000.00	
51	VERDE MEXICAN R COVID-19 SMALL	3/15/2021	274330	SBS LOAN ROUND 3	$ 10,000.00	
52	WILDWOOD MAKERS COVID-19 SMALL	3/15/2021	274337	SBS LOAN ROUND 3	$ 5,000.00	
53	WOODWIND CHARTE COVID-19 SMALL	1/27/2021	273869	SBS LOAN ROUND 1	$ 15,000.00	

	$ 382,361.11
Add back payment received	$ 138.89
	$ 382,500.00

* The loan borrower violated COVID-19 state, county and local public health requirements and is not eligible for loan forgiveness

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 7

Agenda Item: South Lake Tahoe Fire Rescue - Annual Report 2021

Executive Summary: Each year in January, the Fire Department publishes an Annual Report highlighting accomplishments, incident response statistics, staffing changes, and fire department events from the previous year. 2021 was a challenging year and the annual report gives a historical presentation of how the fire department and city as overcame these challenges.

Requested Action / Suggested Motions: Receive and File.
Responsible Staff Member: Clive Savacool, Fire Chief

Responsible Staff Member: Clive Savacool, Fire Chief (530) 542-6152

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Finance Director
Heather Stroud, City Attorney

Attachments:

01-Staff Report - Fire Department Annual Report.docx
02 - Annual Report 2021.pdf

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: South Lake Tahoe Fire Rescue - Annual Report 2021

Location: Citywide

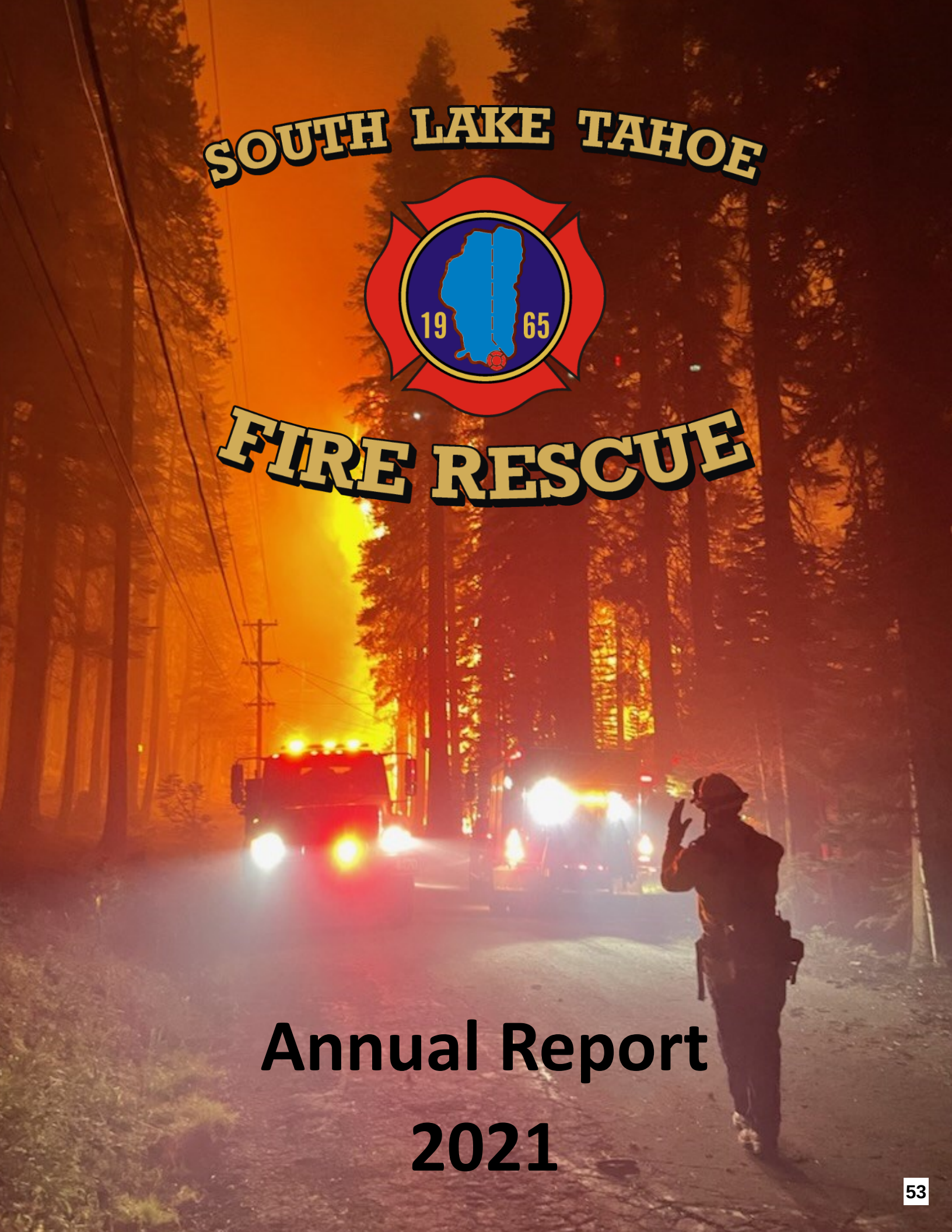
Responsible Staff Members: Clive Savacool, Fire Chief (530) 542-6152

Background: Each year in January, the Fire Department publishes an Annual Report highlighting accomplishments, incident response statistics, staffing changes, and fire department events from the previous year. 2021 was a challenging year and the annual report gives a historical presentation of how the fire department and city as overcame these challenges.

Issue and Discussion: The fire department had some significant accomplishments in 2021 with the support of the City Council, and in appreciation, will present a copy of the annual report to each councilmember.

Financial Implications: None

Policy Implications: None



Annual Report

2021

From the office of the Fire Chief...



With many of the challenges from 2020 rolling over and expanding in 2021, South Lake Tahoe Fire Rescue had lots to juggle throughout the year including the persistent pandemic, disaster preparedness, major wildfires, infrastructure challenges and regional collaboration.

The fire department worked with El Dorado County and many community partners to host nineteen COVID-19 vaccine clinics. Through these clinics, we were able to vaccinate almost 20% of the community's population.

To address disaster preparedness, the fire department collaborated with neighboring agencies and our police department to develop a community-wide evacuation plan that the city council adopted on August 3rd, just prior to the Caldor Fire. These evacuation plans will be used as a foundation to develop a basin-wide evacuation plan with the Lake Tahoe Regional Fire Chiefs' Association.

2021 was also a landmark year for local wildfires. The community was hit by both the *Tamarack Fire* and the *Caldor Fire* within a matter of six weeks. Our greatest challenges with these large fires were a change in fire behavior due to the impacts of global-warming and the lack of resources available through the state and federal mutual aid system. We were fortunate to have help from our neighbors throughout El Dorado County, the Lake Tahoe Basin and Nevada. With a reduction in the firefighting workforce throughout California and a high demand for the resources that did exist, we did not see the massive influx of fire crews that we may have seen just a few years ago.

Fortunately, what is predictable is preventable. In this context, the local fire agencies recognize that we need to all work together to ensure resources are available for major incidents when they do occur.
We addressed this in 2021 through our *South Shore Response Plan*. This is an agreement between local agencies to ensure the closest resources are sent to an emergency, regardless of which fire department jurisdiction it is in.
In short, it's what the community wants and deserves.



Internally, SLTFR used 2021 as a year to improve both the infrastructure and the operational structure of the department. With the support of the city council, the police and fire departments began major improvements on the communication system that our amazing dispatchers use to direct our first responders to emergencies. These upgrades will provide dispatching through GPS location rather than assigned addresses, ensuring the closest resources are sent to an emergency. While this has become the new standard in dispatching technology, we will be the first in the Tahoe Basin to adopt this.

The fire department also used 2021 to start the planning process of remodeling Fire Station 3 and to replace our aging fire engine at Station 1. The remodel of Station 3 is slated for completion in the fourth quarter of 2022 but may extend into 2023. Through the funds realized by Measure S, we are also setting aside a half million dollars a year to be able to replace Fire Station 2 when the time comes.

Finally, at the end of 2021, the fire department formally created a Fire Prevention Bureau. This division will focus on community risk reduction, managing defensible space and building fire codes within the community.

For 2022, the fire Department and the city have a lot to look forward to. We have a long list of priorities that will be time consuming and challenging, but will result in big leaps forward that are well worth the effort.

The Fire Prevention Bureau will be taken over and managed by a Fire Marshal we plan to bring on board in March or April. We will continue developing our community evacuation plan to include all of our neighbors around the lake. The defensible space program will expand with seasonal inspectors, while a new vegetation management ordinance is being prepared for adoption by city council.



We will also see the completion of the communication systems upgrade, providing new forms of dispatching that will get first responders to the scene quicker and provide for greater firefighter and police officer safety.

The creation of a Public Education Division within the fire department will assist with programs focused on improving community awareness, including the development of educational programs for local children.

The fire department will improve focus on low frequency, high-risk emergencies such as high-rise fire training. A new policy will be adopted and outside instructors from major metropolitan agencies will be brought in to improve the firefighters' preparedness. Included in our heavy training schedule for 2022, we will see more live fire training, another truck academy and additional training on firefighter safety and survival programs.

We also plan to complete a basin-wide water response plan for Lake Tahoe. Given the continuous increase in visitors to the lake, all agencies around Lake Tahoe can better serve our residents and tourists by working together. While this holds true with all emergencies, it is critical that a universal policy and response plan be put into place for the dynamic challenge of water rescue. The Lake Tahoe Regional Fire Chiefs' Association is adopting a plan being developed by South Lake Tahoe Fire Rescue.

2021 wasn't such a bad year when you look at all we accomplished, and we're certain 2022 will be another opportunity to show the pride and dedication of our fire department staff.

Thank you to our City Council and our citizens for their support.

Sincerely,

Clive Savacool

Clive Savacool

Fire Chief



SOUTH LAKE TAHOE

FIRE RESCUE



Our Mission Statement:

Serving our Community with Compassion, Professionalism, and Honor

Background

The City of South Lake Tahoe was incorporated in 1965. That was done by combining several small communities including Al Tahoe, Bijou, Bijou Park, Stateline, Tahoe Valley, and Tallac Village. The fire department was formed in 1966 by the City. Currently the City's approximately 23,000 residents reside in an area of approximately 16.6 square miles. We are located at 6237 feet above sea level.

The fire department provides all risk emergency and non-emergency services including fire protection, emergency medical services, limited fire prevention, and public education. Today the department maintains three fire stations and a training center. South Lake Tahoe Fire Rescue personnel and equipment responded to 3365 emergency calls in 2021.

Finance

The fire department receives money in two different manners. We receive the preponderance through the general fund, as well as revenue for capital purchases from proposition 172 funding. The 2020/2021 fire department budget was $9,349,990. We always focus our efforts on developing a budget with strict accountability measures for those that have administrative assignments.

Supported by

Our 2021 City Council

Tamara Wallace, Mayor
Devin Middlebrook, Mayor Pro Tem
Cristi Creegan
John Freidrich
Cody Bass

Our 2021 City Department Heads

Joe Irvin, City Manager
Heather Stroud, City Attorney
Susan Blankenship, City Clerk
Olga Tikhomirova and her finance staff
Human Resources staff
Anush Nejad and his Fleet / Streets staff
Hilary Roverud and her Developmental Services staff
I.T. team
Facilities staff
Chief Stevenson and his Police Dept staff

As part of our department Strategic Plan, we identified Goals and Objectives to be completed by 2023.

SLTFR Five Strategic Goals:

Goal: South Lake Tahoe Fire Rescue seeks to improve and invest in current communications technology that will provide a higher level of reliability for our emergency response capabilities, dispatching of true closest resource and most importantly improved firefighter and police officer safety.

Goal: South Lake Tahoe Fire Rescue seeks to improve our automatic aid capabilities with the Lake Tahoe First Responder Agencies, which would benefit all jurisdictions in the basin in a cost effective and efficient manner.

Goal: South Lake Tahoe Fire Rescue seeks to improve training of high-risk low-frequency emergency training. Specifically in the area of high-rise firefighting training and preparedness.

Goal: South Lake Tahoe Fire Rescue will create and develop a Fire Prevention Bureau to improve community wildfire preparedness and risk reduction. As well as the development of a robust Public Education Division.

Goal: A facilities replacement plan will be identified to have well maintained facilities and equipment that enable personnel to perform their jobs safely and efficiently. For 2022 a remodel of Fire Station 3 will be the top priority under the capital improvement plan.

South Lake Tahoe Fire Rescue Personnel

Administrative Assignments Summary

Our personnel are each tasked with a specific assignment for the year, in addition to their regular duties.

(in order of Fire Dept seniority)

Year hired:

2001	Captain / Paramedic R.N. Kim George - Public Education/ EMS Officer
2002	Engineer Steve Monday
2002	Captain / Paramedic Leslie Asbury - Behavioral Health / Pre-Incident Planning
2002	Battalion Chief Jim Drennan – Training Chief
2002	Battalion Chief Karl Koeppen – Operations Chief (hired by Public Works in 1999)
2004	Executive Assistant Sallie Ross—Assistant to the Fire Chief / Agency PIO
2005	Firefighter / Paramedic Chris Wildman - New Hire Advocate / Training Calendar
2005	Captain / Paramedic Al Martinez - Union President / Fire –Arson Investigation
2006	Captain / Paramedic Brenen Davis – Facilities / Tools and Equipment
2007	Captain / Paramedic Tyler Jack - Blue Card Training
2007	Captain / Paramedic Doug Bailey – Extrication
2007	Engineer / Paramedic Mike Mileski - Personal Protective Equipment/Turnouts/TEMS
2009	Engineer Jody Benavidez- Station Supplies/Quartermaster
2009	Engineer / Paramedic Holt Cawelti - Apparatus and Maintenance / Boat Program
2009	Captain Justin Keys - Technical and Heavy Rescue Systems / New Hire Academy
2012	Firefighter / Paramedic Paul Bias
2012	Engineer / Paramedic Trent Renner - Uniforms / New Hire Academy
2013	Engineer / Paramedic Kevin VanKirk - Hose, Nozzles, Appliances and Water
2013	Captain / Paramedic Mike Taormina – Wildland Operations
2014	Engineer / Paramedic Danny Vallejo - Ice and Swift Water Rescue / Hostile Events/ TEMS
2014	Engineer / Paramedic Dustin Winter – Health and Fitness / Wildland Operations
2018	Firefighter / Paramedic James Berthinier—Assisting with New Hire Advocate
2018	Engineer / Paramedic Haven Wilvers— Tools and Equipment / Boat Program
2018	Firefighter / Paramedic Jake Reginato—EMS Supplies and Equipment / Ropes
2018	Firefighter Tom Jones—SCBA / Therapy Dog Handler
2018	Battalion Chief Jay Manning - Administration Chief
2019	Firefighter / Paramedic Blake Sturdivan—Drone Program
2019	Firefighter / Paramedic Lance Hubbard—Assist with Arson Investigation
2019	Firefighter / Paramedic Brad Callejo—Assist with SCBA
2020	Firefighter / Paramedic Derek Longoria—Health and Fitness
2020	Firefighter / Paramedic Matt Davis— Hazmat
2020	Firefighter / Paramedic Jonathan Szendrey—CPR Instruction
2020	Firefighter / Paramedic Leo Gebhardt—CPR Instruction
2020	Firefighter / Paramedic Kyle Printz—Assisting with Communications
2020	Fire Chief Clive Savacool—Department Chief— oversees all divisions and programs
2020	Fire Safety Inspector—Dan Brown—Prevention
2021	Firefighter / Paramedic Chris Grasso—Working on task book while on probation
2021	Firefighter / Paramedic Luke Daum—Working on task book while on probation

Agency Organizational Chart

1 - Fire Chief

1– Executive Assistant / PIO

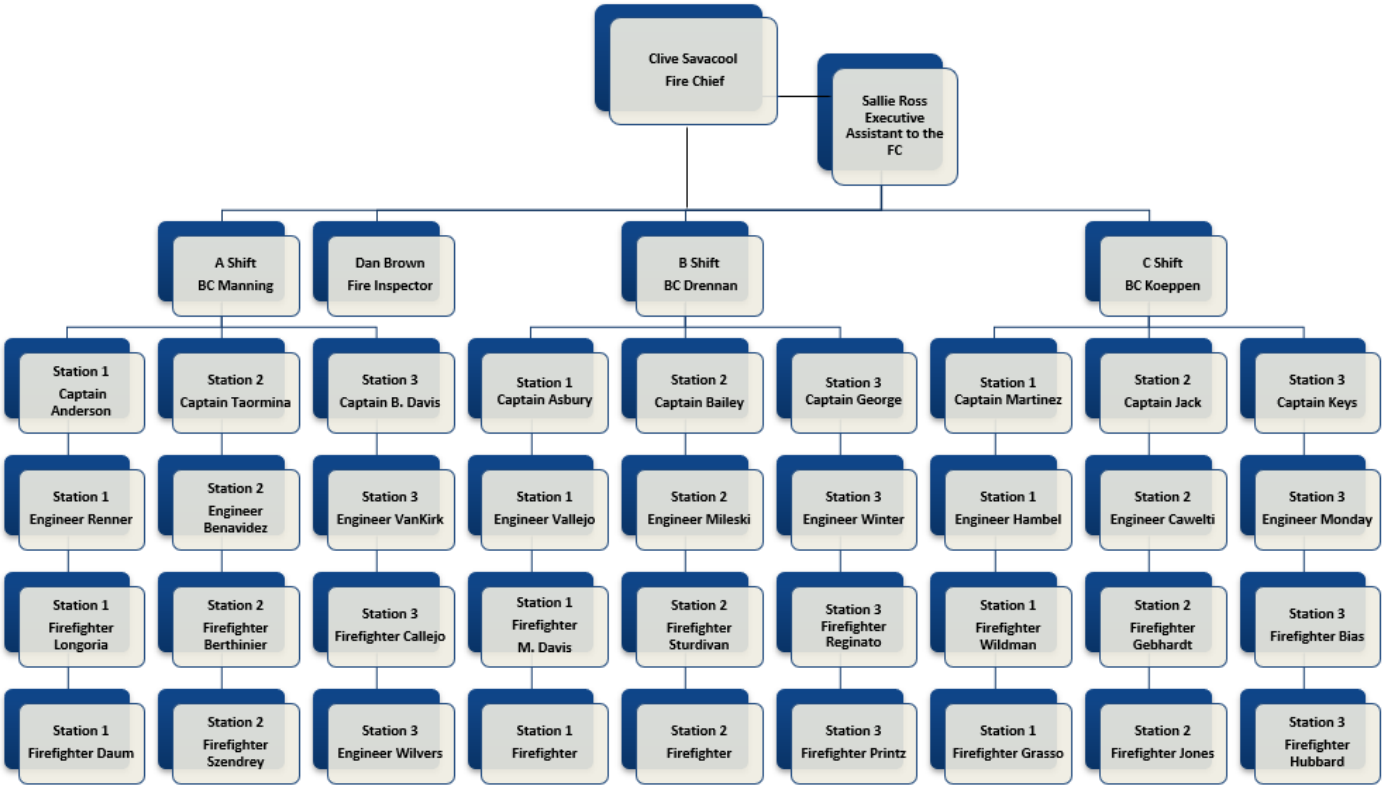
3 - Battalion Chiefs

1– Fire Inspector

9 - Captains

9 - Engineers

18 - Firefighters





Our Top 3 Priorities

- **Responding to incidents**
- **Training**
- **Physical Fitness**



Organizational photos by rank and seniority



Clive Savacool

Fire Chief



Sallie Ross

Executive Assistant to the

Fire Chief and Department PIO



Jim Drennan

Battalion Chief / EMT



Karl Koeppen

Battalion Chief / EMT



Jay Manning

Battalion Chief / EMT



Leslie Asbury

Fire Captain / Paramedic



Tyler Jack

Fire Captain / Paramedic



Al Martinez

Fire Captain / Paramedic



Kim George

Fire Captain / Paramedic / RN



Justin Keys

Fire Captain / EMT



Mike Taormina

Fire Captain / Paramedic



Brenen Davis

Fire Captain / Paramedic



Doug Bailey

Fire Captain / Paramedic



Steve Monday

Engineer/ EMT



Holt Cawelti

Engineer / Paramedic



Jody Benavidez

Engineer/ EMT



Mike Mileski

Engineer / Paramedic



Kevin VanKirk

Engineer / Paramedic



Trent Renner

Engineer/ Paramedic



Dustin Winter

Engineer / Paramedic



Danny Vallejo

Engineer / Paramedic



Haven Wilvers

Engineer/ Paramedic



Chris Wildman

Firefighter / Paramedic



Paul Bias

Firefighter / Paramedic



James Berthinier

Firefighter / Paramedic



Jake Reginato

Firefighter / Paramedic



Tom Jones

Firefighter / EMT



Blake Sturdivan

Firefighter / Paramedic



Lance Hubbard

Firefighter / Paramedic



Brad Callejo

Firefighter / Paramedic



Derek Longoria

Firefighter / Paramedic



Matt Davis

Firefighter / Paramedic



Jonathan Szendrey

Firefighter / Paramedic



Leo Gebhardt

Firefighter / Paramedic



Kyle Printz

Firefighter / Paramedic



Dan Brown

Fire Safety Inspector



Chris Grasso

Firefighter / Paramedic



Luke Daum

Firefighter / Paramedic

Our agency operates under 3 Divisions

Administration

Operations

Training

The Fire Chief oversees all the divisions of the department, with the 3 Battalion Chiefs each overseeing a division.



BC Drennan, Fire Chief Savacool, BC Manning, BC Koeppen

Office Administration



Executive Assistant to the Fire Chief

Public Information Officer

Sallie Ross

The position of Executive Assistant to the Fire Chief is a multi-faceted position that requires an intense amount of concentration while simultaneously addressing issues from the fire crew and the public. In order for the office to run smoothly, many deadlines and responsibilities must be met.
Excellent internal and external customer service is crucial to the success of this position. Some of the functions performed are:

- ⇒ Assistance to the Fire Chief in any way necessary
- ⇒ Assist with preparing / analyzing department budget each year
- ⇒ Answering phone calls and helping with public requests, including complaints, directions, and directory assistance
- ⇒ Responding to emails / distributing mail and messages/ ordering products and services
- ⇒ Proofreading documents and computer assistance for all ranks in the department
- ⇒ Preparing correspondence letters / packaging and shipping
- ⇒ Maintain Policies and Procedures manual
- ⇒ Format Annual Report and other specialty documents requested by the Fire Chief
- ⇒ Working in our Records Management System and managing department web pages
- ⇒ Processing purchase requests and filing the finalized purchase orders
- ⇒ Maintain employee certification records, such as licenses, certifications, kudos letters and other records for employees in our department.
- ⇒ Recording of minutes in meetings as assigned, including Operations meetings and Staff meetings
- ⇒ Logistical preparation for badge pinnings, annual awards, and other special events
- ⇒ Perform accounting functions related to accounts payables and time records
- ⇒ Reconcile Cal-Card Statements and maintain responsibility of petty cash box for the department
- ⇒ Process Change of Status forms for employees and maintain spreadsheet for reference
- ⇒ Taking photographs at fire trainings for historical purposes
- ⇒ Preparing for testing processes, and assisting during process/ Assistance to other departments and volunteering for City events
- ⇒ Process public records requests for incident reports and charge accordingly
- ⇒ Setting up logistical items for training, meetings, interviews, etc.
- ⇒ Networking with other departments through an active role in AFSS Executive Board / CalChiefs
- ⇒ Provide training to the employees such as certain computer programs and Cal Card use

PIO Responsibilities

- Advise the Incident Commander on information dissemination and media relations.
- Serve as the primary contact for anyone who wants information.
- Serve external audience and internal audience.
- Obtain information from the Planning Section.
- Coordinate with other public information staff.
- Obtain information from the community, the media, and others.



⇒ Making Public Service Announcements on radio each month and during special events
⇒ Public Information Officer for significant events
⇒ On call for emergency events / respond to EOC as necessary
⇒ Provide assistance at special events



Video still shot credit: KTVN Channel 2 News Reno



Fire Safety Inspector

Dan Brown

The 2021 fire season was a challenging one for the City of South Lake Tahoe. Two large wild fires threatened the community, the Tamarack and the Caldor fires. The fires highlighted the importance of fire prevention and the need for defensible space.

Fire Inspector Dan Brown continued to serve the community with assigned duties of performing Fire and Life Safety inspections, reviewing plans for new construction projects, new construction inspections, defensible space inspections, special event inspections, assisting with the Defensible Space program, and responding to reported safety concerns.

Annual Fire and Life Safety inspections are conducted for schools, businesses, multifamily housing, high rise buildings, and jails.



Desolation Hotel Spookytacular site inspection

New construction projects require full plan reviews to ensure it meets currently adopted codes.

Construction progress inspections are conducted throughout a project to ensure fire safety systems function and meet the currently adopted fire codes. These systems included fire alarms, fire sprinkler systems, Type 1 commercial kitchen hoods, along with other systems related to fire and life safety elements.



Fire line inspection



Fire riser inspection

The second year of the Fire Prevention program saw the hiring of two seasonal Defensible Space inspectors.

SLTFR received grant funding from the Tahoe Resource Conservation District to hire two seasonal Defensible Space inspector. Bruce McIntosh and Miles Jennings were hired in August with the primary focus of conducting Defensible Space inspections within the community. A typical Defensible Space inspection looks at three zones of defense around a home extending out to 100' from the structure. Items addressed include; leaf and needle debris, dead grass, flammable ground cover and shrubs, tree branches, dead trees, as well as other items. Bruce and Miles conducted over 2000 Defensible Space inspections from August to November.



Defensible Space Inspectors Miles Jennings and Bruce McIntosh



The overall response from the community has been positive and SLTFR looks forward to the return of the Seasonal Defensible Space Inspection program in the spring of 2022.



Administration

Battalion Chief Jay Manning

Jay Manning has served as the South Lake Tahoe Fire Rescue Administration Battalion Chief for the past year. The Administration Battalion Chief manages and works with various groups within the Fire Department, which includes ensuring the safety of the team and providing the necessary equipment or resources during emergencies. In this role Chief Manning is responsible for the Department Budget, Policies and Procedures, the Department Business Plan, Fire Prevention Liaison, staff and operations meeting coordinator, Cal OES / Mutual Aid Liaison, quarterly inspections, Duty Chief for A Shift and the following personnel and their respective Staff Assignments:

EMS Administration / Public Education – Fire Captain / Paramedic Kim George

Fire Investigation – Fire Captain / Paramedic Al Martinez
and Firefighter / Paramedic Lance Hubbard

Grants / Behavioral Health / NFIRS Reporting – Fire Captain / Paramedic Leslie Asbury

Facilities – Fire Captain / Paramedic Brenen Davis

Apparatus Maintenance – Engineer / Paramedic Holt Cawelti

Historian – Fire Captain / Paramedic Al Martinez

Quartermaster – Engineer / Paramedic Jody Benavidez

Cancer Committee – Fire Engineer / Paramedic Mike Mileski

Pre-Incident Plans - Fire Captain / Paramedic Leslie Asbury

Communications:

In 2021 the Department has worked closely with other city departments and Walker Telecomm, the selected Vendor to provide infrastructure upgrades as well as a state-of-the-art radio system from Kenwood EF Johnson that will soon be in the hands of public safety members from Police, Fire and Public Works. The focus has been on delivering a cost-effective system that will ensure Firefighter and Police Officer safety.

This has been a long process and we have been involved with the implementation team throughout the year as we have processed construction design and plans that were approved by the Planning Department and City Building Department as well as the Tahoe Regional Planning Association.

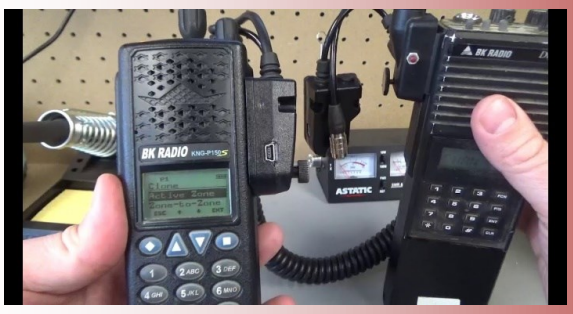
Infrastructure upgrades will include four new radio sites, a new tower at our Emergency 911 call center, a new fire station alerting system and a redundant backhaul system that includes microwave and fiber connections. 4 pallets of mobile radios for Public Works, Police and Fire vehicles have arrived and will be installed through the 1st and 2nd quarter of 2022.

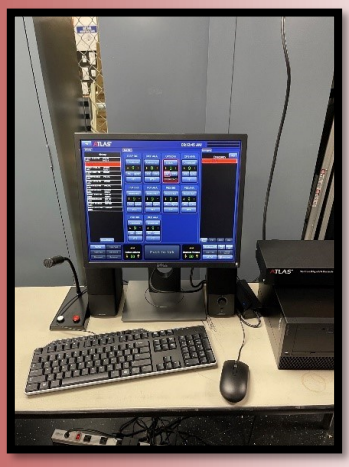
Five racks of hardware were assembled and tested in Dallas, TX at the Kenwood facility with Walker Telecomm personnel and Chief Manning during September. The Tower and Shelter were delivered and installed the first of November of 2021. This project will continue through 2022 with anticipated completion in early 2023.



System setup and testing at the Dallas, TX Kenwood EF Johnson facility.







In 2021 a new CAD vendor was selected. As part of the new Computer Aided Dispatch system, infrastructure has been ordered for each of the fire apparatus that will go in service in the 2nd quarter of 2022 that will allow automatic vehicle location in order to dispatch the closest unit to an emergency. This technology will hopefully shorten response times potentially saving lives by getting emergency responders to an emergency quicker.

Chief Manning was also able to deploy on the Caldor fire to assist the Communications Unit with deploying and maintaining repeaters across the whole fire area so that the Firefighters on the ground were able to communicate to the Incident Command Post.





In the Spring of 2022, the tower will receive a coat of green paint and a fence around the radio tower and shelter.

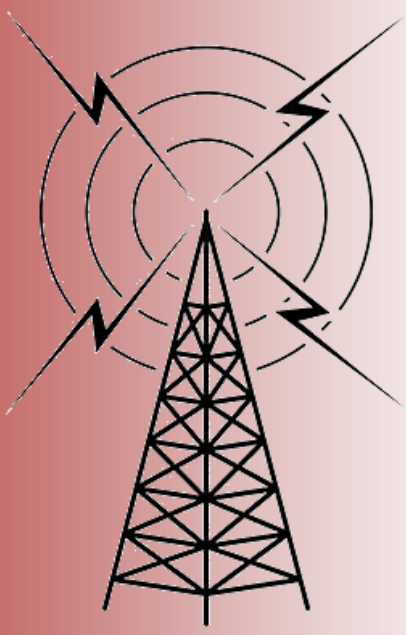


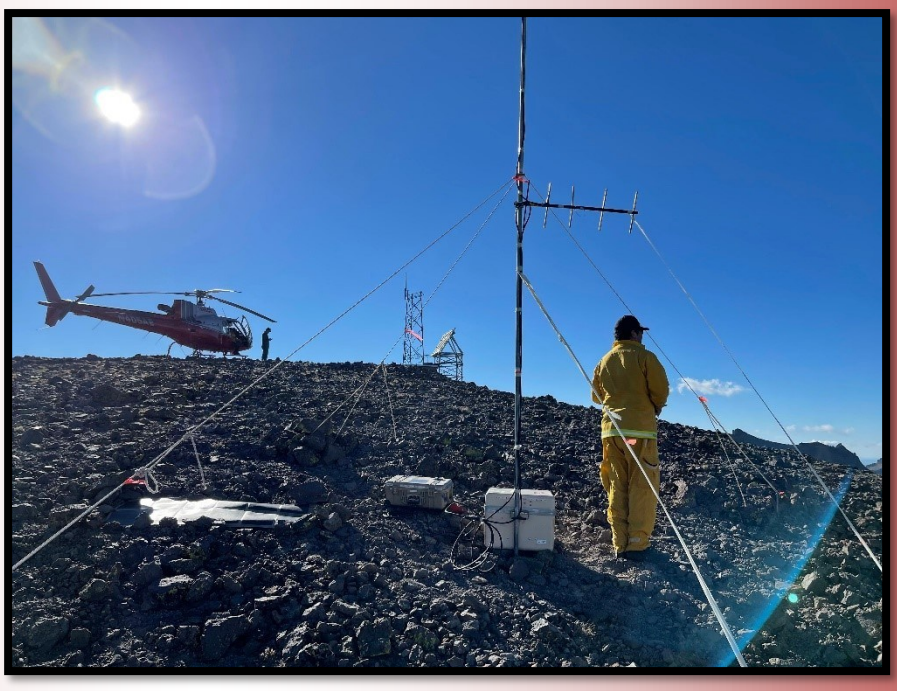




Chief Manning Also deployed as part of the California Master Mutual Aid system to the Lava fire near Mt Shasta, The Dixie Fire in Plumas County, The KNP Complex in Sequoia National Park and the Alisal Fire in Santa Barbara County where he provided Communications assistance as a Communications Unit Leader Trainee and as a Communications Technician.







EMS Administration - Captain / RN Kim George



2021 brought our agency a lot of great EMS training. Capricorn Healthcare Consultants taught 11 courses throughout the year, covering a variety of topics. In addition, other miscellaneous computer courses offered additional training.

Training included:

CPR Scenarios

Documentation Best Practices

OB/GYN Prehospital Management

EMS Medical, Ethical and Legal Issues

ACLS & PALS Review I

ACLS & PALS Review II

Geriatrics, Death, DNR, Hospice

Pharmaceutical Misadventures: Drugs and Overdose



Drowning / Beach Related Emergencies

Pediatrics

TXA, Tourniquets, MCI

Dignified Care of Bariatric Patients

Computer Courses included:

Trauma Myths Busted

Moderna Vaccine Training

DMS Online Triage Course

EMS Heat Illness and Emergencies



Intro to Rescue Task Force Concepts

Rescue Task Force Concepts 2

Pfizer Vaccine Training

Ebola Protective Gear

Airway Scenarios / Skills

Behavioral Health

SLTFR hired retired FBI agent Glen Norling to conduct an active shooter drill.

This occurred successfully with EDSO officers.







Public Education - Captain / RN Kim George



Public Education in 2021 happened differently than in years past. SLTFR provided public education primarily through media but also at community engagements whenever possible. Due to covid, hosting gatherings such as an open house or other classroom style learning sessions were not an option. Therefore, informing the public of safety information and tips was primarily through social media. Safety information is posted almost daily which keeps SLTFR relevant and current within feeds.

The SLTFR Facebook page (@southlaketahoefirerescue) currently has 10,367 followers and Instagram (@southlaketahoefire) has 6,646 followers.



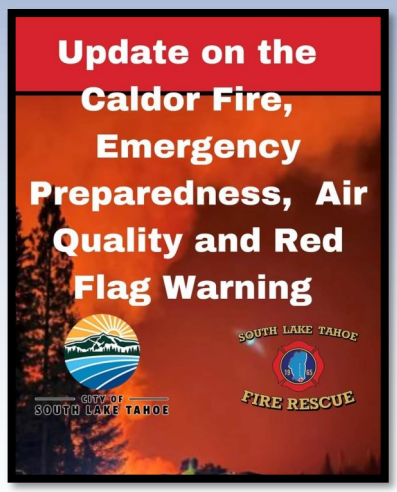
A new addition this year was the red flag day feather flags, distributed in high visibility areas throughout the City. Each station would post these 15' feather flags in front of the stations whenever the National Weather Service designated that day as a red flag day. The problem of informing people about red flag days (extreme fire danger conditions) was identified and the feather flags were an easy program to help keep people in the know. They are impossible to miss along the highway and we feel they are a positive contribution to the fire safe campaign during fire season.

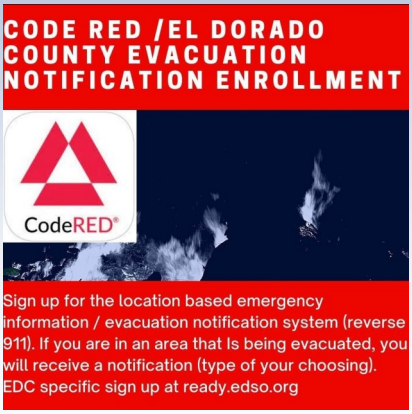
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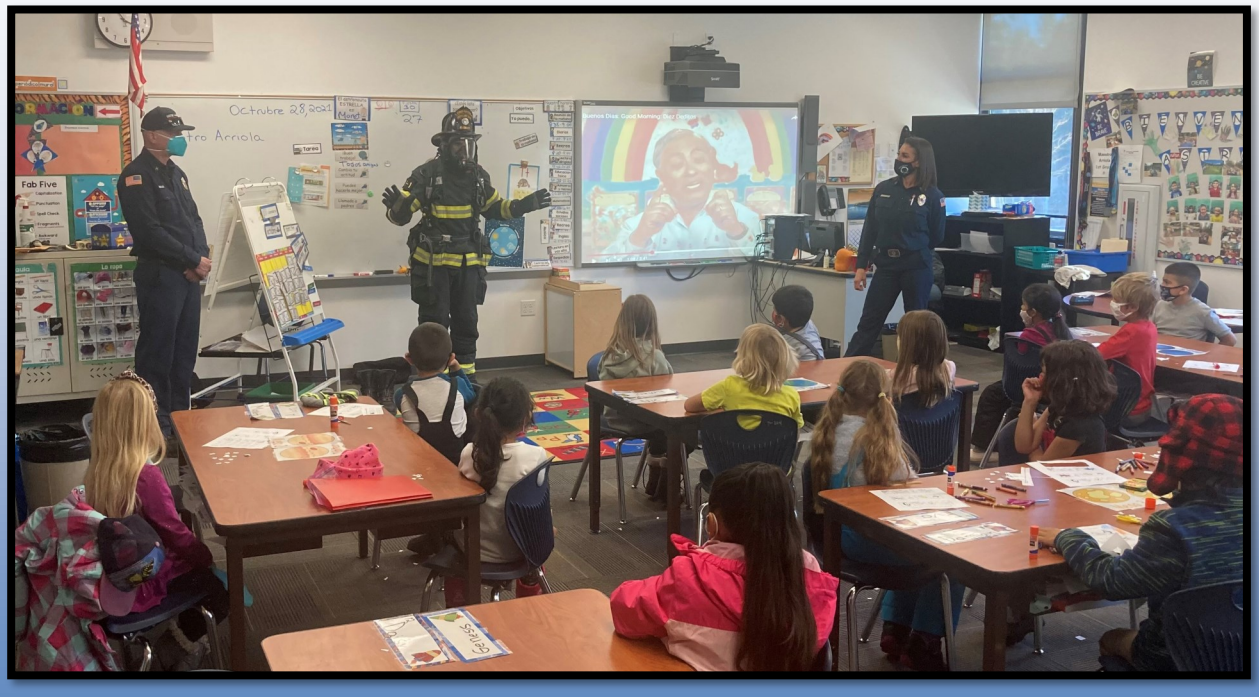
During the Caldor Fire, information was shared daily to keep the public as up to date as possible. The evacuated population was dependent on any information they could get to understand the status of the situation (which was changing daily), and looking for any information on the potential of repopulation. SLTFR did its best to serve the community with continuous information. The increase in social media followers from the Caldor Fire through the end of the year was 42% with Facebook and 29% with Instagram





Since the beginning of the pandemic, public education within the South Tahoe Unified School District has been halted. Firefighters were not allowed into the schools to teach school program classes. But, since vaccines and kids being back in schools, we were allowed to return on a limited basis. SLTFR taught fire safety to all 1st and 3rd graders at Tahoe Valley Elementary and Bijou Elementary. There are discussions about providing this program for other grades also based on the success of starting back with 1st and 3rd grades.

The Fire Safety Trailer is in the process of being refurbished and is nearly complete. The interior is all new and is now awaiting funding for new exterior paint. We look forward to implementing the trailer in our school in the near future.



CITY VACCINATION CLINICS

2021 was an interesting year as the world began to tackle the pandemic known as Covid. South Lake Tahoe Fire Rescue played a role in vaccinating the South Lake Tahoe community. SLTFR set up vaccine clinics for public safety members first, but then branched out to capture police, Heavenly Ski Patrol, the JPA ambulance service, City employees, CCC employees and Cal Star staff. Once the next tiers of recipients were opened up, SLTFR offered vaccines at the high school to school staff and LTCC for their staff. Once all tiers were opened, multiple drive-thru vaccine clinics were performed, vaccinating approximately 500 people each clinic. This was an incredibly rewarding venture, often greeted with tremendous gratitude from vaccine recipients. SLTFR was happy to help the SLT community move in a healthy direction through the vaccination process.



Video still credit: KTVN Channel 2 News Reno

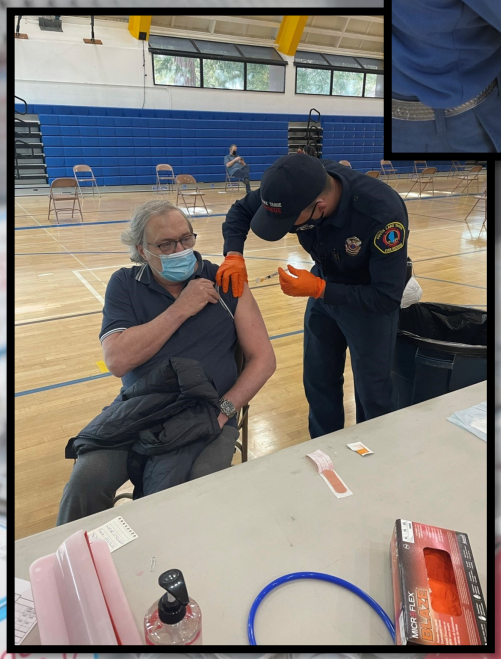


Video still credit: KTVN Channel 2 News Reno











Vaccine Clinics for Kids

Our agency was grateful to partner with Barton Hospital to help provide vaccinations to kids at the Boys and Girls Club.

Having a friendly dog nearby helped the kids to not feel nervous about getting vaccinated.





BOYS & GIRLS CLUB
OF LAKE TAHOE



Arson/ Fire/ Explosion Investigation - Captain Al Martinez and Firefighter Lance Hubbard



The South Lake Tahoe Fire Rescues Fire/Explosion Investigation team remained busy throughout 2021. The team responded to over 30 incidents to determine origin and cause with assistance from the first arriving engine companies, and mutual aid partners.



Firefighter Lance Hubbard began his training and education in becoming a new member of the team, along with being able to attend valuable training courses during the year. He was also able to attend multiple classes including the San Luis Obispo Fire Death Investigation Course, State Fire Marshal courses, as well as continuing online training continued the educational components of learning.

The team will continue its involvement with national and international investigation groups for continuing education and training during 2022 as well as attending conferences, and training courses throughout the year.





Behavioral Health and Pre-Incident Plans- Captain Leslie Asbury



South Lake Tahoe Fire Rescue is an active member of the Tahoe Sierra Regional CISM Team, of which I am the team coordinator. We have successfully completed several Critical Incident Stress Debriefings and Defusings for several different agencies throughout the region this year. This regional team is trained in a structured method of helping first responders process the emotional and physical effects of being involved in critical incidents called the Mitchell Model. The team is made of volunteer peer supporters and clinicians from 10 different agencies and individuals from the region.

The SLTFR Behavioral Health Program is proud to announce the addition of Firefighter Tom Jones to the Peer Support team. Tom has successfully completed the three-day Peer Support training this year and has been busy assisting with further developing our program.

We are also very proud to announce the development of a new program within the Behavioral Health team: The Firehouse Therapy Dog Program. Our first candidate is Firefighter Tom Jones' five-month-old Labradoodle puppy, Willy. Once he passes his Therapy Dog Competency test through the Alliance of Therapy Dogs and comes of the proper age of one year old, Willy and Tom will enter Therapy Dog training, a 2-month training followed by a year of competency tests that they both will have to pass. Willy reports to duty with his handler, Tom, on 48-hour shifts. By living at the firehouse for the shift, Willy gets used to the loud noises and busyness of station life. He will be available for all the crews after they respond on critical incidents and will also conduct routine visits to the other crews on different shifts for overall well-being and emotional support.

This is a pilot program gaining popularity and validity is firehouses across the nation. Just like any new employees with SLTFR, Willy will have a probationary period in which he will be required to pass his training and tests.

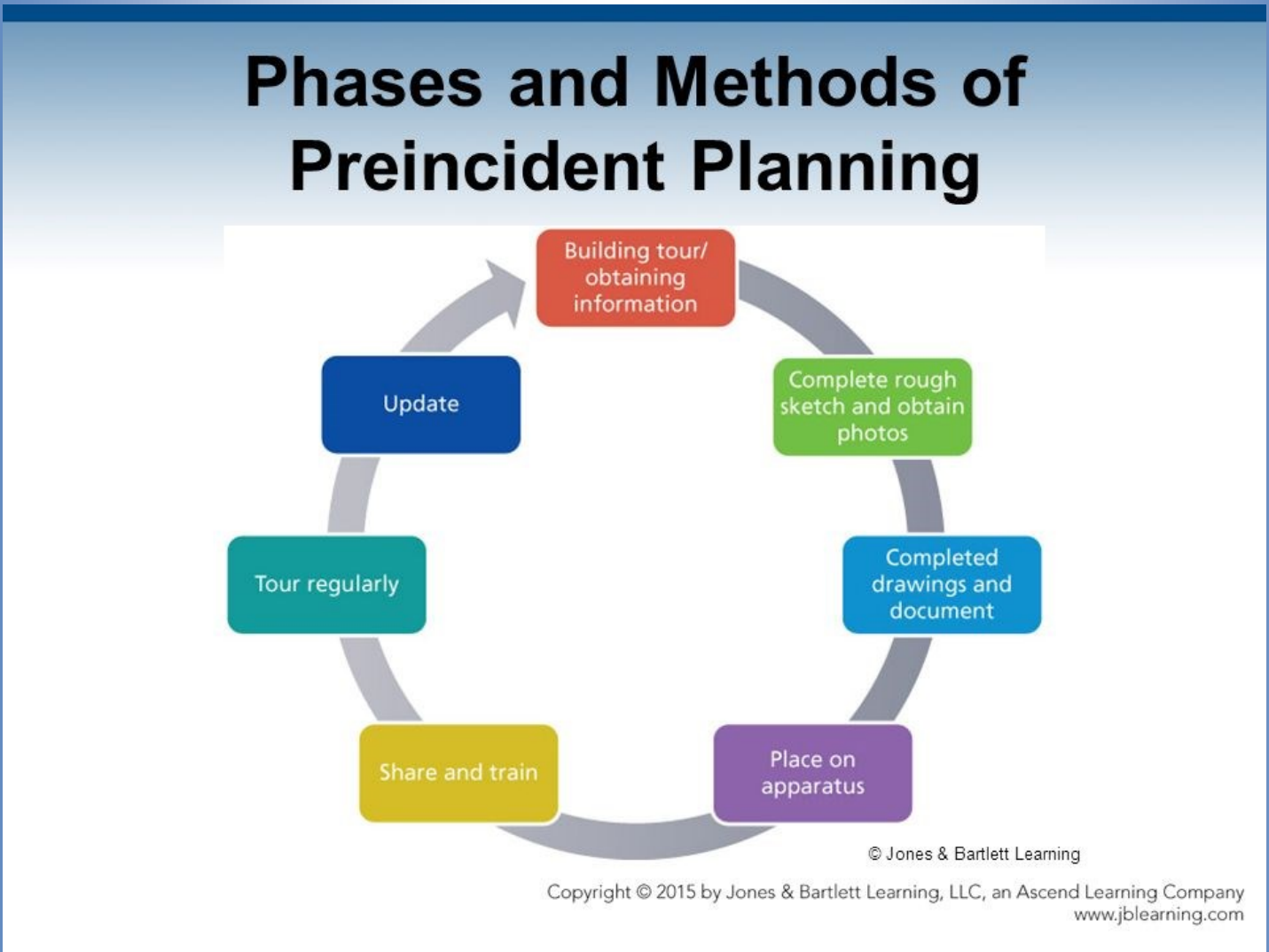


Willy lives full time with his handler Tom, who is financially responsible for all of Willy's care and needs.

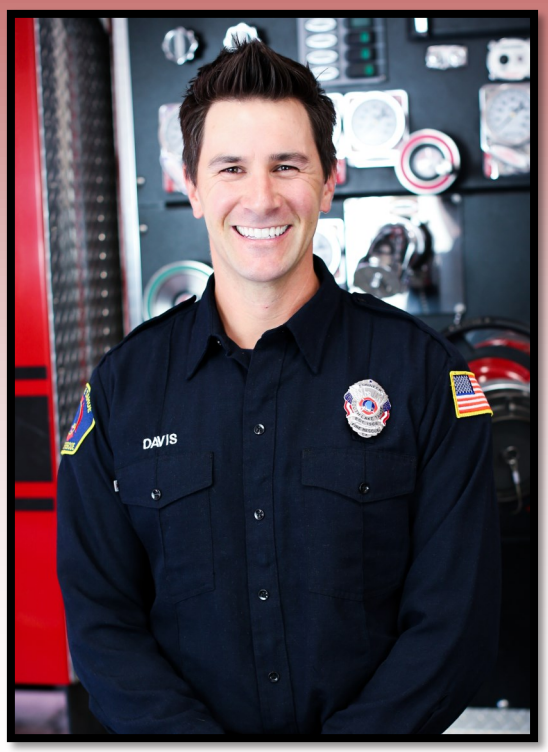


Pre-Incident Planning - Captain Leslie Asbury

Pre-Incident Plans are completed on larger or major buildings within a community. They often include drawings or layouts and identify locations of important operations of a building, such as gas and electrical shut offs. Fire crews look at these plans while responding to an incident to assist with quickly identifying and isolating any issue. Often it is the crew that develops the Pre-Incident plans, which allows them to walk through and become familiar with the building prior to an incident. Over the last couple of years, we have been working on updating all our Pre-Incident plans and placing them in one system for easy access. With the new communication system coming next year, we are looking into software and more current technology to help integrate all Pre-Incident Plans into the Mobile Data Terminals (MDTs) that will be on every piece of emergency apparatus.



Facilities - Captain Brenen Davis



The Fire Department Has 3 full time staffed stations that are lived in 24 / 7 With some stations over 60 years old.

With that comes many repairs, upgrades and replacements that require daily attention. With many ongoing repair requests, the South Lake Tahoe Facilities department does a great job with trying to keep up with these repairs.

South Lake Tahoe Fire personnel would like to thank the facilities crews on the excellent work maintaining our stations and ensuring they function properly. With the current drought in the Tahoe basin generating high fire danger, it was of the upmost importance to have proper defensible space for our fire stations. A large amount of our facilities budget was spent on clearing brush, trees and pine needles from around the Stations.

Due to the poor living conditions of Fire Station 3, this past year has also focused our attention preparing for a future major remodel of fire station 3 for the year of 2023.

We have worked closely with the public works and building departments to choose the right architects for the job. The process is currently under the design phase as we continue forward on this project.



Firefighters working to keep our stations signs looking nice



Thanks to Gildardo from facilities for painting our fence at Station 1!

Apparatus Maintenance - Engineer Holt Cawelti

The year 2021 saw continuing progress for South Lake Tahoe Fire Rescues apparatus fleet. It was the first full year we had our new ladder truck in service. The members of the department spent countless hours training, and honing their skills with the new aerial ladder truck. Early in the year one of the first calls the truck responded to was a vehicle on its side on the edge of an embankment overlooking Lake Tahoe. The crew of the ladder truck used the aerial ladder to position firefighters over the top of the vehicle so they could quickly and safely extricate the occupant out of the vehicle.

The fire department also completed the initial work in order for city council to approve the purchase of a new type 1 fire engine. This new engine will replace Engine 1 and allow our older reserve apparatus to finally retire after 22 years of service.







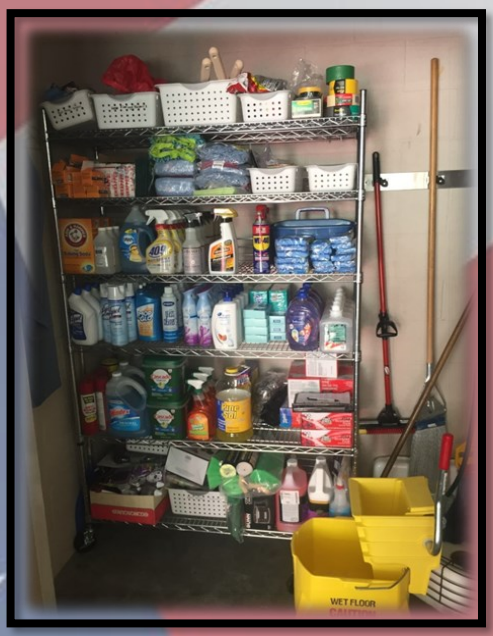




Quartermaster - Engineer Jody Benavidez



The role of the quartermaster was one the most varied positions in the Military. The Quartermaster Corps are in charge of all general supplies except for ammunition and medical supplies. Items such as food, building materials, tools and uniforms are warehoused and distributed under the quartermaster's authority. You will be in charge of maintaining an appropriate stock of all materials, receiving requests for supplies from soldiers and making sure that those items reach the correct destination.



My role at the South Lake Tahoe Fire Rescue is similar. To keep up with the supply and demand of our department so that we have the tools we need to maintain the stations for everyday use. Firefighters live at the station for 48 hours or more at a time, and each station is considered our home for that duration. So it is important that I supply items to keep the station safe and clean for the on duty staff. This includes cleaning supplies, kitchen appliances, pots and pans and paper supplies etc.

The Quartermaster assignments also include making sure the American Flags are in good condition at each station. Its has been a tradition to replace the American flags every year on the 4th of July.





Cancer Prevention Committee -

Engineer Mike Mileski



In 2021 the Cancer Committee was established. The primary focus is to bring awareness, training, and best practices when it comes to job related cancer to SLTFR. Cancer is the leading cause of firefighter deaths and will be a high priority.

Members include Captain Leslie Asbury, Engineer Mike Mileski, Engineer Dustin Winter, Engineer Haven Wilvers, and Firefighter Tom Jones.

Engineer Mileski and Firefighter Jones attended a 3 day Health and Wellness conference in Dayton, OH this year to receive the most up to date information regarding the cancer causing “forever chemical” known as PFAS. The committee will look to improve our department policies and culture to prevent job related cancer.



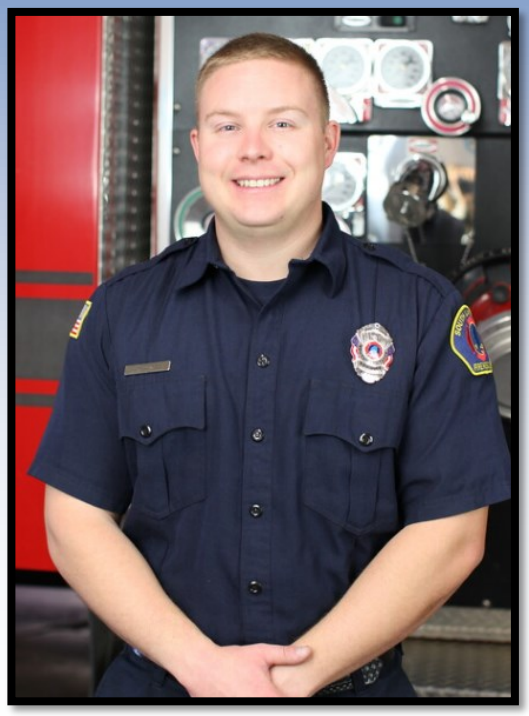
KNOW cancer

Educate & Prevent

FIREFIGHTER CANCER CONSULTANTS

CPR Instruction -

Firefighter Jonathan Szendrey and Firefighter Leo Gebhardt





This year SLTFR partnered with American Red Cross to become an authorized training provider and added two new CPR instructors to our team. Our new instructors are certified to instruct basic level CPR courses for the general public, and professional level courses for department personnel. Initially we plan to provide recertification for the department members and plan on scaling the program to provide CPR classes to the public.



Operations



Battalion Chief Karl Koeppen

Karl Koeppen has served as the South Lake Tahoe Fire Rescue Operations Battalion Chief for just over 3 years. In this role Chief Koeppen is responsible for recruitment and promotions, standards of cover, pre-incident planning, quarterly inspections, Duty Chief for C Shift and the following personnel and their respective staff assignments:

Tools and Equipment - Engineer / Paramedic Haven Wilvers

PPE - Engineer / Paramedic Mike Mileski

Uniforms - Engineer / Paramedic Trent Renner

SCBA - Firefighter Tom Jones

Hoses, Nozzles, Appliances, Water - Engineer / Paramedic Kevin VanKirk

Ice / Swift Water Rescue - Engineer / Paramedic Danny Vallejo

EMS Equipment / Supplies - Firefighter / Paramedic Jake Reginato

TEMS / SWAT Team - Engineer / Paramedic Danny Vallejo

2021 was another busy year for our agency. We continually strive to accomplish tasks and address needs for our department as well as the needs of our community on a daily basis.

This year we

- Had 3 rounds of Firefighter interviews and hired three new Firefighter / Paramedics
- Put together an Engineers exam and promoted three off the list this year
- Put together a Captains exam and hired for one vacant spot
- Provided an after Action Review on Caldor Fire for our department
- Worked with Public Works on snow removal for stations

Chief Koeppen says “It is an honor to continue to serve the citizens of South Lake Tahoe and provide an ongoing leadership example for the Firefighters who will one day be in a Battalion Chief position.”



Tools and Equipment - Engineer Haven Wilvers



The tools and equipment that Firefighters use is what helps them get their job done safely and effectively. Some tools have evolved drastically, and some have stayed relatively unchanged through the history of the Fire Department. A large amount of our tools are now electric/battery powered. This can be very beneficial for us as it gives us a lot more freedom to move about a scene without being limited by the length of power cords we carry. We were fortunate enough to be able to purchase 3 electric battery powered PPV fans this year. Now all our first out apparatus will have these PPV fans. These fans help us eliminate smoke from structures. We were also able to buy a second circular saw to put in service on our truck. These have a variety of uses and having two makes us much more effective when time is of the essence. We have purchased more hand tools to replace ageing or broken ones. Most importantly time has been put into maintaining the tools we have and making sure they are in working order day in and day out.







Personal Protective Equipment - Engineer Mike Mileski

SLTFR continues to make PPE a priority. Structure turnout gear is our frontline protection from fire, heat, smoke, hazardous materials, etc. It is vital to maintain clean structure gear to provide the best amount of protection when we enter an IDLH (immediate danger to life and health) atmosphere. We provide our members with 2 sets of structure gear to help the lifecycle of the gear. NFPA (National Fire Protection Association) recommends replacing this gear after 10 years of use. We require the best gear possible to provide the highest level of care to our community.









Uniforms - Engineer Trent Renner

The first image the public sees when SLTFR arrives on scene is our uniform and having a professional look is critical to gaining the publics trust. Our newest employees understand that by having a clear expectation set during the new hire academy with daily uniform inspections. These mandated inspections are possible because SLTFR now emphasizes the importance of uniforms by supplying each new employees' first set when they are hired.





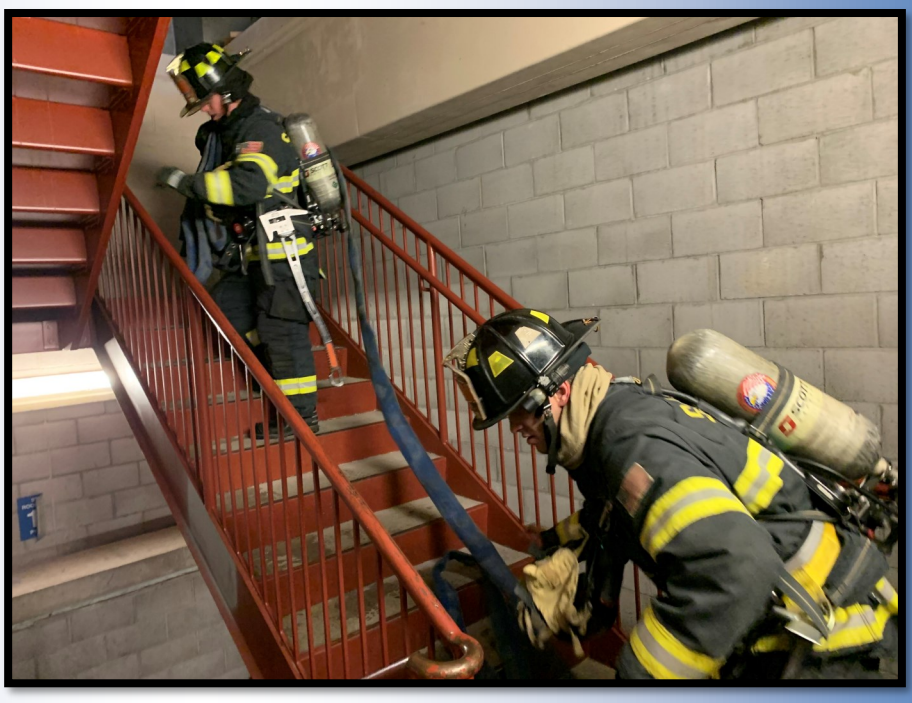
Self Contained Breathing Apparatus - Firefighter Tom Jones



The self-contained breathing apparatus (SCBA) staff assignment ensures compliance of many regulations. SCBA are the air supply carried on the backs of firefighters for structural firefighting. The current inventory of SCBA's is seven years old and has used over half of their intended program life expectancy.

Scott Safety In Mask Displays (IMD) gives firefighters a thermal image for victim search, and is in use by all line staff. This gift of sight inside of a structure fire is unparalleled.

Firefighter Tom Jones took over the SCBA program in 2021 and began his new assignment by traveling to Houston, Texas to become a certified technician for the department. This training enables him to manage the SCBA fleet carefully and make certain repairs as well as work on grant funding for replacement when the time comes.





Hoses, Nozzles, Appliances, and Water- Engineer Kevin VanKirk



In 2021 we completed outfitting our new ladder truck with hose, nozzles and appliances. Truck 2 is equipped with a section of high-pressure LDH (large diameter hose) designed to allow a pumper to supply water to our ladder pipe at high pressures for elevated firefighting operations. We also continued our replacement program of older fire hose with new stock.

This year we also were fortunate to enlist FIRECATT to conduct our annual hose testing. Contracting out this service will make our hose testing process more streamlined, efficient and safe. It will also reduce the wear and tear on our front line apparatus. Furthermore, FIRECATT keeps meticulous records of our hoses condition and department-wide inventory.

Lastly, I continue to work with the local water districts on upcoming hydrant installation projects so that we are aware of any new hydrants or water supply issues in our city.







Ice Rescue - Engineer Danny Vallejo



Ice Rescue training is unique in the Lake Tahoe area, as we sometimes respond to medical aids involving ice rescue. This type of rescue is very technical and requires specialized training and tools to be successful.

Annual Ice water rescue training was completed for all 3 shifts this year. The new firefighters were exposed to the rescue tactics, equipment, triangulation strategy, and crew shoreline tactic and procedures used by SLTFR.

In addition to rescuing people who have fallen through the ice, we have saved animals who needed us too!





Our swift water rescue program continues to build on general operator knowledge. The North Upper Truckee River crosses through our city and presents moderate swift water hazard. We experienced a drought in 2021 and we were unable to get in the river, as it never flowed swiftly enough for us to get adequate live training, but we anticipate a successful training in the spring of 2022 due to the large snowpack from the winter.









EMS and Rope equipment / supplies- Firefighter Jake Reginato



2021 has been another big year for EMS ordering. With continued challenges presented by the Covid 19 pandemic EMS equipment supply chains were backed up making orders difficult.

SLTFR was able to stay ahead of the curve due to having a adequate backstock. Not only providing EMS PPE to line staff but also assisting with supplies for the multiply vaccine clinics hosted by SLTFR.

Another 2021 update is new EMS red bags were put into service on all the first line apparatus. These new bags are crucial for carrying all the necessary medical equipment into scenes and providing quick and efficient access to those supplies.





Our Rope Rescue equipment has seen huge upgrades in the 2021 year. These improvements include brand new color coded ropes for all apparatus including Truck 2 and Squad 3. The new ropes are all recorded with a new logging system to keep track of wear, tear and use to comply with NFPA 1983. In addition to the new ropes two brand new Multi Purpose Devices were put into service on Truck 2. SLTFR now has two complete rescue kits, one on Squad 3 and one on Truck 2.





Training



Battalion Chief Jim Drennan

Jim Drennan has served as the South Lake Tahoe Fire Rescue Training Battalion Chief since September 2018. In this role Chief Drennan is responsible for New Apparatus, Minimum Company Standards, High Rise Training, College Liaison, EOC Liaison, EMS Liaison and Fire Dispatch. Chief Drennan also serves as the Duty Chief for B Shift and is responsible for the following personnel and their respective staff assignments:

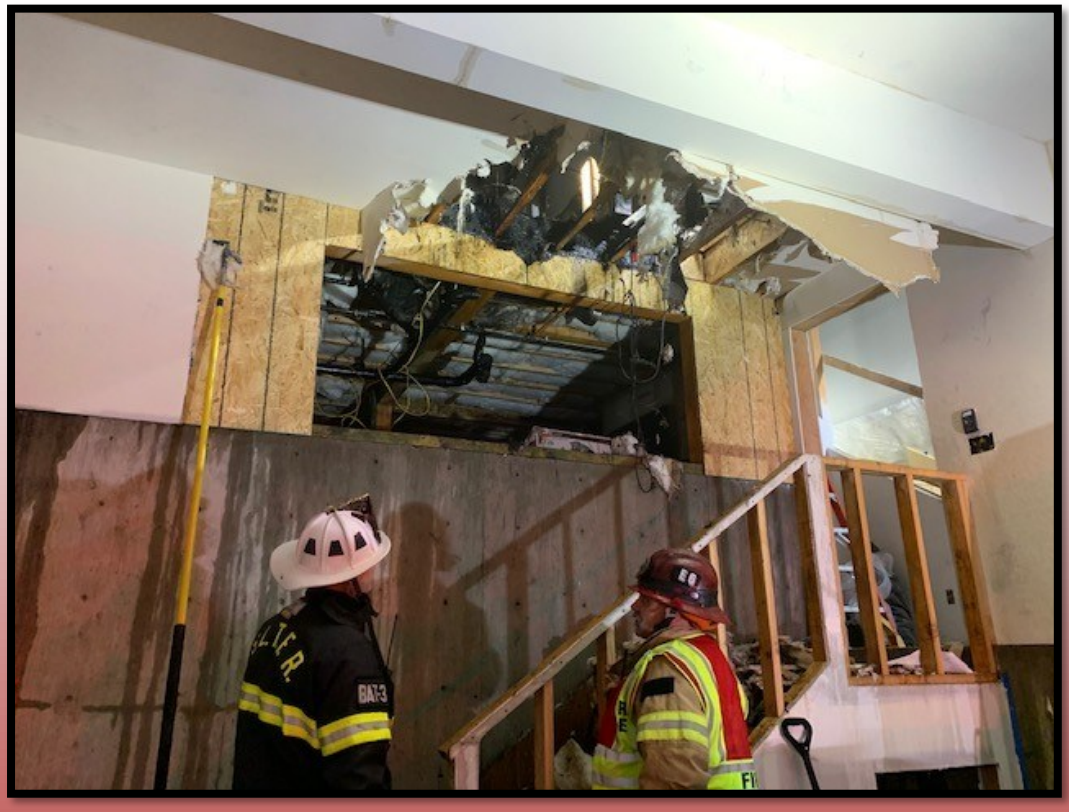
Auto Extrication - Captain Doug Bailey
New Hire Advocate—Firefighter/Paramedics Chris Wildman and James Berthinier
Wildland Preparedness—Captain / Paramedic Mike Taormina and Engineer / Paramedic Dustin Winter
Blue Card Command—Captain/Paramedic Tyler Jack
Hazardous Materials—Firefighter / Paramedic Matt Davis
Hostile MCI—TEMS Engineer / Paramedic Danny Vallejo
STAT—Captain/Paramedic Kim George
Health and Fitness—Engineer / Paramedic Dustin Winter and Firefighter/ Paramedic Derek Longoria
Water Rescue / Marine 17 Boat Program—Engineer / Paramedic Holt Cawelti and Engineer / Paramedic Haven Wilvers
New Hire Academy Training—Captain Justin Keys and Engineer / Paramedic Trent Renner

The Training Division has been busy over the last year with an extensive list of topics to keep our crews busy. Training topics range from the basics to highly technical and focused elements of firefighting and EMS. In order to maintain a proficient and capable fire department our crews must be well versed in all aspects of the job which means that we are dedicated to constant training. On average each firefighter logs approximately 2 hours of training per day.

Common training topics that we worked on in 2021 include the following: Ladders, Rope Rescue, Truck Ops training with Chief Wes Kitchel, Ice Rescue, RIC, Swift Water and Lake Rescue, Fire Attack and Primary Search of a structure, Wildland Firefighting, Auto Extrication, Urban Interface classes, Gas Emergency Training with Southwest Gas, Marine 17 operation, Radios, Incident Command classes, Self-Contained Breathing Apparatus (SCBA) , MCI/Active Shooter, regular EMS, Driver/Operator series classes, CalSTAR and Careflight Training.







Our new Truck 2 has been in service and extensive training on Truck operations continues. In the spring, we held another "Truck Academy" led by retired Chief Wes Kitchel giving our personnel dedicated hands-on training which is a benefit to the community and will allow our crews to work safely and proficiently.





The training division also provided training to our City staff. Members from all city departments are needed to work in our EOC (Emergency Operations Center) in times of local and regional emergencies. Typically the City Manager works as the Incident Commander with either the Fire or Police Chief handling operations. IT, Finance, HR, Public Works, and even Parks and Rec will play vital roles during these times. As such we need to train on these events so that the City will be proficient at all levels during times of crisis. Retired Fire Chief Bruce Martin was tasked by the fire department to provide training which was a difficult task this year due to Covid. Great work by all involved!



Auto Extrication - Captain Doug Bailey

South Lake Tahoe Fire Rescue responded to 75 vehicle related incidents in 2021. This year we were able to outfit each Type 1 apparatus with a combi tool. We have started the replacement process for all our tool compliment due to the equipment reaching its life expectancy . This year we replaced the Rescue 42 struts. Unfortunately, this year our department's auto extrication training was cancelled due to the poor air quality from the Caldor fire. Next year we hope to continue getting hands on experience with new equipment and updated techniques.







HURST JAWS OF LIFE®



New Firefighter Advocate - Firefighter Chris Wildman and Firefighter James Berthinier





This year SLTFR has hired 3 new Firefighter Paramedics, making a total of 11 probationary employees.

8 of those completed their probationary period and testing throughout this year.

Each probationary employee has an advocate from SLTFR that acts as a liaison to ask questions, receive guidance, and act as a provider to ensure the firefighter's success. This is accomplished by transitioning the probationary firefighter through a series of evaluations and modules at the 3, 6, 9, 12, and 18 month marks.

During the month of February, SLTFR put on an in house academy in order to train and familiarize the probationary firefighters with SLTFR performance standards and fireground procedures.

SLTFR works hard and takes pride in developing our probationary firefighters for a safe professional career in the fire service.










ENGINE CO.
3


TRAINING
IN
PROGRESS



Wildland Fire Preparedness -

Captain Mike Taormina and Engineer Dustin Winter





The 2021 wildland season was another one for the books. Not only did the state set another record for the second largest wildland fire ever in the state (The Dixie Fire) but, the basin experienced a significant fire (Caldor fire). The 2021 season has been outpacing the 2020 fire season, which itself was the largest season in the state's recorded history.

So far in 2021 there have been 8,367 fires, burning a staggering 3,083,507 acres, 3,629 structures were destroyed, sadly 3 lives were lost and at least 7 seven firefighters were injured. As this report is being written much of the state is still in drought conditions and the fire threat is substantial. These numbers are anticipated to climb. In the last 5 years, 13 of the most destructive fires in California history have occurred and 12 of the largest fires in history have occurred. These numbers are alarming. While wildfires are a natural part of California's landscape, the fire season in California and across the West is starting earlier and ending later each year. Warmer spring and summer temperatures, reduced snowpack, and earlier spring snowmelt create longer and more intense dry seasons that increase moisture stress on vegetation and make forests more susceptible to severe wildfire. SLTFR continues to train and prepare to keep our community safe.



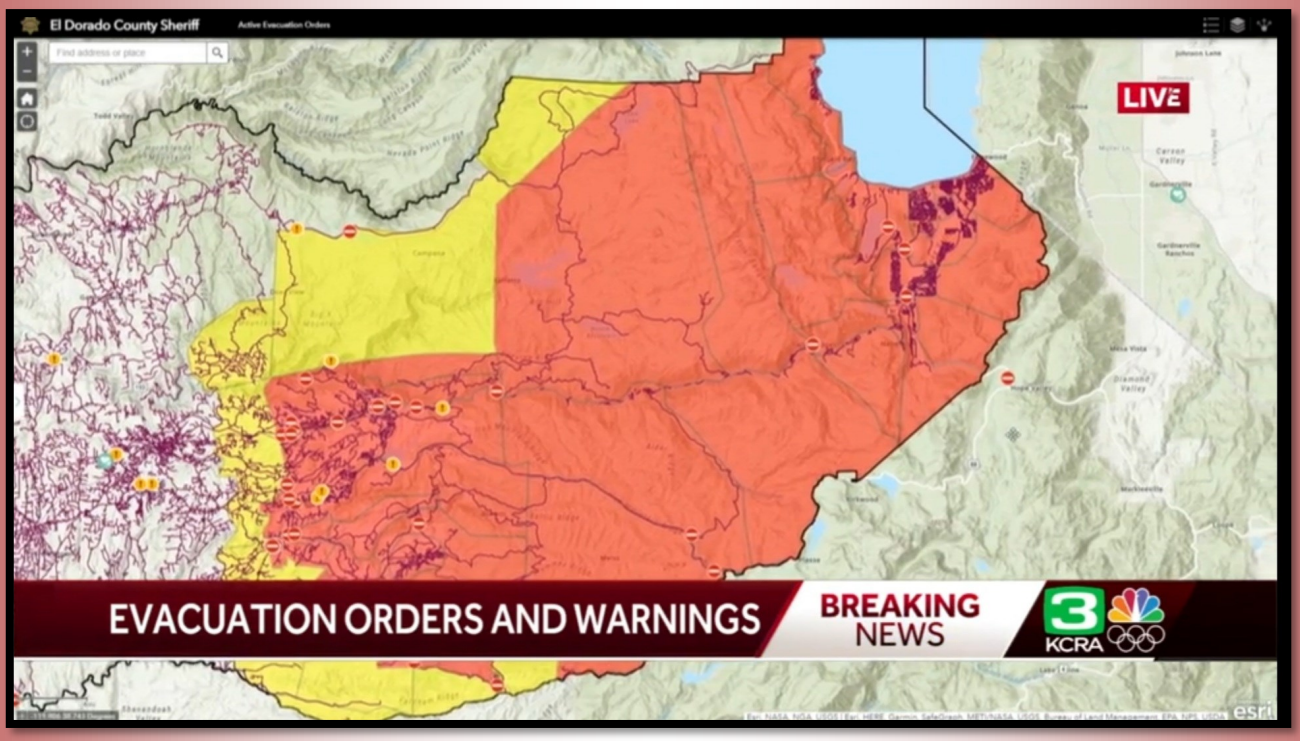
SLTFR took part in our annual wildland refresher training. This includes over 40 hrs of arduous training to ensure our members are trained to the most up to date tactics in wildland firefighting. Over the course of this training members will cover everything from a strenuous physical fitness test to simulating different fire suppression techniques. The training did not stop throughout the summer. Crews continued to fine tune their skills for when the call comes.

Our department played a vital role in the states mutual aid system. With more and more fires and more and more acres burning each year, fire crews and resources are being spread thin. We sent resources to the Dixie fire, Fawn fire, Monument fire, Sequoia complex fire, Alisal fire and of course everything we had to the Caldor fire. These are typically 14 day deployments. While this creates a temporary strain on our department by sending at least 4 members sometimes more, on these mutual aid deployments we are fortunate to be able to be part of California's mutual aid system. Two of our Captains worked toward completing their strike team leader task books this summer. This is an in depth process to complete but will allow them to lead 5 engines on these wildland fire assignments . At one point in August more than 14,000 personnel overall were deployed to the statewide wildfires, including out-of-state resources through the Emergency Management Assistance Compact (EMAC) from Utah, Louisiana, Wisconsin and Washington, as well as the West Virginia National Guard.



Video still shot credit: KCRA Sacramento

Catastrophic wildfires are becoming all too frequent. SLTFR will continue to prepare to keep our community safe. Many lessons were learned from the Caldor fire to be better prepared in the event another wildfire in the basin.



Video still shot credit: KCRA Sacramento

Blue Card Command training - Captain Tyler Jack



South Lake Tahoe Fire Rescue responds to dozens of fire related incidents each year. Aside from working structure fires, we also respond to other situations that require a thorough size up by the first in Company Officer or Battalion Chief. Providing a detailed, consistent size up not only paints a picture for all other responding units but it also sets the tone of the incident.

The Blue Card Command System is designed to insure that we as an organization can do just that. We have now been utilizing Blue Card for over three years now and the difference it continues to make in our fire ground tactics and strategies is unprecedented. Incidents continue to be mitigated in a timely manner with safety as our number one priority. This year we have another eight firefighters that will go through the program to get Blue Card certified.

We also put ten outside candidates through our Blue Card fire simulation Captain test. South Lake Tahoe Fire Rescue looks forward to another safe and productive year fighting structure fires under the Blue Card Command System.

BLUE CARD®



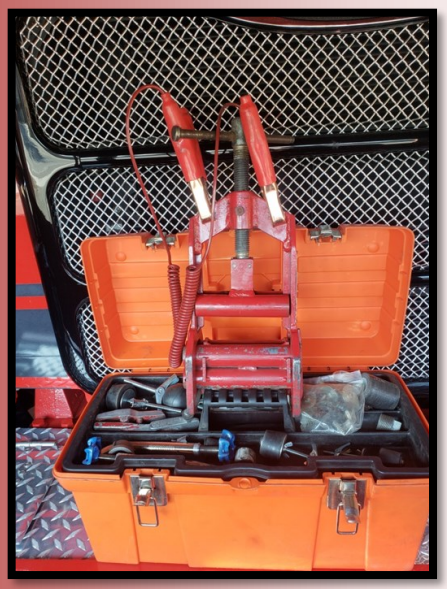


Hazardous Materials - Firefighter Matt Davis



The hazmat program facilitates and prepares department members for hazmat response. In addition, the program administrator is responsible for procuring the necessary equipment and supplies to ensure an effective hazmat emergency response to protect the life, property, and environment within the City.

SLTFR responded to several hazardous material related incidents this year. (Rupture/Explosion/Hazmat/ Utility emergencies). Covid -19 has continued to impact SLTFR operations. As a biological hazmat, SLTFR has had to continuously decontaminate the fire stations along with fire equipment and personal protective equipment (PPE). Additional spill and leak control supplies were procured to contain and/or mitigate any hazmat incidents that vary from carbon monoxide to WMD releases.









TEMS / SWAT Team - Engineer Danny Vallejo



Throughout 2021, the TEMS medics assigned to the South Lake Tahoe SWAT team have performed continuous training and mission callouts throughout one of the SWAT teams busiest years. SLT TEMS medics are required to attend all trainings and work along side of the police officers as one cohesive team. This year 2 of the 3 TEMS medics attended a 2 week long Basic Swat School training put on by Pinnacle Tactical in Sacramento. Our medics were the first 2 fire department personnel to have completed this course through Pinnacle Tactical. Throughout the 2-week training, the TEMS medics worked with outside agencies learning and training on the tactics used by SWAT teams of all locations. The training will help aid the medics in becoming a more cohesive and knowledgeable member of the South Lake Tahoe SWAT team.



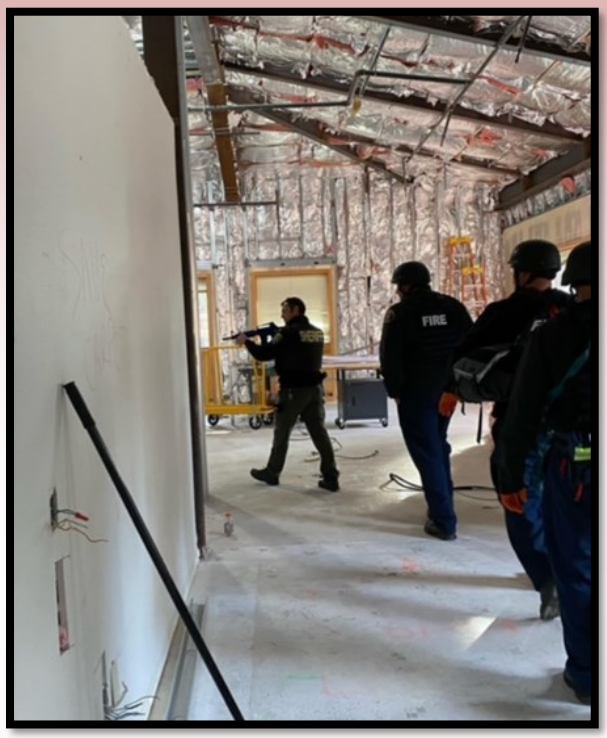




MCI Active shooter: Multiple online, classroom, and hands on trainings have been performed by all crews throughout this year. Glenn Norling with TBR Consulting assigned two online prerequisite trainings prior to a hands-on drill located at LTCC. The drill consisted of crews putting on the ballistic gear carried on all of the engines and performing Rescue Task Force concepts with help from local law enforcement and LTCC Fire academy students to act as victims.

Sherry with Capricorn Healthcare Consultants performed a class room EMS training for MCI incidents. This was a great learning opportunity to continuously train on the MCI process and procedures









SOUTH TAHOE ACTION TEAM

The STAT Team is made up of Community Members that have received a minimum amount of training In emergency response. These members are essential during emergencies in assisting their neighbors and family members in the event of an emergency helping to better prepare others.

In 2021 the South Tahoe Action Team assisted with multiple vaccination clinics that were held within the city. The members were a huge help at these events allowing fire personnel to focus on the vaccinations and medical standby areas.

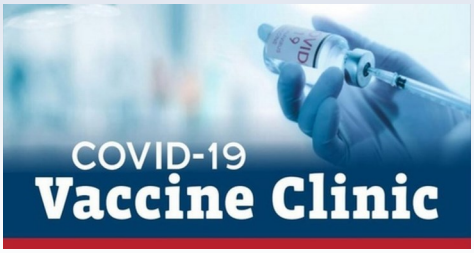








WE ARE
MORE POWERFUL
TOGETHER.





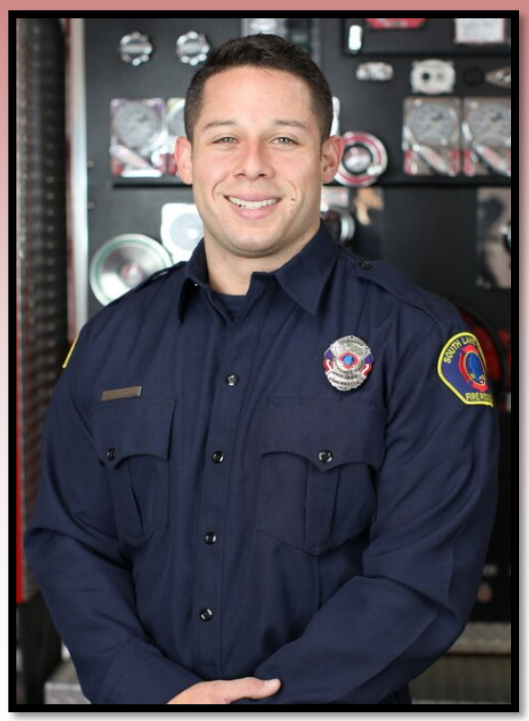






Health and Wellness - Engineer Dustin Winter and Firefighter Derek Longoria





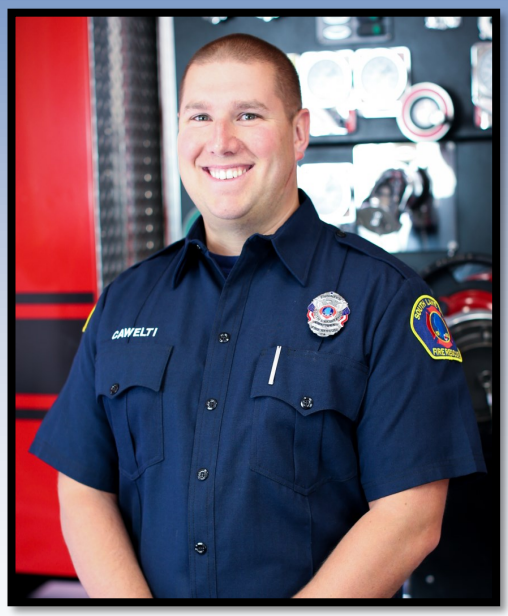
Our annual physicals will be completed by Lifescan for the 3rd year making sure we are physically ready for the job as well early detection of illness and disease with state of the art equipment and tests. New equipment has been implemented in the gyms as old equipment is retired. In 2022 we will be working with local physical therapy and athletic training businesses to look into injury prevention to decrease on the job injuries.

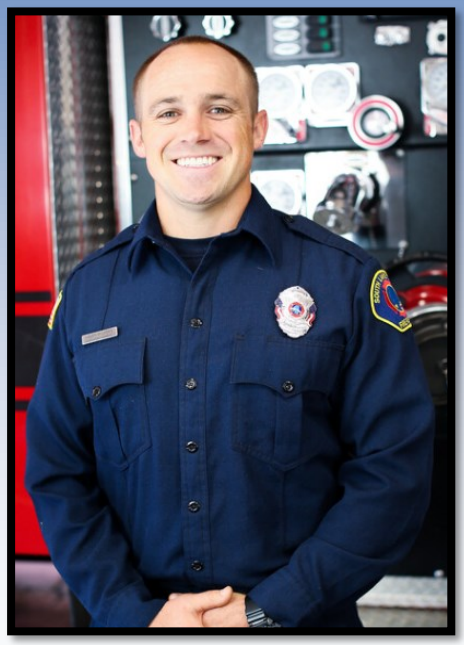




LIFE SCAN WELLNESS CENTERS
Saving the Lives of America's Heroes

Water Rescue / Marine 17 Boat - Engineer Holt Cawelti and Engineer Haven Wilvers





Over the past year South Lake Tahoe Fire Rescue Marine 17 was once again was a valuable resource for Lake Tahoe. Marine 17 participated in many calls for service on the water. Throughout the summer many equipment upgrades were purchased including new life vests, and an on-board electric refrigerator to keep food and drinks cold while out on the water for extended periods of time.

Now with the winter months nearing the boat has been pulled form the water and prepared for storage until next spring. There will be some exciting upgrades done while it is out of the water. The boat will receive a brand new wireless intercom system to allow firefighters to better communicate with each other as well as hear radio traffic while under way. The boat will also receive upgraded LED scene lighting. The 2 outboard engines will also be serviced this winter in order for the boat to be ready once again next summer.

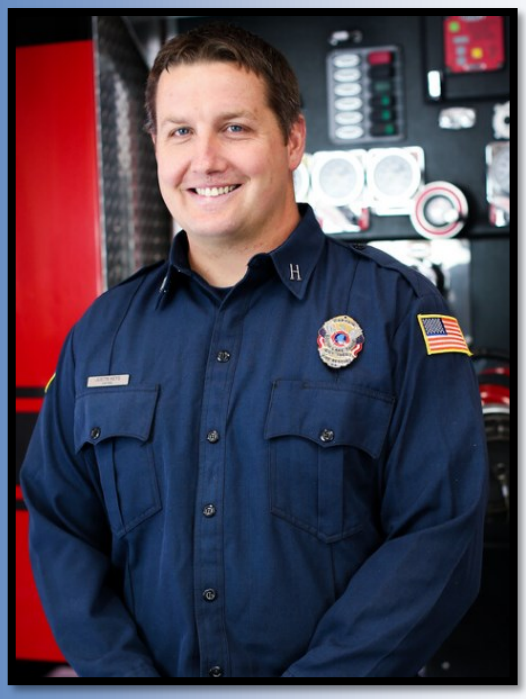


We are grateful to have this beautiful piece of apparatus in our fleet and are forever grateful for the donation by Ms. Lisa Maloff.



FIRECOM™
INTEGRATED COMMUNICATION SYSTEMS

New Hire Training Captain - Firefighter Justin Keys and Engineer Trent Renner





The primary focus for the training captain in the year of 2021 was to complete the probationary process for eight out of ten of our new Firefighters. Eight of our Probationary Firefighters transitioned into Professional Firefighters. They all completed written and skills module tests. Each individual test takes approximately eight continuous hours to conduct the test. Hundreds of training hours per Firefighter were spent accomplishing this task by each member of SLTFR.

In addition to the testing, the Training Captain conducted a one month academy for four Firefighters, President of the South Tahoe Training Officers Association, Driver operator 1A class, Specialized Truck Training with Chief Kitchel, assist with The Capital City Fire Academy with burn days, Lake Tahoe Basin Fire Academy Ice Rescue and Auto-X classes, Acting Engineer tests for three firefighters and assisted with Promotional and new hire exams.

SOUTH TAHOE TRAINING OFFICERS ASSOCIATION

New Hire Academy Training






















S.L.T.F.R.
S.L.T.F.R.
GEBHARDT











The Dixie Fire
Plumas National Forest / Lassen National Forest
July 13, 2021—October 25, 2021

SLTFR was part of the strike team on this incident



Structures destroyed: 1300

The Town of Greenville was leveled

Acres burned: 963,309



Single Largest Fire in CA State History (Non-Complex)

Active for 103 days





The Tamarack Fire
Alpine County 15 miles from South Lake Tahoe
July 4, 2021—October 25, 2021

SLTFR was part of the strike team on this incident



Structures destroyed: 23

Acres burned: 68,637

Active for 113 days









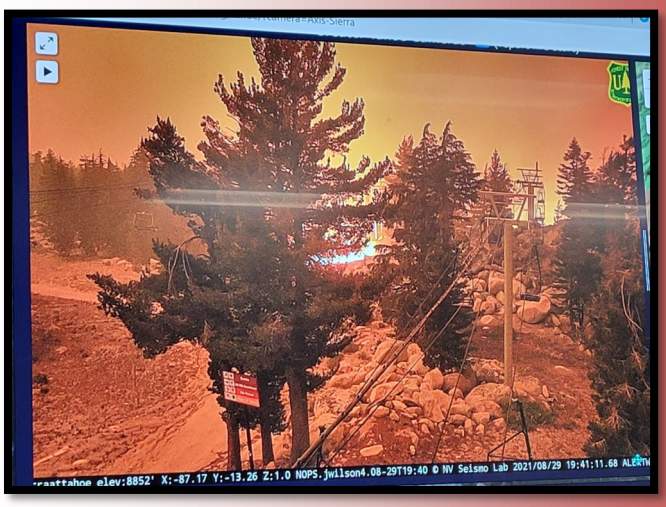
The Caldor Fire
El Dorado, Alpine, Amador Counties, Pollock Pines, Grizzly Flats, South Lake Tahoe
August 14, 2021—October 21, 2021

SLTFR was part of 2 task force teams on this incident. The entire fire department responded to work to protect the community.

Structures destroyed: 1003

Acres burned: 221,835

Active for 67 days



Tahoe Alert Cam looking at Sierra-At-Tahoe



Credit: KCRA Sacramento

Fighting the Caldor Fire

On Aug 14th 2021 the Caldor fire started in Pollock pines roughly 40 miles from Tahoe. This fire poured smoke into the already smoke-filled basin from the several other fires burning around the area. Firefighters stayed vigilant and kept an eye on this fire should it become a threat to the Basin. On Aug 27th the winds drove the fire rapidly towards the basin consuming everything in its path and devastating the once surreal backdrop of Strawberry and Kyburz.





We set up an information table at Safeway and talked with citizens about being prepared to evacuate safely and offered daily maps for the public to look at of the fire as it came closer to the Lake Tahoe basin.



Historic Celio Ranch in South Lake Tahoe



On Aug 30th the order was given for our city to evacuate. All available personnel said their goodbyes to their families and came to work to protect our community. Many of us did not have a chance to go home and make sure our own belongings were safe. We staffed every apparatus we could. There was a feeling of uncertainty amongst the group and nobody could predict what would happen in the days to come but, members were ready to give it everything we had.



On Aug 30th the fire crested the summit and began spotting into the Basin. The feelings are indescribable as members watched this monster enter our community, the community where many of our members grew up and live now.



Still shot from KCRA News Sacramento video

The crews had no time to process these emotions/feelings as we were immediately engaged in protecting structures in the Christmas valley area. In the midst of the chaos, in Christmas valley, over the radio the heart stopping transmission of an established spot fire in the upper Apache neighborhood was relayed. Crews knew they had their work cut out for them. SLTFR crews responded without hesitation. SLTFR sent every available apparatus we had left, as many members had already deployed on this fire several days before in our type 3 brush engines as well as overhead assignments.

Our members went to work that night protecting several homes.



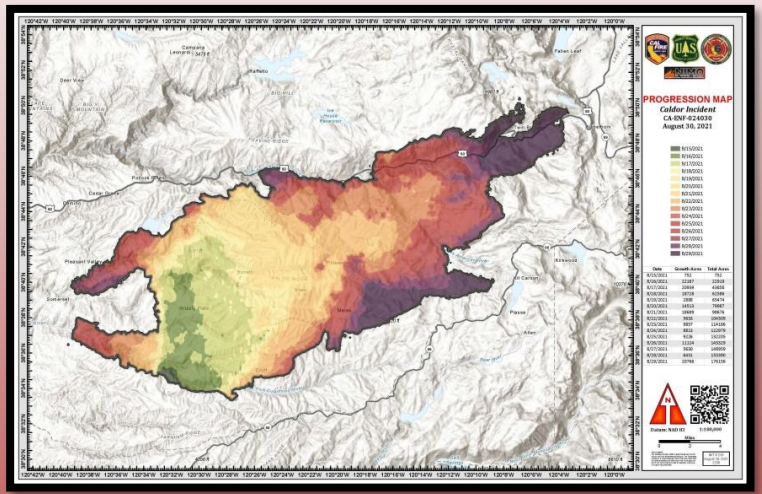
The National Guard was called in to block all entrances to South Lake Tahoe



The winds picked up sending embers flying and raining down on us. The sound of the fire was roaring like a jet engine that was impossible to ignore. This fire burnt and behaved in ways many of us have never seen. Sustained crown fires, almost 100 percent ignition rate from ember cast, and winds that would change by the minute all at 2 in the morning. There were also a very limited amount of resources available. There were uneasy moments and moments of uncertainty, but crews continued to give it everything. This was the second or third night in a row of no sleep for many of us. Help from out of the area later arrived which was supposed to be our relief. It was around midnight but the SLTFR crews were not ready to give up the fight and volunteered to stay out there. Crews worked arduously for several more hours protecting homes. Homes were saved because of the actions of these crews.

Every person had a role in this event. Some were on the front lines fighting the fight, others were behind the scene making sure the troops were fed, had what they needed, and spirts were high. People came in injured and banged up, people came in from vacation, people came in off of light duty, people came back after a 14 day strike team assignment to be thrown right back into the mix this time fighting for our community. People were checking on each others homes, we were taking care of each other Crews worked long long hours, at times more than 50 hrs straight but, spirts were always high and the crews were eager to get back out there to do their part. I know there are a thousand other examples of what our members did during this fire. I watched our department pull together in way I had yet to see. We showed we are resilient and up for whatever challenge awaits. I am proud of the department and the effort that was put forward during this event.

This section was submitted by Captain Mike Taormina, who worked on the front line of this terrifying event.





A record no city wants to hold



Still shot taken from NBC News Bay Area

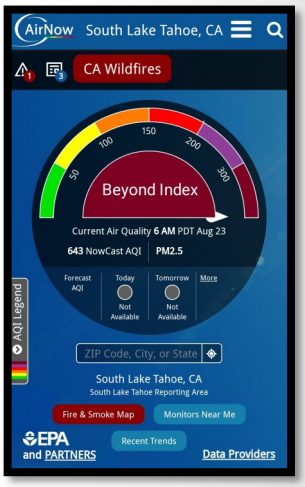
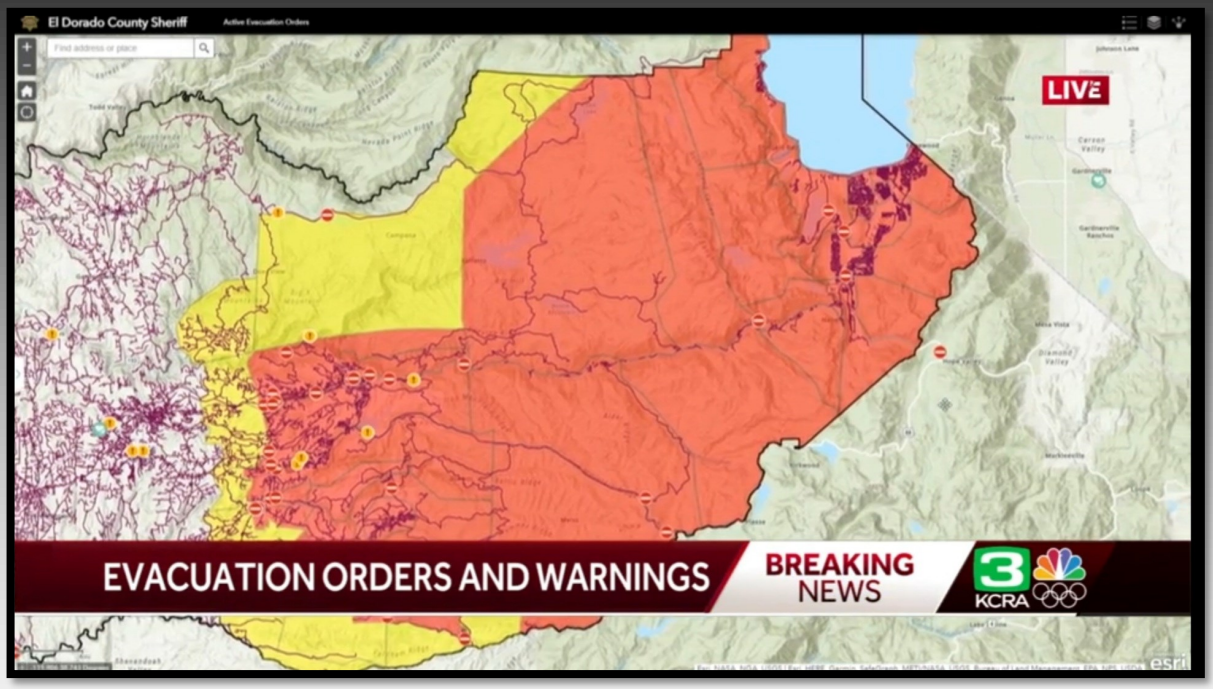




Photo credit: Tahoe South







Still shot photo credit: KCRA News Sacramento







The City of South Lake Tahoe activated the Emergency Operations Center, which was staffed 24/7 for over 2 weeks. First it was at the Airport, until the fire got too close. It was then relocated to Harrah's Casino. We can't thank Harrah's enough for giving us a safe place to work.



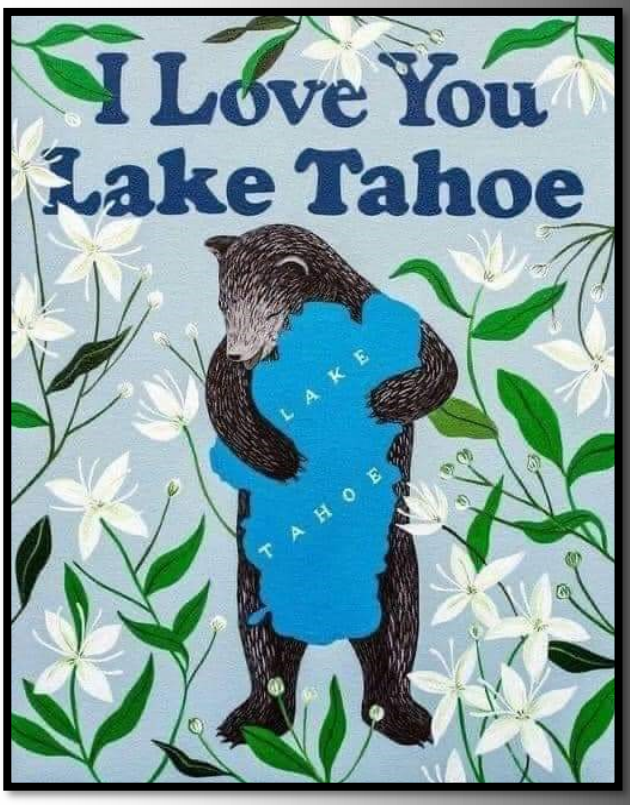









Caldor Firefighters
We ♥ Love U
Thank you. You're amazing!


I Love You
Lake Tahoe
LAKE
TAHOE


THANK YOU
1ST RESPONDERS

The citizens of the City South Lake Tahoe were allowed to go home on September 4th and Meyers citizens on September 6th







Hundreds of Thank You signs started going up around town after citizens were allowed back home.

It meant the world to us.






















THANK YOU FIREFIGHTERS
thank you!
fire fighters
Thank You
To The
Caldor Fire Heroes
THANK YOU TO ALL FIREFIGHTERS
THANK YOU!
THANK YOU
TAHOE STAY STRONG THANK YOU
AND
Sierra
HIGHLAND WOODS LOVES THEIR FIRST RESPONDERS
Thank You!
FIRST RESPONDERS
THANK YOU FIRE FIGHTERS
THANK YOU FOR PROTECTING US!
Thank You!
FIRST RESPONDERS
7-ELEVEN
THANK YOU
FIREFIGHTERS AND LAW ENFORCEMENT
THANK YOU
FIRE FIGHTERS!
THANK YOU
FIREFIGHTERS &
FIRST RESPONDERS
THANK YOU
TO ALL OF OUR FIREFIGHTERS, LAW ENFORCEMENT & ALL FIRST RESPONDERS
WE ♥ YOU!
BIG DADDY'S
THANK YOU
FIREFIGHTERS AND
LAW ENFORCEMENT
BEER • WINE
THANK YOU
FIREFIGHTERS
& LAW ENFORCEMENT!
THANK YOU
1st RESPONDERS
Thank You
FIREFIGHTERS
Fire Fighters
Thank You!
Police & Sheriffs


LAKE TAHOE
ENTERTAINER
Issue #301
September 2021
FREE
EntertainerTahoe.com
Thank You
Firefighters
First Responders
National Guard
Forest Service Personnel
Every One Who Helped in any Way
This Issue Looks Back at Some of our Tahoe Businesses
Please Support All Our Local Businesses
Photo by Erika


WE DONT KNOW U ALL, BUT WE OWE U ALL


Thank you!
FIREfighters
FORALL your
SUPPORT
And
Hard
You
work
guys
ARE Awesome
Thank you for
Saving Beautiful
Lake Tahoe And
THE Community
From your Friend
VIVIA




CALDOR COMEDY
FUNDRAISER
FRIDAY, DECEMBER 10
$35 TICKET
Event Proceeds Benefit the Barton Foundation's Emergency Response Fund
ALLAN HAVEY
Currently on Showtimes, "Billions," AMC's "Mad Men," HBO's "Curb Your Enthusiasm"
ROCKY LAPORTE
The Tonight Show with Jay Leno, Finalist on NBC's "Last Comic Standing," Montreal Just For Laughs Comedy Fest
EDDIE IFFT
Comedy Central Special, Joe Rogan Experience, NBC's "Last Comic Standing"
NICK GRIFFIN
12 David Letterman Appearances, Late Night with Stephen Colbert, Comedy Central Specials
HOWIE NAVE
Host and Emcee
TICKETS ON SALE NOW
Tickets available at Ticketmaster.com or SouthShoreRoom.com
#TahoeConcerts
SOUTH SHORE ROOM
CONCERT SERIES
Harrah's

The Alisal Fire
20 miles northwest of Santa Barbara
October 11, 2021—November 20, 2021

SLTFR was part of the strike team on this incident

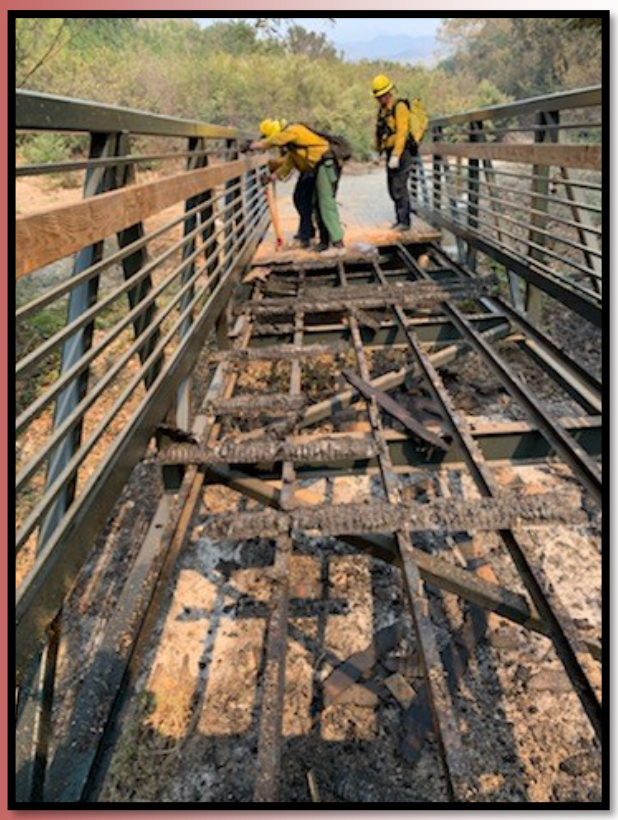


Structures destroyed: 12

Acres burned: 16,970

Active for 39 days







FIREWISE USA®

RESIDENTS REDUCING WILDFIRE RISKS

Firewise USA® is a National Fire Protection Association “certified” program where residents in a specific neighborhood “actively” participate is assessing wildfire risks, then develop an “action plan” to manage and mitigate the fire risks within their community.
It’s a program that teaches people how to work together to protect their home and neighborhood from wildfire risk through vegetation management and home hardening.
South Lake Tahoe Fire Rescue applauds the Al Tahoe neighborhood, for successfully becoming the 1st certified Firewise USA ® neighborhood in the City limits in 2021.

What are the Benefits of being Firewise?

It shows a community’s long-term commitment for ongoing efforts to make their neighborhood safe.

It unites a community in their efforts to affect positive change. Neighbors helping neighbors to protect lives and homes.

Communities receive continuing support for their efforts from local, county, state and federal wildfire agency representatives.

Insurance companies are now recognizing the value of Firewise strategies and consider mitigation efforts when scoring home safety.



Al Tahoe neighborhood map

CONGRATULATIONS TO AL TAHOE NEIGHBORHOOD - THE 1ST NATIONALLY RECOGNIZED FIREWISE USA® NEIGHBORHOOD IN THE CITY LIMITS!



Al Tahoe neighborhood leader Dianne Rees with Fire Chief Savacool

Holiday Snowstorms

December brought many challenges to our agency with the multiple snowstorms which coincided with Christmas and New Years Eve, 2 of the busiest times in Tahoe in terms of tourists. Power outages, downed trees, traffic accidents, and treacherous conditions made this time very busy for us.

Our City management opened up the Emergency Operations Center virtually in order to set up a warming shelter for citizens who didn't have any source of heat during the power outages.









OUR FAMOUS CHRISTMAS ENGINE







Every year, our citizens young and old wait by their frosty windows to get a look at our beautiful Christmas Engine as it cruises through every neighborhood, bringing joy and smiles to all.

This tradition is beloved by our community, and our Firefighter's Association loves making it happen for them!







2021 Customer Surveys

This is the 8th year our agency has been sending our customer survey cards to our constituents.
Here is a summary of the feedback we got this year.

534 surveys were sent out
114 were returned to us (13.84%)
Most external surveys get a 10%-15% response rate
114 were happy with our service.



We exist for you!

Compassion ~ Professionalism ~ Honor

Some comments from survey cards sent back to us

Medical Aid:

“Infinite thanks to the firefighters for all the valuable help they gave me in my emergency and pain. My husband and I thank you so much for all that you did for us. God bless you thanks also for all your hard work always.”

- Loren.

Public Service:

“Justin Keys and 2 other firefighters were very helpful when my car started smoking. One discovered it was a missing fuel dip and I videoed him showing me the problem so I could show the shop. They offered to give me a ride too. They made a stressful situation much better. Thank you so much”

-Anonymous.

Water problem:

“The gentlemen were extremely courteous and helpful to find the problem. We are grateful”

- Guilliam N.

Citizen Assist:

“Their service was fabulous, amazing, great. Thank you so much to the responsible young men.”

- Stefka D..

Medical aid:

“Staff was courteous, and kept their calm which helped our situation.”

-Bill and Theresa D.

Vehicle Accident:

“C Shift - Your immediate response was appreciated. Courteous...everyone and thank you for your assistance looking for items scattered on the roadway and placing hem back in my vehicle. You made a bad situation bearable.”

- Anonymous

Medical aid:

“I am forever and ever grateful for all the amazing people who responded to us. Thank you for saving my son!”

- Chandra C.

Water leak:

“I couldn’t have been more pleased with the service!!!.”

- Anonymous.

Vehicle lock out:

“So kind and helpful - really impressed with SLT 911 and Fire Dept for this service they provide for citizens. Thank you:”

- Monique M.

Incident Responses in 2021

Fires	84
Emergency Medical Services	1,860
Hazardous Conditions	198
Public Assistance	512
Weather Related Incidents	3
False Calls/Alarms/Other	708
Total Responses	3,365
Fire Loss	$389,000



Pine Ave fire and rescue

On February 22 2021, a report of a structure fire came over the radio and we sent all of our apparatus. When the 1st on scene arrived, it was discovered there were 6 people trapped in the apartment building.

Our firefighters went to work rescuing the citizens and getting the fire put out. A complex incident such as this one puts our firefighters' training to the test.

With the assistance of SLTPD, we were able to mitigate the emergency and rescue 6 citizens from the apartment building.

Chief Savacool recognized the police and firefighters involved in this incident at our annual awards ceremony.



Police Officer Gamberg, Engineer Wilvers, Engineer Benavidez, Captain Taormina, Battalion Chief Manning being recognized by Chief Savacool

Firefighters involved in the incident but not pictured were Captain Anderson, Firefighter Longoria, and Firefighter Callejo





Firefighter Longoria rescuing a citizen from his apartment building.



Special Acknowledgements

Dispatcher of the Year 2020

Was awarded to

Jen Canin

Pictured with Chief Manning







Firefighter of the Year 2020
was awarded to

Fire Engineer / Paramedic

Holt Cawelti

pictured with Chief Savacool
and Chief Manning



4 of our promoted Firefighters being sworn on by Chief Savacool: Engineer Danny Vallejo, Engineer Dustin Winter, Captain Mike Taormina, and Captain Brenen Davis

Not pictured: Captain Doug Bailey and Engineer Trent Renner



Fire Chief Meritorious Award was given to

Captain/ Paramedic R.N.
Kim George

For her work on successfully developing and managing the City's COVID-19 vaccination clinics.

Pictured with City Manager Joe Irvin and Chief Savacool



New Firefighters hired in 2020 / 2021 were recognized
at our awards ceremony

Chris Grasso
Jonathan Szendrey
Kyle Printz
Leo Gebhardt
Matt Davis



welcome
TO THE FAMILY

Our newest Firefighter hired in 2021

Luke Daum

Being sworn in by Chief Savacool







Congratulations to **Haven Wilvers** on your promotion to Engineer!!









Welcome to the family!





Retirements



Captain Jon Anderson



Engineer Pat Hambel

Congratulations are in order for 2 Firefighters who were fortunate enough to retire in 2021.

Captain Jon Anderson served our agency for 27 years.

Engineer Pat Hambel served our agency for 20 years.

We are grateful for their fine service to our City.



THE BEST JOB IN THE WORLD




















This document is proudly presented by
South Lake Tahoe Fire Rescue
Serving our community for 56 years
CALDOR FIRE
TAHOE STRONG
All photos provided by SLTFR personnel
Still shots credited to respective news stations

In memory of our brother
Chip Johnston



1959-2021

THANK YOU FOR YOUR SERVICE, SIR, AND FOR ALL THE GOOD TIMES!

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 8

Agenda Item: Underground Storm Drain Pipe Condition Assessment Results

Executive Summary: The condition assessment has been completed and the consultant team report provides various projected financial needs to successfully manage and plan for replacing aging underground infrastructure.

Requested Action / Suggested Motions: Receive presentation and provide feedback on recommended funding needs for asset repair and replacement.
Responsible Staff Members: Jason Burke, Stormwater Coordinator and Ryan Malhoski, GIS Analyst

Responsible Staff Member: Jason Burke, Stormwater Program Coordinator (530)-542-6038; Ryan Malhoski, GIS Analyst (530)-542-6194; Rachael Shaw, Stormwater intern

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Director of Finance
Heather Stroud, City Attorney

Attachments:

01-Staff Report - Underground Pipe Assessment.docx
02-Risk Profile
03-Focused Condition Assessment Report
04-Presentation - Storm Drain Pipe Condition Assessment.pptx

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: Underground Storm Drain Pipe Condition Assessment Results

Location: Citywide

Responsible Staff Members: Jason Burke, Stormwater Program Coordinator, (530) 542-6038; Ryan Malhoski, GIS Analyst, (530) 542-6194, Rachael Shaw, Stormwater Intern

Background: On April 20, 2021, the Drainage Master Plan Update was presented to the council, including an Asset Replacement and Maintenance Element, discussing the need to develop a data-driven approach to storm drain repair and replacement. The update recommended creating a systematic method to inventory, rank, and repair underground storm drain pipe, focusing on the highest risk infrastructure constructed of corrugated metal pipe (CMP). The Council authorized the allocation of $35,000 (Resolution No. 2021-026) to fund a focused Condition Assessment of underground stormwater infrastructure. Pipe failures and roadway collapses can create safety issues, unexpected access issues for businesses and the public, with the potential to damage public and private property.

Utilizing the previously allocated funds, the Public Works Department solicited proposals and bids from a wide variety of private-sector experts to assist with the development of a field inspection plan, assessment criteria, and steps to complete a representative inventory of pipe conditions in order to inform a risk-based approach to defining repair and replacement needs. In accordance with procurement policies, the City hired Kayuga Solutions, Inc., a firm focused on asset management considering both the risk of failure and consequence of failure to develop a Business Risk Exposure (BRE) model.

While a comprehensive and full-scale asset management inventory would have included running a remote camera through all underground pipes in the City, this scale of effort would have cost the City upwards of $500,000. Using a more cost effective approach, Public Works staff provided current GIS pipe data to the consultant team to develop a focused field inspection plan to determine unknown pipe material and conditions in areas of known data gaps and develop a representative inspection approach to assess the highest risk corrugated metal pipe, based on age and location. The City partnered with the Tahoe Resource Conservation District (Tahoe RCD) to complete streamlined end-of-pipe inspections and implement the field inspection plan developed by Kaygua Solutions, Inc. to provide cost-effective field inspection services based on TRCD's existing stormwater monitoring skillset and familiarity with underground storm drain systems.

Issue and Discussion: The completed Citywide Storm Drainage System – Focused Condition Assessment Report will help inform and move the City towards a data-driven, proactive approach to managing infrastructure within a risk-based framework. Using Geographic Information Systems (GIS) to factor in both the probability of failure (age, material, and location) and consequence of pipe failure (risk to community, environment, and economy), the

assessment found a need to replace approximately 91 high risk failing underground pipe segments over a five-year time frame at a total cost of $2.64 million, shown in the attached Condition Assessment Report. The report authors (Kayuga Solutions, Inc.) estimated an annual long-term need of approximately $1.35 million for full pipe replacement over the lifespan of the existing assets.

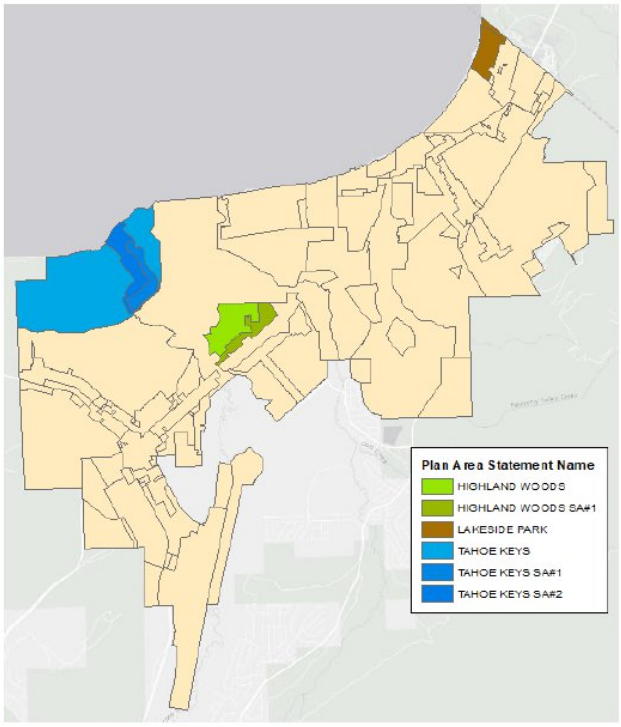
However, the report noted that lifecycle costs can be very general, and refining these assumptions based on site-specific data can be used to update these general outcomes and assumptions. The field assessment found that there are many situations where CMP pipe is well past the generally assumed lifespan, but the material appeared to be in fair or good condition depending on the location. The management strategy found that it could be reasonable to consider that the useful life of some CMP can be extended to 56 years in hotspots areas (wet conditions often in SEZs) and 70 years in non-hotspots areas.

Table 1: Updated Potential Useful Life by Pipe Material and Location

Material	Potential Useful Life (Years)
RCP Pipes	100
HDPE Pipes	100
CMP in Hot Spots	56
CMP Pipes	70

The project found that there are specific areas where pipe failures are most probable, specifically in the Tahoe Keys and in areas that pipes are frequently under lake level or old CMP within saturated stream environment zones (SEZ).

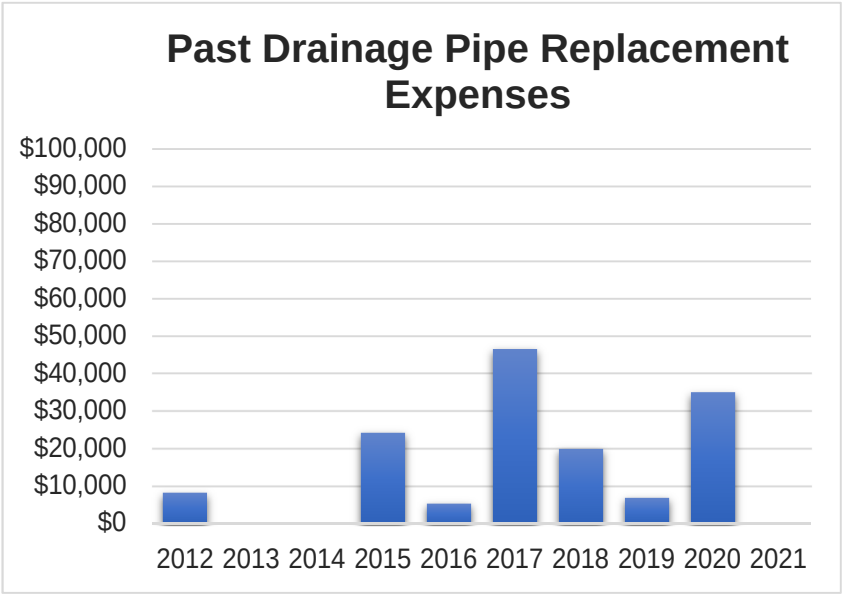
Condition Assessment Hot Spots



KAYUGA SOLUTION

Financial Implications: As noted during previous budget presentations, the City's past reactive approach has created a significant backlog in replacement costs. The City has had a well-intended, but inconsistent and approach to pipe replacement in the past, focusing more in areas of major risk, such as Tahoe Keys. Funding for pipe replacement has been sporadic and reactionary, as shown in the funding allocation funding allocation for previous years, shown below.

Year	*Drainage Pipe Replacement Expenses*
2012	$8,301
2013	$0
2014	$0
2015	$24,306
2016	$5,488
2017	$46,475
2018	$20,000
2019	$7,000
2020	$35,000
2021	$0



While the Condition Assessment Report recommends the full $1.35 million in annual pipe replacement costs, staff are suggesting a phased approach that ramps into addressing this drastic need and recognizes the limited existing capacity to complete the work this summer given current staffing levels and the considerable amount of other funded Capital Improvement Projects currently underway within the Public Works Department. This phased approach will also enable to staff to fine tune the understanding of pipe replacement needs, methods and assumptions. It is important to note that because some pipe failures deal with potential utility conflicts, lack of adequate easements (since many pipes were installed prior to incorporation of the City in 1965), and other environmental permitting and protection issues, some of the urgent repair and replacement work is well outside the scope of normal maintenance and becomes a CIP level project.

As an example, the current James and Eloise pipe replacement project for a large diameter pipe that is failing beneath the Alpine Animal Hospital will be complicated to replace and has warranted creation of a standalone CIP account (301-40053, James-Eloise Drainage) to address the need for a survey, design, permitting and acquisitions required to complete the bidding and repair work. The project includes challenging work next to an old building with the foundation very close to the existing failing pipe, which was installed prior to incorporation of the City and without an easement. These complex repair and replacement projects cannot simply be bid to a contractor without resolving access and defining design specifications for the repair. In cases where pipe or culvert replacement is more straightforward and requires minimal scoping, the project can be bid as repair and replacement work with little or no need for design, acquisition or permitting.

While the consultant team recommended the City should consider an annual need of $1.35 million, by extending the anticipated useful life of the CMP pipe based on observed field conditions, the average annual estimated repair and replacement need could be reduced to approximately $900,000 per year using adjustments to the anticipated useful life of the CMP pipe with the model. Staff will only be requested the highest priority need ($450,000) in the upcoming midyear budget request in order to ensure known failures can be addressed in the upcoming summer construction season and to develop an understanding of the magnitude of the work involved. In the upcoming mid-year budget, Public Works staff are suggesting that the City Council consider funding the following items to begin addressing this looming backlog of pipe replacement needs:

Suggested Request	Account	Description
$250,000	301-40049	Citywide pipe replacement
$50,000	301-40037	Drainage improvements
$150,000	301-40053	James-Eloise Drainage replacement - Phase 2 (James to Eloise)
$450,000		*Total*

While the City may need to consider a finance strategy to address long-term asset management and drainage improvements needs, the urgency of increasing pipe failures (currently about 2-3 unanticipated collapses per year due to pipe failure) suggests the need to allocate a minimum of $90,000, as each pipe replacement in the Tahoe Keys typically costs around $30,000 for repair. Since a majority of the replacement need is located within the Tahoe Keys, one approach to consider could be a location-based revenue fund or assessment to provide funding for the pipe replacements needed to serve the unique development pattern in the Tahoe Keys. However, a potential location-based revenue source will take many years to develop, meanwhile pipes will continue to fail and create an immediate risk to the City. The risks in not replacing these critical pipe failures include flooding and impacts to other City and community assets.

Environmental Considerations: This report and upcoming funding request is not a "project" subject to detailed CEQA review because the current report is (a) limited to information collection which does not result in a serious or major disturbance to environmental resources and (b) is an activity limited to feasibility and planning studies for possible future actions which the City has not approved, adopted or funded (Cal. Code Regs., tit. 14 §§ 15306 and 15262). Any future maintenance or repair work within the reasonable scope will likely qualify for a CEQA Class 1 (§§ 15301 - repair or maintenance of existing facilities) exemption, Class 2 (§§ 15302 - replacement or reconstruction of existing structure or facilities), or Class 4 (§§ 15304 - minor alteration to land) Categorical Exemptions.

Policy Implications: When underground drainage pipes fail, roads and property may be damaged and access can become limited due to public safety concerns. The 2021-2026 Strategic Plan identifies aging infrastructure as a known weakness and potential threat. This agenda item and upcoming budget request directly address Priority 5.3 (Infrastrucutre and Maintenance).

RISK PROFILE: Business Risk Exposure (BRE) Matrix with Asset Count and Replacement Cost

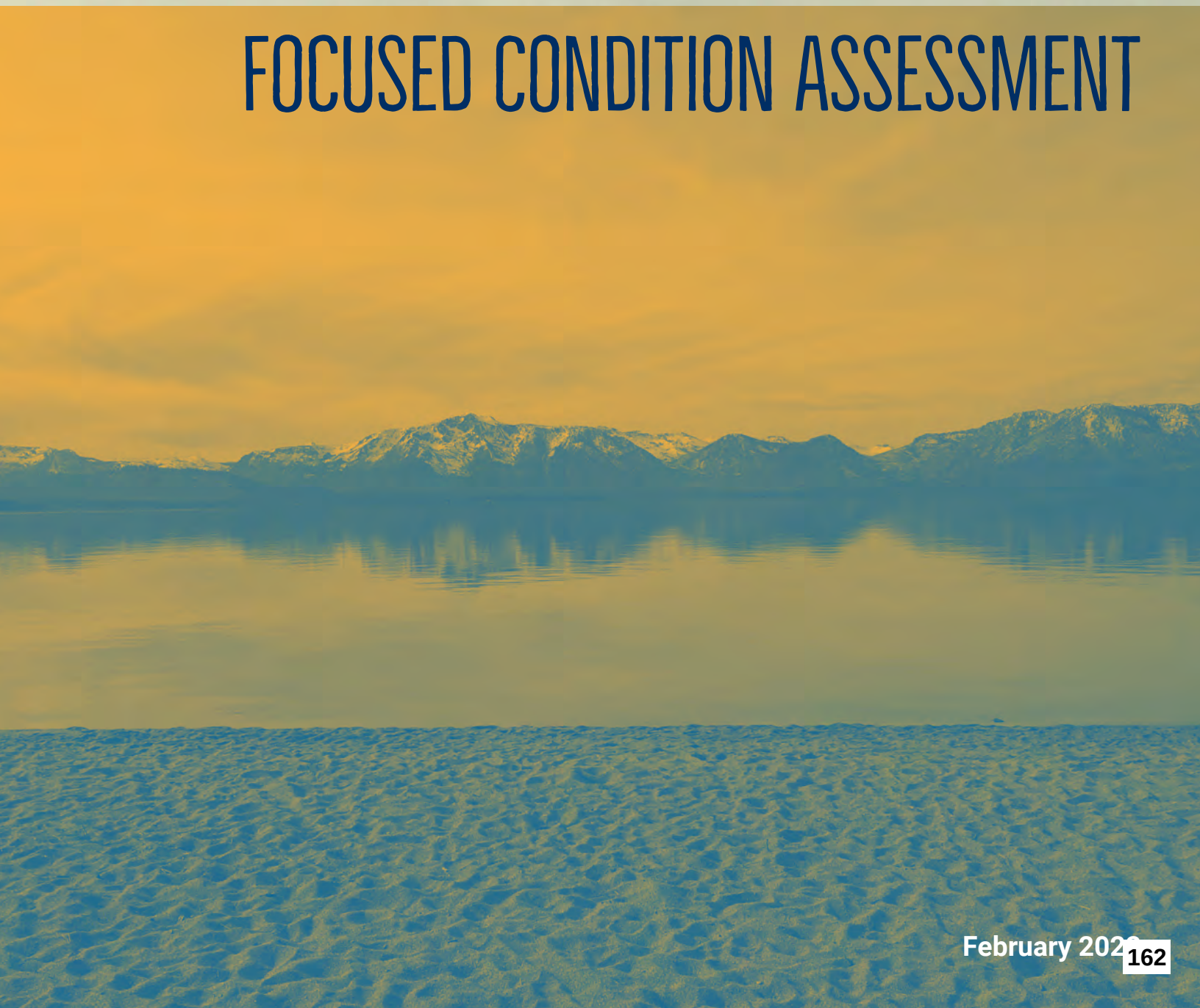
The following figure shows the risk profile for City's storm drainage pipes. Overall, there are 91 pipe segments with total replacement cost of $2.64 million considered as high-risk. This account for 4.5% of the total replacement of pipe in the inventory., There are 284 pipe segments ($7.41 million) in the medium-risk category. The majority (82.9%) of the City's pipes are in low-risk category.



CITY OF
SOUTH LAKE TAHOE

CITYWIDE STORM DRAINAGE SYSTEM

FOCUSED CONDITION ASSESSMENT



February 2020

Table of Contents

1 Introduction 1
1.1 Project Approach 2
1.2 Storm Drainage Asset Inventory 3
2 Business Risk Exposure 5
2.1 Probability of Failure 5
2.2 Consequence of Failure 6
2.3 BRE Matrix 10
3 Inspection Plan 11
3.1 Condition Rating System 12
3.2 Additional Data Collection 14
3.3 Field Inspection Pipe List 15
4 Focused Condition Assessment 17
4.1 Condition Assessment Results 17
4.2 Updated Asset Inventory 18
4.3 Adjusted Useful Life 18
5 Storm Drain Replacement Outlook 22
5.1 Storm Drain Replacement Cost 22
5.2 Management Strategy 23
5.3 Risk Profile 24
5.4 Cost Projection 25
6 Recommendations 30

List of Figures

Figure 1 Project Approach 2
Figure 2 Installation Profile 3
Figure 3 City of South Lake Tahoe Storm Drainage Pipes 4
Figure 4 Business Risk Exposure 5
Figure 5 BRE Matrix 10
Figure 6 Inspection Plan Methodology 11
Figure 7 Pipes Selected for Field Inspection 16
Figure 8 Hot Spot Area Map 19
Figure 9 Kaplan-Meier Survival Curve 20
Figure 10 Decay Curves 20
Figure 11 Total Storm Drainage Pipe Replacement Cost 23
Figure 12 BRE Matrix with Asset Count and Replacement Cost 24

Figure 13 Risk Map 25
Figure 14 20-Year Pipe Replacement Outlook 26

List of Tables

Table 1 Initial Asset Inventory by Pipe Material and Installation Year 3
Table 2 Probability of Failure and Remaining Useful Life 6
Table 3 CoF Criteria and weight 6
Table 4 CoF Scores by Pipe Size 7
Table 5 CoF Scores by Road Class 7
Table 6 CoF Scores by General Zoning Area 7
Table 7 CoF Scores by Specific Zoning Area 8
Table 8 CoF Scores by Critical Facilities 9
Table 9 CoF Scores by Catchment Area 9
Table 10 CoF Scores by Stream Environmental Zone 10
Table 11 Condition Rating Score and Estimated Time to Failure 12
Table 12 Condition Rating System for CMP Pipes 13
Table 13 Additional Data Collection 14
Table 14 Field Inspection Pipe List 15
Table 15 Condition Assessment Results by Pipe Materials 17
Table 16 Updated Asset Inventory 18
Table 17 Unit Cost by Pipe Diameter 22
Table 18 Potential Useful Life by Pipe Material and Location 23
Table 19 5-Year Pipe Replacement Needs 26
Table 20 5-Year Pipe Replacement List 27

1 Introduction

The City of South Lake Tahoe (City) manages over 34 miles of storm drainage pipes of varying material and diameter. Historically, many of the drainage and water quality improvements installed within the City since incorporation in 1965 have been funded through grants from federal and state sources focused on protecting the clarity of Lake Tahoe. However, the goals of storm drainage improvement should also include providing flood prevention, reducing damage to roadways and private property, and improving neighborhoods and the quality of life for residents. To address this, the City needs a deeper understanding of the current condition of its storm drainage infrastructure, the risk of asset failure, and associated investment needs to maintain the level of service.

The City believes significant portions of the City's storm drainage infrastructure are aging well past the expected lifespan of the pipe material. Through this study, the City wants to achieve the following goals:

- Review and evaluate the existing GIS data gaps with City staff
- Develop a consistent method for classifying the condition of underground pipes by material (RCP, HDPE, CMP/SRP)
- Develop a consistent approach to field condition assessment to fill in critical data gaps
- Develop a framework for risk-based prioritization of replacing/repairing aging pipes considering environmental constraints within the Lake Tahoe basin
- Develop short- and long-term replacement need projections for storm drainage pipes

This report is organized into six sections:

1. Introduction – Background and purpose of the report
2. Business Risk Exposure – Risk assessment methodology
3. Inspection Plan – Condition rating system and targeted pipes for field inspection
4. Focused Condition Assessment – The results of field inspection and condition assessment and adjustment of pipe useful life
5. Storm Drain Replacement Outlook – Life cycle cost analysis for short- and long-term storm drainage pipe replacement projection
6. Recommendations – Continuous improvement effort to improve data quality and cost projection accuracy

1.1 Project Approach

The overall project approach is based on development of a custom Business Risk Exposure (BRE) methodology for focused condition assessment prioritization. The initial results of the BRE model will prioritize the targeted field inspection and condition assessment efforts. The results will be used to project the timing of storm drain replacement projects. For optimum data visualization and interpretation, Kayuga will utilize IRIS, a cloud-based asset management system, to model pipe deterioration and risk profile. IRIS utilizes asset information from GIS (and other data sources), combined with management strategy (e.g., useful life assumptions), condition scores, cost, and BRE information to generate prioritized replacement and rehabilitation needs.

The following image shows the dataflow between GIS, BRE model, condition assessment program, and IRIS.

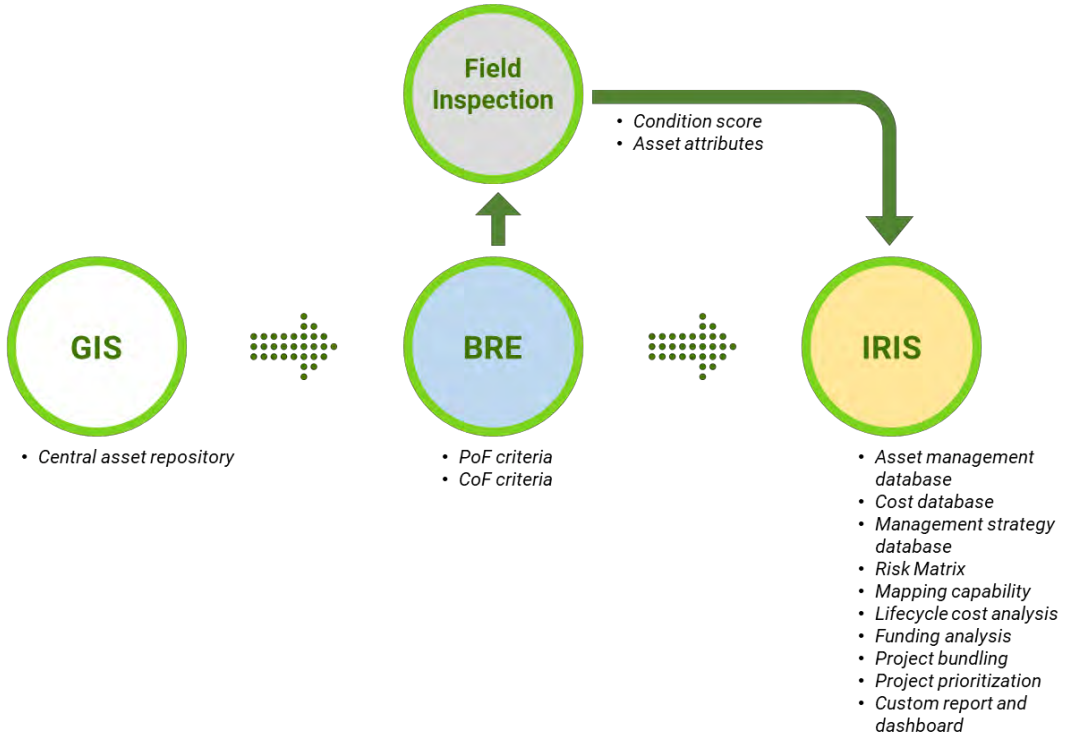


Figure 1 Project Approach

The BRE model will be created based on the asset data compiled from available GIS layers and other related sources. The initial BRE results, combined with data gap assessment will be utilized to prioritize the field inspection and condition assessment. Existing and new asset data, along with field inspection results will be uploaded into IRIS. Once data has been configured in IRIS, the City will have the ability to view and filter asset information in a tabular format, BRE matrix, or map. The BRE matrix will classify the assets based on PoF and CoF scores. Next, replacement cost and management strategy will be assigned and the life cycle cost analysis will be performed. The result is a year-by-year projection of pipe replacement needs.

1.2 Storm Drainage Asset Inventory

The initial summary of storm drainage asset inventory was developed based on the City's GIS layer, which is comprised of over 34 miles of drainage pipes. The following figure shows the installation profile of the City's storm drainage pipes. The oldest of these pipes were installed in the 1960s, with major development in 1969 and 1970. After that, the City installed very little pipe until 1988, and has continued to install pipes since then.

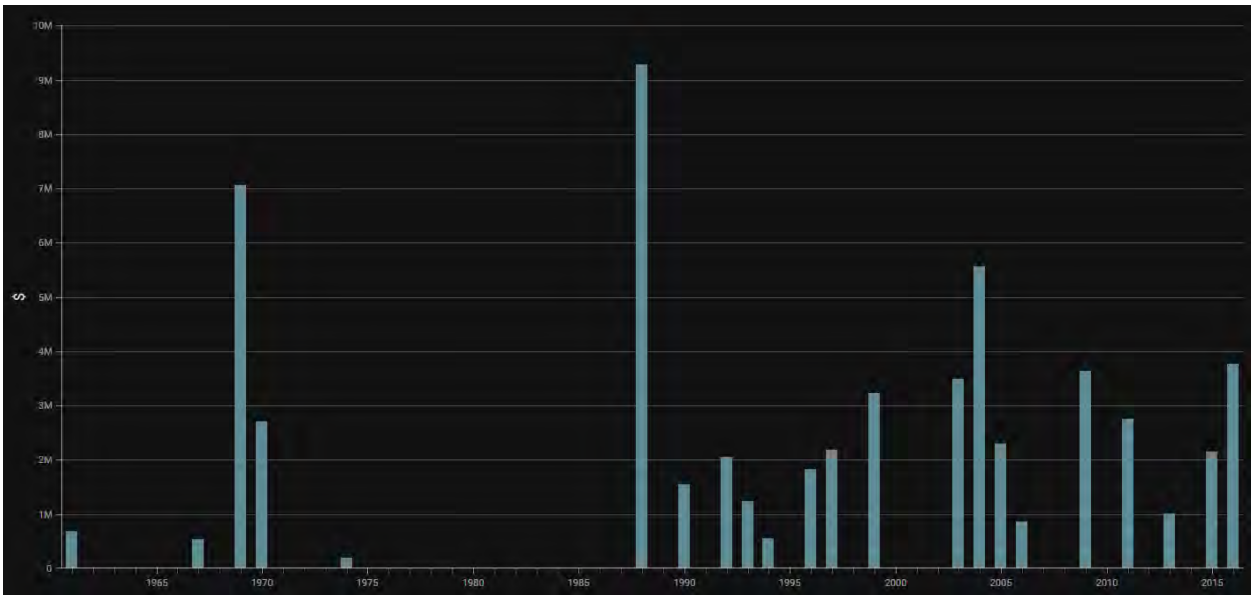


Figure 2 Installation Profile

Overall, the most common pipe material is CMP (36.0%), followed by HDPE and RCP. The material is unknown for about 21% of the pipes. The following table summarizes the City's initial asset inventory.

Table 1 Initial Asset Inventory by Pipe Material and Installation Year

Decade	CMP	HDPE	RCP	Unknown	Total (%)
1960-1969	10,078.3	559.5	282.9	14,852.1	14.3%
1970-1979	14,876.9	560.3			8.6%
1980-1989	11,420.2	281.6	4,851.4	8,582.2	14.0%
1990-1999	26,086.8	3,750.6	756.2	6,397.7	20.6%
2000-2009	1,929.1	21,127.1	18,124.6	4,817.5	25.6%
2010-2019	1,931.6	25,421.9	396.7	2,736.2	17.0%
Total (Ft)	66,322.9	51,701.0	24,411.8	37,385.7	
Total (%)	36.9%	28.8%	13.6%	20.8%	

The following figure shows the IRIS map interface for the City's storm drainage pipes.

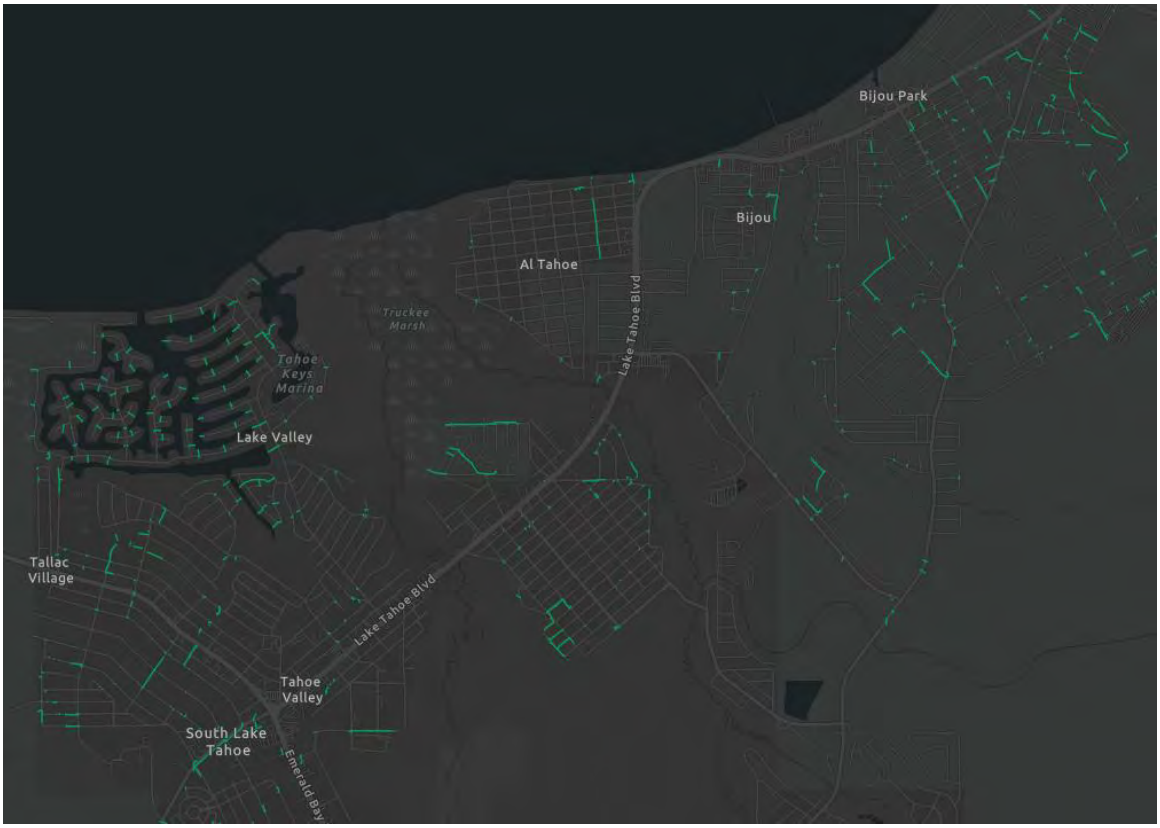


Figure 3 City of South Lake Tahoe Storm Drainage Pipes

2 Business Risk Exposure

Business Risk Exposure (BRE) is a product of probability of failure (PoF) and consequence of failure (CoF). PoF provides an understanding of the timing to failure while the CoF measures the impact of asset failure. The relationship between BRE, PoF and CoF and sample of their associated criteria is shown the figure below.

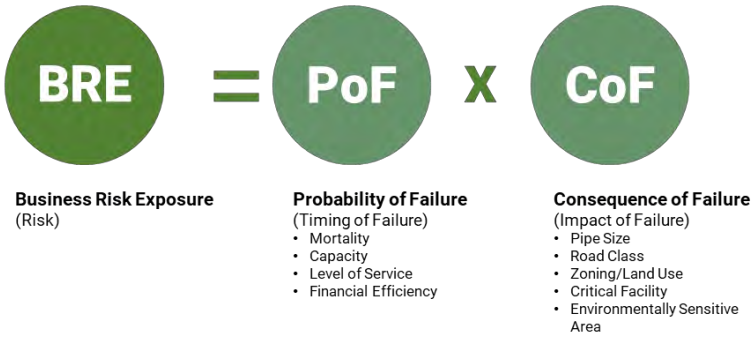


Figure 4 Business Risk Exposure

Understanding the BRE profile of the assets provides the following benefits:

- Identify critical assets with the greatest risk to the City, the public, and the environment
- Prioritize assets for further investigation (e.g., condition assessment)
- Prioritize assets for replacement or rehabilitation under limited resources

2.1 Probability of Failure

The PoF provides an understanding of the timing to failure. Ideally, the PoF determination should consider all failure modes relevant to stormwater pipe (i.e., physical mortality, capacity, and level of service). Physical mortality failure mode is related to all physical deficiencies of the pipe, such as corrosion issues, floor damage, and roof collapse, and will be varied depending on pipe materials. A pipe is consider failed due to capacity failure modes if its existing hydraulic capacity do not meet the current design criteria (e.g., pipe is in good condition but does not meet 25-year storm requirements). The level of service failure mode happens when the current pipes do not meet the current regulatory or environmental requirements. For example, a storm drain that brings a high amount of sediment to a body of water may no longer meet the level of service standard. The PoF criteria will dictate the information that needs to be collected during the field inspection.

Specifically for this study, the PoF analysis will be determined solely based on physical mortality. It was assumed that CMP pipes have a 40-year useful life while RCP and HDPE pipes have a 100-year useful life. The following table provides an age based PoF estimate in relation to the remaining useful life.

Table 2 Probability of Failure and Remaining Useful Life

Probability of Failure	Remaining Useful Life (RUL)
0.1	RUL $\geqslant$ 90%
0.2	80% $\leqslant$ RUL $\leqslant$ 90%
0.3	70% $\leqslant$ RUL $\leqslant$ 80%
0.4	60% $\leqslant$ RUL $\leqslant$ 70%
0.5	50% $\leqslant$ RUL $\leqslant$ 60%
0.6	40% $\leqslant$ RUL $\leqslant$ 50%
0.7	30% $\leqslant$ RUL $\leqslant$ 40%
0.8	20% $\leqslant$ RUL $\leqslant$ 30%
0.9	10% $\leqslant$ RUL $\leqslant$ 20%
1	0% $\leqslant$ RUL $\leqslant$ 10%

2.2 Consequence of Failure

The CoF provides the measurement of magnitude of impact of the asset failure. The CoF criteria and the associated weight are presented in the following table. Location is a very significant factor in determining the CoF of each pipe. Among the seven CoF criteria, pipe size and road class account for 60% of the overall weight.

Table 3 CoF Criteria and weight

CoF Criteria	Weight
Pipe Size	30%
Road Class	30%
Zoning – Area Plan Statements	5%
Zoning – Plan Areas	10%
Critical Facilities	10%
Environmentally Sensitive Areas - Catchment	10%
Environmentally Sensitive Areas - SEZ	5%

The following section describes the significance of each CoF criteria for in determining the impact of failure of storm drain pipes.

2.2.1 Pipe Size

The greater the size of the asset, the greater the consequence of failure (e.g., flooding impact, social and environmental disturbances). The source of this analysis is the Drainage_Pipe GIS layer. It was determined that pipes with diameter larger than 24” are deemed the most critical (high consequence of failure). When the pipe size is unknown, size will be estimated based on neighboring pipes or similar

zoning (e.g., most common diameter within the zone type). The following table shows the CoF score for each of the pipe size range.

Table 4 CoF Scores by Pipe Size

Pipe Size	Score
Diameter > 24”	5
Diameter 18” up to 24”	4
Diameter 12” up to 18”	3
Less than 12”	1

2.2.2 Road Class

This criterion is used to determine additional economic and social impacts associated with asset failures relative to road class, such as traffic disruption and detours. The bigger the road, the higher volume of traffic, and the higher the social and economic impact of failure. The source of this analysis is the Street_Centerline GIS layer. The buffer applied from the road centerline (half of full width of road) is used to identify pipes that are within proximity of each road class. It was determined that pipes located near Highway and Evacuation Routes are deemed the most critical (high consequence of failure). The following table shows the CoF score for each road class.

Table 5 CoF Scores by Road Class

Road Class/Category	Buffer from Centerline (ft)	Score
Highway	75	5
Evacuation Routes (Arterial)	50	5
Arterial	50	4
Collector	35	3
Local/Minor	30	2

2.2.3 General Zoning

This criterion measures the social and economic impact on the community based on the general zoning designation provided in the PlanAreaStatements GIS layer. For example, pipe failure within a commercial zoning area will have a greater social and economic impact compared to failure in a residential area. The table below shows the CoF score for each area plan statement zones.

Table 6 CoF Scores by General Zoning Area

Area Plan Statement Zone	Score
Commercial	5
Tourist	4
Recreation	4

Area Plan Statement Zone	Score
Residential	3
CONS (Conservation)	1

2.2.4 Specific Zoning

This criterion measures the social and economic impact on the community based on the specific zoning designation provided in the Area_Plans GIS layer. Among all designated zones, Town Center Core and Tourist Center are deemed the most critical. The table below shows the CoF score for each plan area zones.

Table 7 CoF Scores by Specific Zoning Area

Plan Area Zone	Score
Town Center Core	5
Tourist Center	5
Town Center Neighborhood Professional	4
Town Center Mixed-Use Corridor	4
Town Center Health-Care	4
Tourist Center Neighborhood Mixed-Use	4
Tourist Center Mixed-Use Corridor	4
Tourist Center Mixed-Use	4
Recreation	4
Commercial Mixed-Use Services	4
Town Center Gateway	3
Tourist Center Gateway	3
Open Space	-

2.2.5 Critical Facilities

This criterion measures the social impact of pipes failure based on its proximity to the City's facilities. There are 35 City's facilities considered as listed in CityFacilities and Parcel GIS layers. Among them, fire station, police station, hospital, and school were deemed the most critical. The following table shows the CoF score by proximity to each one of the City's facilities.

Table 8 CoF Scores by Critical Facilities

Facility Name	Score
Fire Station	5
Police Station	5
Hospital	5
School	5
City Services Center	4
Motor Pool	4
Motor Pool Cinder Barn	4
Carpenter Shop	4
Rufus Allen Corp Yard	4
STAGE Washing Facility	4
STAGE Bus Building 1	4
STAGE Bus Building 2	4
Rec Center	4
Ice Arena	4
Explore Tahoe Transit Center	4
Parking Garage	4
Redevelopment Admin Finance Vendors	4
Sign Shop	4

Facility Name	Score
Rec Center Park	4
Fuel Island - Abandoned	4
Golf Pro Shop	4
Golf yard Barn	4
Museum	4
Public Works Office	4
Bijou Park Food and RR	4
Lakeview Commons Food and RR	4
LTVA	4
Senior Center	4
Art League	4
Fire Training and Parks Offices	4
Bijou Pump House	4
Parks Offices	4
Parks Supervisor Office	4
CGBTL	4
Boat Ramp Kiosk and Restroom	4

2.2.6 Environmentally Sensitive Areas – Catchment

This criterion measures the environmental impact of pipe failure based on watershed area with direct exposure to open water. Pipes located in the area with 100% discharge to the lake are deemed the most critical. This analysis utilized the Catchments GIS layer. The following table shows the CoF score by different level of discharge.

Table 9 CoF Scores by Catchment Area

Catchment	Score
100% discharge to the lake	5
50% discharge to the lake	4
20% discharge to the lake	1

2.2.7 Environmentally Sensitive Areas – Stream Environmental Zone

This criterion measures the environmental impact of pipe failure based on its location within the Stream Environmental Zone (SEZ). A buffer of 100 ft was used to capture pipes that are outside an SEZ, but still discharge stormwater to the SEZ. This analysis utilized the Lake Tahoe Basin Stream Environment Zone GIS layer. The following table summarizes the CoF score related to Stream Environmental Zone.

Table 10 CoF Scores by Stream Environmental Zone

Stream Environmental Zone	Score
Yes	5
No	0

2.3 BRE Matrix

The BRE matrix provides a visual representation of the risk profile of individual assets. The x axis represents the consequence of failure while the y axis represents the probability of failure. Combined, the two scores represent a coordinate where the asset is positioned in the BRE matrix. Each cell in the BRE matrix has been assigned a High, Medium, or Low BRE rating, which is represented by different colors. For example, High BRE is represented in red and includes assets with PoF ≥ 0.9 (failed assets or assets nearing failure) as well as assets with PoF ≥ 0.9 with high impact of failure (CoF ≥ 4). Medium BRE is represented in yellow, and Low BRE is represented in green. The following figure shows the BRE matrix used for the City's drainage pipe.

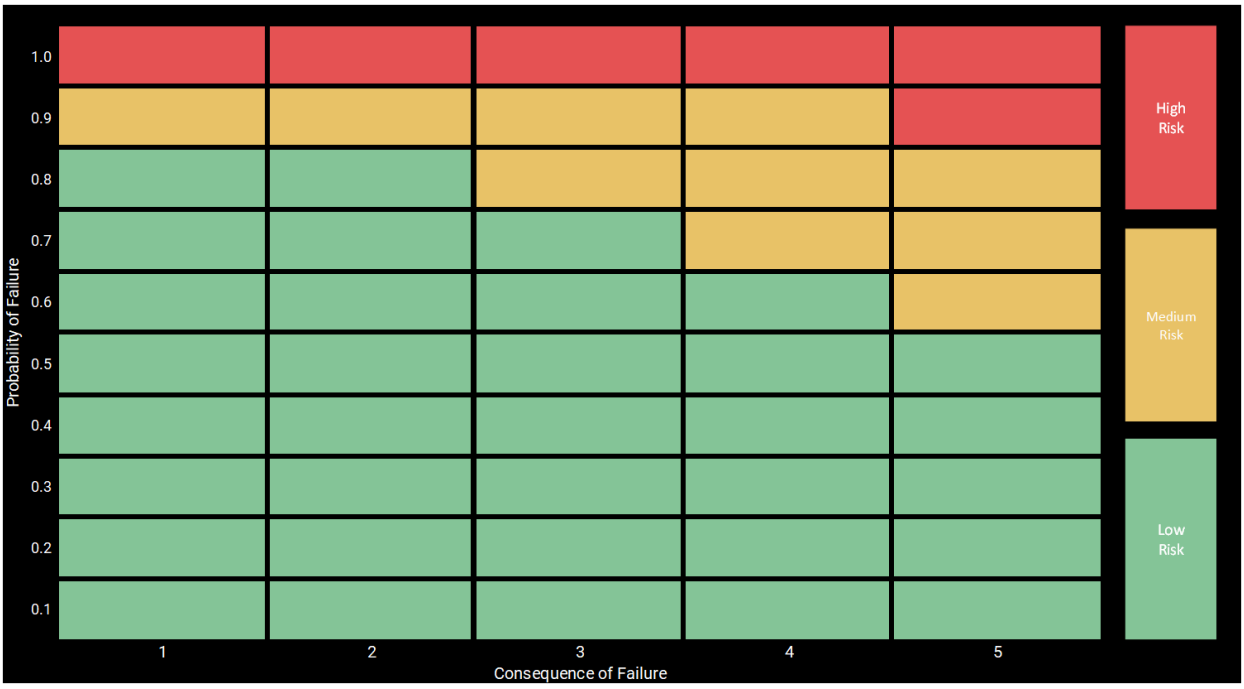


Figure 5 BRE Matrix

3 Inspection Plan

In order to get a better understanding of the current condition of the assets, the City performed field inspection and condition assessment for selected storm drainage pipes. Considering the limited resources and time available (i.e., inspection must take place before the wet winter season), only a small percentage of the existing pipes could be covered in the inspection. To get a representative sample of the citywide pipes, the combination of BRE score (high risk pipes) and zoning (i.e., plan area statement) was used in the selection process. From the initial list, field inspection was prioritized for CMP pipes with known access (e.g., manhole, inlet). Additionally, pipes with missing attributes were also prioritized in the final selection to improve the data quality of the asset inventory database. Finally, pipe density by plan area statement is considered to maintain proportional representation of sample by location. The following figure shows the pipe selection process.

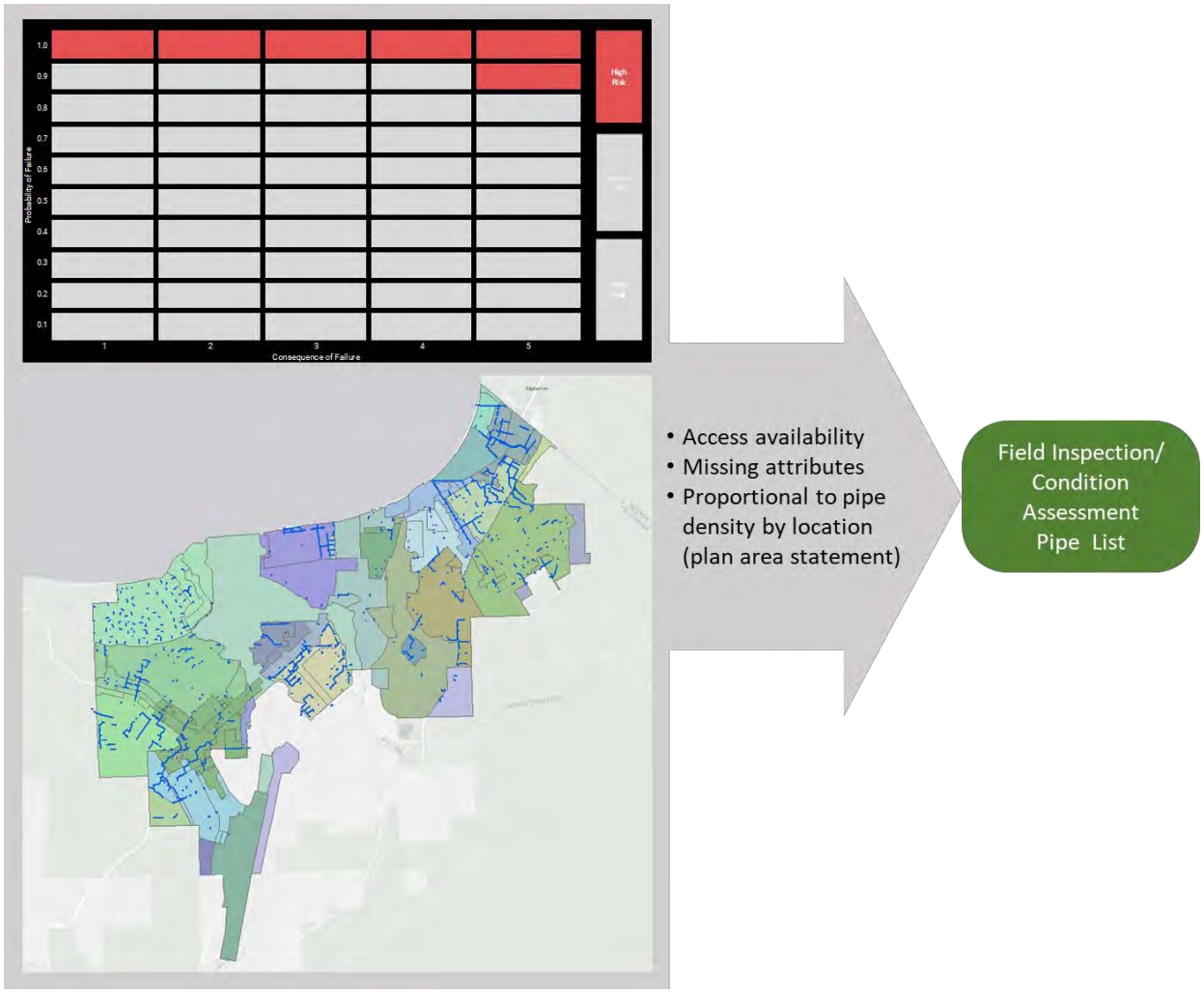


Figure 6 Inspection Plan Methodology

3.1 Condition Rating System

A condition rating system was developed to provide guidance for a consistent condition assessment result. This condition rating system focuses on the assessment of structural integrity of the pipes. The rating system uses a 1 to 5 scoring system where 1 represents a new or excellent pipe condition and 5 represents a pipe with significant defects or in failed condition. An additional score 0 was used to mark pipes that were not accessible during field inspection.

The following table shows the Condition Rating System used in the field inspection.

Table 11 Condition Rating Score and Estimated Time to Failure

Score	Name	Estimated Time to Failure
0	Not Accessible	
1	New/Excellent	Not in foreseeable future
2	Good	10 – 20 years
3	Fair	5 – 10 years
4	Poor	Within 5 years
5	Failed (Significant defects)	Needs immediate action

Each pipe was inspected visually to identify any sign of defects. The types of possible defects include the following:

- Pitting/Rusting – Small pits are visible in the surface of the pipe. If metal, rusted but still solid. Concrete has exposed aggregate
- Spalling/Flaking – Loss of material as flat chips of concrete are lost from asset's surface, or if metal, flakes of rust are falling away.
- Cracks – Describe crack severity: Not Visible (no crack), Crack (cracked), Fracture (broken), or Displaced (fractured with offset pieces)
- Holes – Hole goes completely through the asset's material
- Deformation – Asset's shape is distorted or ovaled. Describe in inspection comment.
- Infiltration – Evidence that soil or water is seeping into pipe
- Piping – Water is flowing along the outside of pipe, which causes loss of soil in roadbed (void in road).
- Separated Apron – Describe which end(s) of pipe has a separated apron, where the joints between the apron and first pipe section may be allowing soil to filter through to cause an Inslope Cavity
- Inslope Cavity – A cavity or hole in the inslope of the roadway above an apron or pipe joint. Usually found in areas where joint separation has occurred.

The following table summarizes the defect indicators for each condition rating score. In order to capture the varying degree of failed pipes for further prioritization, condition score 5 is broken down into 5a, 5b, and 5c. Condition score 5c represents failed pipes that require the most immediate action.

Table 12 Condition Rating System for CMP Pipes

Score	Name	Description
1	New/Excellent	• Discoloration of surface • Galvanizing intact • No rust or pitting
2	Good	• Some galvanizing gone from invert • Rust starting to develop • Deformation less than 5% of original diameter • Pipe is lined and in good condition
3	Fair	• Galvanizing gone from invert • Pitting, superficial rust or tight rust flakes • Deformation less than 10% of original diameter • Pipe is lined and in good condition
4	Poor	• Flaking rust evident, some loss of wall thickness • Hole less than 1 inch in size • Deformation, deflection or distortion visible, 10 to 15% of diameter • Can poke a hole in pipe with a sharp point or a hammer pick strike • Inslope Cavity – Infiltration of soil into the pipe from road inslope (embankment) • Infiltration of soil into pipe may be causing loss of fill beneath road surface • Erosion has undermined apron or pipe • Apron is separated from pipe or needs replacement
5a	Failed-A	• **Many small holes less than 1 inch size** • **Severe deformation greater than 15-20% of diameter** • Cracks or tears • Joints separated • Misalignment • Can poke a hole in pipe with a blunt rod • Piping or Road Void – Pipe condition is causing soil loss beneath road surface
5b	Failed-B	• **Hole 1 inch or greater** • **Severe deformation greater than 20% of diameter** • Cracks or tears • Joints separated • Misalignment • Can poke a hole in pipe with a blunt rod • Piping or Road Void – Pipe condition is causing soil loss beneath road surface
5c	Failed-C	• **Bottom gone** • **Collapsed section** • Cracks or tears • Joints separated • Misalignment • Can poke a hole in pipe with a blunt rod • Piping or Road Void – Pipe condition is causing soil loss beneath road surface

3.2 Additional Data Collection

To maximize the benefits of the field inspection, the scope was expanded to include confirming basic pipe attributes (e.g., size, material) and identifying any operational or maintenance conditions of the pipes. The latter includes the identification of access points and required maintenance related to erosion, sedimentation, debris, standing water, and excessive vegetation. The summary of additional data to be collected during field inspection is summarized in the table below.

Table 13 Additional Data Collection

No.	Type	Data Field
1	Pipe Attributes	• Pipe Material • Pipe Diameter • Pipe Shape • Ownership (e.g., City of South Lake Tahoe, Caltrans, County)
2	Access Point	• Access Structure Type (e.g., inlet, manhole, downstream) • Downstream structure (e.g., none, apron, headwall) • Condition of downstream structure (Good, Other-Describe the issue (e.g., separated from pipe, cracked, covered by sediment/debris) • Access Structure Location (e.g., middle of the road, within ROW, open space, private property) • Quality of Access (e.g., no issues, trail is available, no trail, access through gate, other-specify) • Traffic Control Needed (Yes/No)
3	Maintenance Condition	• Sign of Erosion or loss of soil around pipe • Sediment (Yes/No. If Yes, describe type of sediment and how much, i.e., (% of pipe height & how many feet down the pipe) • Debris (Yes/No. If Yes, describe type of debris and how much, i.e., (% of pipe height & how many feet down the pipe) • Standing Water (Yes/No. If Yes, how much, i.e., (% of pipe height & how many feet down the pipe)

3.3 Field Inspection Pipe List

The field inspection was planned for 100 pipe segments. These pipes are CMP pipes with known access, high BRE score, and located in diverse areas within the city limits. The following table summarizes the selected pipes by their location.

Table 14 Field Inspection Pipe List

Area	Count
SLT - AL TAHOE	2
SLT - AL TAHOE SA#1	3
SLT - BIJOU	1
SLT - BIJOU MEADOWS	5
SLT - BIJOU PINES	4
SLT - BIJOU PINES SA#1	1
SLT - BIJOU/AL TAHOE	7
SLT - BONANZA	7
SLT - BONANZA SA#2	7
SLT - GARDNER MOUNTAIN	1
SLT - GLENWOOD	2
SLT - HIGHLAND WOODS	8
SLT - HIGHLAND WOODS SA#1	1
SLT - LAKE VIEW HEIGHTS SA#1	1

Area	Count
SLT - LAKESIDE PARK	3
SLT - LAKEVIEW HEIGHTS	3
SLT - PIONEER VILLAGE	4
SLT - PIONEER/SKI RUN	1
SLT - SIERRA TRACT COMMERCIAL	2
SLT - SIERRA TRACT SA#1	2
SLT - TAHOE ISLAND	5
SLT - TAHOE KEYS	15
SLT - TAHOE KEYS SA#1	2
SLT - TAHOE KEYS SA#2	4
SLT - TAHOE VALLEY AREA PLAN	5
SLT - TOURIST CORE AREA PLAN	3
SLT - WINNEMUCCA	1
Total	**100**

The following figure shows the location of the pipes selected for field inspection and condition assessment.



Figure 7 Pipes Selected for Field Inspection

4 Focused Condition Assessment

This section summarizes the results of field inspection and condition assessment of the City's storm drainage pipes. The field inspection was started on the second week of October 2021 and continued until early December 2021. Taking advantage of the late arrival of winter weather, the scope of field inspection was expanded to more than double the initial 100 pipes to be inspected. The following sections describe the overall results of the field inspections and the updated useful life estimate based on the new condition assessment data.

4.1 Condition Assessment Results

The total number of pipe segments inspected is 220 segments. This number accounts for about 10% of pipes in the inventory. Overall, the field inspection found 33 pipes with condition score 5 (failed or significant defects). The majority of the pipes (152 segments) are in condition score 3 or better. The field inspection also identifies prior pipe replacements that had not been recorded. For example, there are 13 CMP pipe segments that have been replaced with HDPE pipes. It also found several CMP pipes that were partially replaced with HDPE or RCP pipes.

The following table provides the detailed distribution of the condition assessment result by pipe material.

Table 15 Condition Assessment Results by Pipe Materials

Condition Score	CMP	HDPE	RCP	CMP/HDPE	CMP/RCP
Condition 1					
Condition 2	4	12	18		
Condition 3	107	1	8	2	
Condition 4	34				1
Condition 5a	17				
Condition 5b	9				
Condition 5c	7				

In addition to providing the structural condition assessment result above, the field inspection also improved the overall data quality by making the following data attribute corrections:

- 45 material updates
- 28 size updates
- 5 install year updates (confirmed with as-built drawing)
- 27 assumed install year updates (i.e., when as-built drawing is not available, HDPE pipe was assumed installed in 1994)
- 1 pipe not owned by the City
- 25 pipes that need GIS corrections

The field inspection also documented the following operational conditions requiring maintenance activity:

- 12 pipes have sediment issues
- 7 pipes have standing water issues
- 9 pipes have roots, leaves, or pine needles
- 3 pipes have vegetation issues at inlet

4.2 Updated Asset Inventory

Following the field inspection, the IRIS asset register was uploaded with the new updated attributes. Condition assessment activity and scores are also recorded in IRIS for future reference. The new condition score will replace an age-based projection with condition-based projection for better accuracy. The new asset inventory also includes the updated material based on field verification or assumed material based on neighboring pipe for pipes that were of unknown material in the original dataset.

The following table summarizes the updated asset inventory.

Table 16 Updated Asset Inventory

Decade	CMP	HDPE	RCP	CMP/HDPE	CMP/RCP
1960-1969	21,193.7	563.7	3,873.8	65.3	
1970-1979	14,461.9	918.7	9.9	46.8	
1980-1989	19,387.7	508.0	4851.4		173.9
1990-1999	32,484.5	3,750.6	756.2		
2000-2009	1,929.1	21,132.3	22,982.6		
2010-2019	1,866.3	28,318.2	447.6		
Total	**91,323.2**	**55,191.4**	**33,095.4**	**112.1**	**173.9**

4.3 Adjusted Useful Life

The main purpose of the field inspection was to gather the current condition of the CMP pipes, identify hot spot areas with high concentrations of failing pipes, and determine a more realistic useful life estimate. After reviewing the condition assessment results, two patterns of pipe deterioration were identified. These two patterns are hot spot areas and non-hot spot areas.

4.3.1 Hot Spot Areas

There are 3 major areas (or 6 plan areas) considered hot spot areas. This includes Tahoe Keys, Highland Woods, and Lakeside Park. The following figure shows the location of the hot spot areas.

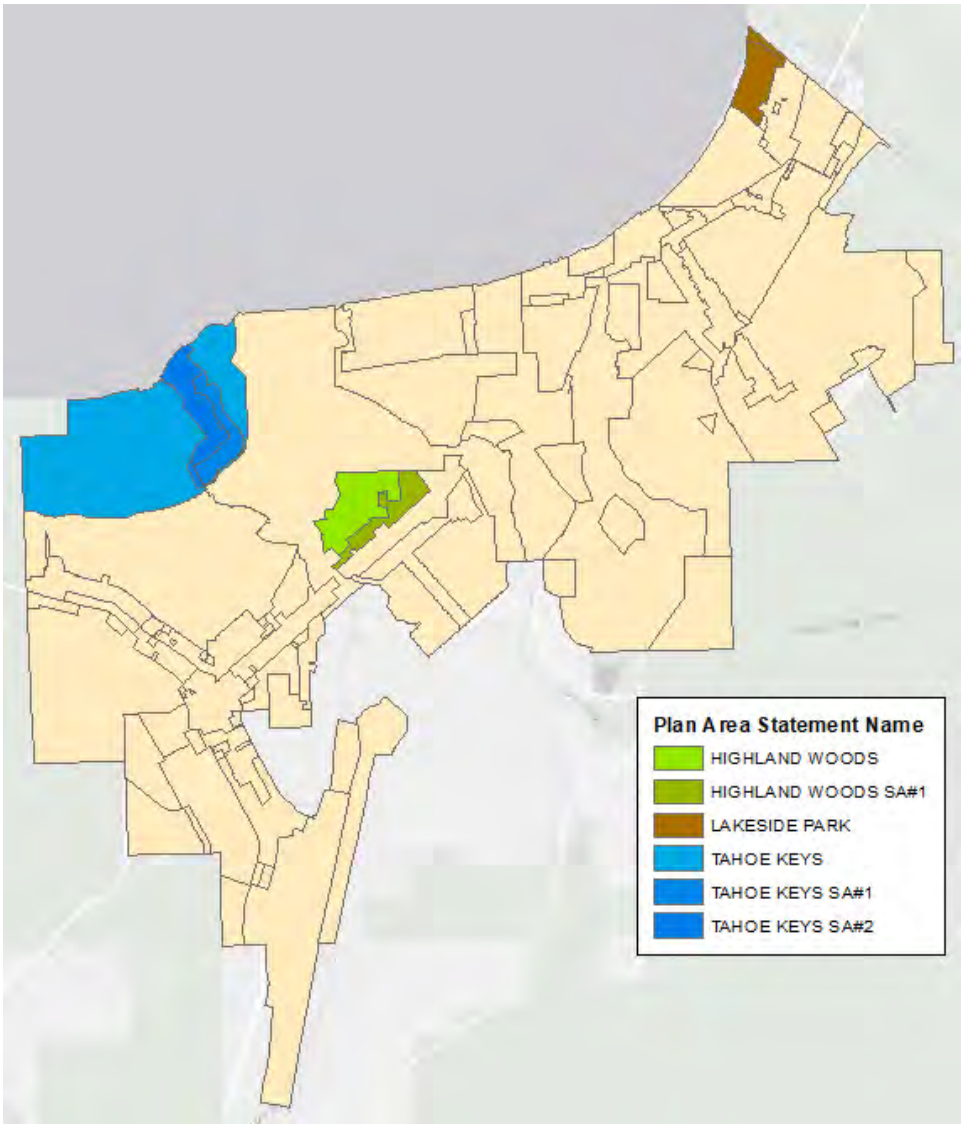


Figure 8 Hot Spot Area Map

The hot spot areas currently have 199 CMP pipes installed in 1969-1970. In the Tahoe Keys are alone, there are 171 CMP pipe segments installed in 1970. Among these pipes, 146 segments (85%) were inspected and 31 segments (18%) are considered failed. To model the useful life for the for the hot spot areas, a survival analysis using the Kaplan-Meir method was performed. Using this method, the median survival time is a commonly reported summary statistic for the useful life for the pipes in the population.

The following figure shows the survival probability against time. Based on this curve, the median survival age is 56 years. As such, it is recommended for the useful life estimate for CMP pipes located in the hot spot areas to be updated from 40 years to 56 years.

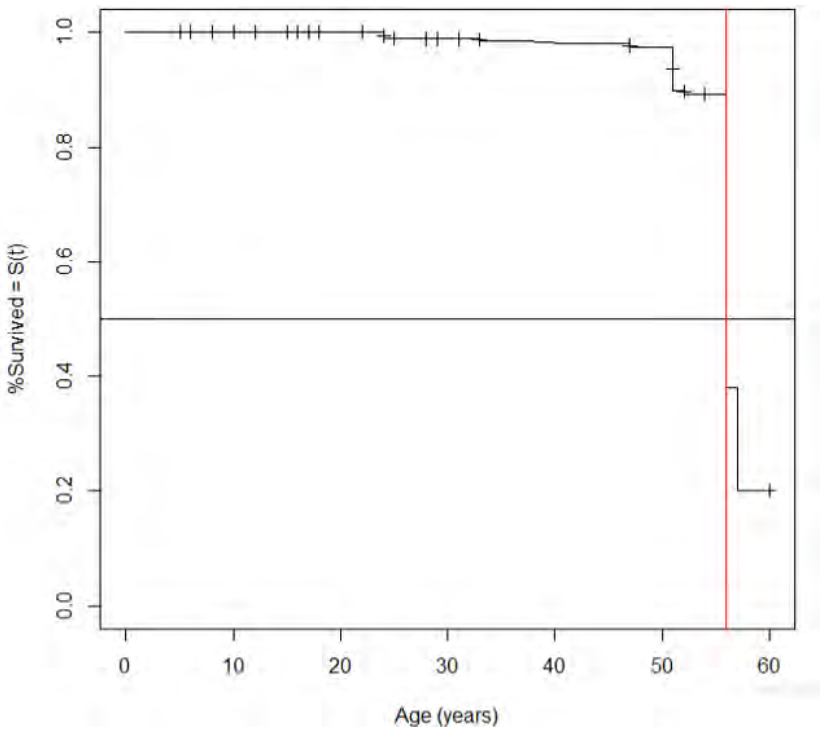


Figure 9 Kaplan-Meier Survival Curve

4.3.2 Non-Hot Spot Areas

For the non-hot spot areas, a different method was utilized. The expected useful life is determined by fitting the average age and condition score on a selected decay curve. For pipe deterioration, the late decay curve with shape factor 1.5 is utilized. The following figure shows the decay curves among the varying shape factors.

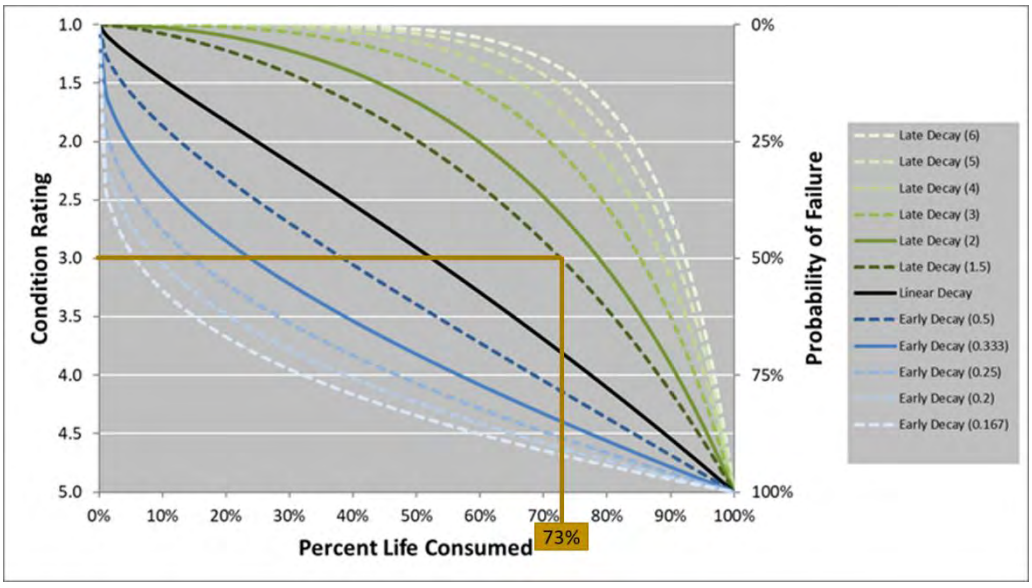


Figure 10 Decay Curves

Using the selected decay curve, pipes with condition score 3 are assumed to have consumed 73% of their useful lives. Based on the field inspection, the average age of all pipes with condition score 3 is 52 years. The estimated useful life based on the selected decay curve is 71 years. As such, it is recommended for the useful life estimate for CMP pipes located in the non-hot spot areas to be updated from 40 years to 70 years.

The updated useful life for CMP pipes was then used to create a location-based management strategy in IRIS database.

5 Storm Drain Replacement Outlook

This section summarizes the short- and long-terms replacement outlook for the City's storm drainage pipes. The future cost projection is calculated using life cycle cost analysis in IRIS. All assets in the inventory are assigned a unit cost according to their sizes and a management strategy based on their material and location (i.e., hot spot area, non-hot spot area). The following section provides a detailed description of the unit costing, management strategies, and the results of the life cycle cost analysis.

5.1 Storm Drain Replacement Cost

As the City plans for replacement of the failing storm drainage pipes, an estimated replacement cost can provide the City with an initial cost estimation required to properly budget for the replacement. It should be noted that the estimated replacement cost does not represent a CIP project cost. Additional soft costs related to planning, design, permitting, and project management are not included.

The main source of pipe replacement unit cost is the City's past replacement records, supplemented by biding history from El Dorado County. When the two cost sources contradict each other, the City's costs are used. Any outliers (cost too high or too low) are ignored. When the cost reference was not available for a certain pipe diameter, an interpolation and cost estimate from other cities in California was used. All unit cost information is only for contractor cost.

The following table lists the unit cost per linear foot by pipe diameter. This unit cost is also recorded in the IRIS database for future reference and modeling purposes.

Table 17 Unit Cost by Pipe Diameter

Pipe Diameter	Unit Cost (per LF)	Pipe Diameter	Unit Cost (per LF)
4 Inch	$150.00	29 Inch	$450.00
6 Inch	$150.00	30 Inch	$470.00
7 Inch	$150.00	36 Inch	$560.00
8 Inch	$150.00	42 Inch	$628.00
12 Inch	$175.00	43 Inch	$650.00
15 Inch	$210.00	48 Inch	$724.00
17 Inch	$240.00	51 Inch	$773.00
18 Inch	$280.00	52 Inch	$800.00
21 Inch	$300.00	57 Inch	$872.00
22 Inch	$330.00	58 Inch	$900.00
24 Inch	$355.00	60 Inch	$922.00
27 Inch	$370.00	68 Inch	$1,025.00
28 Inch	$400.00	148 Inch	$3,000.00

Based on the unit cost information above, the total replacement cost for the City's 34 miles of storm drainage pipes with varying diameter is over $58 million. The following figure shows the total replacement cost and the distribution among pipe materials.

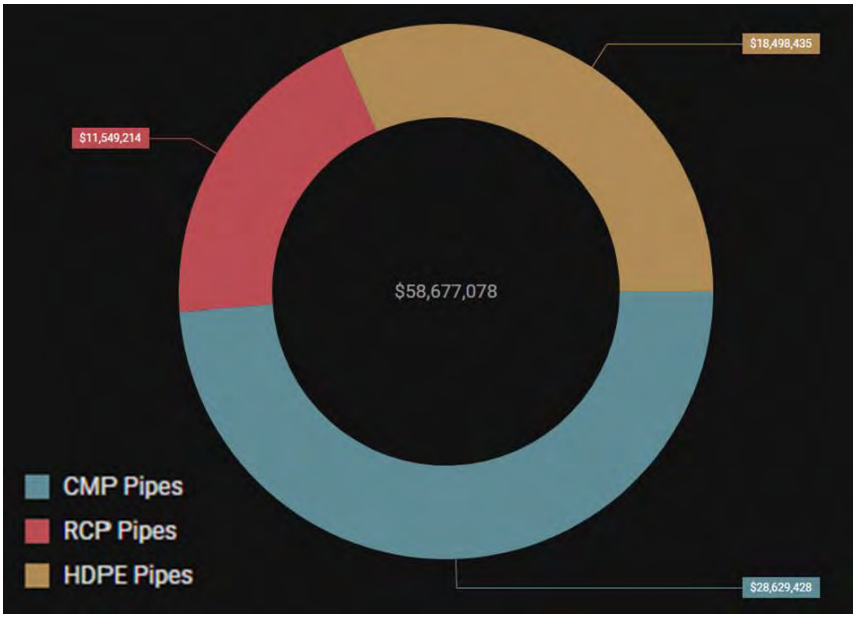


Figure 11 Total Storm Drainage Pipe Replacement Cost

5.2 Management Strategy

An important element of the life cycle cost process is the concept of management strategy. A management strategy is the logic or set of rules used to help characterize the life cycle behavior and needs of each asset. Specifically for the City's storm drainage pipes, the management strategies will only include pipe replacement at the end of the potential useful life. Based on the analysis of condition assessment data, the following table shows the potential useful life based on material (i.e., RCP, HDPE, and CMP) and location (e.g., hot spot areas). RCP and HDPE pipes are assigned a 100-year useful life. CMP pipes will have a 70-year useful life, except those in hot spot areas which will have a shorter useful life of 56 years.

Table 18 Potential Useful Life by Pipe Material and Location

Material	Potential Useful Life (Years)
RCP Pipes	100
HDPE Pipes	100
CMP in Hot Spots	56
CMP Pipes	70

5.3 Risk Profile

The following figure shows the risk profile for City's storm drainage pipes. Overall, there are 91 pipe segments with total replacement cost of $2.64 million considered as high-risk. This account for 4.5% of the total replacement of pipe in the inventory., There are 284 pipe segments ($7.41 million) in the medium-risk category. The majority (82.9%) of the City's pipes are in low-risk category.



Figure 12 BRE Matrix with Asset Count and Replacement Cost

The following figure shows the location of the City's storm drainage pipes color coded by risk level. As confirmed by the field inspections, the high-risk pipes are concentrated in the Tahoe Keys, Highland Woods, and Lakeside Park.

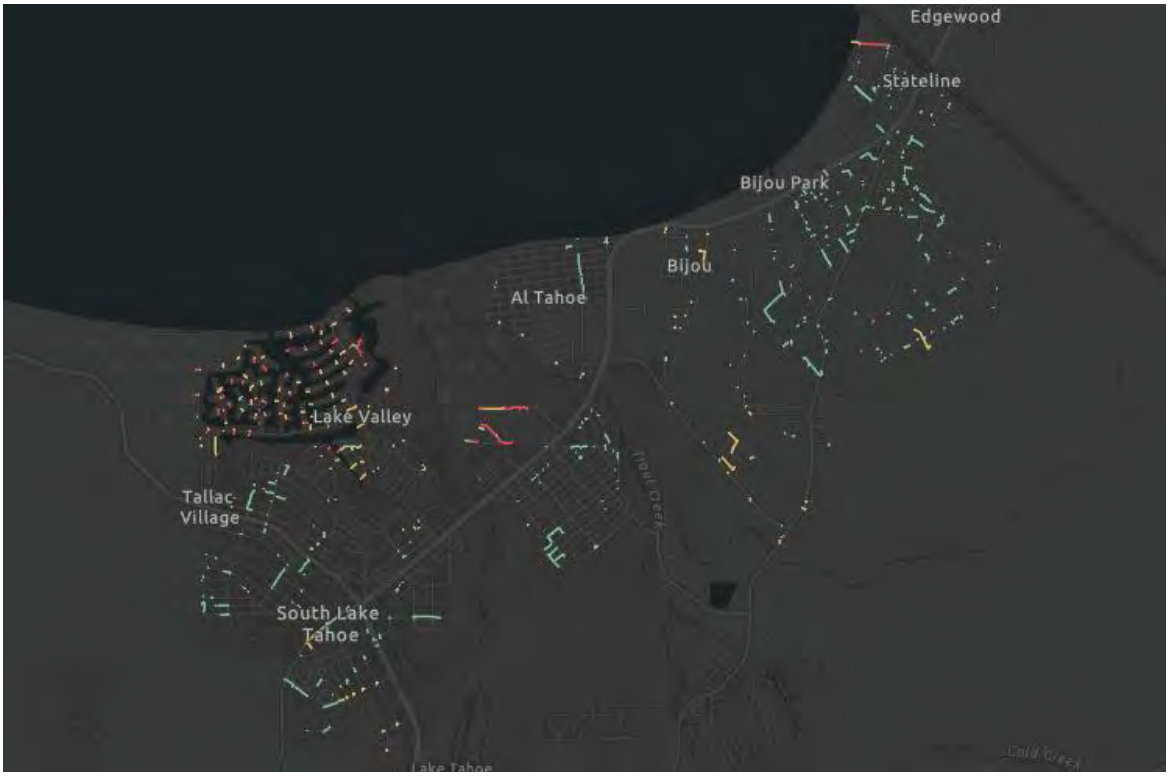


Figure 13 Risk Map

5.4 Cost Projection

Life cycle cost calculation can be very tedious and time consuming. It is especially difficult when the calculations need to be performed for thousands of assets, year-by-year, asset-by-asset. For this reason, Kayuga developed an asset management tool, IRIS (Infrastructure Reinvestment Intelligence System), that incorporates the developed asset register and performs the life cycle cost and risk assessment work. IRIS will use the City's asset register and management strategies to calculate a life cycle cost for each asset.

The following figure shows the 20-year cost projection for the City's storm drainage pipe replacement. The 20-year average of pipe replacement need is $1.35 million annually.

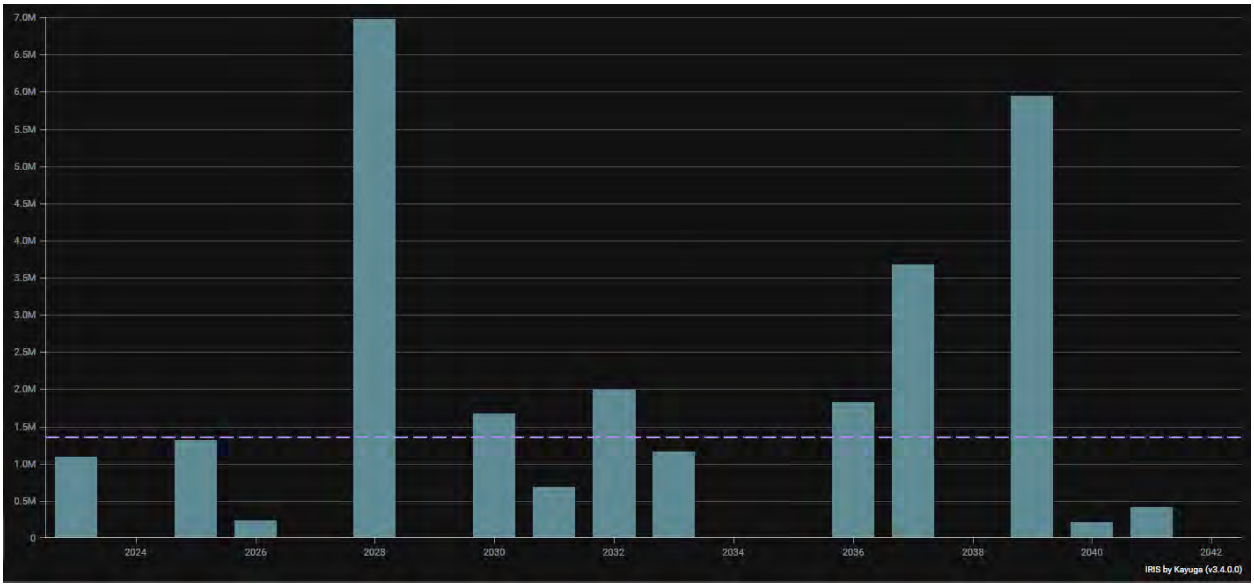


Figure 14 20-Year Pipe Replacement Outlook

Looking into the short-term (5-year) outlook, the City is facing a total of $2.64 million for pipe replacement. This represents the 91 high-risk pipes shown in the risk matrix (Section 5.3). The following table shows the details of breakdown of the pipes by the year of replacement. There are 46 pipe segments that are currently failed (PoF=1) and need to be replaced right away. Another 45 pipe segments still have a little life left but should be replaced in the next two or three years.

Table 19 5-Year Pipe Replacement Needs

Year of Replacement	Current PoF	BRE Rating	Pipe Count	Total Estimated Replacement Cost
2023	1	High	46	$1,086,717.61
2025	0.95	High	30	$1,311,674.63
2026	0.93	High	15	$242,722.19
Total			**91**	**$2,641,114.42**

The following table shows the list of the pipes due for replacement in the next 5 years.

Table 20 5-Year Pipe Replacement List

Year of Replacement	Asset Id	Location	Pipe Diameter	Pipe Length (ft)	Replacement Cost
2023	6148-552	SLT - HIGHLAND WOODS SA#1	8 Inch	48.54	$7,281.23
2023	5550-532	SLT - TAHOE KEYS	12 Inch	154.67	$27,066.41
2023	5599-393	SLT - TAHOE KEYS	12 Inch	119.36	$20,888.49
2023	5540-522	SLT - TAHOE KEYS SA#2	12 Inch	22.28	$3,899.03
2023	227-1610	SLT - TAHOE KEYS	60 Inch	25.78	$23,769.05
2023	5624-26	SLT - TAHOE KEYS	58 Inch	28.05	$25,249.33
2023	5597-391	SLT - TAHOE KEYS	12 Inch	132.00	$23,099.98
2023	5545-527	SLT - TAHOE KEYS	12 Inch	156.33	$27,357.50
2023	5625-27	SLT - TAHOE KEYS	12 Inch	134.44	$23,527.17
2023	5617-19	SLT - TAHOE KEYS	12 Inch	128.05	$22,408.31
2023	5619-21	SLT - TAHOE KEYS	12 Inch	118.74	$20,779.53
2023	5661-63	SLT - TAHOE KEYS	12 Inch	55.00	$9,625.01
2023	5663-65	SLT - TAHOE KEYS	12 Inch	125.00	$21,875.03
2023	5647-49	SLT - TAHOE KEYS	12 Inch	150.00	$26,249.99
2023	5649-51	SLT - TAHOE KEYS	12 Inch	158.44	$27,726.80
2023	5651-53	SLT - TAHOE KEYS	12 Inch	153.06	$26,784.98
2023	5587-381	SLT - TAHOE KEYS	12 Inch	108.73	$19,026.88
2023	5635-37	SLT - TAHOE KEYS	12 Inch	103.61	$18,131.06
2023	5541-523	SLT - TAHOE KEYS	12 Inch	105.85	$18,524.54
2023	5634-36	SLT - TAHOE KEYS	48 Inch	18.02	$13,047.58
2023	5529-511	SLT - TAHOE KEYS SA#2	12 Inch	78.85	$13,798.66
2023	5591-385	SLT - TAHOE KEYS	12 Inch	104.22	$18,239.28
2023	5600-394	SLT - TAHOE KEYS	12 Inch	90.51	$15,839.62
2023	5643-45	SLT - TAHOE KEYS	12 Inch	129.69	$22,696.35
2023	213-1596	SLT - TAHOE KEYS	12 Inch	88.49	$15,485.12
2023	5604-7	SLT - TAHOE KEYS	12 Inch	115.34	$20,183.73
2023	5608-11	SLT - TAHOE KEYS	12 Inch	121.10	$21,193.01
2023	5610-13	SLT - TAHOE KEYS	12 Inch	115.31	$20,178.88
2023	5551-533	SLT - TAHOE KEYS	12 Inch	114.60	$20,054.96
2023	5553-535	SLT - TAHOE KEYS	12 Inch	95.62	$16,732.83
2023	5555-537	SLT - TAHOE KEYS	12 Inch	155.00	$27,125.02
2023	5560-542	SLT - TAHOE KEYS	12 Inch	110.67	$19,366.85
2023	5538-520	SLT - TAHOE KEYS SA#2	18 Inch	133.54	$37,389.99
2023	5633-35	SLT - TAHOE KEYS	52 Inch	38.01	$30,406.83
2023	5639-41	SLT - TAHOE KEYS	68 Inch	29.40	$30,133.90
2023	5640-42	SLT - TAHOE KEYS	68 Inch	31.26	$32,042.12
2023	5531-513	SLT - TAHOE KEYS SA#2	18 Inch	65.34	$18,294.96
2023	5532-514	SLT - TAHOE KEYS SA#2	18 Inch	326.79	$91,501.09

Year of Replacement	Asset Id	Location	Pipe Diameter	Pipe Length (ft)	Replacement Cost
2023	5895-283	SLT - LAKEVIEW HEIGHTS	18 Inch	40.49	$11,336.02
2023	5886-275	SLT - LAKE VIEW HEIGHTS SA#1	18 Inch	137.53	$38,508.33
2023	5480-780	SLT - TAHOE ISLAND	18 Inch	125.00	$34,999.96
2023	5681-83	SLT - TAHOE ISLAND	24 Inch	117.09	$41,568.50
2023	548-1822	SLT - TOURIST CORE AREA PLAN	18 Inch	11.19	$3,133.27
2023	5844-233	SLT - BIJOU MEADOWS	24 Inch	82.25	$29,198.38
2023	39-1545	SLT - BIJOU/AL TAHOE	12 Inch	176.78	$30,935.94
2023	729-2010	SLT - LAKESIDE PARK	18 Inch	71.63	$20,056.09
2025	6117-347	SLT - HIGHLAND WOODS	18 Inch	35.72	$10,002.02
2025	6115-345	SLT - HIGHLAND WOODS	18 Inch	49.56	$13,876.89
2025	6114-344	SLT - HIGHLAND WOODS	18 Inch	10.87	$3,043.36
2025	6116-346	SLT - HIGHLAND WOODS	18 Inch	188.26	$52,714.01
2025	5797-189	SLT - LAKESIDE PARK	18 Inch	71.59	$20,045.42
2025	6131-573	SLT - HIGHLAND WOODS	18 Inch	55.51	$15,544.19
2025	6132-574	SLT - HIGHLAND WOODS	18 Inch	40.55	$11,353.45
2025	6133-575	SLT - HIGHLAND WOODS	18 Inch	60.07	$16,818.37
2025	6122-352	SLT - HIGHLAND WOODS	18 Inch	25.21	$7,060.04
2025	6123-353	SLT - HIGHLAND WOODS	18 Inch	50.16	$14,045.98
2025	6124-354	SLT - HIGHLAND WOODS	18 Inch	185.10	$51,828.46
2025	6125-355	SLT - HIGHLAND WOODS	18 Inch	159.32	$44,609.56
2025	6126-356	SLT - HIGHLAND WOODS	18 Inch	150.79	$42,220.81
2025	6127-569	SLT - HIGHLAND WOODS	18 Inch	25.67	$7,187.66
2025	6128-570	SLT - HIGHLAND WOODS	18 Inch	34.41	$9,635.68
2025	6129-571	SLT - HIGHLAND WOODS	18 Inch	145.75	$40,810.01
2025	6135-577	SLT - HIGHLAND WOODS	18 Inch	61.21	$17,137.63
2025	6136-578	SLT - HIGHLAND WOODS	18 Inch	177.86	$49,799.97
2025	6137-579	SLT - HIGHLAND WOODS	18 Inch	42.41	$11,873.76
2025	6138-580	SLT - HIGHLAND WOODS	18 Inch	246.55	$69,033.29
2025	6139-581	SLT - HIGHLAND WOODS	18 Inch	228.68	$64,029.31
2025	6140-582	SLT - HIGHLAND WOODS	18 Inch	38.55	$10,795.13
2025	6141-545	SLT - HIGHLAND WOODS	18 Inch	61.89	$17,328.43
2025	6142-546	SLT - HIGHLAND WOODS	18 Inch	112.28	$31,437.17
2025	6143-547	SLT - HIGHLAND WOODS	18 Inch	18.07	$5,059.47
2025	6144-548	SLT - HIGHLAND WOODS	18 Inch	187.23	$52,423.96
2025	6145-549	SLT - HIGHLAND WOODS	18 Inch	12.47	$3,490.67
2025	6146-550	SLT - HIGHLAND WOODS	18 Inch	222.44	$62,282.90
2025	6119-349	SLT - HIGHLAND WOODS	18 Inch	221.56	$62,035.88
2025	5800-192	SLT - LAKESIDE PARK	36 Inch	882.41	$494,151.14
2026	5533-515	SLT - TAHOE KEYS SA#2	18 Inch	123.39	$34,548.24

Year of Replacement	Asset Id	Location	Pipe Diameter	Pipe Length (ft)	Replacement Cost
2026	5534-516	SLT - TAHOE KEYS SA#2	18 Inch	155.85	$43,637.98
2026	6210-808	SLT - TAHOE KEYS	12 Inch	20.49	$3,585.14
2026	6211-809	SLT - TAHOE KEYS	12 Inch	37.35	$6,535.95
2026	6212-810	SLT - TAHOE KEYS	12 Inch	83.07	$14,537.45
2026	6213-811	SLT - TAHOE KEYS	12 Inch	34.87	$6,101.48
2026	5670-72	SLT - TAHOE KEYS	12 Inch	46.90	$8,207.70
2026	5671-73	SLT - TAHOE KEYS	12 Inch	145.86	$25,525.79
2026	5674-76	SLT - TAHOE KEYS	12 Inch	37.65	$6,587.97
2026	5675-77	SLT - TAHOE KEYS	12 Inch	157.00	$27,474.99
2026	5676-78	SLT - TAHOE KEYS	12 Inch	32.51	$5,688.55
2026	5641-43	SLT - TAHOE KEYS	12 Inch	130.00	$22,749.97
2026	5556-538	SLT - TAHOE KEYS	12 Inch	58.90	$10,306.65
2026	5557-539	SLT - TAHOE KEYS	12 Inch	31.25	$5,468.36
2026	5558-540	SLT - TAHOE KEYS	12 Inch	124.38	$21,765.96
		Total		**9,773.21**	**$2,641,114.42**

6 Recommendations

It is important for the City to continue the asset management program for the storm drainage pipes. This project is only the start and continuous efforts are needed to improve the quality of asset database and maintain the accuracy of the annual cost projection. Expanding the field inspection program to the remaining storm drainage pipes in the City's inventory is recommended. This program will not only provide a current condition of the pipes, but will also improve the overall data quality by completing missing attributes and correcting alignment issues. As part of the continuous improvement efforts, the following are recommended.

- Maintain the GIS as the system of record for the storm drainage system by keeping the data up to date. Any feedback or correction from field condition assessment or as built drawing should be incorporated in timely manner. Pipe segments with two different materials (portion of pipe has been replaced) should be redrawn as separate segments to preserve the accuracy of the pipe attributes (i.e., length, material, install year).
- Keep condition assessment and pipe replacement records to continuously update the life cycle cost model and to refresh annual cost projection. The City will have continue to have access to IRIS database, free of charge, until October 2022. With IRIS, the City will be able to monitor and track progress of its condition assessment program and the R&R projection will be updated real time.
- Consider including new asset classes (e.g., storm drainage structures, structural BMPs, non-structural BMPs) in the IRIS database for more complete cost projection. Additional storm water quality programs (e.g., monitoring program, catch basin cleaning, channel maintenance) can also be added and tracked in IRIS.

Underground Storm Drain Pipe Condition Assessment Results

March 1, 2022

City of South Lake Tahoe

Public Works Department

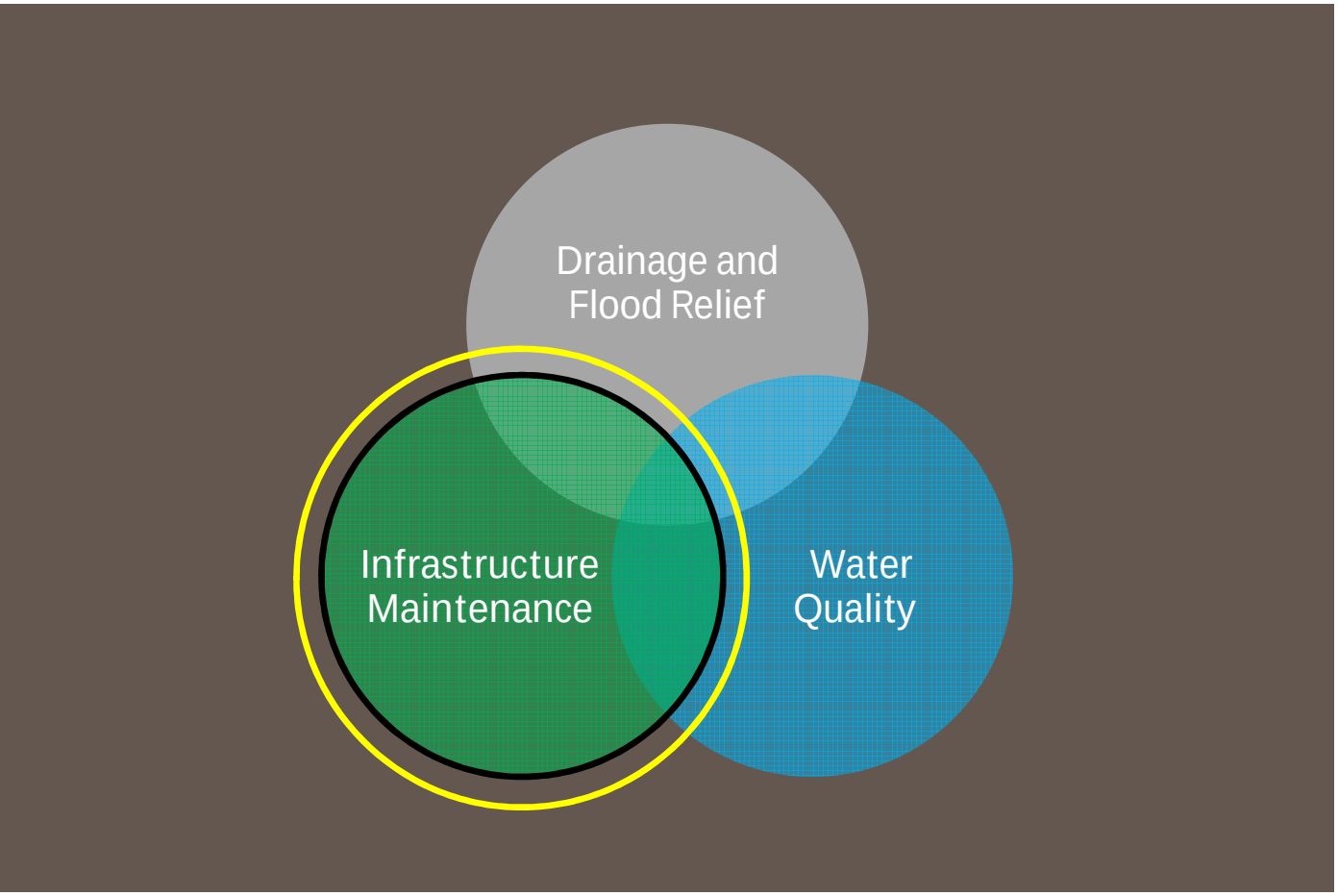


Presentation Overview

- Brief review of study
- Inventory and condition assessment findings
- Management Strategy
- Financial Implications







Focus of today:
- Infrastructure Maintenance (Asset Management)

Not covered today:
- Water Quality
  - Lake Tahoe Total Maximum Daily Load (TMDL) compliance
  - Pollutant Load Reduction Plan (PLRP)
  - National Pollutant Discharge Elimination System Permit (NPDES)
- Community Drainage/Flood Relief

Citywide Storm Drainage System Focused Condition Assessment

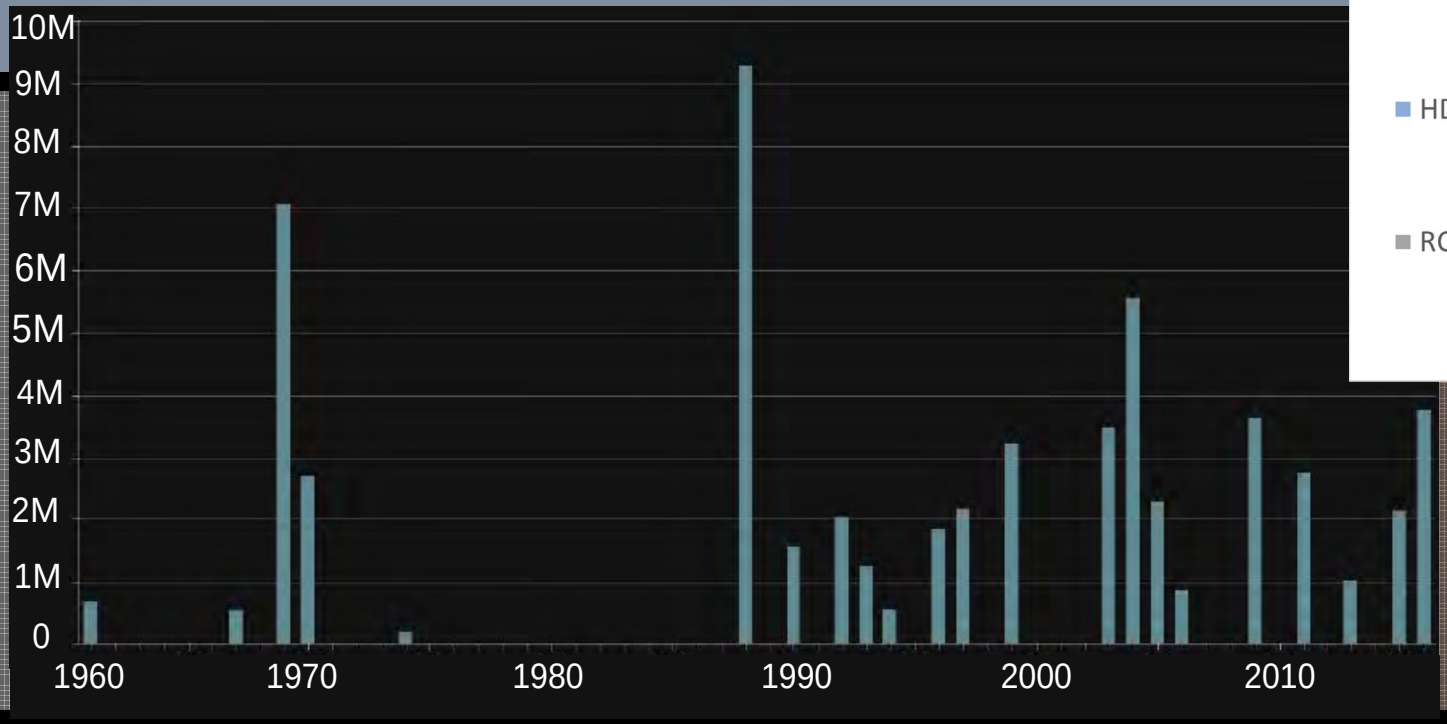
KAYUGA SOLUTION

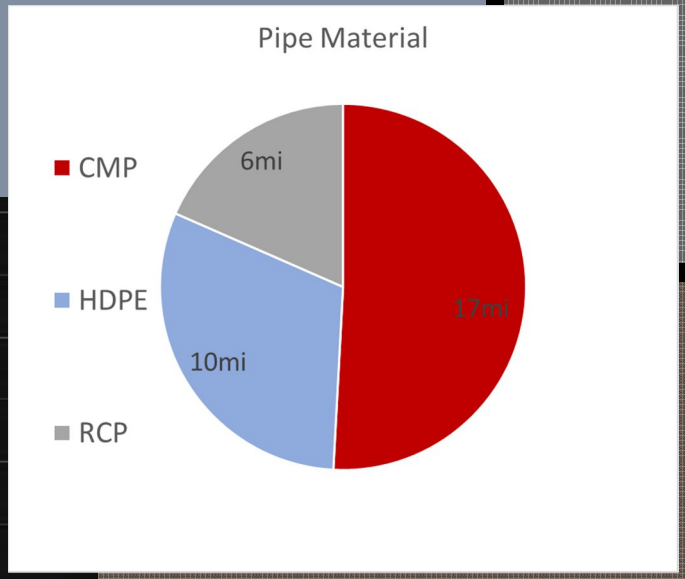
TAHOE RESOURCE CONSERVATION DISTRICT

- Allocated $35,000 April 20, 2020
  - Kayuga Solutions, Inc.
  - Tahoe RCD – field inspections



Inventory: Installation Dates





Field Inspections





Risk



Probability of Failure
(Timing to Failure)

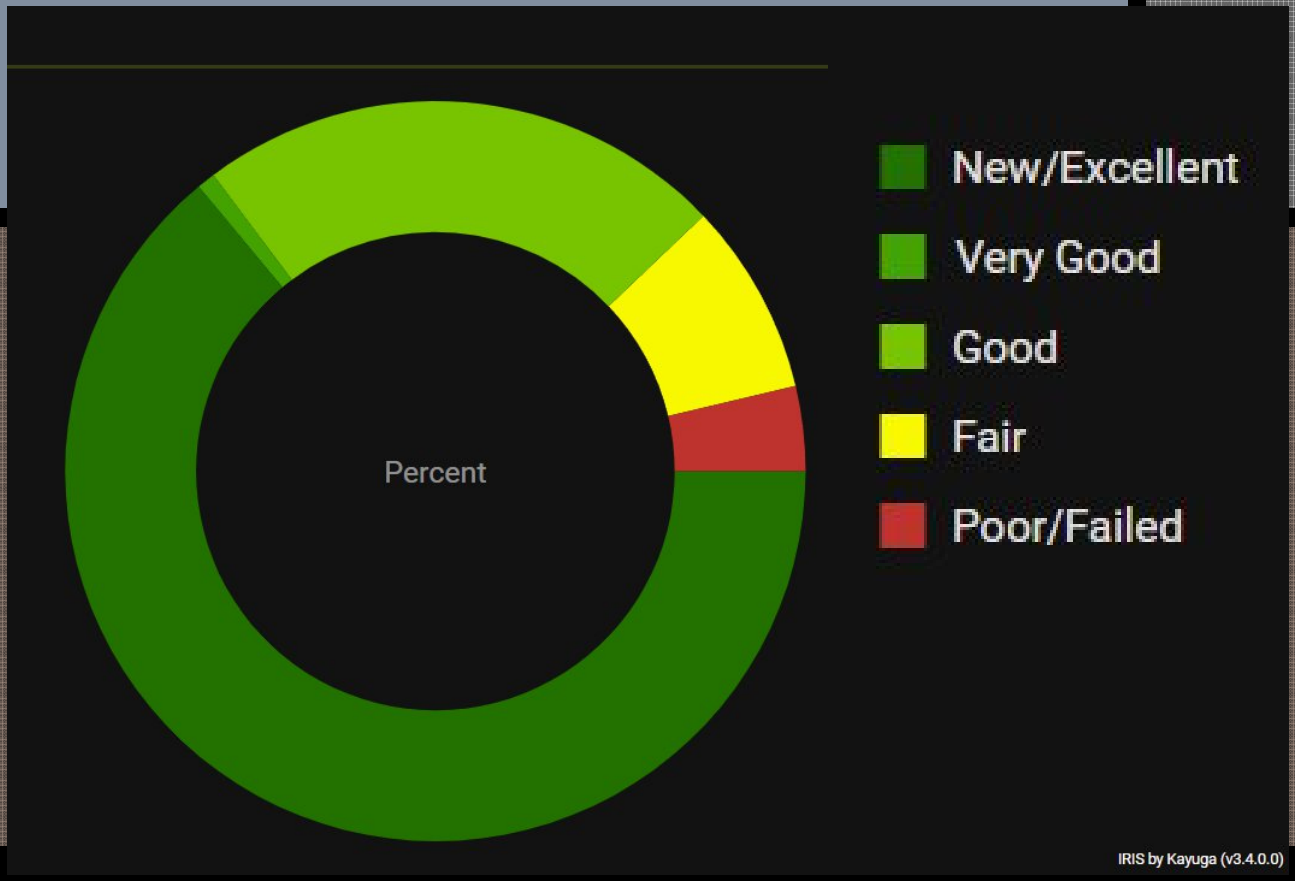
- Mortality
- Capacity
- Level of Service
- Financial Efficiency

Consequence of Failure
(Impact of a failure)

- Economic
- Environment
- Social

CMP Condition







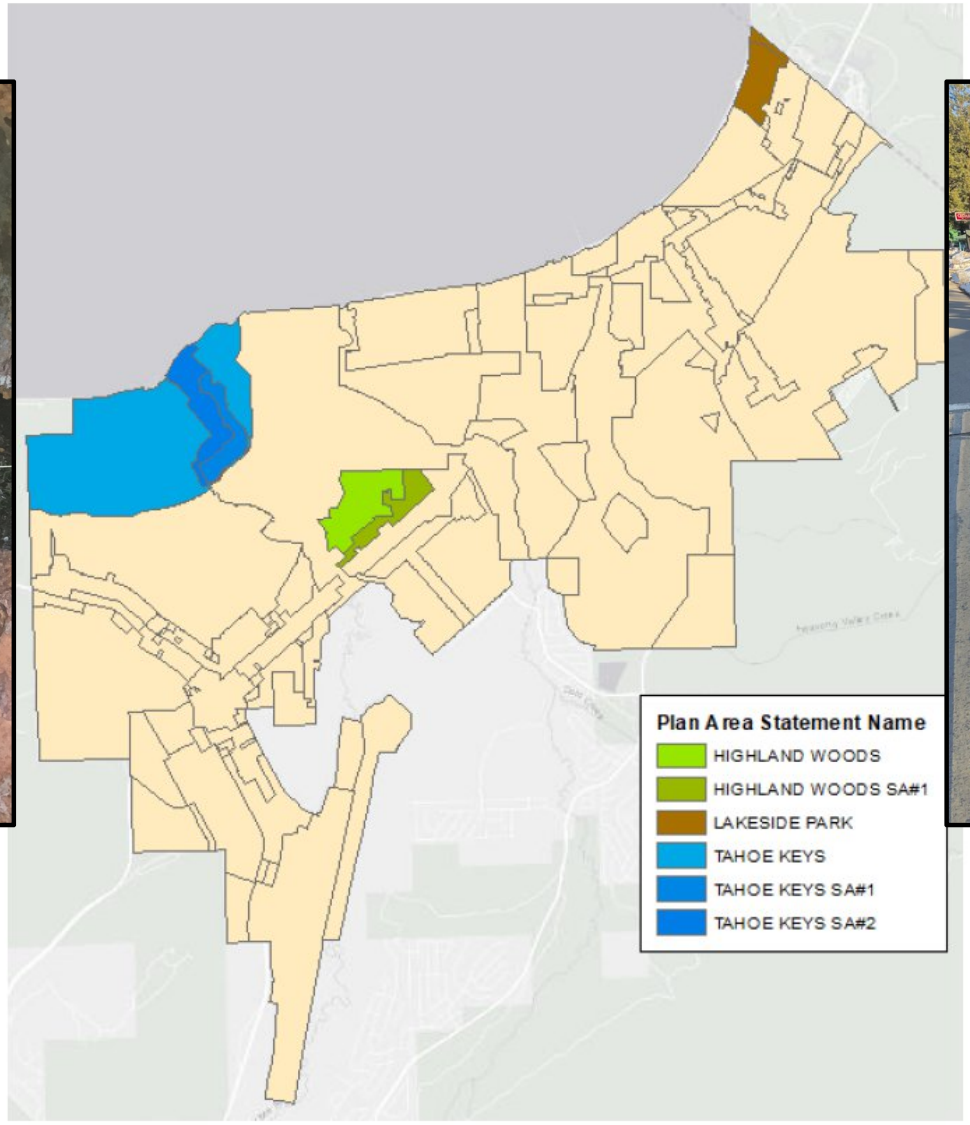




Figure 8 Hot Spot Area Map

Storm Drain Pipe Material

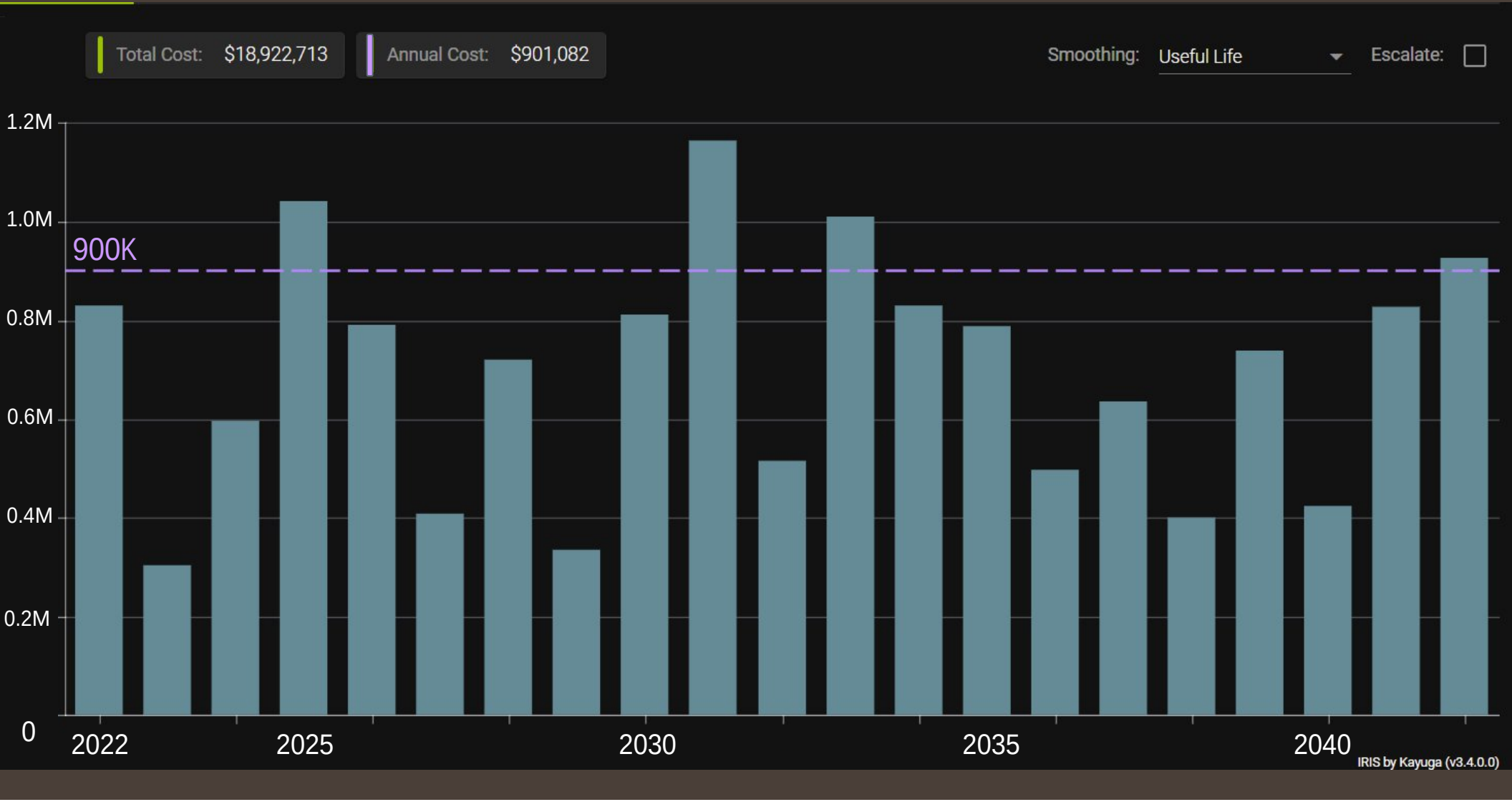
Corrugated Metal Pipe (CMP) – 10 to 35 year lifespan

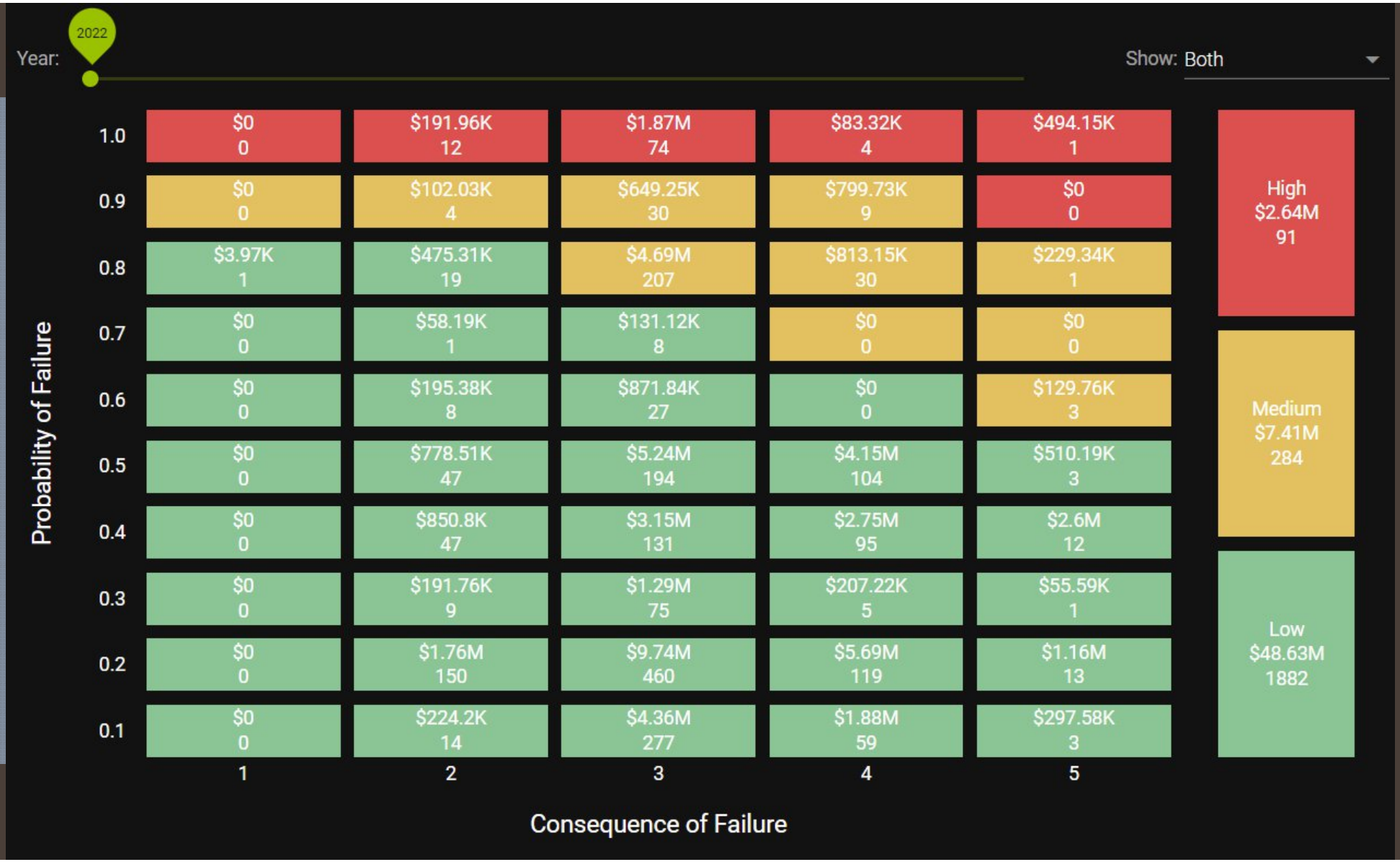
- Reinforced Concrete Pipe (RCP) – 70 to 100 year lifespan
- High Density Poly Ethylene (HDPE) pipe (*plastic*) – 70-100 year lifespan

Updated Management Strategy

Material	Potential Useful Life (Years)
RCP Pipes	100
HDPE Pipes	100
CMP in Hot Spots	56
CMP Pipes	70

Projected Annual Cost with Smoothing




Year:
2022
Show: Both
Probability of Failure
1.0
$0
0
$191.96K
12
$1.87M
74
$83.32K
4
$494.15K
1
0.9
$0
0
$102.03K
4
$649.25K
30
$799.73K
9
$0
0
0.8
$3.97K
1
$475.31K
19
$4.69M
207
$813.15K
30
$229.34K
1
0.7
$0
0
$58.19K
1
$131.12K
8
$0
0
$0
0
0.6
$0
0
$195.38K
8
$871.84K
27
$0
0
$129.76K
3
0.5
$0
0
$778.51K
47
$5.24M
194
$4.15M
104
$510.19K
3
0.4
$0
0
$850.8K
47
$3.15M
131
$2.75M
95
$2.6M
12
0.3
$0
0
$191.76K
9
$1.29M
75
$207.22K
5
$55.59K
1
0.2
$0
0
$1.76M
150
$9.74M
460
$5.69M
119
$1.16M
13
0.1
$0
0
$224.2K
14
$4.36M
277
$1.88M
59
$297.58K
3
1
2
3
4
5
Consequence of Failure
High
$2.64M
91
Medium
$7.41M
284
Low
$48.63M
1882

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 9

Agenda Item: City Development Rights Annual Report

Executive Summary: Pursuant to Resolution 2019-067, the Development Services Department will have an appraisal prepared by a California licensed appraiser annually analyzing the sale of each development right from the preceding year. The City contracted with Mr. Ben Johnson, Johnson Valuation Group Limited, to appraise and estimate the market value of the assets owned by the City. Mr. Johnson was tasked with providing a general overview of the market conditions in the Lake Tahoe Basin and providing a detailed analysis of the market for each development right and recommending a per unit market value for a typical retail quantity for each development right.

Requested Action / Suggested Motions: Pass a Resolution accepting the development rights appraisal prepared by Johnson Valuation Group Limited and establishing a price point for the calendar year 2022 at one-third of the recommended rate outlined in the appraisal.
Responsible Staff Member: John Hitchcock, Planning Manager

Responsible Staff Member: John Hitchcock, Planning Manager (530) 542-7472

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Director of Finance
Heather Stroud, City Attorney

Attachments:

01-Staff Report Development Rights Appraisal.docx
02- Resolution - Development Rights Appraisal.docx
03-Development Rights Tracking.docx
04-2021 Draft Appraisal Letter 02.07.2022.pdf
05-CC Reso 2019-067.pdf

City of South Lake Tahoe
Report to City Council

Meeting Date: March 1, 2022

Title: City Development Rights Annual Report

Location: Citywide

Responsible Staff Member: John Hitchcock, Planning Manager, (530) 542-7472

Background: The City maintains an inventory of potential residential units of use, single and multi-family residential units of use, tourist accommodation units, commercial floor area, and land coverage, which have been accumulated from various sources (e.g., Environmental Improvement Projects, implementing of Community Plans and Area Plans, City purchase of land with attached development right).

In order to establish a clear City policy for the disposition of these assets, the City Council on September 3, 2019, adopted Resolution 2019-067, which provided for a consistent and equitable disposition process, promoted the achievement of the City's affordable housing and community development goals, and provided certainty for the development community. The adopted resolution 1) established an annual determination for the fair market value of the development rights and specifies that the City Council will establish a price point for each category by applying a factor of one-third to be the recommended rate, 2) provides for the earmarking of sales revenue in the City's new Workforce Housing Fund (to be used for targeted affordable housing initiatives), 3) provides for the sale of development rights for deed-restricted housing projects at no cost, 4) provides for the sale of development rights for multi-family residential projects and mixed-use projects within an established Town Center at no cost, 5) provides for the sale of development rights for commercial or industrial projects that redevelop distressed properties at no cost, and 6) delegates authority to complete transactions to the City Manager.

Issue and Discussion: Pursuant to Resolution 2019-067, the Development Services Department will present an analysis of development right sales and market value to the City Council. The City contracted with Mr. Ben Johnson, Johnson Valuation Group Limited, to appraise and estimate the market value of the assets owned by the City. Mr. Johnson was tasked with providing a general overview of the market conditions in the Lake Tahoe Basin and providing a detailed analysis of the market for each development right and recommending a per unit market value for a typical retail quantity for each development right.

Mr. Johnson's scope of work included interviewing experienced land use planners well versed in TRPA's growth management system and project permitting, real estate agents, developers and the staff of the California Tahoe Conservancy (CTC) & Nevada State Lands. Historically, these two state agencies have been the primary source for development rights in the Tahoe Basin. Mr. Johnson also did extensive research on the existing market conditions, analyzed the sale of development rights, and completed a comparable sales analysis of each development right.

Appraisal and findings on the current state of the market is included in the attached memorandum (see Attachment 02), which analyzes the change in market conditions for development rights from January 1, 2021 to December 31, 2021. After extensive research and careful consideration of all data available, site inspections, and comparable analysis of comparable properties, Mr. Johnson recommends changes to the fair market price for a Residential Unit of Use (RUU) and for a Tourist Accommodation Unit (TAU) and no changes for all other development rights.

In Mr. Johnson's original appraisal, the value of an RUU was estimated to be $22,500. Based on his research conducted on the existing market conditions, no sales of RUUs were found, and it could indicate that buyers may prefer to convert Commercial Floor Area (CFA) to an RUU. However, there would likely still be a market premium attached to the RUU. Based on the analysis in the appraisal, Mr. Johnson estimates that an RUU is presently worth $15,000 each.

In the original appraisal, the value of a TAU was estimated to be $17,500. Based on his research, no sales of TAUs were found. Based on market interviews and the TRPA conversion provisions in the Code of Ordinances, which treats TAUs and RUUs as having the same value, the market value of TAUS and RUUs have equalized. Thus, Mr. Johnson recommends an estimated present value of a TAU at $15,000.

Mr. Johnson recommends the following market values for city-owned development rights.

Development Right	**Market Value Per Unit Based on Typical Retail Quantity**	**Price Point Based on City Council policy (Resolution No. 2019-067)**
Land Coverage 1B	$25/Sq. Ft.	$8.33/Sq. Ft.
Land Coverage 4-7 (Potential) South Stateline HRA Upper Truckee HRA	 $7.50/Sq. Ft. $6.00/Sq. Ft.	 $2.50/Sq. Ft. $2.00/Sq. Ft.
Land Coverage 4-7 (Hard)	$25/Sq. Ft.	$8.33/Sq. Ft.
Commercial Floor Area (Bijou/Al Tahoe Community Plan)	$20/Sq. Ft.	$6.67/Sq. Ft.
Commercial Floor Area (Tahoe Valley Area Plan)	$15/Sq. Ft.	$5.00/Sq. Ft.
Commercial Floor Area (South Y Industrial)	$20/Sq. Ft.	$6.67/Sq. Ft.
Commercial Floor Area (Citywide)	$25/Sq. Ft.	$8.33/Sq. Ft.
Potential Residential Units of Use	$5,000/Unit	$1,666/Unit
Residential Units of Use	$15,000/Unit	$5,000/Unit
Tourist Accommodation Units (City Owned)	$15,000/Unit	$5,000/Unit
Tourist Accommodation Units (Successor Agency)	$15,000/Unit	$5,000/Unit

Environmental Considerations: Implementing a policy for the sale of development rights and land coverage is not approval of a project under the California Environmental Quality Act (CEQA) Guidelines Sections 15352 and 15378. Any proposed project that uses development rights and /or land coverage purchased from the City would be required to go through a project-level environmental analysis pursuant to the CEQA Guidelines.

Financial Implications: Revenue generated from the sale of development rights and/or land coverage is used to support City Council Affordable Housing priorities. The revenue generated from direct sales of the development rights/land coverage is earmarked to support the City's Workforce Housing Fund (to be used for targeted affordable housing initiatives). Satisfaction of all conditions of an approved sale, including completion of the project, is required before the funds are available for use.

For the calendar year 2021, the City sold 2,600 square feet of CFA from the Tahoe Valley Area Plan CFA Pool, providing $13,000 in revenue for the Workforce Housing Fund upon meeting all terms of the sale and transfer agreement. The CFA was purchased by Provision Properties, LLC and will be converted to RUUs in order to construct a 14-unit multi-family project.

At this time, staff has seen an increase in inquiries regarding city-owned development rights, as property owners, developers, and business interests have become aware of TRPA's conversion provisions.

Policy Implication:

Currently, the Development Services Department has resources to implement the program, including coordinating the sale of development rights with the City Manager's office and the Finance Department, preparing TRPA transfer applications, and tracking the sale and transfer of development rights and land coverage.

Resolution 2022-XXX

Adopted by the City of South Lake Tahoe
City Council

March 1, 2022

Accepting the development rights appraisal prepared by Ben Q. Johnson, Johnson Valuation Group Limited, and establish a price point for each development right category, pursuant to City Council Resolution 2019-067

BACKGROUND

A. The City has TRPA development rights and land coverage, which have accumulated from various sources (e.g., Environmental Improvement Projects, implementation of Community Plans and Area Plans, City purchase of land with attached development rights, the retirement of rights, and TRPA allocation of development).

B. On September 17, 2020, the City Council adopted City Council Resolution 2019-067, establishing a policy that addresses the future distribution and sale of development rights and land coverage maintained by the City.

C. Resolution 2019-067, which provided for a consistent and equitable disposition process, promoted the achievement of the City's affordable housing and community development goals, and provided certainty for the development community. The adopted resolution established an annual determination for the fair market value of the development rights and land coverage.

D. The Development Services Department contracted with Ben Q. Johnson (Valuation Group Limited) a California licensed appraiser, to analyze the sale of each development right (potential residential unit of use (PRUs), single-family and multi-family residential units of use (RUUs), tourist accommodation units (TAUs), commercial floor area (CFA), and land coverage.

E. Ben Q. Johnson prepared an appraisal dated February 7, 2022 for consideration by the City Council.

F. The appraisal describes the methodology used in determining the value of each development right category, including commercial floor area, and includes a recommended rate for each development right category.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED, that the City Council of the City of South Lake Tahoe:

1. Accepting the development rights appraisal dated February 7, 2022, prepared by Ben Q. Johnson, Johnson Valuation Group Limited and the recommended rates.

2. Establishes the price point for each development right and land coverage by applying a factor of one-third to the recommended rates included in the appraisal and as shown in Exhibit 1 of this resolution.
3. This resolution is effective immediately upon adoption.

Adopted by the City of South Lake Tahoe City Council on March 1, 2022 by the following vote:
Yes:
No:
Absent:
Abstain:

_____ Date:_____

Devin Middlebroook, Mayor

Attest:

_____

Susan Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

Exhibit 1

Development Right	Market Value Per Unit Based on Typical Retail Quantity	Price Point Based on City Council policy (Resolution No. 2019-067)
Land Coverage 1B	$25/Sq. Ft.	$8.33/Sq. Ft.
Land Coverage 4-7 (Potential) South Stateline HRA Upper Truckee HRA	 $7.50/Sq. Ft. $6.00/Sq. Ft.	 $2.50/Sq. Ft. $2.00/Sq. Ft.
Land Coverage 4-7 (Hard)	$25/Sq. Ft.	$8.33/Sq. Ft.
Commercial Floor Area (Bijou/Al Tahoe Community Plan)	$20/Sq. Ft.	$6.67/Sq. Ft.
Commercial Floor Area (Tahoe Valley Area Plan)	$15/Sq. Ft.	$5.00/Sq. Ft.
Commercial Floor Area (South Y Industrial)	$20/Sq. Ft.	$6.67/Sq. Ft.
Commercial Floor Area (Citywide)	$25/Sq. Ft.	$8.33/Sq. Ft.
Potential Residential Units of Use	$5,000/Unit	$1,666.00/Unit
Residential Units of Use	$15,000/Unit	$5,000/Unit
Tourist Accommodation Units (City Owned)	$15,000/Unit	$5,000/Unit
Tourist Accommodation Units (Successor Agency)	$15,000/Unit	$5,000/Unit
Single-Family Residential Allocation	$12,000/Allocation	$4,000.00/Allocation
Multi-Family Residential Allocation	$12,000/Allocation	$4,000.00/Allocation
Town Center Residential Allocation	$1,000/Allocation	$333.00/Allocation

CITY-OWNED DEVELOPMENT RIGHTS

Development Right	**Quantity**
Land Coverage 1B	253,652 +/- Sq. Ft.
Land Coverage 4-7 South Stateline HRA Upper Truckee HRA	 160,872 +/- Sq. Ft. 35,127 +/- Sq. Ft.
Commercial Floor Area (Bijou/Al Tahoe Community Plan)	6,150 Sq. Ft.
Commercial Floor Area (Tahoe Valley Area Plan)	2,285 Sq. Ft.
Commercial Floor Area (South Y Industrial)	0 Sq. Ft.
Commercial Floor Area (Citywide)	15,770 Sq. Ft.*
Potential Residential Units of Use	0
Residential Units of Use	6
Tourist Accommodation Units (City Owned)	46
Tourist Accommodation Units (Successor Agency)	18

Johnson Valuation Group, Ltd. California / Nevada
Post Office Box 11430 ■ 124 McFaul Way, Ste. 201 ■ Lake Tahoe, Nevada 89448 ■ (775) 588-4787

February 7, 2022

Via E-Mail: jhitchcock@cityofslt.us

Mr. John Hitchcock
Planning Manager
City of South Lake Tahoe

Re: TRPA Intangible Development Rights Valuation update letter

Dear Mr. Hitchcock:

This is in response to your request for a letter addressing updated Market Values of the City of South Lake Tahoe's Lake Tahoe Basin Development Rights (intangible development rights). These Development Rights include Land Coverage, Commercial Floor Area (CFA), Residential Development Rights, Residential Units of Use, Allocations, and Tourist Accommodation Units (TAUs). The undersigned previously prepared a narrative appraisal of the City's TRPA Development Rights with a date of valuation of January 30, 2020 and a date of issuance of March 26, 2020 ("Original Appraisal"). Subsequently, on August 28, 2020, the First Supplemental Letter to the Original Appraisal addressing updated market conditions from January 30, 2020 to August 28, 2020 was issued. On January 14, 2021, the Second Supplemental Letter to the Original Appraisal addressing Market Conditions from January 30, 2020 to January 14, 2021 was issued. This is the Third Supplemental Letter to the Original Appraisal, with an effective date of valuation of January 31, 2022. This Third Supplemental Letter is incorporated by reference to the Original Appraisal, the First Supplemental Letter, and the Second Supplemental Letter.

This report is being prepared as a new Appraisal Report under Standard Rule 2-2(a) of the Uniform Standards of Professional Appraisal Practice (USPAP). It is an extraordinary

DRAFT - For Discussion Purposes Only
2/7/2022

assumption[1] of this appraisal that the reader of this appraisal has access to and has fully reviewed a full copy of the Original Appraisal and First and Second Supplement letters.

Advisory Opinion 3 of the 2020/21 edition of USPAP provides the following guidance relative to updating a prior appraisal.

"When developing an opinion regarding a property that was the subject of a previous assignment, the scope of work in the new assignment may be different from the scope of work in the prior one. In addition, rather than duplicating steps in the appraisal process, the appraiser can elect to incorporate some of the analyses from the previous assignment (those items that the appraiser concludes are credible and in compliance with the applicable development Standard) into the new assignment through the use of an extraordinary assumption."

This appraisal incorporates by reference the Original Appraisal. Advisory Opinion 3 of the 2020/21 edition of USPAP provides the following guidance relative to incorporating by reference a prior appraisal when completing a new assignment:

"a new report that incorporates by reference specified information/analysis from the prior report so that, in combination, the referenced portions and the new information/analysis added satisfies the applicable reporting requirements. When this incorporation by reference option is used, the following items from that prior report should be specifically identified in the new report to avoid being misleading:

- *subject property*
- *client and any other intended users*
- *intended use*
- *appraiser(s)*
- *effective date of value or assignment results*
- *date of report, and*
- *interest(s) appraised"*

[1] This report, and the value conclusion(s) set forth herein, is subject to an extraordinary assumption. An extraordinary assumption is defined by the 2020/21 version of USPAP as "an assignment specific assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser's opinions or conclusions."[1]

Pursuant to your request, I have prepared this Third Supplemental Letter to update the 100% fee simple Market Values for TRPA commodities owned by the City of South Lake Tahoe to January 31, 2022 in typical retail quantities as identified in the Original Appraisal. In order to analyze how market conditions may have changed, the undersigned has reviewed market conditions for the improved commercial and residential real estate market and the changes in the market for TRPA Development Rights and interviewed various market participants. The Client and Intended User of this letter is the City of South Lake Tahoe. The intended use is to assist the City of South Lake Tahoe in establishing the value of their owned TRPA intangible development rights in considering potential offers they may receive to purchase some of these rights.

First, the improved residential real estate market was considered. The initial effect of the COVID pandemic was a pause in sales activity. However, once reopening began, the number of sales of residential properties increased substantially in the South Shore. The South Lake Tahoe Board of Realtors has collected the following data for the California side of the Lake Tahoe Basin.:

El Dorado County Portion of Lake Tahoe Basin
Single-Family Residential Sales

Year	Number of Sales	Median Sale Price	% Change	Median Sale Price/SF	% Change	Average Sales Price	% Change	Average Sales Price/SF	% Change	Total Sales Volume	% Change	Average Marketing Time
2005	701	$479,900		$333.25		$573,871		$355.15		$402,283,356		93 Days
2006	440	$476,000	-0.8%	$332.45	-0.2%	$566,178	-1.3%	$345.81	-2.6%	$249,118,111	-38.1%	128 Days
2007	379	$450,000	-5.5%	$311.80	-6.2%	$587,800	3.8%	$349.29	1.0%	$222,776,075	-10.6%	154 Days
2008	358	$407,000	-9.6%	$271.89	-12.8%	$517,817	-11.9%	$289.98	-17.0%	$185,378,602	-16.8%	170 Days
2009	449	$319,000	-21.6%	$219.72	-19.2%	$421,983	-18.5%	$236.85	-18.3%	$198,470,217	7.1%	158 Days
2010	514	$319,500	0.2%	$198.85	-9.5%	$414,606	-1.7%	$217.20	-8.3%	$213,107,415	7.4%	165 Days
2011	551	$266,000	-16.7%	$178.86	-10.1%	$352,988	-14.9%	$191.08	-12.0%	$194,496,253	-8.7%	162 Days
2012	703	$245,550	-7.7%	$176.62	-1.3%	$331,459	-6.1%	$187.54	-1.9%	$233,015,654	19.8%	149 Days
2013	648	$330,000	34.4%	$217.68	23.2%	$399,486	20.5%	$225.96	20.5%	$258,866,872	11.1%	119 Days
2014	588	$349,950	6.0%	$238.60	9.6%	$446,480	11.8%	$256.11	13.3%	$262,530,508	1.4%	117 Days
2015	624	$369,000	5.4%	$251.88	5.6%	$459,046	2.8%	$268.31	4.8%	$284,572,617	8.4%	116 Days
2016	688	$419,500	13.7%	$270.14	7.2%	$509,302	10.9%	$285.91	6.6%	$350,399,848	23.1%	115 Days
2017	668	$440,000	4.9%	$292.74	8.4%	$533,662	4.8%	$308.33	7.8%	$356,487,117	1.7%	103 Days
2018	611	$475,000	8.0%	$312.50	6.8%	$559,277	4.8%	$326.69	6.0%	$341,718,487	-4.1%	102 Days
2019	614	$485,000	2.1%	$319.74	2.3%	$633,599	13.3%	$351.02	7.4%	$389,029,682	13.8%	106 Days
2020	898	$586,000	20.8%	$351.14	9.8%	$734,140	15.9%	$387.10	10.3%	$659,249,013	69.5%	83 Days
2021	709	$710,000	21.2%	$462.38	31.7%	$888,042	21.0%	$481.12	24.3%	$629,621,990	-4.5%	69 Days

Total sales volume in the area greatly increased in 2020 due to demand generated by the COVID-19 pandemic. Sales volume increased by 69.5% on the California side of South Shore, and by 62.8% on the Nevada side. In 2021, the California side of South Shore saw a drop in total sales volume of -4.5%. Median and average sales prices showed sizable increases ranging from 22.1% and 21.0%, respectively. Price per square foot showed very large gains over 2020 with the median and average sale price per square foot in the El Dorado County portion of the Tahoe Basin increased 31.7% and 24.3%, respectively

The current trend in the south shore area indicates that many of the smaller and less expensive residences have sold. High demand and low supply are continuing to drive average prices up. However, Brokers and Realtors are mixed on the expectations for continued price appreciation, with some indicating that buyers are becoming more price resistant at the present time.

Currently there are 82 listings and 78 pending sales in the El Dorado County portion of South Shore. The median list price is $717,000 and average list price is $1,296,758. Inventory remains low with less than a three-month supply of inventory (active and pending) presently available for on the market based on 2021's total number of sales.

Changes in the commercial market have also been considered. The demand for sale commercial properties is largely being driven by buyers completing tax deferred exchanges (1031 exchange) and desiring a replacement property in the Tahoe area. The market for development land has experienced strong headwinds due to the increases in costs of construction (both labor and materials).

Next, the market for TRPA development rights has been considered. The undersigned interviewed staff at the California Tahoe Conservancy, real estate agents, and private TRPA consultants in January 2022. These interviews indicated that there has been very limited sales of TRPA development rights over the last year and market participants have widely varying views of pricing and demand. Due in part to the very limited sales volume, market participants do not

appear to have enough data points through which to form a consolidated view of market conditions and pricing for some TRPA development rights.

In the Original Appraisal, the value per square foot of 1b land coverage was estimated to be $25.00 per square foot. The undersigned found three 2021 sales of 1b land coverage sold for $25 per square foot. These comparables support the market value indicated in the Original Appraisal of $25.00 per square foot.

In the Original Appraisal, the value per square foot of CFA was estimated to be $25.00 per square foot. The undersigned is aware of a current CFA sale for $24 per square foot and a failed escrow (failed in December 2021) for $25 per square foot. This is supportive of the prior year's conclusion of $25 per square foot.

The opined value of a Residential Allocation, that can be used for Single-Family residential development, was $12,000 per allocation in the Original Appraisal. The California Tahoe Conservancy has indicated strong demand for residential allocations, but the undersigned is not aware of any sales data that indicates the price of single-family residential allocations has increased over the last year. There is presently a listing of one residential allocation by Deb Howard and Company for an asking price of $25,000, but the listing agent indicated there hasn't been any market interest in the offering. Overall, the value of a residential allocation of $12,000 as indicated in the Original Appraisal appears to be the best indication of value at the present time.

In the Original Appraisal, the value of an Residential Unit of Use (RUU) was estimated to be $22,500. Based on the research conducted as part of this market conditions update letter, no sales of RUUs were found. The undersigned is aware of CFA being converted to residential units of use to create new RUUs, with property owners using existing CFA that was already owned or CFA that they acquired on the open market. At the current market price of $25 per square foot for CFA and 300 square feet of CFA being convertible to a single-family residential unit of use, it indicates the implied value of an RUU is $7,500. However, this process takes

time, uncertainty and cost to purchase and covert CFA into an RUU. The lack of sales data uncovered as part of this assignment for RUUs indicates that buyers would rather go through the process of converting CFA as opposed to buying an RUU right on the open market at the present time. On the other hand, there would likely be a market premium attached to a RUU as opposed to buying CFA and converting it. Based on the information considered herein, it is estimated that an RUU is presently worth in the range of $15,000/each.

In the Original Appraisal, the value of an TAU was estimated to be $17,500. Based on the research conducted as part of this market conditions update letter, no sales of TAUs were found. Based on market interviews and the TRPA conversion table, which treats TAUs and RUUs as having the same value, it is indicated that the market value of TAUs and RUUs has equalized. Therefore, the estimated present value of a TAU is $15,000/each.

Overall, the market values summarized herein are based on limited sales data and values may continue to change in the near term as additional transactions occur. It is noted that of the various interviews conducted, many had materially different views of the pricing and future demand for various TRPA development rights.

Respectfully Submitted,

_____

Benjamin Q. Johnson, MAI
California Certified General Appraiser
License Number AG043925

APPRAISER'S CERTIFICATION

Each of the undersigned do hereby certify that, unless otherwise noted in this appraisal report:

- I have not made a personal inspection of the property that is the subject of this report as it involves intangible development rights.
- I have no present or contemplated future interest in the real estate that is the subject of this appraisal report.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- I am acting independently of the borrower.
- To the best of my knowledge and belief, the statements of fact contained in this appraisal report, upon which the analysis, opinions, and conclusions herein are based, are true and correct.
- This report sets forth all the limiting conditions (imposed by the terms of our assignment or by the undersigned) affecting the analysis, opinions, and conclusions contained in this report.
- The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the *Code of Professional Ethics & Standards of Professional Appraisal Practice of the Appraisal Institute*, which include the *Uniform Standards of Professional Appraisal Practice*.
- My compensation is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event.
- The appraisal was not based upon a requested minimum valuation, a specific valuation, or the approval of a loan.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- This appraiser has performed services involving the subject property within the prior three years as an appraiser from the date of acceptance of this assignment.

- No one other than the undersigned prepared the analyses, conclusions and opinions concerning real estate that are set forth in this appraisal report.

- The Appraisal Institute conducts a mandatory program of continuing education for its designated members. As of the date of this report, Benjamin Q. Johnson has completed the requirements under the continuing education program of the Appraisal Institute.

- The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.

Respectfully Submitted,

_____

Benjamin Q. Johnson, MAI
California Certified General Appraiser
License Number AG043925

STANDARD ASSUMPTIONS AND LIMITING CONDITIONS

The acceptance of this appraisal assignment and the completion of the appraisal report submitted herewith are contingent upon the following assumptions and limiting conditions.

LIMITS OF LIABILITY

This report was prepared by Johnson Valuation Group, Ltd. All opinions, recommendations, and conclusions expressed during the course of this assignment are rendered by the staff of Johnson Valuation Group, Ltd., as employees, not as individuals. The liability of Johnson Valuation Group, Ltd. and its employees and associates is limited to the client only and to the fee actually received by the appraisal firm. There is no accountability, obligation, or liability to any third party. If the appraisal report is disseminated to anyone other than the client, the client shall make such party or parties aware of all limiting conditions and assumptions affecting the appraisal assignment. Neither the appraisers nor the appraisal firm is in any way to be responsible for any costs incurred to discover or correct any physical, financial and/or legal deficiencies of any type present in the subject property. In the case of limited partnerships or syndication offerings or stock offerings in real estate, the client agrees that in the event of a lawsuit brought by a lender, a partner or part owner in any form of ownership, a tenant or any other party, the client will hold the appraiser(s) and the appraisal firm completely harmless in such action with respect to any and all awards or settlements of any type in such lawsuits.

COPIES, PUBLICATION, DISTRIBUTION AND USE OF REPORT

Possession of this report or any copy thereof does not carry with it the right of publication, nor may it be used for any purpose or any function other than its intended use, as stated in the body of the report. The appraisal fee represents compensation only for the analytical services provided by the appraiser(s). The appraisal report remains the property of the appraisal firm, though it may be used by the client in accord with these assumptions and limiting conditions.

This appraisal is to be used only in its entirety, and no part is to be used without the whole report. All conclusions and opinions concerning the analysis as set forth in the report were prepared by the appraiser(s) whose signature(s) appears on the appraisal report, unless it is indicated that one or more of the appraisers was acting as "Review Appraiser." No change of any item in the report shall be made by anyone other than the appraiser(s). The appraiser(s) and the appraisal firm shall bear no responsibility for any such unauthorized changes.

CONFIDENTIALITY

Except as provided for subsequently, neither the appraiser(s) nor the appraisal firm may divulge the analyses, opinions or conclusions developed in the appraisal report, nor may they give a copy of the report to anyone other than the client or his designee as specified in writing. However, this condition does not apply to any requests made by the Appraisal Institute for purposes of confidential ethics enforcement. Also, this condition does not apply to any order or request issued by a court of law or any other body with the power of subpoena.

INFORMATION SUPPLIED BY OTHERS

Information (including projections of income and expenses) provided by informed local sources, such as government agencies, financial institutions, Realtors, buyers, sellers, property owners, bookkeepers, accountants, attorneys, and others is assumed to be true, correct and reliable. No responsibility for the accuracy of such information is assumed by the appraiser(s). Neither the appraiser(s) nor the appraisal firm is liable for any information or the work product provided by subcontractors. The client and others utilizing the appraisal report are advised that some of the individuals associated with Johnson Valuation Group, Ltd. are independent contractors and may sign the appraisal report in that capacity. The comparable data relied upon in this report has been confirmed with one or more parties familiar with the transaction or from affidavit or other sources thought reasonable. To the best of my judgment and knowledge, all such information is considered appropriate for inclusion. In some instances, an impractical and uneconomic expenditure of time would be required in attempting to furnish absolutely unimpeachable verification. The value conclusions set forth in the appraisal report are subject to the accuracy of said data. It is suggested that the client consider independent verification as a prerequisite to any transaction involving a sale, a lease or any other commitment of funds with respect to the subject property.

TESTIMONY, CONSULTATION, COMPLETION OF CONTRACT FOR APPRAISAL SERVICE

The contract for each appraisal, consultation or analytical service is fulfilled and the total fee is payable upon completion of the report. The appraisers(s) or those assisting in the preparation of the report will not be asked or required to give testimony in court or in any other hearing as a result of having prepared the appraisal, either in full or in part, except under separate and special arrangements at an additional fee. If testimony or a deposition is required, the client shall be responsible for any additional time, fees and charges, regardless of the issuing party. Neither the appraiser(s) nor those assisting in the preparation of the report is required to engage in post- appraisal consultation with the client or other third parties, except under a separate and special arrangement and at an additional fee.

EXHIBITS AND PHYSICAL DESCRIPTIONS

A survey of the property has not been made by the appraiser(s) and no responsibility is assumed in connection with such matters. Any maps, plats, or drawings reproduced and included in the report are there to assist the reader in visualizing the property and are not necessarily drawn to scale. They should not be considered as surveys or relied upon for any other purpose, nor should they be removed from, reproduced or used apart from the report.

TITLE, LEGAL DESCRIPTIONS, AND OTHER LEGAL MATTERS

No responsibility is assumed by the appraiser(s) or the appraisal firm for matters legal in character or nature. No opinion is rendered as to the status of title to any property. The title is presumed to be good and merchantable. The property is appraised as if free and clear, unless otherwise stated in the appraisal report. The legal description, as furnished by the client, his designee or as derived by the appraiser(s), is assumed to be correct as reported. The appraisal is not to be construed as giving advice concerning liens, title status, or legal marketability of the subject property.

ENGINEERING, STRUCTURAL, MECHANICAL, ARCHITECTURAL CONDITIONS

This appraisal should not be construed as a report on the physical items that are a part of any property described in the appraisal report. Although the appraisal may contain information about these physical items (including their adequacy and/or condition), it should be clearly understood that this information is only to be used as a general guide for property valuation and not as a complete or detailed report on these physical items. The appraiser(s) is not a construction, engineering, or architectural expert, and any opinion given on these matters in this report should be considered tentative in nature and is subject to modification upon receipt of additional information from appropriate experts. The client is advised to seek appropriate expert opinion before committing any funds to the property described in the appraisal report.

Any statement in the appraisal regarding the observed condition of the foundation, roof, exterior walls, interior walls, floors, heating system, plumbing, insulation, electrical service, all mechanicals, and all matters relating to construction is based on a casual inspection only. Unless otherwise noted in the appraisal report, no detailed inspection was made. For instance, the appraiser is not an expert on heating systems, and no attempt was made to inspect the interior of the furnace. The structures were not investigated for building code violations, and it is assumed that all buildings meet the applicable building code requirements unless stated otherwise in the report.

Such items as conditions behind walls, above ceilings, behind locked doors, under the floor, or under the ground are not exposed to casual view and, therefore, were not inspected, unless specifically so stated in the appraisal. The existence of insulation, if any is mentioned,

was discovered through conversations with others and/or circumstantial evidence. Since it is not exposed to view, the accuracy of any statements regarding insulation cannot be guaranteed.

Because no detailed inspection was made, and because such knowledge goes beyond the scope of this appraisal, any comments on observed conditions given in this appraisal report should not be taken as a guarantee that a problem does not exist. Specifically, no guarantee is given as to the adequacy or condition of the foundation, roof, exterior walls, interior walls, floors, heating systems, air conditioning systems, plumbing, electrical service, insulation, or any other detailed construction matters. If any interested party is concerned about the existence, condition, or adequacy of any particular item, we would strongly suggest that a mechanical and/or structural inspection be made by a qualified and licensed contractor, a civil or structural engineer, an architect or other experts. This appraisal report is based on the assumption that there are no hidden, unapparent or apparent conditions on the property or improvements which would materially alter the value as reported. No responsibility is assumed for any such conditions or for any expertise or engineering to discover them. All mechanical components are assumed to be in operable condition and standard for the properties of the subject type. Conditions of heating, cooling, ventilating, electrical and plumbing equipment are considered to be commensurate with the condition of the balance of the improvements unless otherwise stated. No judgment is made in the appraisal as to the adequacy of insulation, the type of insulation, or the energy efficiency of the improvements or equipment which is assumed to be standard for the subject's age, type and condition.

TOXIC MATERIALS AND HAZARDS

Unless otherwise stated in the appraisal report, no attempt has been made to identify or report the presence of any potentially toxic materials and/or condition such as asbestos, urea formaldehyde foam insulation, PCBs, any form of toxic waste, polychlorinated biphenyl, pesticides, lead-based paints or soils or ground water contamination on any land or improvements described in the appraisal report. Before committing funds to any property, it is strongly advised that appropriate experts be employed to inspect both land and improvements for the existence of such potentially toxic materials and/or conditions. If any potentially toxic materials and/or conditions are present on the property, the value of the property may be adversely affected and a re-appraisal at an additional cost may be necessary to estimate the effects of such circumstances.

SOILS, SUB-SOILS, AND POTENTIAL HAZARDS

It is assumed that there are no hidden or unapparent conditions of the soils or sub-soil which would render the subject property more or less valuable than reported in the appraisal. No engineering or percolation tests were made and no liability is assumed for soil conditions. Unless otherwise noted, the land and the soil in the area being appraised appeared to be firm, but no investigation has been made to determine whether or not any

detrimental sub-soil conditions exist. Neither the appraiser(s) nor the appraisal firm is liable for any problems arising from soil conditions. These appraisers strongly advise that, before any funds are committed to a property, the advice of appropriate experts be sought.

If the appraiser(s) has not been supplied with a termite inspection report, survey or occupancy permit, no responsibility is assumed and no representation is made for any costs associated with obtaining same or for any deficiencies discovered before or after they are obtained.

Neither the appraiser(s) nor the appraisal firm assumes responsibility for any costs or for any consequences arising from the need or lack of need for flood hazard insurance. An Agent for the Federal Flood Insurance Program should be contacted to determine the actual need for flood hazard insurance.

ARCHEOLOGICAL SIGNIFICANCE

No investigation has been made by the appraiser and no information has been provided to the appraiser regarding potential archeological significance of the subject property or any portion thereof. This report assumes no portion of the subject property has archeological significance.

LEGALITY OF USE

This appraisal report assumes that there is full compliance with all applicable federal, state and local environmental regulations and laws, unless non-compliance is stated, defined and considered in the appraisal report. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless a non-conformity has been stated, defined and considered in the appraisal report. It is assumed that all required licenses, consents, or other legislative or administrative authority from any local, state or national government, private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in this report is based.

COMPONENT VALUES

Any distribution of the total value between the land and improvements, between partial ownership interests or any other partition of total value applies only under the stated use. Moreover, separate allocations between components are not valid if this report is used in conjunction with any other analysis.

COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT

The Americans with Disabilities Act ("ADA") became effective January 26, 1992. It is assumed that the property is in direct compliance with the various detailed requirements of the ADA.

AUXILIARY AND RELATED STUDIES

No environmental or impact studies, special market studies or analyses, special highest and best use studies or feasibility studies have been requested or made by the appraiser(s) unless otherwise specified in an agreement for services and so stated in the appraisal report.

DOLLAR VALUES AND PURCHASING POWER

The estimated market value set forth in the appraisal report and any cost figures utilized are applicable only as of the date of valuation of the appraisal report. All dollar amounts are based on the purchasing power and price of the dollar as of the date of value estimates.

ROUNDING

Some figures presented in this report were generated using computer models that make calculations based on numbers carried out to three or more decimal places. In the interest of simplicity, most numbers have been rounded. Thus, these figures may be subject to small rounding errors.

QUANTITATIVE ANALYSIS

Although this analysis employs various mathematical calculations to provide value indications, the final estimate is subjective and may be influenced by my experience and other factors not specifically set forth in this report.

VALUE CHANGE, DYNAMIC MARKET, ALTERATION OF ESTIMATE BY APPRAISER

All values shown in the appraisal report are projections based on my analysis as of the date of valuation of the appraisal. These values may not be valid in other time periods or as conditions change. Projected mathematical models set forth in the appraisal are based on estimates and assumptions which are inherently subject to uncertainty and variations related to exposure, time, promotional effort, terms, motivation, and other conditions. The appraiser(s) does not represent these models as indicative of results that will actually be achieved. The value estimates consider the productivity and relative attractiveness of a property only as of the date of valuation set forth in the report.

In cases of appraisals involving the capitalization of income benefits, the estimate of market value, investment value or value in use is a reflection of such benefits and of the appraiser's interpretation of income, yields and other factors derived from general and specific client and market information. Such estimates are as of the date of valuation of the report, and are subject to change as market conditions change.

This appraisal is an estimate of value based on analysis of information known to us at the time the appraisal was made. The appraiser(s) does not assume any responsibility for incorrect

analysis because of incorrect or incomplete information. If new information of significance comes to light, the value given in this report is subject to change without notice. The appraisal report itself and the value estimates set forth therein are subject to change if either the physical or legal entity or the terms of financing are different from what is set forth in the report.

ECONOMIC AND SOCIAL TRENDS

The appraiser assumes no responsibility for economic, physical or demographic factors which may affect or alter the opinions in this report if said economic, physical or demographic factors were not present as of the date of value of this appraisal. The appraiser is not obligated to predict future political, economic or social trends.

EXCLUSIONS

Furnishings, equipment, other personal property and value associated with a specific business operation are excluded from the value estimate set forth in the report unless otherwise indicated. Only the real estate is included in the value estimates set forth in the report unless otherwise stated.

SUBSURFACE RIGHTS

No opinion is expressed as to the value of subsurface oil, gas or mineral rights or whether the property is subject to surface entry for the exploration or removal of such materials, except as is expressly stated.

PROPOSED IMPROVEMENTS, CONDITIONED VALUE

It is assumed in the appraisal report that all proposed improvements and/or repairs, either on-site or off-site, are completed in an excellent workmanlike manner in accord with plans, specifications or other information supplied to these appraisers and set forth in the appraisal report, unless otherwise explicitly stated in the appraisal. In the case of proposed construction, the appraisal is subject to change upon inspection of the property after construction is completed. The estimate of market value is as of the date specified in the report. Unless otherwise stated, the assumption is made that all improvements and/or repairs have been completed according to the plans and that the property is operating at levels projected in the report.

MANAGEMENT OF PROPERTY

It is assumed that the property which is the subject of the appraisal report will be under typically prudent and competent management which is neither inefficient nor superefficient.

FEE

The fee for any appraisal report, consultation, feasibility or other study is for services rendered and, unless otherwise stated in the service agreement, is not solely based upon the time spent on any assignment.

LEGAL EXPENSES

Any legal expenses incurred in defending or representing ourselves concerning this assignment will be the responsibility of the client.

CHANGES AND MODIFICATIONS

The appraiser(s) reserves the right, at the cost of the client, to alter statements, analyses, conclusions, or any value estimates in the appraisal if any new facts pertinent to the appraisal process are discovered which were unknown on the date of valuation of this report.

DISSEMINATION OF MATERIAL

Neither all nor any part of the contents of this report shall be disseminated to the general public through advertising or sales media, public relations media, new media or other public means of communication without the prior written consent and approval of the appraiser(s).

The acceptance and/or use of the Appraisal Report by the client or any third party constitutes acceptance of the Assumptions and Limiting Conditions set forth in the preceding paragraphs. The appraiser's liability extends only to the specified client, not to subsequent parties or users. The appraiser's liability is limited to the amount of the fee received for the services rendered.

QUALIFICATIONS OF APPRAISER

BENJAMIN Q. JOHNSON

Professional Designations

MAI – Designated Member of the Appraisal Institute

State Licensing and Certification

Certified General Appraiser – State of California
License Number AG043925
(Certified through April 29, 2022)

Certified General Appraiser – State of Nevada
License Number A.0205542-CG
(Certified through November 30, 2022)

Professional Experience

Johnson Valuation Group, Ltd.	2015 to Present
Partner	
Johnson-Perkins & Associates, Inc.	
Principal Appraiser	2009 to 2015
Senior Appraiser	2008 to 2009
Intern Appraiser	2006 to 2008
Research Assistant	2005 to 2006
General Electric	2002-2004
Finance Intern	(Summers Only)

Formal Education

Santa Clara University – Santa Clara, CA 2005
Bachelor of Science in Commerce; Major in Economics

QUALIFICATIONS OF BENJAMIN Q. JOHNSON, (CONTINUED)

Qualified as an Expert Witness

Nevada State District Courts
California Superior Courts
Federal Courts

Offices Held and Appointments

Nevada State Board of Equalization – One of Five Board Members (Appointed in 2012 and Reappointed in 2016 by Governor Brian Sandoval)	2012 to Present
Tahoe Regional Planning Agency	
Land Use Commodities Market Steering Committee	2014
Appraisal Institute	
Reno-Carson-Tahoe Chapter	
Director	2011
Secretary	2012
Vice-President	2013
President	2014
Treasurer	2015
Chair of Candidate Guidance Committee	2013 to 2015
Nevada Chapter	
Northern Nevada Branch Chapter -Vice Chair	2017
Northern Nevada Branch Chapter – Chair	2018
Region 1	
Nominating Committee	2015 to 2016
Eagle Scout Board of Review, Board Member	2016 to Present

Association Memberships and Affiliations

Leadership Development and Advisory Council (LDAC)	2010
Executives Association of Reno (EAR)	2009 to 2012
Tahoe Regional Young Professionals (TRYP)	2015 to 2016

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Resolution 2019-067

Adopted by the City of South Lake Tahoe City Council

September 17, 2019

Policy Regarding Disposition of Tahoe Regional Planning Agency (TRPA) Development Commodities Owned by City of South Lake Tahoe

BACKGROUND

A. The Tahoe Regional Planning Authority (TRPA) is the land use authority and has established a development rights system to manage future development and a system to regulate the amount of land coverage in the Tahoe basin.

B. The TRPA development rights are land use units that must be acquired before a property can be developed. Development rights include potential residential units of use (PRUs), single and multi-family residential units of use (RUUs), tourist accommodation units (TAUs), and commercial floor area (CFA).

C. Permanent land coverage is also regulated by the TRPA to protect the Lake Tahoe watershed. Parcels are limited to a specified amount of land coverage and, in some cases, may be transferred to maximize the allowable amount on a given parcel.

D. The City of South Lake Tahoe is subject to applying the development rights and land coverage systems to our review and approval of land use entitlement applications that are subject to the TRPA/City Memorandum of Understanding.

E. The City has TRPA development rights and land coverage which have accumulated from various sources (e.g., Environmental Improvement Projects, implementation of Community Plans and Area Plans, City purchase of land with attached development rights, the retirement of rights, and TRPA allocation of development).

F. The City has been approached by project developers/applicants interested in securing development rights and land coverage from the City.

G. The City has independently sold or provided various TRPA development rights and land coverage to project developers/applicants based on the merits of the individual project.

H. Through the sale of TRPA development rights and land coverage the City has also provided an environmental and economic incentive to projects which otherwise would not have been economically feasible.

I. The City believes it is appropriate, and transparent, to establish a policy that addresses the future distribution and sale of development rights and land coverage maintained by the City.

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BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED, that the City Council of the City of South Lake Tahoe:

1. Acknowledges and reserves the right to retain all necessary TRPA development rights and land coverage to support City-sponsored municipal projects; and

2. Hereby authorizes the distribution and sale of City maintained TRPA development rights and land coverage subject to the provisions of this policy; and

3. The City Council adopts the following policy for the distribution and sale of TRPA development rights and land coverage:

    A. Distribution and sale of TRPA development rights and land coverage shall be directed toward the development of residential, commercial, mixed-use, and industrial properties in the City of South Lake Tahoe.

    B. Distribution and sale of City-owned TRPA development rights and land coverage shall be consistent with the TRPA Regional Plan, TRPA Code of Ordinances, City of South Lake Tahoe General Plan and Municipal Code, and all other applicable community or area plan policies.

        i. When a developer/applicant requests City maintained TRPA development rights and/or land coverage for a project to be located within the City, the proposed project shall be evaluated to ensure the project is consistent with the following criteria;

            a. The subject property must be in the City of South Lake Tahoe; and

            b. The developer/applicant must have a planning application on file with the Development Services Department, prior to a project developer/applicant requesting development rights and/or land coverage; and

            c. The proposed project provides an environmental and/or economic benefit for the community.

    C. The distribution and sale of development rights and land coverage shall be to the affected parcel(s), not the developer/applicant; and

        i. Any change to an approved project (e.g., elevations, building siting, interior configuration) may result in the revocation of prior reservation and/or allocated development rights and/or land coverage. The developer/applicant will return to the City the allocated development rights and/or land coverage. The City shall reimburse the developer/applicant the price of sale, less the City's administrative processing fee.

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D. The distribution and sale of TRPA development rights and land coverage shall be at no cost for the following projects:

i. The sale of city-owned development rights and land coverage shall be at no cost to single or multi-family residential projects, which are deed restricted to accommodate low, very-low, and moderate-income families, as defined by the Department of Housing and Community Development (HCD) annual State Income Limits, pursuant to Health & Safety Code Section 50093.

ii. The sale of city-owned development rights and land coverage shall be at no cost to a developer/applicant of a multi-family residential project or a mixed-use project, if the project is located with the boundaries of an identified Town Center.

a. In order to qualify for city-owned development rights and land coverage at no cost under this provision, the developer/applicant shall provide evidence that all residential units in said project are deed-restricted for occupancy by a tenant employed at least 30 hours per week at a place of business located in the Tahoe Basin.

b. A mixed-use project can be the horizontal or vertical mix of uses (residential, commercial and industrial) within the same building structure.

iii. The sale of city-owned development rights and land coverage shall be at no cost to commercial/industrial projects, when the property is deemed to be distressed and/or blighted, and the value of the proposed improvements and/or new construction are greater than fifty-one percent of the El Dorado County assessed value.

E. Should an approved residential, commercial, mixed-use, or industrial project later choose to subdivide the land (pursuant to the Subdivision Map Act), all previously required deed restrictions will remain in force or the developer shall reimburse the City the full market rate for said development rights/land coverage at the time of subdivision.

4. The City Council adopts the following implementation strategy for the distribution and sale of development rights and land coverage:

A. The Development Services Department will have an appraisal prepared by a California licenses appraiser, analyzing the sale of each development right (potential residential units of use (PRUs), single and multi-family residential units of use (RUUs), tourist accommodation units (TAUs), commercial floor area (CFA); and land coverage), for the preceding calendar year.

i. The appraiser shall prepare the above-described report for presentation to the City Council on or before February 1 of each calendar year.

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a. The report shall describe the methodology used in determining the value of each development right category, including commercial floor area, and

b. The report shall contain recommendations for each development right category, including land coverage; and

c. The report shall also include a recommended tiers rate structure to address variances based on the scale of the project.

ii. The City Council reserves the right to annually set the price point for each development right type and/or land coverage; and

a. The established cost per category, shall be based upon one-third of the recommended appraisal rate. The City Council may adjust the development rights and land coverage rates based upon the first prepared appraisal, and every four years thereafter.

iii. A developer/applicant shall have one-year from the date of the approved development right/land coverage request to submit and obtain a building permit, issued through the City. If this milestone is unachievable the applicant may apply for an extension or relinquish the City granted development rights and land coverage.

iv. One, one-year extension for the retention of approved development rights/ land coverage may be granted by the City Manager, based on the project continuing to meet the distribution policy and proceeding in a diligent manner, or relinquish the City granted development rights and land coverage.

v. The sale and transfer of development rights/land coverage shall be completed prior to the issuance of a Certificate of Occupancy.

vi. If any of the associated City Planning, Building and/or TRPA permits expire, the allocated development rights/land coverage shall be returned to the City. The City shall also reimburse the developer/applicant for the cost of those development rights/land coverage, less the City's administrative processing fee.

vii. Should the project parcel(s) change ownership the development rights may be transferred to a new owner so long as the project is constructed as approved. Any change to an approved project (e.g., elevations, building siting, interior configuration) may result in the revocation of prior reservation and/or allocated development rights and/or land coverage.

viii. When approved development rights/land coverage is banked on a sending parcel, the developer/applicant shall obtain TRPA Transfer of

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Development Rights approval prior to the issuance of a certificate of occupancy.

ix. The proceeds from the sale of city-owned development rights/land coverage shall be dedicated to the City's Workforce Housing Fund to support the City's affordable housing initiatives.

B. The City Council hereby delegates to the City Manager the authority to approve or deny, and to complete the distribution and sale of the development rights/land coverage inside the City of South Lake Tahoe consistent with the criteria outlined in this policy.

C. The City Council reserves the sole right to distribute and sell development rights/land coverage to private developers and other public agencies outside the City of South Lake Tahoe, and all such distribution and sales shall be at the full market rate at that time.

D. The City Council hereby directs the implementation of an annual review process of this policy to be completed prior to February 1, of each calendar year.

E. These policies supersede all other distribution and sale of development rights and land coverage policies adopted by the City Council through Resolution No. 2017-73; and

Adopted by the City of South Lake Tahoe City Council on September 17, 2019 by the following vote:

Yes: Collin, Laine, Middlebrook and Wallace
Absent: Bass

DocuSigned by:

Brooke Laine, Mayor — 9/27/2019 Date

Attest:

Sue Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 10

Agenda Item: Ski Run Business Improvement District Annual Assessment

Executive Summary: Every year the Ski Run BID Advisory Board is required to submit an Annual Report and proposed budget for approval to the City Council (City Ordinance No. 927, Section 2.9). The Council then adopts a "Resolution of Intention", which indicates the Council's intention to levy an assessment to the BID members and sets a time and place of a future Public Hearing whereby members of the BID can provide written protests on the content of the Report for the upcoming fiscal year.

Requested Action / Suggested Motions: Pass a Resolution declaring intention to levy an annual assessment for the 2022-2023 fiscal year upon the Ski Run Business Improvement District.
Responsible Staff Member: Ben Hannah, Accountant II

Responsible Staff Member: Ben Hannah, Accountant II (530) 542-6079

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Finance Director
Heather Stroud, City Attorney

Attachments:

01-Staff Report - Ski Run BID.docx
02-Resolution - Ski Run BID Intention to Levy an Annual Assessment.docx
03-SRBID 2022-2023 Budget Proposal.pdf
04-SRBID 2022-2023 Budget Proposal_Prior Year vs Proposed.pdf
05-SRBID 2022-2023 Budget Proposal_Includes Measure S Recreation.pdf
06-BID Board Report to City 2022_02_14 2.docx

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: Ski Run Business Improvement District Annual Assessment

Location: Ski Run Blvd

Responsible Staff Member: Ben Hannah, Accountant II (530) 542-6079

Background: On November 19, 2002, City Council formed the Ski Run Business Improvement District (SRBID) by adopting Resolution No. 2002-71. The Ski Run BID was formed under the Parking and Business Improvement Area Law of 1989, which is codified at California Streets & Highways Code 36500-36551. This Staff Report has been composed in accordance with Streets & Highways Code 36533 to satisfy the annual requirements for the Ski Run BID.

Issue and Discussion: This item completes the first step of the two-step process listed below as required by Streets & Highways Code sections 36533-36534. Step two, required by Streets & Highways Code section 36535, is scheduled for April 5th, 2022.

Step 1: Every year the Ski Run BID Advisory Board is required to submit an Annual Report and proposed budget for approval to the City Council (City Ordinance No. 927, Section 2.9). The Council then adopts a "Resolution of Intention", which indicates the Council's intention to levy an assessment to the BID members and sets a time and place of a future Public Hearing whereby members of the BID can provide written protests on the content of the Report for the upcoming fiscal year.

Step 2: The City Council must hold a public hearing and shall consider all protests from business owners within the Ski Run Business Improvement District, received either in writing and submitted to the City Clerk prior to the Public Hearing or presented orally at the Public Hearing. If a majority of businesses (based on their BID assessment) do not provide written protests, the Council may adopt a new Resolution confirming the report as originally filed or as changed. This will allow the Finance department to include the BID assessments with the annual business license renewal billing beginning in May for the 2022/2023 business tax year.

Annual Assessments:

1. There are no changes to the boundaries or areas of benefit in the area.
2. The method of assessment for 2022/2023 remains the same as in previous years and is as follows:
   a. 25% of the annual Business and Professions Tax and, if applicable
   b. $2.00 per lineal foot of property frontage on Ski Run Blvd, if the property is owned by a business license holder.

Revenues: The Ski Run BID receives operating revenues from the annual assessments estimated to be $11,700 for business license year 2022/2023 which equals the projection for the previous year 2021/2022. Actual business license year 2021/2022 revenues were nearly equal to projections. The projections assume that the effects of the Covid-19 pandemic as well as the Caldor fire will continue to limit growth in the coming year.

Expenses: BID assessments will continue to be used for the allowable expenses of landscape maintenance which includes lawn care, water, and electricity. The City Public Works Department performs lawn care maintenance for six months beginning May 1st and ending October 31st. Activities include sprinkler repair, aerating, fertilizing, mowing, clean-up, and debris removal. Historically, the assessments have not been adequate to fully cover these costs, which would be the case for year 2022/2023 as well.

The proposed budget is based on last year's actual revenues and expenses. It reflects a projected shortfall of $13,900 compared to $12,400 in the prior year not including the previously approved General Fund subsidy.

Financial Implications: The proposed 2022/2023 Ski Run Landscaping (fund 280) Funding Plan is attached and will be brought back for adoption as part of the fiscal year 2022/2023 City budget. The plan includes the BID assessment funded portion for landscaping and maintenance and the City General fund portion from the Parks Department for landscaping and maintenance. For fiscal year 2022/2023, staff recommends budgeting $13,900 to be transferred in from the General Fund in order to reflect a true cost and achieve a balanced budget for the Ski Run Business Improvement District.

The continued use of VueWorks by Public Works staff to segregate actual maintenance costs has led to a more accurate picture for cost recovery. Staff recommends that an evaluation be performed when the Covid-19 pandemic has run its course and business has returned to normal to determine a course of action toward total cost recovery from businesses within the district.

Environmental Considerations: None.

Policy Implications: None.

Resolution 2022-XXX

Adopted by the City of South Lake Tahoe
City Council

March 1, 2022

Declaring its Intention to Levy an Annual Assessment for the 2022-2023 Fiscal Year Upon the Ski Run Business Improvement District

BACKGROUND

A. California Streets and Highways Code Section 36500 et seq, authorizes cities to establish parking and business improvements areas for the purpose of promoting economic revitalization and physical maintenance of business districts in order to create jobs, attract new business, and enhance the business district.

B. City Council established such an area known as the Ski Run Business Improvement District, which is located on Ski Run Blvd between Lake Tahoe Blvd and Pioneer Trail.

C. The annual process for levying assessments in business improvement districts requires that cities adopt a Resolution of Intent that declares their intent to levy such an assessment and set a date for a public hearing where interested parties may be heard on the issue.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED, that the City Council of the City of South Lake Tahoe:

1. Finds that the recitals set forth herein are true and correct.

2. Approves for consideration the Ski Run Business Improvement Annual Report for the year 2022, which is attached hereto and incorporated herein by reference.

3. Declares that there are no changes to the boundaries of the "Ski Run Business Improvement District" (the "District") as approved by the City of South Lake Tahoe City Council Ordinance 927. The boundaries of the District remain as set forth in the Map and boundary descriptions included in Exhibit A of Ordinance 927. A true and correct copy of the map is on file with the City Clerk of the City of South Lake Tahoe.

4. Declares that the types of improvements and activities proposed to be funded by the levy of assessments on businesses in the District have not changed. The types of improvements and activities are generally described as landscape maintenance, and are delineated in the Annual Report, attached hereto and incorporated herein by reference. A true and correct copy of the Annual Report is on file with the City Clerk of the City of South Lake Tahoe.

5. Intends to levy and collect an annual assessment for 2022/2023 fiscal year on businesses in the District, except where funds are otherwise available, to pay for all

improvements and activities of the District, as set forth in the Annual Report, which is attached hereto and incorporated herein by reference.

6. Directs that all funds of the District shall be expended on improvements and activities within the District.

7. Declares that the method and the basis for levying the assessments on all the businesses within the District are set forth in the Annual Report and attached hereto and incorporated herein by reference.

8. Declares that new businesses shall not be exempt from assessment.

9. Sets a public hearing, consistent with California Streets and Highways Code sections 36524 and 36525, to levy the proposed assessment for 2022/2023 fiscal year for April 5, 2022 at 9:00 a.m. before the City Council of the City of South Lake Tahoe at the Council Chambers, 1901 Lisa Maloff Way, South Lake Tahoe, California.

10. Declares that at the public hearing, the testimony of all interested persons, for or against the levy of the proposed assessment for 2022/2023 fiscal year, the boundaries of the District, the area of benefit within the District and the assessments to be levied, will be heard.

11. Declares that a protest against the levy of the proposed assessment for 2022/2023 fiscal year or any aspect of it may be made orally or in writing. An oral protest shall be made at the said public hearing. To count in the majority protest against the levy of the proposed assessment for 2022/2023 fiscal year, a protest must be in writing. A written protest may be withdrawn from writing at any time before the conclusion of the public hearing. Each written protest shall contain a written description of the business in which the person signing the protest is interested, sufficient to identify the business, and the business' address, the City business license tax registration number, name of protester, signature of protester, date of protest and the reason(s) the protester is against the levying of the District assessment. If the person signing the protest is not shown on the official records of the City as the owner of the business, then the protest shall contain or be accompanied by written evidence that the person is the owner of the business. Any written protest as to the regularity or evidence of the proceedings shall be in writing and clearly state the irregularity or defect to which objection is made. Written protests shall be filed with the City Clerk, 1901 Lisa Maloff Way, South Lake Tahoe, CA 96150, at or before the time fixed for the hearing.

12. Declares that if at the conclusion of the public hearing, there are of record, written protests by the owners of the businesses within the District that will pay fifty percent (50%) or more of the total assessments of the entire District, no further proceedings to levy the proposed assessment for 2022/2023 fiscal year shall occur. New proceedings to levy an assessment shall not be undertaken again for a period of at least one (1) year from the date of the finding of the majority written protest by the City Council. If the majority of written protests are only as to an improvement or activity

proposed, then that type of improvement or activity shall not be included in the levy of the proposed assessment for 2022/2023 fiscal year within the District.

13. States that further information regarding the Ski Run Business Improvement District may be obtained from the City Clerk of the City of South Lake Tahoe at 1901 Lisa Maloff Way, South Lake Tahoe, CA 96150.

14. Directs the City Clerk to provide notice of the public hearing as follows:

    a. Publish this Resolution of Intention in a newspaper of general circulation in the City of South Lake Tahoe once, at least seven (7) days before the hearing.
    b. Mail a complete copy of this Resolution of Intention to each and every business owner in the District within seven (7) days of the adoption of this Resolution by the City Council.

15. Declares that this Resolution is effective on its adoption.

Adopted by the City of South Lake Tahoe City Council on March 1, 2022 by the following vote:

Yes:
No:
Absent:
Abstain:

_____ Date:_____

Devin Middlebrook, Mayor

Attest:

_____

Susan Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

BID Projected Budget FY 2022/2023			
FUND 280 - SKI RUN BUSINESS IMPROVEMENT DISTRICT			
BID Operating Revenue			
BID Assessment		$	11,700
	Total Revenue	$	11,700
BID Operating Expenses			
Water/Sewer Utilities		$	7,000
Landscaping		$	16,500
Electricity for Timers		$	2,100
	Total Expenses	$	25,600
BID Net Operating Revenue (Expense)		$	(13,900)
Other Revenue Funding Sources			
General Fund Subsidy		$	13,900
Ski Run BID Fund Balance		$	-
Net Budgeted Revenue/(Expense) **		$	-

Total General Fund Subsidy $13,900

Provided for reference only. The above budget will be brought back for adoption as part of the fiscal year 2022/2023 City budget.

Ski Run Landscaping and Bike Trail Maintenance Funding Plan

2021/2022 Adopted Budget and 2022/2023 Projected Budget

Administered and Accounted for by City

BID Adopted Budget FY 2021/2022

FUND 280 - SKI RUN BUSINESS IMPROVEMENT DISTRICT

BID Operating Revenue		
BID Assessment		$ 11,700
	Total Revenue	$ 11,700
BID Operating Expenses		
Water/Sewer Utilities		$ 7,000
Landscaping		$ 15,000
Electricity for Timers		$ 2,100
	Total Expenses	$ 24,100
BID Net Operating Revenue (Expense)		$ (12,400)
Other Revenue Funding Sources		
General Fund Subsidy		$ 12,400
Ski Run BID Fund Balance		$ -
Net Budgeted Revenue/(Expense)		$ -

Total General Fund Subsidy $12,400

Provided for reference only.

BID Projected Budget FY 2022/2023

FUND 280 - SKI RUN BUSINESS IMPROVEMENT DISTRICT

BID Operating Revenue		
BID Assessment		$ 11,700
	Total Revenue	$ 11,700
BID Operating Expenses		
Water/Sewer Utilities		$ 7,000
Landscaping		$ 16,500
Electricity for Timers		$ 2,100
	Total Expenses	$ 25,600
BID Net Operating Revenue (Expense)		$ (13,900)
Other Revenue Funding Sources		
General Fund Subsidy		$ 13,900
Ski Run BID Fund Balance		$ -
Net Budgeted Revenue/(Expense)		$ -

Total General Fund Subsidy $13,900

Provided for reference only. The above budget will be brought back for adoption as part of the fiscal year 2022/2023 City budget.

BID Projected Budget FY 2022-2023			
FUND 280 - SKI RUN BUSINESS IMPROVEMENT DISTRICT			
BID Operating Revenue			
BID Assessment			
	Total Revenue	$	11,700
BID Operating Expenses			
Landscaping		$	16,500
Water/Sewer Utilities		$	7,000
Electricity for Timers		$	2,100
	Total Expenses	$	25,600
BID Net Operating Revenue (Expense)		$	(13,900)
Other Revenue Funding Sources			
General Fund Subsidy		$	13,900
Ski Run BID Fund Balance		$	-
Net Budgeted Revenue/(Expense)		$	-

FUND 281 - MEASURE S RECREATION SKI RUN BIKE TRAIL			
Measure S Operating Revenue			
STAR Ballot Measure (Fund 281)		$	10,000
	Total Revenue	$	10,000
Measure S Operating Expenses			
Employee Compensation		$	1,130
Technical Services		$	4,800
Snow Removal		$	8,800
Sand and Snow Poles		$	8,625
Electricity for Lights		$	5,800
	Total Expenses	$	29,155
Measure S Net Operating Revenue/(Expenses)		$	(19,155)

Total General Fund Subsidy $13,900

Provided for reference only.

Note: Fund 281 Deficit is covered by prior year fund balance.

February 10, 2022

Ben Hannah
Accountant II
City of South Lake Tahoe

Subject: 2022 Ski Run BID Board Report

Dear Mr. Hannah

Update and Report on Accomplishments
Ski Run Business Improvement District (BID) members weathered another unprecedented pandemic year along with the rest of our south shore community and businesses along the Sierra Nevada. This led to many cancelled events, a few that persevered, and many that we are excited for in 2022.

Farmers Market Returns!
The Friday Ski Run Farmers Market returned in 2021 under the new management of Bridjet Orr. We could not have been more happy with how Bridjet ran the Farmers Market, the selection of vendors and the overall life she brought to Ski Run. It was also just encouraging to see how the farmers market could change management and still keep moving on successfully.

Ski Run Longest Table
This year's longest table event was sadly cancelled three times due to the Caldor Fire and snow. We look forward to coming back even bigger and better in 2022. This event will use the event area that the Farmers Market is in. Each year it hopes to get a little longer until one day a table full of South Lake Tahoe residents spans the length of Ski Run. Each year 100% of the proceeds will go to a local non-profit. For 2022, all proceeds will go to Ski Run Park.

Ski Run Park
The old vacant parcel at 1195 Ski Run, formerly owned by Safeway, is on its way to becoming a community park! Local residents purchased the parcel and are in the process of building a community park that will appeal to all ages. The park will eventually be donated to the City of South Lake Tahoe. Construction will hopefully begin in May 2022 and be completed before the end of the year. It is our hope that this project will become a model to be used on other vacant parcels in the City of South Lake Tahoe.

Regards,

Jeff Cowen, Board President
Chris McNamara, Board Vice President

Ski Run Business Improvement District

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 11

Agenda Item: 2021-2022 Master Fee Schedule

Executive Summary: The proposed updates to the 2021-2022 Master Fee Schedule incorporate CPI adjustments, reflect continuing efforts to promote full cost recovery for certain fees, incorporate market comparisons, and add new fees adopted by City Council over the past year. The Master Fee Schedule has been thoroughly reviewed by departmental and Finance staff, and seeks to balance the City's cost recovery goals, market conditions, and overall policy considerations. City Council will consider formal adoption of the 2021-2022 Master Fee Schedule at the March 15 regular meeting.

Requested Action / Suggested Motions: No formal action is required. City Council is asked to provide feedback to the City Manager and staff on the 2021-2022 Master Fee Schedule.
Responsible Staff Member: Mayra Bahr, Accountant I

Responsible Staff Member: Mayra Bahr, Accountant I, (530) 542-6061

Reviewed and Approved By:
Olga Tikhomirova, Director of Finance
Susan Blankenship, City Clerk
Heather Stroud, City Attorney

Attachments:

01-Staff Report - Master Fee Schedule.docx
02-Master Fee Schedule 2022 (Red-Lined).pdf
03- City of SLT Financial Policies - Strengthening Financial Position rev Feb 2013.pdf
04-Proof of Publication.pdf

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: 2021-2022 Master Fee Schedule (Public Hearing)

Location: Citywide

Responsible Staff Member: Mayra Bahr, Accountant I, (530) 542-6061;
Olga Tikhomirova, Director of Finance, (530)542-7431

Background: User fees in California are required to conform to the California Constitution (including Proposition 26) and statutory requirements including Government Code Sections 66014 through 66018.5. User fees imposed to provide specific services, to cover reasonable regulatory costs to issue licenses and permits, or for entrance to or use of city property are generally excluded from the definition of "tax" under Proposition 26. Section 1(e) of article XIIIC of the California Constitution describes these exceptions. One of these exceptions is regarding fees for the use of City property such as the campground. These fees are not limited to cost-recovery and the city can charge whatever the market will bear.

Issue and Discussion: After a comprehensive user fee study in fiscal year 2014-2015 city staff continues to evaluate the fees and charges annually for appropriateness of the fee structure and the cost of the service provided. The comprehensive Financial Policies previously adopted by Council regarding user fees states:

> *The City provides certain services to its residents and businesses that are funded in whole or in part by fees that are intended to cover all or a portion of the cost of providing such services. To the extent User Fees do not cover the entire cost of providing such services, the General Fund subsidizes the additional expense. Careful examination of User Fees shall enhance the stability of the General Fund.*
>
> *…fees shall be adjusted by no less than the amount of the annual change in the Consumer Price Index.*

Staff's last CPI update was adopted by the City Council on March 16, 2021. It is fiscally prudent at this time to consider an adjustment of the fees by the CPI change that has occurred since the previously adopted period.

Consistent with the City Council motion passed at the February 19th, 2019 meeting, staff is using the San Francisco-Oakland-Hayward Urban All Items index (formerly the San Francisco-Oakland-San Jose Urban All Items index). This index has been historically utilized to apply an increase to those fees that are not restricted by either local market forces or otherwise dictated by state or local laws and ordinances. The current rate of increase is 4.24%. Excluded from the change are fees that are bound by agreement or are limited by State or City Code. Further consideration for fee changes is as follows:

- Revenue derived from User Fees shall not exceed the cost of providing the overall service
- The method of collecting and assessing fees shall be as simple as possible
- Fee levels shall be sensitive to the market for similar services
- The cost recovery shall consider the community-wide benefit versus special benefit
- The cost recovery shall consider the financial benefit to the service user
- Consideration has been made for Proposition 26 requirements

The Master Fee Schedule attached shows the existing fees as well as the proposed fees to be in effect upon adoption by the City Council, or as soon thereafter as practical. Also noted is the dollar amount of the change, which in most cases is minimal.

AREAS OF EXCEPTION TO THE PROPOSED 4.24% INCREASE AND OTHER CHANGES:

Recreation Services: Per recommendations noted in the 2015 City Wide Fee Study, Recreation Program fees are market based. As such staff decided to reject CPI increase on some programs and accept it in other programs where fees were below market rate. Where CPI increase was rejected, the program fees were compared to similar providers in the area like Kahle Community Center, Carson Valley Swim Center, and Incline Village Parks and Recreation. Staff also proposed to adjust an existing fee and proposed new fees.

The fee staff decided to adjust is the security deposit and/or cleaning fees for group rentals. Staff proposed to change this from only a $500 minimum to a range of $500 minimum or $1,500 maximum. Staff plans on charging the higher deposit to groups hosting events serving alcohol. Historically, renters serving alcohol tend to create a bigger mess and forgo the deposit. Staff hopes that the higher deposit will discourage renters from doing so.

Two new fees were proposed due to the increasing number of special event requests for outdoor venues. These new fees are Community Playfield Parking Lot Rental and Special Event Vendor Fee. The fees proposed for these programs is comparable to what Lake Tahoe Unified School District charges for the middle school parking lot for event space and current fees charged by a third-party event producer for Live at Lakeview Summer Concert Series.

In keeping with their strategic priority for recreation and equitable access for those who need financial assistance, staff also proposed two new fees in the Facility Day Use section. These new fees are for Daily Day Rate for Medi-Cal and WIC (Women, Infants and Children program) Participants for Adult: 18 and Over and Youth: 18 Years and Under.

Lastly, staff removed membership fees that it no longer offers in the Ice Arena section and the Boat Ramp fees were moved to Parks and Recreation from Public Works.

Development Services: Staff accepted all CPI increases for the current year. Although the Permit Technology Fee did not qualify for an increase using CPI, it has been three years since the last increase and the fee increased by $1 this year. Staff removed the Full Size Plan Copies for Customers fee and revised the Unit value for the Planning Review of Building Permit Fee. The unit change is to correlate fee units with billing units charged to the City by the hour by the consultant conducting plan reviews.

Public Works: Overall staff accepted all CPI increases for the current year with one exception as well as proposed new fees to replace obsolete ones.

The fees that staff removed were Plan Check & Inspection $1-100K / $101K-2M / and $2M+. These fees were replaced by Single / Multi / Large -Family Residential Public Works plan review fees and Commercial Development/Redevelopment Public Works plan review fees less than 1 acre and greater than 1-acre site. In general, the new proposed replacement fees are lower and simpler to calculate. This is due to a more streamlined approach to plan reviews based on staff's average review process time as well as no longer including estimates for inspection services. Inspection services are provided by the Development Services department.

The exception to the CPI increase is the fee for Parcel Merger/Lot Line Adjustment/Parcel Maps. Staff increased this fee by 36.31%, based on the average actual prices of contracted City surveyor fee plus staff time. Staff felt that the fee increase is a better reflection of actual contract service costs to the City.

Fire Department: Staff accepted all CPI increases for the current year.

Police Department: Staff rejected all CPI increases for the current year with one exception. There was a code number correction on the schedule and an increase to the parking fine amount from $75 to $200 as per the City Code section 4.95.050 Enforcement that allows for the fine not to exceed $250. This City Code section relates to private parking in the city and is applicable to only one private parking lot excessively used by long term parking customers. A higher published fine would result in greater compliance rates with long term parkers moving to the appropriated parking area(s).

Airport: Staff accepted all CPI increases. Last year's Office Fee did not properly reflect the CPI increase therefore, this year's increase includes last year's CPI as well as this year's CPI to keep on track with current rates.

City Clerk: Staff accepted all CPI increases for the current year with one exception, the Notary Service fee, and proposed new fees to replace removed ones.

Staff removed the City Council Chamber Rentals (Room Use Only), City Council Chamber Rentals (With AV Equip. or Special Configurations), along with the corresponding 25% Reduced fee for Non-Profit or Government Agencies fees. The removed fees are replaced with City Council Chambers Use Application Fee and City Council Chambers Rental, M-F, 8-5 p.m. on a per application and per hour fee respectively.

Finance: The passage of Measure B on June 5, 2012 precludes any CPI changes to the tax rate per $1,000 of gross receipts and sets the maximum annual tax of $20,000; therefore, no changes to the Business and Professions Tax Rates are proposed. Furthermore, staff only increased select Administrative and Business License Fees including Technology Fee by CPI.

Financial Implications: Fees that are less than full cost recovery will be required to be subsidized by other General Fund revenues.

Environmental Considerations: None

Policy Implications: Implementation of the recommended fees for Fiscal Year 2021-2022 is consistent with the City's adopted Financial Policies of cost recovery for City provided services where applicable.

Recreation Complex

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
FACILITY RENTALS				
Building Rental:				
Gymnasium	hourly	$61	$3	$64
Meeting Rooms, Recreation Complex	hourly	$34	$1	$35
Kitchen, Recreation Complex	hourly	$29	$1	$30
Senior Center Large Multi-Purpose Room	hourly	$56	$2	$58
Senior Center, Conference Room	hourly	$40	$2	$42
Senior Center, Arts & Crafts Room	hourly	$40	$2	$42
Public Shower Adult/discount for senior, disabled, youth	each	$3/$2	$0	$3/$2
Non-Profit Organizations	25% Off Base Rate	25%	n/a	25%
Recognized Local Youth Sport Organizations May Have Free Use of Meeting Rooms in the Recreation Complex	No Charge	$0	n/a	$0
Group Rentals May Be Subject to $500 minimum or $1,500 maximum Security Deposit and/or Cleaning Fees at the Discretion of the City of South Lake Tahoe	$500 (Security Deposit)	$500	$1,000	$500 Minimum or $1,500 Maximum
Pool Rental (Per Hour):				
Swimming Pool Hourly Rental Rate	hourly	$73	$3	$76
Lifeguard Hourly Rate (Rental)	hourly	actual cost at fully burdened rate + overhead	n/a	actual cost at fully burdened rate + overhead
Outdoor Park Facility Rentals:				
Alcohol Use Permit, City Sanctioned Public/Private Outdoor Facilities	each	$57	$2	$59
Bijou Park, Kiwanis Picnic Shelter (4 Hours)	hourly	$151	$6	$157
Bijou Park, Rotary Picnic Shelter (4 Hours)	hourly	$151	$6	$157
Recreation Complex Group Picnic Areas (4 Hours)	hourly	$151	$6	$157
Gazebos and Picnic Areas beyond 4 hour minimum rental	hourly	$40	$2	$42
Private Rental: Regan Beach West and Lakeview Commons (Per Hour; 2-Hour Minimum)	Mon-Thur $/hr	$193	$8	$201
	Fri & Sun $/hr	$249	$11	$260
	Sat $/hr	$304	$13	$317
Public Special Event Park Rentals:				
Lakeview Commons Special Event Rental, Attendance up to 500 persons	day	$951	$40	$991
Lakeview Commons Special Event Rental, Attendance 501-2,000 persons	day	$1,188	$50	$1,238
Bijou Bike Park or Skate Park Rental	day	$222	$9	$231
Disc Golf Course Rental for Tournaments & Special Events (Bijou Park)	day	$232	$10	$242
Bijou Park Concession (absent lease agreement)	day	$261	$11	$272
Bijou Park Sport Court (Per Day)	daily	$232	$10	$242
Late Payment Penalty Fee 10% of total rental fee due				
Community Playfield Parking Lot Rental	daily	n/a	$100	$100
Special Event Vendor Fee	Not to Exceed $125 per event	n/a	$125	Not to Exceed $125 per event
Non-Profit Organizations	25% Off Base Rate	25%	n/a	25%
Late Payment Penalty Fee 10% of total rental fee due				
Group Rentals May Be Subject to $500 Security Deposit and/or Cleaning Fees at the Discretion of the City of South Lake Tahoe	$500 (Security Deposit)	$500	$0	$500
Facility Day Use (Includes Pool, Weight Room, Gym, Ping Pong, Foosball, Traversing Wall):				
Adult: 18-54 Year	each	$6	$0	$6
Youth: 18 Years and Under	each	$4	$0	$4
Senior 55 Years and Up or Permanent Disability	each	$5	$0	$5
Daily Day Rate for Medi-Cal and WIC Participants:				
Adult: 18 and Over	each	n/a	$3	$3
Youth: 18 Years and Under	each	n/a	$2	$2
Multi-Use Passes:				
Adult – 20 Use	each	$80	$0	$80
Adult – 90 Day	each	$160	$0	$160
Senior or Permanent Disability – 20 Use	each	$50	$0	$50
Senior or Permanent Disability – 90 Day	each	$120	$0	$120
Youth – 20 Use	each	$45	$0	$45
Youth – 90 Day	each	$95	$0	$95
Individual Annual Pass	each	$225	$0	$225
Family Annual Pass (up to 4 people)	each	$825	$0	$825
South Tahoe Recreation Passport	each	$21	$1	$22
Administrative Fee for replacement of annual passes only	each	$10	$0	$10
Swimming Programs:				
H2O Exercise: Adult 18-54 years	each	$7	$0	$7
H2O Exercise: Senior or Permanent Disability	each	$6	$0	$6
H2O Exercise: Adult 18-54 years - 10 Use Pass	each	$50	$0	$50
H2O Exercise: Senior or Perm Disability – 10 Use Pass	each	$40	$0	$40
H2O Exercise: Individual Annual Pass	each	$295	$0	$295
Swimming Lessons (Group) 8 Class Session	each	$47	$0	$47
Swimming Lessons (Group) 6 Class Session	each	$37	$0	$37
Private Lessons (25 minutes) 1 Student	each	$31	$0	$31
Private Lessons (25 minutes) 2 Students	each	$42	$0	$42
Private Lessons (25 minutes) 3 Students	each	$52	$0	$52
Master Swim Drop In	each	$10	$0	$10
Master Swim Session (6 weeks)	each	$60	$0	$60
Non-Profit Organizations	25% Off Base Rate	25%		

Recreation Complex (cont.)

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Youth and Teens:				
Star Camp Care (pre- and post-camp child care, per hour)	each	$8	$0	$8
Youth Adventure Camps	each	Fee based on production costs	n/a	Fee based on production costs
Kid's Summer Day Camp	each	$35	$0	$35
Kid's Summer Day Camp (Weekly Fee)	each	$150	$0	$150
Kid's Summer Day Camp Multi-Child Discount	10% off base fee	10%	n/a	10%

Golf Course

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
9 Hole	each	$18	$0	$18
Senior	each	$16	$0	$16
9 Hole Youth (14 and under, fee valid after 12 pm daily)	each	$11	$0	$11
9 Hole Family (1 adult & 1 youth (14 and under), after 12pm daily)	each	$22	$0	$22
Add 9 Holes	each	$11	$0	$11
Twilight	each	$15	$0	$15
Cart Rental	each	$5	$0	$5
Club Rental	each	$15	$0	$15
Walker/Spectator	each	$5	$0	$5
Passes:				
20 Use	each	$240	$0	$240
10 Use	each	$135	$0	$135
10 Use Twilight (after 3 pm)	each	$110	$0	$110
10 Use Senior	each	$120	$0	$120
10 Use Family (1 Adult & 1 Youth (14 and under) after 12 pm daily)	each	$160	$0	$160
10 Use Youth (14 and under, valid after 12 pm daily)	each	$85	$0	$85
Individual Season Pass (no restrictions)	each	$450	$0	$450
Administrative Fee for replacement of annual passes only	each	$10	$0	$10

Campground

Fee Description	Unit	Council Adopted 12.03.19	$ Change	Proposed Fee
Spring/Fall - No hook up, up to 6 people and 1 car (includes $10 infrastructure fee)	per day	$41	n/a	$41
Spring/Fall - Hook up, up to 6 people and 1 car (includes $10 infrastructure fee)	per day	$50	n/a	$50
Summer - No hook up, up to 6 people and 1 car (includes $10 infrastructure fee)	per day	$45	n/a	$45
Summer - Hook up, up to 6 people and 1 car (includes $10 infrastructure fee)	per day	$56	n/a	$56
Spring/Fall Tent Cabins 1-5 (includes $10 infrastructure fee)	per day	$62	n/a	$62
Summer Tent Cabins 1-5 Cabin (includes $10 infrastructure fee)	per day	$62	n/a	$62
Spring/Fall Deluxe Cabin and Tent Cabin 6 (includes $10 infrastructure fee)	per day	$90	n/a	$90
Summer Deluxe Cabin and Tent Cabin 6 (includes $10 infrastructure fee)	per day	$90	n/a	$90
Reservation Fee (non-refundable)	each	$10	n/a	$10
Cancellation Fee (within 48 hours from arrival date)	One night rental fee	Varies	n/a	Varies
Cancellation Fee	each	$10	n/a	$10
Dump Fee (charged to campers not staying in our campground)	each	$10	n/a	$10
Extra person	each	$6	n/a	$6
Visitor Day Use	each	$5	n/a	$5
Pets	each	$2	n/a	$2
Extra Vehicle (no holding tanks)	each	$6	n/a	$6
Motorcycles and Electric Scooters	each	$3	n/a	$3
Late Checkout Fees	per site	$10	n/a	$10

Boat Ramp**

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Day Use	per day	$17	$0	$17
Annual Pass	each	$138	$0	$138

**The Division of Boating and Waterways currently limits these fees to $17 for Day Use and $138 for an Annual Pass.

Ice Arena*

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
ICE ARENA:				
Learn to Play	n/a	Free	n/a	Free
Morning School Skate	n/a	Free	n/a	Free
School Skate Week (PE program)	n/a	Free	n/a	Free
Military Discount (Served In combat area)	n/a	Free	n/a	Free
Wounded Warriors (military event)	n/a	Free	n/a	Free
Charity Events (i.e. St. Baldrick's), fees subject to review	n/a	Ice free all day	n/a	Ice free all day
Ice Sheet Rental See schedule for rates by time	per hour	$449	$19	$468
Party Room Full (hourly - 1 hour minimum)	per hour	$81	$3	$84

Ice Arena (cont.)*

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
SKATING PROGRAMS:				
~~Public Skate: Adult 18-54 years - members~~	~~per person~~	~~$10~~	~~$0~~	~~$10~~
Public Skate: Adult 18-54 years - varies	per person	$20	$1	$21
~~Public Skate: Youth (between 5-18 years) - members~~	~~per person~~	~~$8~~	~~$0~~	~~$8~~
Public Skate: Youth (between 5-18 years) - varies	per person	$20	$1	$21
~~Public Skate: Child 5 & under - members~~	~~per person~~	~~$6~~	~~$0~~	~~$6~~
Public Skate: Child 5 & under - varies	per person	$8	$0	$8
Public Skate: Senior 55 & up - resident	per person	$8	$0	$8
Public Skate: Senior 55 & up - varies	per person	$20	$1	$21
Blue Card (available to frequent users/members)	each	TBD	n/a	TBD
Skate Rental	each	$4	$0	$4
Free Style - Drop - In	each	$15	$1	$16
Hockey - Drop - In	per person	$15	$1	$16
Hockey League: Adult 18-54 years, 10 games	each	$347	$15	$362
Hockey League: Single Game	each	$30	$1	$31
Hockey League: Youth	each	$104	$4	$108
SKATING LESSONS:				
Skate/Hockey School: per lesson	per lesson	$11	$4	$15
Private Skate lessons (1 student, 2 student, 3 or more)	per lesson	varies by instructor	n/a	varies by instructor
City Sponsored Ice Programs:				
Partnerships with City recreation programs	fee determined by program type and need	fee determined by program type and need	n/a	fee determined by program type and need
Facility Rentals (various use agreements):				
Year Round Rentals for Rec Programs/Rec Center typically billed monthly	Refer to contract	Refer to contract	n/a	Refer to contract

***The listed Ice Arena Fees represent the maximum allowable charges.**

Development Services - Building

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Encroachment Permit:				
Encroachment Permit (each approach) includes overlays and replacements	each	$197	$8	$205
Encroachment Permit Existing	each	$197	$8	$205
Encroachment Permit Remove and Replace	each	$197	$8	$205
Building Permit & Inspection:				
Building Permit Fee	% of valuation	2% of valuation of $239 minimum	n/a	n/a
Active Building Permit Extension	each	$167	$7	$174
Building Plan Review Extension	each	$167	$7	$174
Building Plan Revision Checking	per hour / 1 hr min.	$111	$5	$116
Expedited Plan Review	per hour / 1 hr min.	$222	$9	$231
Stop Work Notice of Violation	each	$372	$16	$388
Stop Work/Red Tag Permit Fee	each	2x the Building Permit Fee	n/a	n/a
Special Building Inspections	per hour / 1 hr. min. regular working hours per hour / 3 hr. min. outside of regular working hours	$154	$7	$161
Reinspection Fee	per work, for which an inspection was requested, is not ready for inspection	$154	$7	$161
Document Printing & Copying	per page	$0.10	$0	$0.10
Permit Technology Fee	each permit	$10	$1	$11
Illegal Unit Review	each	$963	$41	$1,004
Admin Fee for Cost of Collection on Liens, Nuisance, etc.	% of collection costs	% of collection costs	n/a	% of collection costs
Temporary Certificate of Occupancy Application	each	$154	$7	$161
Flat Rate Temporary Power Meter Approval	each	$197	$8	$205
Flat Rate SFD Electric Vehicle Charging Stations Interior Locations Only	each	$197	$8	$205
Flat Rate SFD Gas Line Air Test	each	$197	$8	$205
Flat Rate SFD Electrical Panel Change Our >200 Amps	each	$197	$8	$205
Flat Rate SFD Window Change Out Like for Like Up to 5 Existing Openings Windows/Doors combined	each	$197	$8	$205
Flat Rate SFD Generators Interior Locations Only	each	$197	$8	$205
Flat Rate SFD Wall Heater Changeout	each	$197	$8	$205
Flat Rate SFD Fireplace Changeout	each	$197	$8	$205
Well Deconstruction (Electrical and Pluming Terminations)	each	$51	$2	$53
Flat Rate Permit Water Heater	each	$197	$8	$205
Flat Rate Permit Electrical Meter Release (reconnect Only - no new work)	each	$197	$8	$205
General Plan/Community Plan/Area Plan Maint. Fee	each	$1 per $1,000 valuation	$0.04	$1.04 per $1,000 valuation
Vacation Home Rental Fees:				
Vacation Home Rental Permit Inspection Fee	each	$150	$6	$156
Vacation Home Rental Permit Re-Inspection Fee	each	$90	$4	$94

Development Services - Housing

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Loan Subordination Fee	each	$1,881	$80	$1,961
Multi-Family Dwelling Inspection Fee	each unit	$90	$4	$94
Single Room Occupancy Inspection Fee	each unit	$90	$4	$94
Reinspection Service	per hour / 1 hr. min.	$154	$7	$161
Substandard Condition Inspection	each	$572	$24	$596
Allocations:				
Deposit – Building Permit	per application	$1,000	$42	$1,042
Residential Permit Processing	per living unit	$682	$29	$711
General Permits:				
Major General Planning Application (variance, special use permit, major design review, wireless communications facilities, small wireless communications facilities)	application	$2,802	$119	$2,921
Minor General Planning Application (minor variance, minor design review, eligible facilities request)	application	$887	$38	$925
Permit Revision and/or Permit Extension	each	$522	$22	$544
Categorical Exemption	each	$71	$3	$74
Negative Declaration Review	each	$3,843	$163	$4,006
Negative Declaration Preparation	each	$6,957	$295	$7,252
EIR/EIS	each	Cost of consultant + 25%	n/a	Cost of consultant + 25%
Other Permits:				
Fence Permits	each	$253	$11	$264
Home Occupation Permit	each	$128	$5	$133
Minor Sign Review and Approval	each	$140	$6	$146
Major Sign Review and Approval	each	$348	$15	$363
Sign Application Revision	each	$140	$6	$146
Locally Unique Sign Application	each	$2,802	$119	$2,921
Major Temporary Activity Permit	each	$400	$17	$417
Temporary Use Permit	each	$600	$25	$625
Temporary Arts & Crafts Shows	per show	$616	$26	$642
Certificate of Compliance (Subdivision Map Act)	each	$773	$33	$806
Tentative Subdivision Map	each	$5,093	$216	$5,309
Condominiumization of Existing Residential Dev.	each	$5,238	$222	$5,460
Vacation Home Rentals:				
Vacation Home Rental Application fee	each	$477	$20	$497
Vacation Home Rental Permit – Annual Fee	4 or less occupants 5 to 8 occupants 9 to 12 occupants 13 or more occupants	$250 $500 $1000 $1,325	$0	$250 $500 $1000 $1,325
Vacation Home Rental Permit Master Report	report	$60	$3	$63
Hosted Rental Fees:				
Hosted Rental Permit	each	$250	$11	$261
Hosted Rental Annual Renewal Fee	each	$250	$11	$261
Cannabis Use Permit:				
Cannabis Use Permit	each	$5,063	$215	$5,278
Cost Recovery Deposit Amounts for Cannabis Use Permit and Development Agreement				
a) Retailer / Cultivator / Testing Lab/ Manufacturing/ Distribution	each	$20,913	$887	$21,800
b) Microbusiness	each	$22,016	$933	$22,949
Annual Inspection Fee	each	$1,828	$78	$1,906
Re-Inspection Fee	each	$778	$33	$811
Other Services:				
Zoning Letter	each	$221	$9	$230
Document Copying	page	$0.10	$0	$0.10
Planning Review of Building Permits	per hour/1 hr. min.	$111	$5	$116
Admin Fee for Cost of Collection on Liens, Nuisance, etc.	% of collection costs	25%	n/a	25%
Special Event Review/Permit	each	$2,374	$101	$2,475
~~Full Size Plan Copies for Customers (plus printing costs)~~	~~each~~	~~$83~~	~~$4~~	~~$87~~
Historic Determination	each	$207	$9	$216
Public Notice Label Preparation	each	$204	$9	$213
Planning Documents:				
General Plan Amendment	each	$8,495	$360	$8,855
Community Plan Amendment/Area Plan/Plan Area Statement	each	$8,495	$360	$8,855
Annexation:				
Annexation	each	Fully burdened hourly staff cost	n/a	Fully burdened hourly staff cost
Mobile Vending:				
Location Permit	each	$522	$22	$544
New Vendor Permit	each	$157	$7	$164
Renewal Permit	each	$79	$3	$82

Public Works - Engineering

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Street/Property Abandonment	each	$2,853	$121	$2,974
~~Plan Check & Inspection $1 – 100k*~~	~~each~~	~~$1,167~~	~~$49~~	~~$1,216~~
~~Plan Check & Inspection $101k-2M*; base fee +1% over $100,000 based on Engineer's Estimate~~	~~each~~	~~$1,167~~	~~$49~~	~~$1,216~~
~~Plan Check & Inspection $2M+*; base fee + % over $2M~~	~~each~~	~~$25,185~~	~~$1,068~~	~~$26,253~~
Single-Family Residential Public Works plan review fee	each	n/a	$290	$290
Multi-Family Residential Public Works plan review fee (6 units or less)	each	n/a	$484	$484
Large Multi-Family Residential Public Works plan review fee (7 or more units)	each	n/a	$1,552	$1,552
Commercial Development/Redevelopment Public Works plan review fee (less than 1 acre site)	each	n/a	$484	$484
Commercial Development/Redevelopment Public Works plan review fee (greater than 1 acre site)	each	n/a	$1,552	$1,552
~~*may include grading permit if needed~~				
GIS Fee (special requests for information/maps)	each	$302	$13	$315
Traffic Control Permit	each	$372	$16	$388
Grading Fee < 3 cubic Yards (no fee)	project	$0	$0	$0
Grading Fee 3 - 7 Cubic Yards	project	$493	$21	$514
Grading Fee 8 - 350 Cubic Yards	project	$834	$35	$869
Grading Fee 350+ Cubic Yards	project	$2,149	$91	$2,240
Parcel Merger/Lot Line Adjustment/Parcel Maps	each	$1,994	$724	$2,718
Final Subdivision Map	each	$6,051	$257	$6,308
Obstruction Permit	each	$267	$11	$278
Street Trench Permit (Greater Than 250 Cubic Yards)	each	$1,318	$56	$1,374
Encroachment (Street Cut) Permit/Minor	each	$667	$28	$695
Encroachment (Street Cut) Permit/Major; base + 1.5% of Construction value >$20,000	each	$667	$28	$695
Transportation Yearly Permit	each	$142	$6	$148
Transportation Single Permit	each	$101	$4	$105
Road Closure, One Day	day	$415	$18	$433
Road Closure, 2-30 days	days	$683	$29	$712
Monitoring Well Permit; price for each well up to 3 wells/locations. Greater than 3 is half price	each up to 3	$408	$17	$425
Monitoring Well Destruction, Each Well	each	$304	$13	$317
Private Trench Crossings in Addition to the Encroachment Fee	each	$355	$15	$370
Stop Work Fee	each	$628	$27	$655
Investigation fees (grading work > 3 cubic yards without a City or other TRPA/Water Board Permit)	each	$572	$24	$596
Storm water Inspection Fee: Commercial	each	$227	$10	$237
Storm water Inspection Fee: Commercial Reinspection	each	$114	$5	$119
Storm water Inspection Fee: Industrial	each	$285	$12	$297
Storm water Inspection Fee: Industrial Reinspection	each	$114	$5	$119
Easement Request/Review	each	$1,234	$52	$1,286
Time Extension – Existing Permits	each	Equal to cost of the existing permit base fee	n/a	Equal to cost of the existing permit base fee
Special Agreement Review; actual costs on a time and material basis using staff hourly rates against a deposit based on scope estimation	project	Actual	n/a	Actual
Reproduction Fee	per 23x26 sheet file plans and record maps	$4	$0	$4
Street Name Change; actual costs of City staff, equipment, and materials	each	Actual	n/a	Actual
Unapproved Work (ROW)/Correction Fee/Inspections of Repairs to City Infrastructure; deposit plus actual time and materials of various city staff	each	$823	$35	$858
Street and Traffic Sign Installation, Replacement and Traffic Control Striping; actual costs of City staff, equipment, and materials	each	Actual	n/a	Actual
Special Event Review; includes Base fee then scalable by event size	each	$3,149	$134	$3,283
Facility Setup/Takedown Fee; actual costs of staff which may include overtime if event is after normal business hours	each	Actual	n/a	Actual
Traffic Control Device Rental & Setup; minimum plus actual costs of equipment, labor and/or materials	each	$197	$8	$205
Use of Equipment; base fee plus actual costs of labor	each	Actual	n/a	Actual
Tentative Subdivision Map	each	$3,160	$134	$3,294
Condominiumization of Existing Residential Dev.	each	$1,495	$63	$1,558

Fire Department

Fee Description	Recovery USA	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Emergency Medical Service:					
Advanced/Basic Life Support, incident response		hourly	$463 + Medicare Mileage factor	$20	$483 + Medicare Mileage factor
Advanced/Basic Life Support – with standby to support air ambulance transport, incident response		hourly	$899/hr	$38	$937/hr
Advanced/Basic Life Support – with engine standby for CPR, incident response		hourly	$899/hr	$38	$937/hr
County Fire Services:					
Lake Valley Fire District Contract			Per agreement (with CPI)	n/a	Per agreement (with CPI)
Fallen Leaf Fire District Contract			Per agreement (with CPI)	n/a	Per agreement (with CPI)
Wild Land Fire Suppression Fee:					
Support Vehicle		hourly	CA OES rate	n/a	CA OES rate
Pumping Engine		hourly	CA OES rate	n/a	CA OES rate
Ladder Truck		hourly	CA OES rate	n/a	CA OES rate
Motor Vehicle Accident:					
Level 1 Basic Response	X	hourly	$1,009	$43	$1,052
Level 2 Extrication	X	hourly	$1,529	$65	$1,594
Level 3 Multi Casualty	X	hourly	$2,244	$95	$2,339
Hazardous Materials Clean-Up:					
Level 1 Basic Response	X	hourly	$672	$28	$700
Level 2 Full Alarm Response	X	hourly	$2,244	$95	$2,339
Bomb Response/Bomb Squad:					
Level 1 Full Alarm Response	X	hourly	$1,009	$43	$1,052
Level 2 Full Alarm Engine Response plus TD Bomb Unit	X	hourly	$2,244	$95	$2,339
Pipeline Breakage/Power Line Incidents:					
Level 1 Single Engine	X	hourly	$1,009	$43	$1,052
Level 2 Full Alarm Engine Response	X	hourly	$2,244	$95	$2,339
Fire Hydrant Flow Test		hourly	$294	$12	$306
Witnessed Acceptance Test		hourly	$294	$12	$306
Fire Watch Service	X		Actual costs	n/a	Actual costs
Structure Fire Suppression (includes scene safety, initial investigation, traffic control, patient contact, hazard control)	X	hourly per engine	$2,244	$95	$2,339
		hourly per ladder truck	$2,244	$95	$2,339
Emergency Assistance to Boats/Water Incidents: Includes boat responses, swift water and ice rescues, etc.					
Level 1 Single Engine	X	incident	$1,009	$43	$1,052
Rescue: Includes working with Search & Rescue for victim recovery, Rope Rescue, etc.					
Level 1 in City	X	incident	$714	$30	$744
Miscellaneous Fees:					
False Alarm Responses 1st/2nd offense	X	response	$150/$250	$6/$11	$156/$261
Open Burning and Recreational Fires		inspection	$238	$10	$248
Arson Investigation - Includes scene safety, investigation, source ID, Arson dog, equipment use, mobile detection and report	X	investigation	At cost using fully burdened rate	n/a	At cost using fully burdened rate
Fire Investigation Reports		report	$9	$0	$9
Fire Incident Report		report	$42	$2	$44
Copies		page	$0.11	$0	$0.11
Photographs		See police fee	See police fee	n/a	See police fee
Video Tape Duplication		See police fee	See police fee	n/a	See police fee
Fireworks/Pyrotechnical Display Permit		permit	$390	$17	$407
Fire Dance Permit Annual Fee		permit	$196	$8	$204
Per Event Inspection		each	$51	$2	$53
Miscellaneous Fees (cont.):					
Expert Testimony (includes case preparation, documents, etc.)		per case	At cost using fully burdened rate	n/a	At cost using fully burdened rate
Special Event Review/Permit – Per Hour for Fire		hourly	$180	$8	$188
Expert Testimony (includes case preparation, documents, etc.)		per case	At cost using fully burdened rate	n/a	At cost using fully burdened rate
Special Event Review/Permit – Per Hour for Fire		hourly	$174	$7	$181
Fire Inspection Fees:					
Auto Alarm/Ext System – 10		per inspection	$216	$9	$225
Auto Alarm/Ext System – 100		per inspection	$526	$22	$548
Suppression Sys–50 hds/Dry Chem sys		per inspection	$216	$9	$225
Suppression Sys-200 hds		per inspection	$526	$22	$548
Underground Main <2"		per inspection	$106	$4	$110
Underground Main >2"		per inspection	$216	$9	$225
Board 7 Care Facility 7-50		per inspection	$121	$5	$126
Board 7 Care Facility 50+		per inspection	$298	$13	$311
Day Care Facility 6+		per inspection	$106	$4	$110
Fire Safety Plan Review – SFD		each	$108	$5	$113
Fire Safety Plan Review-MFD		each	$228	$10	$238
Basic Fire Inspection, <1k k sq. ft.		each	$84	$4	$88
Basic Fire Inspection, 1k - 4k sq. ft.		each	$117	$5	$122
Basic Fire Inspection, 4k - 9k sq. ft.		each	$140	$6	$146
Basic Fire Inspection, >9 k sq. ft.		each	$177	$8	$185
Child Care Inspection Occupancy Permit Non-Home		each	$94	$4	$98
Child Care Inspection Occupancy Permit Home		each	$94	$4	$98
Miscellaneous Fire Services		each	At Cost	n/a	At Cost
Re-Inspection		each	$106	$4	$110
Operational Permit and Inspection CFC 105.6		each	$222	$9	$231
Tents Structure > 200 sq. ft.		each	$106	$4	$110
Defensible Space / Fire Hazard		per hour	$148	$6	$154

Police Department

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Special Business Regulation:				
Other Permits – New	each	$430	$0	$430
Other Permits – Renewal	each	$214	$0	$214
Pedicab Permit – Owner/Operator New	each	$238	$0	$238
Pedicab Permit – Owner/Operator Renewal	each	$84	$0	$84
Pedicab Permit – Driver New	each	$141	$0	$141
Pedicab Permit – Driver Renewal	each	$55	$0	$55
Sidewalk Vending Permit – New	each	$150	$0	$150
Sidewalk Vending Permit – Renewal	each	$25	$0	$25
Other Police Functions:				
Misdemeanor Booking	per booking	$40	$0	$40
Fingerprinting	each	$24	$0	$24
Live Scan Fingerprinting	each	$17	$0	$17
Local Criminal Clearance Letter	each	$10	$0	$10
Towed Vehicle Release	each	$150	$0	$150
Special Police Service	each	actual cost at fully burdened rate	n/a	actual cost at fully burdened rate
DUI Incident Response – Police & Fire	incident	actual cost at fully burdened rate	n/a	actual cost at fully burdened rate
Copy of Dispatch Event	report	$0.10	$0	$0.10
Civil Subpoena	each	$280	$0	$280
Restitution Rate	each	actual cost at fully burdened rate	n/a	actual cost at fully burdened rate
Subpoena Duces Tecum	page + hourly + microfilm	.10 + $25 per hour per person + $.20 per microfilm	n/a	.10 + $25 per hour per person + $.20 per microfilm
Govt. Code Controlled Activities		actual cost at fully burdened rate	n/a	actual cost at fully burdened rate
Other Special Activities	hourly	actual cost at fully burdened rate	n/a	actual cost at fully burdened rate
Special Police Boat Service	hourly	actual cost at fully burdened rate	n/a	actual cost at fully burdened rate
Equipment Reimbursement	each	Actual cost	n/a	Actual cost
Firearm(s) Release (by appointment only)	weapon	$40	$0	$40
Ski Run Blvd. Vehicle Control	hourly	actual cost at fully burdened rate	n/a	actual cost at fully burdened rate
Police Report Copy	pages	$5	$0	$5
Tape Duplication – Audio	tape	$20	$0	$20
Tape Duplication – Video	tape	$20	$0	$20
Crime Scene/Police Photo Reproduction (CD photo)	CD	$20	$0	$20
Special Event Review/Permit (Small Event): 124 or less	permit	$79	$0	$79
Special Event Review/Permit (Medium Event): 125-299)	permit	$157	$0	$157
Special Event Review/Permit (Large Event): 300 or more	permit	$313	$0	$313
Non-Profit Special Event Review/Permit (Small Event): 124 or less	permit	$59	$0	$59
Non-Profit Special Event Review/Permit (Medium Event): 125-299)	permit	$118	$0	$118
Non-Profit Special Event Review/Permit (Large Event): 300 or more	permit	$235	$0	$235
Taxicab Fees:				
Taxicab Company Permit	Annual	$5	$0	$5
Taxicab Vehicle Permit	Annual per vehicle	$5	$0	$5
Taxicab Driver Permit	Annual	$25	$0	$25
Police False Alarm Response:				
1st & 2nd False Alarm		No charge	n/a	No charge
Excessive > 3 False Alarms	alarm	Per city code	n/a	Per city code
Non Permitted False Alarm		Per city code	n/a	Per city code
Initial Permit Application – Resident, 3 year period	permit	$39	$0	$39
Renewal Permit – Resident, every 3 years	permit	$18	$0	$18
Initial Permit Application – Business, 1 year period	permit	$39	$0	$39
Renewal Permit – Business, every year	permit	$18	$0	$18
Vacation Home Rentals:				
Vacation Home Rental Permit – Late Fee On Renewal	violation	Counted as violation	n/a	Counted as violation
Vacation Home Rental Permit Master Report	report	$60	$0	$60
Vacation Home Rental Permit Label Report	report	$57 + cost of labels	$0	$57 + cost of labels
Vacation Home Rental Permit – Annual Fee - Tourist Core	4 or less occupants 5 to 8 occupants 9 to 12 occupants 13 or more Fractional	$200 $350 $650 $850 $19.23 to $850	n/a	$200 $350 $650 $850 $19.23 to $850
Parking Program:				
Parking Garage	per 20 min/daily max	$1.25/$25	$0	$1.25/$25
Monthly Garage Pass April 1-Oct 31	each month	$125	$0	$125
Winter Full Week Pass Nov 1-Mar 31	each month	$175	$0	$175
6 Month Pass	per 6 months	$500	$0	$500
Parking validations - 1 packet of 50 - 1 hr validations	each packet of 50	$50	$0	$50
Electric Car Charging Electricity Fee	each	Rate as determined by STJPPA	n/a	Rate as determined by STJPPA
Electric Car Charging Overstay Fee	each	Rate as determined by STJPPA	n/a	Rate as determined by STJPPA
Parking – Bellamy/Transit Way	per 20 min/2 hr max	$1	$0	$1
Parking – Upper Ski Run (identified in map)	per contract	per contract	n/a	per contract
Parking Citation - Kiosk Violations	per violation	$39	$0	$39

Police Department (cont.)

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Cannabis:				
Public Safety License Fee	each	$1,135 + $85 x's # of employees (fingerprint/background)	$0	$1,135 + $85 x's # of employees (fingerprint/background)
Public Safety License Renewal Fee	each	$1,135 + $85 x's # of employees (fingerprint/background)	$0	$1,135 + $85 x's # of employees (fingerprint/background)
Public Safety Mitigation Fee Amounts:				
Retailer	each	$13,750	n/a	$13,750
Microbusiness with Retail	each	$21,250	n/a	$21,250
Testing Lab/Manufacturer, Cultivator, Distributor, Microbusiness without Retail	each	$7,500	n/a	$7,500
Delivery Component	each	$5,000	n/a	$5,000
Shared Mobility:				
Shared Mobility Device Fee	per device	$75	$0	$75
Parking Citations:				
City Code:				
4.25.300 - Parking, Restricted Parking	Occurrence	$75	$0	$75
4.25.330 - No Stopping Zone	Occurrence	$75	$0	$75
4.25.360 - Time Limited Parking Zone	Occurrence	$55	$0	$55
4.25.370 - Parked in Excess of 72 Hours	Occurrence	$75	$0	$75
4.25.410 - Parked Wrong Side of Street	Occurrence	$25	$0	$25
4.25.440 - Designated Taxi Zone / Bus Stop	Occurrence	$75	$0	$75
4.25.590 - Parking Garage Payment Required	Occurrence	$75	$0	$75
4.25.600 - Parking Garage Parked within Parking Space	Occurrence	$55	$0	$55
4.25.620 - Use of Entrance and Exit	Occurrence	$75	$0	$75
4.25.740 - Paid Parking - No Ticket	Occurrence	$75	$0	$75
4.25.750 - Paid Parking Time Expired	Occurrence	$75	$0	$75
4.25.840 - Residential Parking / Permit Zone	Occurrence	$75	$0	$75
4.95.~~020~~ 050 - Private Property - Restrictions	Occurrence	$75	$125	$200
7.05.420 - Area restricted-Snow Removal	Occurrence	$205	$0	$205
All other City Parking Codes	Occurrence	$75	$0	$75
California Vehicle Codes:				
21113 - Parking on Public Grounds	Occurrence	$75	$0	$75
21113(a) - Unauthorized parking on public grounds	Occurrence	$75	$0	$75
21211(b) - Park in bike path	Occurrence	$75	$0	$75
21211a - Blocking designated bicycle path	Occurrence	$75	$0	$75
22500.1 - Parked In Fire Lane	Occurrence	$105	$0	$105
22500a - Park Within Intersection	Occurrence	$75	$0	$75
22500b - Park on Crosswalk	Occurrence	$75	$0	$75
22500d - Park Within 15ft Fire Station driveway	Occurrence	$105	$0	$105
22500e - Block Driveway	Occurrence	$75	$0	$75
22500f - Park on a Sidewalk	Occurrence	$75	$0	$75
22500g - Obstructing Traffic/HWY Construction	Occurrence	$105	$0	$105
22500h - Double Parking	Occurrence	$75	$0	$75
22500i - Park in Bus Loading Zone	Occurrence	$75	$0	$75
22507.8(a) - Handicap Disabled Only	Occurrence	$455	$0	$455
22507.8(b) - Block Disabled Stall/Space	Occurrence	$455	$0	$455
22507.8c - Parked in Handicap Crosshatch	Occurrence	$455	$0	$455
22514 - Within 15ft of Fire Hydrant	Occurrence	$105	$0	$105
22515 - Unattended Running Vehicle	Occurrence	$75	$0	$75
22523(b) - Abandoned Vehicle	Occurrence	$250	$0	$250
4000a - Expired Registration	Occurrence	$75	$0	$75
5204(a) - No Tabs	Occurrence	$75	$0	$75
All other California Vehicle Codes	Occurrence	$75	$0	$75
Administrative Citations*				
City Code:				
3.35.040 - No Business License	Occurrence	$100	$0	$100
3.50.380 (B) - Unpermitted VHR - Owner Responsible	Occurrence	$1,000	$0	$1,000
3.50.440 (A) - Vacation Home Rental (Maximum Occupancy - Occupant and Owner Responsible)	Occurrence	$500	$0	$500
3.50.440 (B) - Vacation Home Rental (Parking Space Availability - Owner Responsible)	Occurrence	$250	$0	$250
3.50.440 (C)- Vacation Home Rental (Commercial Activity Prohibited - Occupant and Owner Responsible)	Occurrence	$500	$0	$500
3.50.440 (D) - Vacation Home Rental (Compliance with SLTCC - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.440 (E) - Vacation Home Rental (Posting of Permit - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.440 (F) - Vacation Home Rental (Marketing/Advertising Requirements - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.440 (G) - Vacation Home Rental (Authorization to Inspect - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.440 (H) - Vacation Home Rental (Outdoor Spas/Hot Tubs prohibited between 10 p.m.-8 a.m. - Occupant and Owner Responsible)	Occurrence	$500	$0	$500
3.50.440 (I) - Vacation Home Rental (Interior Signage - Owner Responsible)	Occurrence	$1,000	$0	$1,000

Police Department (cont.)

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Administrative Citations (cont.)*				
3.50.440 (J) - Vacation Home Rental (Exterior Signage - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.440 (K) - Vacation Home Rental (Parking Requirements - Occupant and Owner Responsible)	Occurrence	$250	$0	$250
3.50.440 (L) - Vacation Home Rental (Noise and Amplified Music Prohibited between 10 p.m. - 8 a.m. - Occupant and Owner Responsible)	Occurrence	$500	$0	$500
3.50.440 (M) - Vacation Home Rental (Emergency Lighting - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.440 (N) - Vacation Home Rental (Lighting Design - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.440 (O) - Vacation Home Rental (Parking of Commercial Vehicle - Occupant	Occurrence	$250	$0	$250
3.50.440 (P) - Vacation Home Rental (Records Relating to VHR - Owner	Occurrence	$1,000	$0	$1,000
3.50.440 (Q) - Vacation Home Rental (Camping Prohibited - Occupant and Owner Responsible)	Occurrence	$500	$0	$500
3.50.440 (R) - Vacation Home Rental (Trash/Bear Boxes Required - Owner Responsible)	Occurrence	$1,000	$0	$1,000
3.50.450 Vacation Home Rental (Operating without a Permit)	Occurrence	$1,000	$0	$1,000
4.150 - Refuse and Garbage	Occurrence	$50	$0	$50
4.35.020 - No Operator License - Mobile Vending	Occurrence	$100	$0	$100
4.40.020 - Nuisances Generally	Occurrence	$50	$0	$50
4.40.030 - Outdoor Display	Occurrence	$100	$0	$100
4.40.040 - Nuisances Generally - Noise	Occurrence	$100	$0	$100
4.45.040 - Abandoned Vehicle	Occurrence	$150	$0	$150
4.50.030 - Illegal Dumping	Occurrence	$1,000	$0	$1,000
4.50.050 - Unsuitable Trash Container - Commercial	Occurrence	$100	$0	$100
4.50.050 - Unsuitable Trash Container - Residential	Occurrence	$50	$0	$50
4.55 - Graffiti	Occurrence	$50	$0	$50
4.60 - Abandoned or Damaged Structure	Occurrence	$1,000	$0	$1,000
4.135.010 Police Service	Occurrence	$500	$0	$500
4.140.100 Private Patrols	Occurrence	$25	$0	$25
6.05 - Handbills	Occurrence	$100	$0	$100
6.10.160 - Exterior Lighting	Occurrence	$100	$0	$100
6.15 - Building Code Violation	Occurrence	$100	$0	$100
6.40 - Political Signs	Occurrence	$100	$0	$100
6.40.050 - Noncompliant Sign	Occurrence	$100	$0	$100
6.40.080 - Garage Sale Signs	Occurrence	$50	$0	$50
6.55.280 - No Home Occupation Permit	Occurrence	$100	$0	$100
6.55.810 - Marijuana	Occurrence	$1,000	$0	$1,000
7.05 - Sidewalk Snow Removal	Occurrence	$100	$0	$100
7.05.500 - Placing Snow in Right-of-Way	Occurrence	$100	$0	$100
7.05.560 - Sidewalk Snow Removal	Occurrence	$100	$0	$100
All Code Violations Not Listed Above or Specified in the Code	Occurrence	$250	$0	$250

***The fines for a second and any subsequent violation within a 12-month period for all violations with the exception of Vacation Home Rental violations will be double that of the previous fine assessed. The above penalties shall not supersede fines and penalties listed in the current City Code for specific violations. Under no circumstances shall a penalty be greater than $1,000.00**

Airport

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Office	square foot or agreement	$1.67	$0.10	$1.77
Ground Lease Rate	square foot or agreement	$0.31	$0.01	$0.32
Gratuitous Transportation	vehicle	$53	$2	$55
Conference/Meeting Room hourly rental	hour	$29	$1	$30
Conference/Meeting Room daily rental	day	$283	$12	$295
Restaurant Facilities	Per agreement	Per agreement	n/a	Per agreement
Airport Terminal Lobby (upper/lower) hourly rental	hour	$56	$2	$58
Airport Terminal Lobby (upper/lower) daily rental	day	$341	$14	$355
Advertising	Negotiated	Negotiated	n/a	Negotiated
Advertising "Paper" Pick-Up Ads	monthly	$72	$3	$75
Rental Car Ground Lease Area	Negotiated / Market Rate Conditions	Negotiated / Market Rate Conditions	n/a	Negotiated / Market Rate Conditions
Other Use of Terminal	Negotiated	Negotiated	n/a	Negotiated
Commercial Filming:				
Small Scale Commercial Filming (less than 50 persons); waived if City promotion	per day/winter	$411	$17	$428
Small Scale Commercial Filming (less than 50 persons); waived if City promotion	per day/summer	$684	$29	$713
Large Scale Film Production (film crew larger than 50 persons) – Prep / Strike Location	per day	$306	$13	$319
Large Scale Film Production (film crew larger than 50 persons) – Filming Days	per day	$5,100	$216	$5,316
Airport Escort Required on Filming Days	per day	$255	$11	$266
Movement Area Filming (Runway and/or Taxiway)*	per day*	$2500*	$0	$2500*
Large Scale Filming (more than 50 persons) Security Deposit	Negotiated	Based on Location Agreement	n/a	Based on Location Agreement
Large Scale Film Production (film crew larger than 50 persons) – City Film Support for Permits, Police, Fire, etc.	Per Hour	Fully Burdened Rate of Employee Used	n/a	Fully Burdened Rate of Employee Used

***Any filming conducted on runways or taxiways defined as the Movement Area by the Federal Aviation Administration will have a $2,500 per day additional fee on top of other rates.**

Aviation Use of Airfield**:		Adopted Fee 03/16/2021	$ Change	Proposed Fee
Terminal Ramp Day Use; multiple use or 2 or more hours	day	$11	$0	$11
Terminal Ramp RON Use Fee; 6 hours or more after 5:00 pm	night	$22	$1	$23
Off Peak Season (September 11-May 30) Landing Fees Aircraft/Rotorcraft 6,001 lbs. ≤ X ≤ 11,999 lbs.	per 1,000 lbs. for aircraft over 6,001 lbs. Landing Weight	$2.43/1,000 lbs.	$0.10	$2.53/1,000 lbs.
Off Peak Season (September 11 -May 30) Landing Fees Aircraft/Rotorcraft 12,000 ≤ X ≤ 29,999 lbs.	per 1,000 lbs. for aircraft between 12,000 and 29,999 lbs. Landing Weight	$2.98/1,000 lbs.	$0.13	$3.11/1,000 lbs.
Off Peak Season (September 11 - May 30) Landing Fees Aircraft/Rotorcraft 30,000 ≤ X ≤ 59,999 lbs.	per 1,000 lbs. for aircraft between 30,000 and 59,999 lbs. Landing Weight	$3.45/1,000 lbs.	$0.15	$3.60/1,000 lbs.
Off Peak Season (September 11 - May 30) Landing Fees Aircraft/Rotorcraft 60,000 ≤ X lbs.	per 1,000 lbs. for aircraft equal to or over 60,000 lbs. Landing Weight	$3.49/1,000 lbs.	$0.15	$3.64/1,000 lbs.
Summer High Season (May 31-September 10) Landing Fees Aircraft/Rotorcraft 6,001 lbs. ≤ X ≤ 11,999 lbs.	per 1,000 lbs. for aircraft over 6,001 lbs. Landing Weight	$2.91/1,000 lbs.	$0.12	$3.03/1,000 lbs.
Summer High Season (May 31-September 10) Landing Fees Aircraft/Rotorcraft 12,000 ≤ X ≤ 29,999 lbs.	per 1,000 lbs. for aircraft between 12,000 and 29,999 lbs. Landing Weight	$3.57/1,000 lbs.	$0.15	$3.72/1,000 lbs.
Summer High Season (May 31-September 10) Landing Fees Aircraft/Rotorcraft 30,000 ≤ X ≤ 59,999 lbs.	per 1,000 lbs. for aircraft between 30,000 and 59,999 lbs. Landing Weight	$4.18/1,000 lbs.	$0.18	$4.36/1,000 lbs.
Summer High Season (May 31-September 10) Landing Fees Aircraft/Rotorcraft 60,000 ≤ X lbs.	per 1,000 lbs. for aircraft equal to or over 60,000 lbs. Landing Weight	$4.69/1,000 lbs.	$0.19	$4.88/1,000 lbs.
Fuel Flowage Fee	per gallon/per agmt	$0.11	$0	$0.11
Non-Fixed Based Operators Use: e.g. Mechanics, Instructors, etc.	% of gross income if not paying rents & fees otherwise	7.75%	n/a	7.75%

****Basing an Aircraft in an Airport Hangar does not count as "tenancy" for purposes of Commercial activities. Tenancy requires ground lease, concession agreement or terminal office rental agreement**

Other Fees:				
Automobile Parking; monthly	per space	$27	$1	$28
Airport Parking Lot Rental 100 Spaces	1/2 Parking Lot	$1020/day	$43	$1063/day
Ground Transportation - Limousine; yearly	per company	$677	$29	$706
Gratuitous Transportation – Taxi Cab; yearly, negotiable	vehicle	$34	$1	$35
North GA or Terminal Ramp; hourly, 300 linear feet full width	hourly	$283	$12	$295
North GA or Terminal Ramp; day, 300 linear feet full width	day	$3,396	$144	$3,540
Taxiway A between H and J– North End; hourly	hourly	$283	$12	$295
Taxiway A between H and J– North End; daily	day	$3,396	$144	$3,540
Airport Technician	Fully burdened hourly rate	Fully burdened hourly rate	n/a	Fully burdened hourly rate
Dump Truck, Sander, Grader, Loader	hourly	$193	$8	$201
Carpet Cleaning; includes equipment use +actual costs of City staff	hourly + actual	Fully burdened hourly rate	n/a	Fully burdened hourly rate
Airport Lease Security Deposit (refundable deposit)	each	$750	$32	$782
Airport Key Card (refundable deposit)	each	$50	$2	$52
Lost/Stolen Key Card Replacement (non- refundable)	each	$50	$2	$52
Airport Hangar Key (refundable deposit)	each	$25	$1	$26
Lost/Stolen Hangar Key Card Replacement (non- refundable)	each	$25	$1	$26

*****Local Emergency Agency Partners conducting training exercises to improve interagency airport emergency response is exempted from use fees**

Airport (cont.)

The T-Hangar complex is on a parcel of land approximately 275'x 663' including the taxi lanes. There are six buildings with a total of 48 aircraft hangars and seven storage areas as follows:

Fee Description			Aeronautical Use Adopted Fee 03/16/2021	Non Aeronautical Use Adopted Fee 03/16/2021	Proposed Aeronautical Use Adopted Fee	Proposed Non Aeronautical	$ Change Aeronautical	$ Change Non Aeronautical
Building	**Qty Available**	**Size**	**Monthly Rent**	**Monthly Rent**	**Monthly Rent**	**Monthly Rent**		
Daily Rate Aircraft Hangar Storage (not to exceed 30 continuous days rental)	(When Available)	All	$41/day	n/a	$43/day	n/a		
Building A	3	42' box – 1,560 sf	$712	$1,017	$742	$1,060	$30	$43
	1	48' box – 1,920 sf	$786	$1,205	$819	$1,256	$33	$51
	1	60' box – 3,600 sf	$1,197	$2,122	$1,248	$2,212	$51	$90
Building B	7	45' tees – 1,350 sf	$620	$881	$646	$918	$26	$37
	2	48' tees – 1,480 sf	$648	$950	$675	$990	$27	$40
	2	Storage – 674 sf	$349	$461	$364	$481	$15	$20
Building C	8	42' tees – 1,071 sf	$493	$700	$514	$730	$21	$30
	2	42' el – 1,271 sf	$563	$819	$587	$854	$24	$35
	1	Storage – 357 sf	$146	$223	$152	$232	$6	$9
Building D	9	42' tees – 1,071 sf	$493	$700	$514	$730	$21	$30
	1	42' el – 1,271 sf	$563	$819	$587	$854	$24	$35
	1	Storage – 357 sf	$146	$223	$152	$232	$6	$9
	1	Storage – 525 sf	$284	$365	$296	$380	$12	$15
Building E	10	42' tees – 1,071 sf	$493	$700	$514	$730	$21	$30
	2	Storage – 525 sf	$284	$365	$296	$380	$12	$15
Building F	4	48' box – 1,920 sf	$786	$1,205	$819	$1,256	$33	$51
Hangar F4*	1	48' box – 1,920 sf	$1012	n/a	$1,055	n/a	$43	n/a
	1	10' Box - 800 sf	$349	$502	$364	$523	$15	$21
Somermeier	1	61' box – 3,111 sf	$1,386	$2,010	$1,445	$2,095	$59	$85
Improper Hangar Use Penalty. Tenants who represent to use the hangar for aeronautical purposes at a lower rate then use hangar for non-aeronautical use	Upon Complaint or Hangar Inspection	Not Applicable if Tenant notifies Airport Manager that they intend to change use from Aeronautical to Non-Aeronautical	$1,200 per occurrence + Adjustment of rental rate to non-aeronautical	N/A				

***Hangar F4 has a higher rate due to significantly more energy consumption due heated hangar for air ambulance.**

Rental rates listed above are based on a one-year lease. All leases are short-term leases (month-to-month) and all units are charged a flat monthly rate of $25 for electricity which is included in the monthly fee. These utility charges are based on average year-round usage. Hangar F4 is used for Air Ambulance Operations and expends significant energy on heating the hangar. As a result, this hangar is charged a higher utility rate to cover the increased cost.

City Clerk

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Appeals	per appeal	$331	$14	$345
Document Printing and Copying, .10 per page plus postage	document page	$0.10	$0	$0.10
~~City Council Chamber Rentals (Room Use Only) 8 a.m. to 5 p.m. M-F~~	~~per use~~	~~$282~~	~~$12~~	~~$294~~
~~25% Reduced fee for Non-Profit or Government Agencies~~	~~per use~~	~~$212~~	~~$9~~	~~$221~~
~~City Council Chamber Rentals (With AV Equip. or Special Configurations)~~	~~per use~~	~~$313~~	~~$13~~	~~$326~~
~~25% Reduced fee for Non-Profit or Government Agencies~~	~~per use~~	~~$235~~	~~$10~~	~~$245~~
City Council Chambers Use Application Fee	per application	n/a	$25	$25
City Council Chambers Rental, M-F, 8-5 p.m.	per hour	n/a	$40	$40
Video Meeting Electronic File Transfer, 1 per Drive	Thumb Drive	$5	$0	$5
Verbatim Transcript Service	actual outsource cost	actual outsource cost	n/a	hourly or actual outsource cost
Notary Service	per signature	$15	$0	$15
Agenda Mailing Service, .10 per page plus postage	agenda	.10 per page plus postage	n/a	.10 per page plus postage
Filming Application Fee	application	$171	$7	$178
Public Property Use Fee (for filming only)	use	$668	$28	$696
Temporary Sign Deposit (yard signs)	campaign	$152	$6	$158

Finance

Fee Description	Unit	Adopted Fee 03/16/2021	$ Change	Proposed Fee
Business and Professions Tax Rates:				
Schedule A (per $1,000 gross receipts)	per 1,000 gross receipts	$1.07	$0.00	$1.07
Schedule B (per $1,000 gross receipts)	per 1,000 gross receipts	$1.62	$0.00	$1.62
Schedule C (per $1,000 gross receipts)	per 1,000 gross receipts	$2.14	$0.00	$2.14
Schedule D (per $1,000 gross receipts)	per 1,000 gross receipts	$2.69	$0.00	$2.69
Schedule E (per $1,000 gross receipts)	per 1,000 gross receipts	$3.22	$0.00	$3.22
Schedule N (non-profit 501(c)(3); veterans; etc.)	n/a	$0.00	n/a	$0.00
Maximum Annual Amount of Tax (Measure B, June 2012)	application	$20,000	$0	$20,000
Administrative Fee – New license application (Including $11 Business License Technology Fee)	application	$74	$3	$77
Administrative Fee – New Business One Time 6 Month License Application	application	$36	$2	$38
Administrative Fee – Annual Renewal (Including Business License Technology Fee)	application	$58	$2	$60
AB1379 (amended SB1186; ADA info and access fee - State of CA mandated; effective 1/1/2018 through 12/31/2023)	per business certificate	$4	$0	$4
Business License Technology Fee; collected with admin fee	business application	$10	$1	$11
Business License Certificate – duplicate copy	certificate	$18	$0	$18
Lien Release Fee	lien	Passed on to Seller through Escrow	Passed on to Seller through Escrow	Passed on to Seller through Escrow
Administrative Fee for Delinquent Refuse Collections	lien	$79	$0	$79
TOT and Business License Reports:				
Delinquent Tax Analysis	per project	At cost using fully burdened hourly rate	n/a	At cost using fully burdened hourly rate
Motel Tax Master (name/address listing)	per report	$57	$0	$57
Individual TOT Report	per motel/per year	$17	$0	$17
Vacation Home Rental Master Report	per report	$57	$0	$57
Vacation Home Rental Label Report	per report	$57 + cost of labels	$0	$57 + cost of labels
Business License Master Report, Standard Format	per report	$57	$0	$57
Business License Master Report Requiring Specific Formatting Due to Information Request	per report	$57 + fully burdened hourly rate	$0	$57 + fully burdened hourly rate
Business License Label Report	per report	$57 + cost of labels	$0	$57 + cost of labels
Miscellaneous Fees:				
Returned Check (NSF) Processing	per check	$25	$0	$25
Geobase Information Service, Research	per project	At cost using fully burdened hourly rate	n/a	At cost using fully burdened hourly rate
Stop Payment Fee	per check	At cost using actual bank charge	n/a	At cost using actual bank charge

Financial Policies:
Strengthening Financial Position

To preserve General Fund revenues, the City will take proactive steps to strengthen its financial condition. The following policies shall guide those efforts.

A. Diversified Economy and Revenues

1. Preservation of Commercial and Industrial Development Opportunities

The City shall diversify its economic base by encouraging a broad range of private sector commercial and industrial employment. While it is important to maintain an inventory of land zoned for residential use, the City shall carefully consider economic impacts before rezoning any commercial or industrial land to residential use. The City Council shall be presented with an analysis of trend data comparing percentages of residential development to commercial/industrial development.

2. Jobs/Housing Balance

The City shall promote an equal ratio of jobs to housing, and shall encourage the expansion of businesses that will provide opportunities for residents to work in the community.

3. Effect of Fees/Charges/Rates on Commercial and Industrial Development

In setting fees, charges, and/or rates on commercial and industrial development, the City shall evaluate the comparative fee structure of other neighboring jurisdictions. The City shall strive to implement fees, charges and/or rates that are competitive with other jurisdictions and that shall not have a negative impact on sales tax or other valuable sources of revenue.

B. Economic Incentives for Commercial and Industrial Development

The City shall provide economic incentives for commercial and/or industrial development when such incentives shall lead to a positive economic return for the City in terms of jobs, workforce housing opportunities, enhanced revenues, a more diversified economic base, or enhanced transportation or other public services. Any economic incentive policies shall be attached as an Appendix to this document.

C. Intergovernmental Revenues

1. Grants

   Grants from federal, state or private organizations are an appropriate and desirable means of enhancing available revenues. However, grant funding is rarely a long-term, stable economic base. Grant applications and subsequent grant awards shall be approved by the City Council. The City shall ensure that grant funding is appropriately leveraged to enhance City services as set forth in its Grant Funding and Compliance Policy. (See separate policy document).

2. State Shared Revenues

   To protect against fluctuations in intergovernmental revenues, the City shall maintain 25 percent General Fund Committed fund balance as a reserve against unanticipated or uncontrollable reductions in state subventions.

D. User Fee Cost Recovery

The City provides certain services to its residents and businesses that are funded in whole or in part by fees that are intended to cover all or a portion of the cost of providing such services. To the extent User Fees do not cover the entire cost of providing such services; the General Fund subsidizes the additional expense. Careful examination of User Fees shall enhance the stability of the General Fund. The following policies shall be implemented to ensure that User Fees keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery.

1. General Principles

   a. Revenues derived from User Fees shall not exceed the reasonable cost of providing the service.

   b. Cost recovery goals shall be based on the total cost of delivering the service, including all direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, building and/or vehicle maintenance, and insurance.

c. The method of assessing and collecting fees shall be as simple as possible in order to reduce the administrative cost of collection. Although a high cost of recovery may be appropriate for specific services, if it is impractical or costly to charge the user, a lower level of cost recovery shall be appropriate.

d. Fee levels shall be sensitive to the "market" for similar services, including the provision of services by private sector service or program providers. User Fees shall not be set so high that services shall not be used. Conversely, User Fees shall not be set so low that the City is stimulating a demand by artificially low prices. Specifically, the City shall carefully consider whether it is appropriate to provide services at a subsidized cost (or a cost that does not include all cost of services, such as room rental costs, building maintenance or personnel charges) if such services are available through the private sector.

e. Fee levels shall be sensitive to smaller, infrequent users of the service, for example, small businesses that may have less of an opportunity to recover the cost of User Fees through ordinary business income.

f. The level of cost recovery should consider the community-wide versus special benefit of the program or activity that is the subject of the User Fee. The use of general-purpose revenues shall be appropriate for community-wide services, while User Fees at some level shall be appropriate for services that are of special benefit to easily identified individuals or groups. (For example, it would be unusual to charge a User Fee for a community-wide event such as an Easter Egg Hunt, while it would be appropriate to charge a User Fee at some level for an adult recreational program with a limited number of participants.)

g. The level of cost recovery shall consider the financial benefit to the service user, and whether the user is a service driver or a service recipient. In cases where there user benefits financially from the provision of the service, and the service would not be provided but for the expanded business or revenue opportunities, the level of User Fee should more closely approximate 100% cost recovery. (For example, a developer receives financial benefit at the conclusion of the development review process, and the City would not provide the review of development applications but for the expanded business or revenue opportunity for the developer. While the community may be the actual service recipient of the review of development applications, the developer is the service driver.)

2. Factors Favoring High Levels of Cost Recovery. High cost recovery levels are especially appropriate in the following circumstances:

    a. The service is similar to services provided through the private sector.

    b. Other private or public sector alternatives could or do exist for the delivery of the service.

    c. The demand for the service is high and cost of service is needed as a mechanism to help control demand.

    d. The cost of service can be used as a mechanism for encouraging compliance with the law. (For example, police response to false burglary alarm calls.)

    e. The service is regulatory and voluntary compliance is not expected to be the primary method of detecting failure to meet regulatory requirements. (For example, building permit, plan checks and subdivision review services.)

3. Factors Favoring Low Levels of Cost Recovery. In addition to the general policy considerations noted above, low cost recovery levels are appropriate in the following circumstances:

    a. The program or services falls within the range of general public services which are provided to the community to promote the general safety, health and well-being of the community, and there is no intended relationship between the amount paid and the benefit received. (For example, police and fire services, general access to park facilities.)

    b. The service is not generally available through private sources and is necessary to promote the general safety, health and well-being of the community. (For example, teen after school programs.)

    c. The service is generally non-recurring, delivered on a “peak demand” or emergency basis, cannot reasonably be planned for on an individual basis, and is not readily available from a private sector source. (For example, police and fire services in response to emergencies.)

    d. Collecting fees would discourage compliance with regulatory requirements and adherence to regulatory requirements is not

readily identified by the City. (For example, home-based business licenses.)

4. Periodic Adjustment of User Fees. A comprehensive analysis of User Fees shall be made at least every three years. In the interim, if applicable, fees shall be adjusted by no less than the amount of the annual change in the Consumer Price Index. Fees may also be adjusted more frequently based on supplemental analysis whenever there has been significant change in the method, level or cost of service delivery. A schedule reporting the rate of all User Fees shall be included as an Appendix to the budget, and the City Council may direct adjustment in User Fees as part of the annual budget process.

5. Development Review Programs. Cost recovery for development review programs shall be very high, and in most cases the goal for cost recovery should be 100%. The City shall also impose clear performance standards to ensure that there is high value for services rendered. This cost recovery principle applies to the following types of development review programs:

    a. Planning (planned development permits, tentative and parcel maps, rezonings, general plan amendments, variances, use permits, etc.)

    b. Building and safety inspections (building permits, structural plan checks, fire inspections, etc.)

    c. Engineering (public improvement plan checks, inspections, subdivision requirements, encroachments, etc.)

E. Enterprise Fund Rates

Each of the enterprise funds shall be operated in a manner to fully cover the total direct and indirect costs (including operations, capital outlay and debt service) for operating such functions so as to avoid General Fund subsidies for enterprise operations.

1. Rates shall be reviewed on an annual basis and shall be adjusted as appropriate and equitable.

2. Rates charged for enterprise activities shall be compared periodically against rates charged by other public agencies for purposes of benchmarking cost of service and operations. Private contracting opportunities shall be evaluated as appropriate as a means of reducing expenses, while remaining in compliance with the City's Purchasing Policies.

F. Collections

The City shall implement a uniform collection program. The costs of this collection program shall be reviewed annually to ensure the total direct and indirect costs are fully covered. The costs shall be passed on to the delinquent customers as a penalty in the collection process.

The City's options for collection are:

a. Property Liens. A lien shall be placed on the property should the owner fail to pay charges, penalties and interest charges. Enforcement of liens shall be made in accordance with the applicable section of the City Code subject to delinquent payment, and may be initiated through a court ruling. Collections against property liens are typically done by issuing a warrant for enforcement or foreclosure proceeding in the case where a deed of trust has been secured by the City against the property, and may result in a sale pursuant to a writ of execution.

b. Special Assessments. A resolution must be presented to the City council to declare a special assessment on a delinquent customer's real property. Upon passage and adoption a certified copy shall be recorded with the County Recorder's office. The assessment shall be collected at the same time and in the same manner as ordinary municipal taxes. Special assessments are typically levied as a result of delinquent property assessments, non-payment of nuisance abatement costs or refuse fees.

c. Withholding Entitlements. The City may withhold issuing any licenses, permits and other entitlements until payment for charges due, including penalties and interest is received.

d. Collection Agency (other enforcement procedures). The City can take other actions allowed for enforcement of a civil judgment. Collection agency fees shall be passed on to the customer through penalty and interest charges therefore avoiding gifting of public funds.

e. Closure of Business
The City Code allows for closure of a business for failure to comply with any provision of the Business Tax or Occupancy Tax chapters relating to the payment of monies due. Proper notice and due process shall be given to the business operator before closure.

Notice of Public Hearing
City of South Lake Tahoe City Council
Considering updates to the Master Schedule of Fees
and
Charges for City Services 2021-2022

NOTICE IS HEREBY GIVEN that the City Council will conduct a PUBLIC HEARING on Tuesday, March 1, 2022, at 9:00 a.m. or as soon thereafter as possible, in the City Council Chambers, 1901 Lisa Maloff Way., South Lake Tahoe, California.

The purpose of the public hearing will be to receive public input on the 2021/2022 fiscal year update to the Master Schedule of Fees and charges for City services. Council will review, discuss, receive public comment and will consider adoption of the proposed schedule of fees and charges at this meeting.

All interested persons are invited to attend or to write their comments to the City Council in care of the City Clerk PublicComment@cityofslt.us or at the address listed below.

A copy of the proposed schedule will be available for public review by no later than Thursday, February 24, 2022. A public agenda packet will be available for review at City Hall, 1901 Lisa Maloff Way, on the City's Website at www.cityofslt.us, or by contacting the City Clerk's Office, (530) 542-6005 or sblankenship@cityofslt.us

/s/ Susan Blankenship
Susan Blankenship
Elected City Clerk
City of South Lake Tahoe
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
(530) 542-6005

Published: February 18, 25, 2022

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 12

Agenda Item: Activation of the Parking Authority of the City of South Lake Tahoe

Executive Summary: The South Tahoe Joint Powers Financing Authority (STJPFA) was created by the City and the former South Tahoe Redevelopment Agency pursuant to the Joint Exercise of Powers Act in 1989 by entering into a Joint Exercise of Powers Agreement (the "JPA Agreement"). The Joint Powers Act authorizes the STJPFA to assist public agencies, such as the City and its related entities, in the financing and refinancing of public capital improvements. In the past, the STJPFA has assisted the City in the issuance of 2016 Lease Revenue Refunding Bonds, as well as 2012 Certificates of Participation (COP). It is expected that in the future, the assistance of the STJPFA will again be needed to assist the City in securing financing for the construction of new projects, including the new recreation center. The former Redevelopment Agency's interest in the JPA Agreement was assigned to the Successor Agency to the South Tahoe Redevelopment Agency by operation of AB X1 26, which enacted the Dissolution Act. According to this Act, the Successor Agency's existence will terminate within a few months after the final payment of debt of the former Redevelopment Agency which will occur in approximately fifteen (15) years, or in 2037, which is before the 2012 COP matures in 2042. When the Successor Agency's existence terminates, the STJPFA will also cease to exist, unless another public agency member is added as a member to the JPA Agreement. For these reasons, Staff recommends that the City Council take action to authorize the Parking Authority of the City of South Lake Tahoe to operate in the City. Among other powers, a parking authority, as a public agency, is authorized to enter into a joint exercise of powers agreement under the Joint Powers Act.

Requested Action / Suggested Motions: Pass a Resolution declaring a need for a parking authority to function in the City and declaring the City Council to be the Board of Directors of the Parking Authority. Responsible Staff Members: Joseph Irvin, City Manager and Olga Tikhomirova, Director of Finance

Responsible Staff Member: Joseph Irvin, City Manager (530)542-6043
Olga Tikhomirova, Director of Finance (530)542-7431

Reviewed and Approved By:
Susan Blankenship, City Clerk
Olga Tikhomirova, Director of Finance
Heather Stroud, City Attorney

Attachments:

01-Staff Report - Activation of Parking Authority.docx
02- Resolution -Activation of Parking Authority.docx

City of South Lake Tahoe
Report to **City Council**

Meeting Date: March 1, 2022

Title: Activation of City of South Lake Tahoe Parking Authority

Location: Citywide

Responsible Staff Member: Joseph Irvin, City Manager (530)542-6043
Olga Tikhomirova, Director of Finance (530)542-6043

Background: The South Tahoe Joint Powers Financing Authority was created by the City and the former South Tahoe Redevelopment Agency pursuant to the Joint Exercise of Powers Act, Government Code Section 6500, et seq. (the "Joint Powers Act") in 1989 by entering into a Joint Exercise of Powers Agreement (the "JPA Agreement"). Under the Joint Powers Act, the South Tahoe Joint Powers Financing Authority has all of the powers common to its members, as well as additional, independent powers under the Joint Powers Act. The Joint Powers Act authorizes the South Tahoe Joint Powers Financing Authority to assist public agencies, such as the City and its related entities, in the financing and refinancing of public capital improvements.

In the past, the South Tahoe Joint Powers Financing Authority has assisted the City in the issuance of 2016 Lease Revenue Refunding Bonds, as well as 2012 Certificates of Participation, the proceeds of which were used to finance streets and other capital improvements within the City. It is expected that in the future, the assistance of the South Tahoe Joint Powers Financing Authority will again be needed to assist the City in securing financing for the construction of new projects, including the new recreation center.

The former Redevelopment Agency's interest in the JPA Agreement was assigned to the Successor Agency to the South Tahoe Redevelopment Agency by operation of AB X1 26, which enacted the Dissolution Act. The Dissolution Act, as amended by AB 1484, enacted by the State Legislature on June 27, 2012, and as amended further by SB 107, enacted by the State Legislature on September 22, 2015, introduces complications to certain bond financing assisted by the South Tahoe Joint Powers Financing Authority. Added by AB 1484 and as amended by SB 107, Health and Safety Code Section 34187 specifies that the Successor Agency's existence will terminate within a few months after the final payment of debt of the former Redevelopment Agency (or the disposal of all real property and resolution of all outstanding litigation). The last debt of the Redevelopment Agency matures in 2037, and assuming that all real property has been disposed of and that there is no litigation at the time, the Successor Agency's existence will terminate within approximately 15 years from now, which is before the 2012 Certificates of Participation matures in 2042.

Because presently, the City and the Successor Agency are the only parties to the JPA Agreement, the South Tahoe Joint Powers Financing Authority will also cease to exist when the Successor Agency's existence terminates, unless another public agency member is added as a member to the JPA Agreement. Also, the Successor Agency has very limited powers under the Dissolution Act, under which its affairs are to be wound down.

Issue and Discussion: For these reasons, Staff recommends that the City Council take actions to authorize the Parking Authority of the City of South Lake Tahoe to operate in the City. Part 2 of Division 18 of the California Streets and Highways Code (the "Parking Law of 1949") provides that in each city exists a parking authority. A parking authority may transact business and exercise any powers under the Parking Law of 1949 upon a declaration by resolution of the city council that there is a need for a parking authority to function in the city. The Parking Law of 1949 also provides that the City Council may declare itself to be the Board of Directors of the Parking Authority. Further, a parking authority is a public agency authorized to enter into a joint exercise of powers agreement under the Joint Powers Act.

The activation of the Parking Authority of the City of South Lake Tahoe is necessary to provide for the continued existence of the South Tahoe Joint Powers Financing Authority after the Successor Agency to the South Tahoe Redevelopment Agency terminates its existence. The Parking Authority also is authorized to own, maintain, acquire, and finance public parking facilities under state law provisions specific to parking authorities, which could offer the City more options and flexibility in terms of the provision of public parking facilities and services.

Approval of the attached resolution would: (1) authorize the Parking Authority of the City of South Lake Tahoe to operate in the City; and (2) facilitate the next step in preserving the continued existence of the South Tahoe Joint Powers Financing Authority after the Successor Agency to the South Tahoe Redevelopment Agency terminates its existence.

If the attached resolution is adopted to activate the Parking Authority, an Amendment to Joint Exercise of Powers Agreement would be brought forward for consideration at a future date by the City Council, the Board of Directors of the Parking Authority, and the Successor Agency. The Amendment No. 2 would add the Parking Authority as a member of the South Tahoe Joint Powers Financing Authority and withdraw the Successor Agency from membership, in order to facilitate the continued existence of the South Tahoe Joint Powers Financing Authority beyond the termination of the Successor Agency's existence. Because the City may need to secure financing for future projects, it is necessary to add the Parking Authority as a member to the South Tahoe Joint Powers Financing Authority to assure the financial feasibility of these projects.

Financial Implications: The formation of the Parking Authority has reporting and financial implications, including annual audited financial statements and a periodic reporting.
Environmental Considerations: None

Policy Implications: None

Resolution 2022-XXX

Adopted by the City of South Lake Tahoe

City Council

March 1, 2022

Declaring a Need for a Parking Authority to Function in the City and Declaring the City Council to be the Board of Directors of the Parking Authority

BACKGROUND

A. Part 2 of Division 18 of the California Streets and Highways Code, commencing with Section 32500, (the "Parking Law of 1949") provides that in each city exists a public body, corporate and politic, known as the parking authority of such city.

B. Pursuant to Streets and Highways Code Section 32651, the parking authority within the City of South Lake Tahoe (the "City") may transact business and exercise any powers granted to a parking authority pursuant to the Parking Law of 1949 upon a declaration by resolution of the City Council of the City (the "City Council") that there is a need for the parking authority to function in the City.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED, that the City Council of the City of South Lake Tahoe hereby finds, determines, resolves and orders as follows:

Section 1. The City Council hereby declares that there is a need for the parking authority described in, and governed by, the Parking Law of 1949 to function in the City.

Section 2. Pursuant to Streets and Highways Code Section 32650, the name of the parking authority shall be the "Parking Authority of the City of South Lake Tahoe" which is and shall be a public body, corporate and politic.

Section 3. The City Council hereby declares itself to be the Board of Directors of the Parking Authority of the City of South Lake Tahoe pursuant to the authority granted by Streets and Highways Code Section 32661.1. Accordingly, all the rights, powers, duties, privileges, and immunities created by the Parking Law of 1949 shall be vested in the City Council as the Board of Directors of the Parking Authority of the City of South Lake Tahoe.

Section 4. The City Clerk shall cause to be filed with the California Secretary of State and with the County Clerk of the County of El Dorado the information required by Section 53051 of the Government Code of the State of California.

Section 5. This Resolution shall take effect upon its adoption.

Adopted by the City of South Lake Tahoe City Council on March 1, 2022 by the following vote:
Yes:
No:
Absent:
Abstain:

_____ Date:_____
Devin Middlebrook, Mayor

Attest:

_____
Susan Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: March 1, 2022
Agenda Item #: 13

Agenda Item: Agenda Planning Calendar

Executive Summary:

Requested Action / Suggested Motions: A Councilmember may request that an item be placed on a future agenda. Upon the support of one (1) additional Council Member, direction shall be given to the City Manager to calendar the item for a convenient future agenda, but no sooner than the second meeting after the request was made, and/or modify the Agenda Planning Calendar as desired.
Responsible Staff Member: Joseph Irvin, City Manager

Responsible Staff Member:

Reviewed and Approved By:

Attachments:

APC - February 24, 2022.pdf

2022 Agenda Planning Calendar

Updated 2/24/2022

	Department	Agenda Item	Agenda Section
Mar. 15, 5:30 p.m	**City Clerk**	Minutes	
	City Attny	Cannabis Ordinance Amendments (First Reading)	
	City Manager	Non Profit Community Benefit Grant Policy	
		El Dorado County Broadband Project	
	Finance	2021-2022 Fiscal Year Budget Mid-Year Adjustments	NB
		2021-2022 Master Fee Schedule	Consent
		5-year Financial Plan	NB
	Dev. Serv.	Property Management rental incentive PSA	
		General Plan Annual Report	
	Parks & Rec	SLFRF Appropriation for American Rescue Plan Act Park Projects	
	Pub Works	Agreement with STPUD for Payment-In-Lieu Paving for Bijou Neighborhood	
		Purchase Agreement Propert Acquisition Tahoe Valley Stormwater and Greenbelt	
		Award PSA for Third Party Plan Review-Rec Center Project	
		RAISE Grants (2)	
		Appropriate Budget & Award Contract for LED Light Retrofit (US Hwy 50)	
	Police	Annual Report	

2022 Agenda Planning Calendar

Updated 2/24/2022

		DVRT Grant Acceptance	
Mar. 29, 9 a.m.		Strategic Planning Advance	
April 5, 9 a.m.	**City Clerk**	Minutes	
		City Employee Recognitions	
	City Attny	Cannabis Ordinance Amendments (Second Reading)	
		Clean Indoor Air Ordinance Amendments (Second Reading)	
	Finance	City Annual Comprehensive Financial Report (ACFR) FY ended 09/30/2021	Consent
		Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)	
		Ski Run BID Levy of Assessment for Business License Year 2022/2023	PH
	Dev Serv	Local Housing Revenue feasibility study PSA	
		PSA Consulting Services Developing Local Green Building Standard Ord “Reach Code”	
		TEFRA Hearing - Sugar Pine Village	
		3708 Lake Tahoe Blvd & 3709 Osgood Avenue Town Homes Tentative Map, File #21-142	
		PLHA Moderate Income Homebuyer Administration PSA	
	Public Works	Annual Report	
		Award Contract for Bellamy Parking Garage Access Upgrades and Revenue Control	
May 3, 9 a.m.	**Dev Serv**	Plan Area Statement Update for Tourist Accommodation Uses	

2022 Agenda Planning Calendar

Updated 2/24/2022

	Pub Works	EIP and Regional Project Priority Presentation	
May 17, 5:30 p.m	**Pub. Works**	Award FY 2023 Airport Master Plan RFQ	
	Finance	Approval of Bond Financing Docs for the Rec Center Construction Financing	NB
June 7, 5:30 p.m.	**City Clerk**	Proclamation Pride Month	
	Pub Works	SW Gas Prestentation Renewable Energy Goals	
	Finance	Approval of Bond Financing Docs for the Rec Center Construction Financing	UB
June 21, 5:30 p.n	**City Attorney**	Cannabis Tax Measure Ballot Measure	
	City Clerk	Resolution Calling for Consolidated Election/Ballot Measures/Offices	
Aug. 9, 9 a.m.	**City Manager**	ARPA Project Round 2 Discussion	
Aug. 23, 9 a.m.		**Budget Workshop**	
Sept. 6, 9 a.m.			
Sept. 20, 5:30 p.m.			
Oct. 4, 9 a.m.			
Nov. 1, 9 a.m.			
Nov. 15, 5:30 p.m.			
Dec.13, 9 a.m.			
Unscheduled/Pending			

2022 Agenda Planning Calendar

Updated 2/24/2022

City Attorney	Parking Garage License Agreement with Verizon
	Clean Indoor Air Ordinance Amendments (First Reading)
City Attny/PW	Undergrounding Utilities
	Amendments to Small Cell Policy
	Liberty Utilities Franchise Agreement
City Clerk	Records Management Policy (Updated)
	Policy - Use of Personal Devices for City Business
City Manager	Economic Development Strategy
	Juvenile Treatment Center Discussion
	Potential new City slogan
	Customer satisfaction survey(s)
Dev Services	Inclusionary housing ordinance
	Tourist Core Area Plan Amendment: 3828 Montreal Rd
	RFP for consulting firms for Bijou / Al Tahoe Area Plan and Bijou Parks Master Plan
	Plan Area Statement 111 amendment
	Single Room Occupancy Program Amendments
	Outside Eating Code Review (coverage, seating, parking etc)

2022 Agenda Planning Calendar

Updated 2/24/2022

Fire	
Parks & Rec	Memorandum of Understanding with Al Tahoe Pioneer Cemetery Support Committee
	Parks and Recreation – Bijou Golf Course Parking Lot Agreement
Police	
Public Works	**A**ward Engineering and Construction Contract South Hangar Taxi Lane Rehab
	Award Contract PD - Community Recource Center Renovations
	SEED Solar Photovoltaic Project PPA
	Award PSA Fire Station II Feasability Study
	Award - James and Eloise Drainage Improvement Project Phase 1
	Airport Deferred Maintenance Plan
	Award 5-Year Lease/Concession for Airport Suite # 105
	Award Contract Third part Plan Review Services - Rec & Aquatic Center
Recreation	Bijou Park Master Plan
	Bijou Golf Course "Rock the Lake" Event and Review