



N·C·S·D

Northstar Community Services District
900 Northstar Drive, Truckee, CA 96161
P: 530.562.0747 • F: 530.562.1505 • www.northstarcsd.org

Board of Directors
John Radanovich, President
Warren "Chip" Brown
Nancy Ives
Marilyn Forni
Candace Roeder
General Manager
Mike Geary, PE

NORTHSTAR COMMUNITY SERVICES DISTRICT NOTICE OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

DATE: FEBRUARY 18, 2026

TIME: 9:00 A.M.

PLACE: 900 NORTHSTAR DRIVE AND ZOOM

Members of the public may participate in this meeting by teleconference or in person. Any person interested in attending by Zoom video and/or teleconference may use the following link:

<https://us02web.zoom.us/j/85819168558?pwd=Bk3P9cJOyIW8qy7ZQFdhZ68DbUkTAr.1>

Meeting ID: 858 1916 8558, Password 647314 or dial by telephone 1-669-900-6833 using access code 85819168558.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

PUBLIC COMMENT

Any member of the public may address the Board after roll call on any topic related to the District that is not on the agenda. Public comment will be taken on agenda action items immediately prior to Board action.

Any member of the public on the videoconference may speak during Public Comment or may email public comments to juliez@northstarcsd.org and comments will be read from each member of the public, subject to generally applicable time limitations. For members of the public in attendance via video conference, Northstar Community Services District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility.

CONSENT CALENDAR

1. Discussion and Approval of the following:
 - a. January 21, 2026 Regular Meeting Minutes
 - b. Approval of Claims and Demands – Paid and Unpaid

RECURRING BUSINESS

2. Northstar Property Owners Association – Update
3. Northstar California/Vail – Update

NEW BUSINESS

4. Approval of New Job Descriptions and Salary Ranges – Discussion – **Action** (HRA/SotB Zangara)
 - a. Director of Finance and Accounting
 - b. Human Resources and Administrative Manager
 - c. Senior Administrative Specialist
5. Approval to Revision of Salary Ranges – Discussion – **Action** (HRA/SotB Zangara)
 - a. Administrative Specialist
 - b. Senior Accounting Technician
 - c. Accounting Technician
6. Five Year Strategic Plan – Discussion (DPW Martin)

DIRECTOR REPORTS

7. Individual directors may give brief reports on miscellaneous items for the information of the other members of the Board and NCSD staff. No action will be taken on these agenda items.

OPERATION REPORTS

8. General Manager's Report – Geary – Discussion
9. Fire Department's Report – Gibeaut – Discussion
10. Public Works Report – Martin/Evans – Discussion
11. Administrative Report – Zangara - Discussion

ADJOURNMENT

Items may not be taken in the order listed above.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact Julie Zangara at (530) 550-6127 or (530) 562-1505 (fax). Requests must be made as early as possible and at least one full business day before the start of the meeting. NCSD will endeavor to accommodate requests made with less notice than that.



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AGENDA ITEM #1

The Consent Calendar covers the following:

- a. January 21, 2026 Regular Meeting Minutes
- b. Approval of Claims and Demands – Paid and Unpaid



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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS JANUARY 21, 2026 – 9:00 A.M. 900 NORTHSTAR DRIVE

President Radanovich called the meeting to order at 9:00 A.M. Wednesday, January 21, 2026. The Pledge of Allegiance and roll call followed.

DIRECTORS PRESENT **Brown, Forni, Ives, Radanovich, Roeder**

DIRECTORS ABSENT: **None**

STAFF PRESENT: **Geary, Gibeaut, Martin, Zangara, Plexico, Evans**

OTHERS PRESENT: **Gene Roeder, Tim Fulton, Austin Cho, Allison Burns, Tara Schoedinger**

PUBLIC COMMENT

There was no public comment.

CONSENT CALENDAR

Director Forni moved to approve the following consent calendar items:

- a. Approval of Claims and Demands – Paid and Unpaid

Director Ives seconded; roll call was taken. Yes: Directors Forni, Ives, Radanovich, and Roeder.
Noes: None. Abstain: None. Absent: Brown.

RECURRING BUSINESS

NORTHSTAR PROPERTY OWNERS ASSOCIATION (NPOA) UPDATE

Gene Roeder provided the following report for NPOA:

- Three major projects ongoing or planned: Women's locker room remodel, expanding the deck between the fitness center and game room, and redoing the parking lot
- Preparing for the audit
- Next NPOA board meeting scheduled for February 21

NORTHSTAR CALIFORNIA/VAIL UPDATE

Tara Schoedinger provided the following report for Northstar California/Vail:

- Quick ramp up to the season with strong visitation over MLK holiday weekend
- Preparing for President's Week
- Mountain is 100% open
- Meeting with Placer County Supervisors about highway 267 egress

TAHOE-TRUCKEE SANITATION AGENCY (T-TSA) UPDATE

T-TSA provided the Board with a written summary of their recent board meeting. General Manager (GM) Mike Geary reviewed the summary with the Board.

NEW BUSINESS

APPOINTMENT OF NEW MEASURE U CITIZENS OVERSIGHT COMMITTEE MEMBER

Secretary of the Board (SotB) Julie Zangara stated Measure U Citizens Oversight Committee (MUOC) Member Dan Kassabian had previously expressed a desire to resign from the MUOC. The MUOC bylaws state the Board is responsible for appointing a new subcommittee member by application and per recommendation by the MUOC resigning member and upon review by the Fire Chief and General Manager. The District received an application for a new committee member. The applicant, Dan Cox, received the approval from Fire Chief Jason Gibeaut and General Manager (GM) Mike Geary.

Director Forni moved to appoint Dan Cox to Measure U Citizens Oversight Committee.

Director Ives seconded; roll call was taken. Yes: Directors Forni, Ives, Radanovich, and Roeder. Noes: None. Abstain: None. Absent: Brown. The motion carried.

Director Brown arrived at 9:24 A.M.

STRATEGIC PLAN STAFF & BOARD WORKSHOP PLANNING

GM Geary reviewed the purpose and scope for the Strategic Plan workshop and reviewed anticipated additions to the Strategic Plan. Staff sought proposals from contractors for the workshop and received three proposals from qualified consultants. GM Geary stated the intention of staff to select the consultant best suited to the District's current needs.

In addition to the workshop, GM Geary stated the four target audiences to be surveyed. The target audiences are as follows: Board & Executive Leadership, District staff, Northstar property owners, and Martis Valley Water System customers.

The feedback provided by the surveys will help to prioritize items incorporated into the updated Strategic Plan.

DIRECTOR REPORTS

There were no updates for this agenda item.

GENERAL MANAGER'S REPORT – GEARY

GM Geary provided the following report:

- Met with direct reports
- Met with Accounting Manager (AM) Cheryl Plexico and representatives from James Marta & Co. about the financial audit
- Coordinating with Eastern Placer Future representatives for individual meetings with Directors

FIRE DEPARTMENT – GIBEAUT

Fire Chief Jason Gibeaut provided the following report:

- Easter Placer County fire departments have completed review of the first draft of Placer County Local Agency Formation Commission's (LAFCO's) Municipal Service Review (MSR)
- Working on a trail marking system to incorporate along the Martis Valley Trail (MVT) to assist the public with determining location in the case of an emergency
- The County is updating their Local Hazard Mitigation Plan (LMHP) which is a strategic, multi-jurisdictional document that identifies natural hazards—such as wildfires, floods, drought, and severe weather—and outlines actions to reduce long-term risk to life and property. It enables

the County to qualify for FEMA mitigation grants. The District has completed its annex which will be included in the larger LMHP document.

- Discussed the potential for extending the final curbside pickup date based on homeowner requests to the Board President.

PUBLIC WORKS REPORT – MARTIN/EVANS

Director of Public Works (DPW) Eric Martin and Utility Operations Supervisor Shaun Evans provided the following report:

- DPW Martin stated bid documents are being prepared for the Wood Energy Facility (WEF) and the District expects to publicly bid the project in February or March
- The District's motor grader experienced an oil pump failure during snow removal operations. The grader has been shipped to Reno for a warranty repair.

ADMINISTRATIVE REPORT – ZANGARA

SoTB Zangara provided the following report:

- Ethics training for Board members and management will be scheduled following the February Board Meeting
- California Senate Bill 827 will require Board members and some management to take additional fiscal/financial training every two years
- Working to update job descriptions for Administrative employees
- AM Plexico completed the upload of required documentation and reporting to the auditors for Fiscal Year 2025

CLOSED SESSION PURSUANT TO AGENDA ITEMS 12 THROUGH 13 – 12:18 P.M.

- Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) - One potential case.
- Pending litigation pursuant to Government Code Section 54956.9(d)(1)
 - Northstar Community Services District v. Mountainside California 2, LLC et al. Placer County Superior Court Case No. S-CV-0051848
 - Community Facilities District No. 1 of the Northstar Community Services District v. ACM Northstar et al. Placer County Superior Court Case No. S-CV-0042801
 - Community Facilities District No. 1 of the Northstar Community Services District v. Mountainside California 2, LLC et al. Placer County Superior Court Case No. S-CV-0043081

REGULAR MEETING RESUMED – 11:22 A.M.

President Radanovich stated there was no reportable action taken during Closed Session.

ADJOURNMENT:

The meeting adjourned at 11:23 A.M.

Respectfully submitted,

John Radanovich, President of the Board

Julie Zangara, Secretary of the Board



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Approval of Claims & Demands – Paid and Unpaid

DATE: February 18, 2026

TO: Board of Directors

FROM: Cheryl Plexico, Accounting Manager

DISCUSSION:

The attachment, *Warrant Register – PAID*, shows all checks written to pay claims and demands received subsequent to the previous board meeting. This is consistent with Resolution 16-21, which states that checks to pay claims and demands need not be approved by the Board of Directors before payment if the District Treasurer has determined that the claims and demands conform to the District's approved budget.

There is no *Warrant Register – UNPAID* for the current month.

RECOMMENDATION: Approve Claims & Demands – Paid

ATTACHMENTS: Warrant Register – PAID

DATE PREPARED: February 12, 2026

Accounts Payable

Checks by Date - Detail by Vendor Number

User: aimeer@northstarcsd.org
 Printed: 2/11/2026 3:05 PM



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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
ACH	AT&02	AT&T	01/28/2026		
	01/05/2026	Internet and phone Schaffer Mill Pump Station 1			216.56
			Total for this ACH Check for Vendor AT&02:	0.00	216.56
			Total for Vendor AT&02 (AT&T):	0.00	216.56
			Report Total (1 checks):	0.00	216.56

Accounts Payable

Checks by Date - Detail by Vendor Number

User: aimeer@northstarcsd.org
 Printed: 2/12/2026 8:47 AM



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Check No Invoice No	Vendor No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	CAL11	CalPERS RETIREMENT FUND	02/18/2026		
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			1,216.45
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			19,439.77
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			1,386.76
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			1,319.06
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			2,569.92
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			468.77
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			4,363.73
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			1,448.05
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			1,174.82
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			5,056.10
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			2,331.92
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			285.88
	02/05/2026_02	Retirement payment for PP#03 - EFT 02/03/2026			9,207.78
		Total for this ACH Check for Vendor CAL11:		0.00	50,269.01
ACH	CAL11	CalPERS RETIREMENT FUND	02/18/2026		
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			468.77
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			19,436.65
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			1,386.76
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			1,449.25
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			2,289.13
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			1,227.99
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			1,174.82
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			9,204.72
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			1,319.06
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			5,037.38
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			285.88
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			2,569.91
	02/05/2026_01	Retirement payment for PP#02 - EFT 01/21/2026			4,522.08
		Total for this ACH Check for Vendor CAL11:		0.00	50,372.40
		Total for Vendor CAL11 (CalPERS RETIREMENT FUND):		0.00	100,641.41
		Report Total (2 checks):		0.00	100,641.41

Accounts Payable

Checks by Date - Detail by Vendor Number

User: aimeer@northstarcsd.org
 Printed: 2/12/2026 8:50 AM



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Check No Invoice No	Vendor No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	CAL12	CalPERS HEALTHCARE	02/18/2026		
	02/05/2026	Healthcare - Feb 2026 - EFT 02/03/2026			808.00
	02/05/2026	Retiree OPEB - Feb 2026 - EFT 02/03/2026			326.34
	02/05/2026	Healthcare - Feb 2026 - EFT 02/03/2026			21,309.83
	02/05/2026	Healthcare - Feb 2026 - EFT 02/03/2026			5,830.78
	02/05/2026	Healthcare - Feb 2026 - EFT 02/03/2026			35,232.31
	02/05/2026	Healthcare - Feb 2026 - EFT 02/03/2026			57.00
	02/05/2026	Healthcare - Feb 2026 - EFT 02/03/2026			4,036.76
	02/05/2026	Retiree OPEB - Feb 2026 - EFT 02/03/2026			1,142.20
	02/05/2026	Healthcare - Feb 2026 - EFT 02/03/2026			10,318.74
	02/05/2026	Retiree OPEB - Feb 2026 - EFT 02/03/2026			163.17
Total for this ACH Check for Vendor CAL12:				0.00	79,225.13
ACH	CAL12	CalPERS HEALTHCARE	01/28/2026		
	01/15/2026	Healthcare - Jan 2026 - EFT 01/12/2026			4,036.75
	01/15/2026	Retiree OPEB - Jan 2026 - EFT 01/12/2026			638.26
	01/15/2026	Healthcare - Jan 2026 - EFT 01/12/2026			21,309.80
	01/15/2026	Healthcare - Jan 2026 - EFT 01/12/2026			57.00
	01/15/2026	Healthcare - Jan 2026 - EFT 01/12/2026			808.00
	01/15/2026	Healthcare - Jan 2026 - EFT 01/12/2026			5,830.77
	01/15/2026	Healthcare - Jan 2026 - EFT 01/12/2026			37,475.32
	01/15/2026	Retiree OPEB - Jan 2026 - EFT 01/12/2026			978.80
	01/15/2026	Retiree OPEB - Jan 2026 - EFT 01/12/2026			326.26
	01/15/2026	Healthcare - Jan 2026 - EFT 01/12/2026			10,318.73
Total for this ACH Check for Vendor CAL12:				0.00	81,779.69
Total for Vendor CAL12 (CalPERS HEALTHCARE):				0.00	161,004.82
Report Total (2 checks):				0.00	161,004.82

Accounts Payable

Checks by Date - Detail by Vendor Number

User: aimeer@northstarcsd.org
Printed: 2/11/2026 3:08 PM



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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
ACH	CAL26	CALIFORNIA DEPT OF TAX & FEE AD	02/04/2026		
	01/22/2026	4th (Calendar) Qtr 2025 Use Tax Payment - EFT			145.00
		Total for this ACH Check for Vendor CAL26:		0.00	145.00
		Total for Vendor CAL26 (CALIFORNIA DEPT OF TAX & FEE ADMINISTRATION):		0.00	145.00
		Report Total (1 checks):		0.00	145.00

Accounts Payable

Checks by Date - Detail by Vendor Number

User: aimeer@northstarcsd.org
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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
		Description	Reference		
ACH	DEL05	DE LAGE LANDEN FINANCIAL SERVI	02/18/2026		
	594388295	Copier lease - Admin bldg - Jan 2026 - EFT 02/0			187.67
		Total for this ACH Check for Vendor DEL05:		0.00	187.67
		Total for Vendor DEL05 (DE LAGE LANDEN FINANCIAL SERVICES INC):		0.00	187.67
		Report Total (1 checks):		0.00	187.67

Accounts Payable

Checks by Date - Detail by Vendor Number

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Check No Invoice No	Vendor No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	NAT04	NATIONWIDE TRUST COMPANY	02/18/2026		
	02/02/2026	Employee contribution to PEHP - PP#03 - EFT 0			200.00
	02/02/2026	Employer contribution to PEHP - PP#03 - EFT 0			700.00
	02/02/2026	Employer contribution to PEHP - PP#03 - EFT 0			200.00
	02/02/2026	Employee contribution to PEHP - PP#03 - EFT 0			700.00
	02/02/2026	Employer contribution to PEHP - PP#03 - EFT 0			1,950.00
	02/02/2026	Employee contribution to PEHP - PP#03 - EFT 0			1,950.00
	02/02/2026	Employer contribution to PEHP - PP#03 - EFT 0			1,000.00
	02/02/2026	Employee contribution to PEHP - PP#03 - EFT 0			1,200.00
	02/02/2026	Employer contribution to PEHP - PP#03 - EFT 0			200.00
Total for this ACH Check for Vendor NAT04:				0.00	8,100.00
ACH	NAT04	NATIONWIDE TRUST COMPANY	02/18/2026		
	01/20/2026	Employee contribution to PEHP - PP#02 - EFT 0			200.00
	01/20/2026	Employer contribution to PEHP - PP#02 - EFT 0			1,000.00
	01/20/2026	Employee contribution to PEHP - PP#02 - EFT 0			14,787.37
	01/20/2026	Employee contribution to PEHP - PP#02 - EFT 0			700.00
	01/20/2026	Employee contribution to PEHP - PP#02 - EFT 0			27,583.47
	01/20/2026	Employer contribution to PEHP - PP#02 - EFT 0			1,950.00
	01/20/2026	Employer contribution to PEHP - PP#02 - EFT 0			700.00
	01/20/2026	Employer contribution to PEHP - PP#02 - EFT 0			200.00
	01/20/2026	Employer contribution to PEHP - PP#02 - EFT 0			200.00
Total for this ACH Check for Vendor NAT04:				0.00	47,320.84
Total for Vendor NAT04 (NATIONWIDE TRUST COMPANY):				0.00	55,420.84
Report Total (2 checks):				0.00	55,420.84

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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
ACH	NAV01	NAVIA BENEFIT SOLUTIONS INC	02/18/2026		
	02/05/2026	HRA Disbursement 2 - Jan 2026 - EFT 01/22/20			6,607.55
	02/05/2026	HRA Disbursement 2 - Jan 2026 - EFT 01/22/20			1,246.11
	02/05/2026	HRA Disbursement 2 - Jan 2026 - EFT 01/22/20			711.43
	02/05/2026	HRA Disbursement 2 - Jan 2026 - EFT 01/22/20			4,482.90
Total for this ACH Check for Vendor NAV01:				0.00	13,047.99
Total for Vendor NAV01 (NAVIA BENEFIT SOLUTIONS INC):				0.00	13,047.99
Report Total (1 checks):				0.00	13,047.99

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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
ACH	UPS01	UPS	02/04/2026		
	0000F1756J495	Motor fan for heater in fleet maint shop bldg -R			10.93
			Total for this ACH Check for Vendor UPS01:	0.00	10.93
ACH	UPS01	UPS	01/28/2026		
	0000F1756J505	Annual calibration for CARB opacity meter Ret			65.93
			Total for this ACH Check for Vendor UPS01:	0.00	65.93
			Total for Vendor UPS01 (UPS):	0.00	76.86
			Report Total (2 checks):	0.00	76.86
					=====

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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
30908	AMA01	AMAZON CAPITAL SERVICES	01/28/2026		
	1F63-4TTQ-LX6T	Work boots - Evans - Returned			-171.55
	1H7T-HPDK-M9RX	Fiber patch cables (4) for Camp Muir Carson R			37.58
	1H7T-HPDK-M9RX	Work pants - Crush work boots - Evans			162.45
	1H7T-HPDK-M9RX	Fiber patch cables (2) for stock supply			17.91
	1KV9-FDTG-G1F9	Bungee adjusters for trackless snowblower			53.60
	1KV9-FDTG-G1F9	Air filter set for F-305			26.48
	1KV9-FDTG-G1F9	Rat traps snow shovels (2) for Station 31			144.43
	1NJ4-FVM4-N4PV	Tissue printer toner copy paper 10 key ribbon			256.47
	1NJ4-FVM4-N4PV	Name plate - Plexico			10.50
	1RVQ-PLFT-M7QN	HDMI cable for Board Room laptop			14.94
Total for Check Number 30908:				0.00	552.81
30939	AMA01	AMAZON CAPITAL SERVICES	02/11/2026		
	119K-FTWR-Y1QP	Work pants - Crush - Returned			-39.09
	11CT-L63C-VXQ3	Ballast for light fixture 12V battery for radio at			71.95
	1DWL-THNJ-XGXJ	Paper towels toilet paper			74.03
	1LHN-CQPT-3C46	Carwash brush heads for Station 31			21.44
	1LHN-CQPT-3C46	Hose nozzle broom handles for Station 31			59.32
	1LHN-CQPT-3C46	Charging cords for iPad on C-300			24.66
	1PL7-CRRC-RYN9	Laptop power cord for Admin conference room			27.87
	1XG4-D1FK-CQWK	Solar panel charge controller for DMA at Wolf'			232.75
	1XG4-D1FK-CQWK	Batteries (12V) for shop fire system			63.70
	1XG4-D1FK-CQWK	Work pants (5) - Contardi			177.07
Total for Check Number 30939:				0.00	713.70
Total for Vendor AMA01 (AMAZON CAPITAL SERVICES):				0.00	1,266.51
30962	ANS01	ANSWERWEST INC	02/18/2026		
	C5203-020626	Excess live minutes			6.93
	C5203-020626	On-call answering service 02/02-03/01/2026			184.95
Total for Check Number 30962:				0.00	191.88
Total for Vendor ANS01 (ANSWERWEST INC):				0.00	191.88
30963	ARE01	AREVALO TREE & DEFENSIBLE SPACE SERVICES	02/18/2026		
	2026-0203-CF	2023 NEU PhII CalFire Fuels Reduction - Beyor			12,402.00
Total for Check Number 30963:				0.00	12,402.00
Total for Vendor ARE01 (AREVALO TREE & DEFENSIBLE SPACE SERVICES):				0.00	12,402.00
30909	AT&03	AT&T - CALNET 3	01/28/2026		

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
Invoice No		Description	Reference		
	000024628307	Telephones 12/10/2025-01/09/2026			128.09
	000024628307	Telephones 12/10/2025-01/09/2026			62.31
	000024628307	Telephones 12/10/2025-01/09/2026			55.50
	000024628307	Telephones 12/10/2025-01/09/2026			31.88
	000024629583	Fire alarm lines at Admin bldg 12/10/2025-01/09			62.21
	000024711895	Fire alarm lines MVWS M&O facility 12/25/202			62.38
			Total for Check Number 30909:	0.00	402.37
			Total for Vendor AT&03 (AT&T - CALNET 3):	0.00	402.37
30910	AT&05	AT&T MOBILITY	01/28/2026		
	287317205381X01	Res A Inlet Meter Cell Service - Jan 2026			25.56
	287317205381X01	Res A Inlet Meter Cell Service - Jan 2026			25.56
			Total for Check Number 30910:	0.00	51.12
30964	AT&05	AT&T MOBILITY	02/18/2026		
	287289271450X02	Wireless service 01/03-02/02/2026			14.46
	287289271450X02	Wireless service 01/03-02/02/2026			439.44
			Total for Check Number 30964:	0.00	453.90
			Total for Vendor AT&05 (AT&T MOBILITY):	0.00	505.02
30911	ATL01	ATLAS COPCO COMPRESSORS LLC	01/28/2026		
	1126004210	Air compressor filter kits (3) for WTP			1,234.81
			Total for Check Number 30911:	0.00	1,234.81
			Total for Vendor ATL01 (ATLAS COPCO COMPRESSORS LLC):	0.00	1,234.81
30940	AUE01	AUERBACH ENGINEERING CORP	02/11/2026		
	25735	MVT Seg 3F Constr Support-PP#10-Billing thro			5,781.00
			Total for Check Number 30940:	0.00	5,781.00
			Total for Vendor AUE01 (AUERBACH ENGINEERING CORP):	0.00	5,781.00
30921	AUT02	AUTO GLASS EXPRESS TRUCKEE INC	02/04/2026		
	00048995	Windshield replacement for P-10			475.87
			Total for Check Number 30921:	0.00	475.87
			Total for Vendor AUT02 (AUTO GLASS EXPRESS TRUCKEE INC):	0.00	475.87
30965	BAD01	BADGER METER INC	02/18/2026		
	80225959	Beacon cellular service - Jan 2026			1,282.50
	80225959	Beacon cellular service - Jan 2026			900.00
			Total for Check Number 30965:	0.00	2,182.50
			Total for Vendor BAD01 (BADGER METER INC):	0.00	2,182.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
30912	BER01 BT-B125B460	BERYL TECHNOLOGIES LLC Annual calibration of smoke meter for CARB op	01/28/2026		246.00
			Total for Check Number 30912:	0.00	246.00
			Total for Vendor BER01 (BERYL TECHNOLOGIES LLC):	0.00	246.00
30922	BOT02 01/20/2026	CHRIS BOTT Work pants (3) - Reimb Bott	02/04/2026		178.60
			Total for Check Number 30922:	0.00	178.60
30966	BOT02 02/04/2026	CHRIS BOTT Haz Mat Endorsement CDL fees - Reimb Bott	02/18/2026		17.50
			Total for Check Number 30966:	0.00	17.50
			Total for Vendor BOT02 (CHRIS BOTT):	0.00	196.10
30941	BRO02 02/02/2026	WARREN "CHIP" BROWN Healthcare reimb - Brown - Jan 2026	02/11/2026		1,593.80
			Total for Check Number 30941:	0.00	1,593.80
			Total for Vendor BRO02 (WARREN "CHIP" BROWN):	0.00	1,593.80
30942	BUT01 208	BARBARA BUTTERFIELD Admin office cleaning - Jan 2026	02/11/2026		1,500.00
			Total for Check Number 30942:	0.00	1,500.00
			Total for Vendor BUT01 (BARBARA BUTTERFIELD):	0.00	1,500.00
30923	CHA02 176991601010726	CHARTER COMMUNICATIONS Cable service at Station 31 & 32 01/11-02/10/20	02/04/2026		236.46
			Total for Check Number 30923:	0.00	236.46
30943	CHA02 179209801012126	CHARTER COMMUNICATIONS Cable and internet at Admin bldg 01/21-02/20/20	02/11/2026		371.60
			Total for Check Number 30943:	0.00	371.60
			Total for Vendor CHA02 (CHARTER COMMUNICATIONS):	0.00	608.06
30924	CIN01 4256708622 4256708622 4257544896 4257544896	CINTAS CORPORATION #623 Cleaning Restroom Safety Supplies & Service Coverall Laundry Inspection Repair & Replace Cleaning Restroom Safety Supplies & Service Coverall Laundry Inspection Repair & Replace	02/04/2026		262.18 159.91 293.59 159.91
			Total for Check Number 30924:	0.00	875.59
30967	CIN01	CINTAS CORPORATION #623	02/18/2026		

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
Invoice No		Description	Reference		
4258178362		Cleaning Restroom Safety Supplies & Service			262.18
4258178362		Coverall Laundry Inspection Repair & Replace			159.91
4258928736		Coverall Laundry Inspection Repair & Replace			159.91
4258928736		Cleaning Restroom Safety Supplies & Service			408.76
			Total for Check Number 30967:	0.00	990.76
			Total for Vendor CIN01 (CINTAS CORPORATION #623):	0.00	1,866.35
30913	COF01	COFFEE CONNEXION ROASTERY	01/28/2026		
	2464	Coffee			450.00
			Total for Check Number 30913:	0.00	450.00
			Total for Vendor COF01 (COFFEE CONNEXION ROASTERY):	0.00	450.00
30944	COL01	RUSTY COLEMAN	02/11/2026		
	02/01/2026	State paramedic license renewal - Reimb Colema			250.00
			Total for Check Number 30944:	0.00	250.00
			Total for Vendor COL01 (RUSTY COLEMAN):	0.00	250.00
30968	CRU01	STEVE CRUSH	02/18/2026		
	02/04/2026	D2 certification renewal (50%) - Reimb Crush			30.00
	02/04/2026	D2 certification renewal (50%) - Reimb Crush			30.00
			Total for Check Number 30968:	0.00	60.00
			Total for Vendor CRU01 (STEVE CRUSH):	0.00	60.00
30945	DOW01	DOWNEY BRAND ATTORNEYS LLP	02/11/2026		
	620431	Legal fees - Sep 2025			851.00
	620432	Legal fees - Sep 2025			627.00
	620433	Legal fees - Sep 2025			296.00
	620434	Legal fees - Sep 2025			370.00
	620434	Legal fees - Sep 2025			296.00
	620435	Legal fees - Sep 2025			296.00
	620717	Legal fees - Oct 2025			185.00
	620718	Legal fees - Oct 2025			185.00
	620733	Legal fees - Oct 2025			555.00
	620734	Legal fees - Oct 2025			456.00
	620735	Legal fees - Oct 2025			296.00
	620736	Legal fees - Oct 2025			222.00
	622348	Legal fees - Nov 2025			888.00
	622349	Legal fees - Nov 2025			481.00
	622350	Legal fees - Nov 2025			105.72
	623157	Legal fees - Dec 2025			4,336.00
	623157	Legal fees - Dec 2025			740.00
	623158	Legal fees - Dec 2025			592.00
	623159	Legal fees - Dec 2025			222.00
			Total for Check Number 30945:	0.00	11,999.72

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
		Total for Vendor DOW01 (DOWNEY BRAND ATTORNEYS LLP):		0.00	11,999.72
30925	DUD01 202509520	DUDEK WEF Modifications Env Perm - PP#5 Billing thr	02/04/2026		2,177.50
		Total for Check Number 30925:		0.00	2,177.50
		Total for Vendor DUD01 (DUDEK):		0.00	2,177.50
30946	FOR02 02/02/2026	MARILYN FORNI Healthcare reimb - Forni - Jan 2026	02/11/2026		625.90
		Total for Check Number 30946:		0.00	625.90
		Total for Vendor FOR02 (MARILYN FORNI):		0.00	625.90
30914	GIB01 01/13/2026	JASON GIBEAUT Washer dryer for Station 31 - Reimb Gibeaut	01/28/2026		500.00
		Total for Check Number 30914:		0.00	500.00
		Total for Vendor GIB01 (JASON GIBEAUT):		0.00	500.00
30926	GRA01 9734877831 9741476270 9745057035 9745982281 9745982281 9757110003 9757110003 9769409864 9778284001 9780290335	GRAINGER INC Heater motor for fleet maintenance shop bldg - R Motor for heater fan in fleet maintenance shop b Brass tee for compressor at WTP In-line fuse holders (4) for stock supply Side mirror for F-1 Hitch pins (4) for B-4 (73%) Hitch pins (4) for B-4 (27%) Drawer slides to repair tool box in fleet mainten Batteries (2) for UPS at Schaffer Mill PS Pressure indicator for compressor in fleet mainte	02/04/2026		-115.48 -361.81 11.02 31.83 31.70 30.48 11.27 296.03 172.39 55.36
		Total for Check Number 30926:		0.00	162.79
30969	GRA01 9785550790 9785550808	GRAINGER INC Batteries 12V for Schaffer Mill PLC UPS Enclosure conduit fittings bolts for DMA at W	02/18/2026		70.25 111.59
		Total for Check Number 30969:		0.00	181.84
		Total for Vendor GRA01 (GRAINGER INC):		0.00	344.63
30947	GRA04 60397	GRAFICS UNLIMITED Custom graphics and decals for C-300	02/11/2026		1,544.54
		Total for Check Number 30947:		0.00	1,544.54
		Total for Vendor GRA04 (GRAFICS UNLIMITED):		0.00	1,544.54
30927	HAC01	HACH COMPANY INC	02/04/2026		

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
Invoice No		Description	Reference		
	14827514	CL2 sample cells (50%)			42.18
	14827514	CL2 sample cells (50%)			42.18
			Total for Check Number 30927:	0.00	84.36
			Total for Vendor HAC01 (HACH COMPANY INC):	0.00	84.36
30948	HAM01	ANDY HAM	02/11/2026		
	01/28/2026	State paramedic license renewal - Reimb Ham			250.00
			Total for Check Number 30948:	0.00	250.00
			Total for Vendor HAM01 (ANDY HAM):	0.00	250.00
30928	HUN01	HUNT & SONS INC	02/04/2026		
	945610	Gasoline			1,036.39
	945610	Diesel			4,146.14
			Total for Check Number 30928:	0.00	5,182.53
			Total for Vendor HUN01 (HUNT & SONS INC):	0.00	5,182.53
30970	HYT01	HY TECH AUTO AND SMOG INC	02/18/2026		
	90155	Smog inspection for P-10			69.95
	90169	Smog inspection for P-3			69.95
			Total for Check Number 30970:	0.00	139.90
			Total for Vendor HYT01 (HY TECH AUTO AND SMOG INC):	0.00	139.90
30971	INT06	INTERMEDIA.NET INC	02/18/2026		
	2602023100	Intermedia - Phone system 01/02-02/01/2026 - S			199.26
	2602023100	Intermedia - Phone system 01/02-02/01/2026			144.16
	2602023100	Intermedia - Phone system 01/02-02/01/2026 - S			77.71
	2602023100	Intermedia - Phone system 01/02-02/01/2026			422.38
			Total for Check Number 30971:	0.00	843.51
			Total for Vendor INT06 (INTERMEDIA.NET INC):	0.00	843.51
30949	IVE01	NANCY IVES	02/11/2026		
	02/02/2026	Healthcare reimb - Ives - Jan 2026			573.34
			Total for Check Number 30949:	0.00	573.34
			Total for Vendor IVE01 (NANCY IVES):	0.00	573.34
30950	JAM01	JAMES MARTA & CO LLP	02/11/2026		
	5838	FY2025 Audit Billing - PP#03			5,000.00
			Total for Check Number 30950:	0.00	5,000.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
		Total for Vendor JAM01 (JAMES MARTA & CO LLP):		0.00	5,000.00
30972	LIB01	LIBERTY UTILITIES	02/18/2026		
	02/09/2026	Electricity - Jan 2026			1,141.51
	02/09/2026	Electricity - Jan 2026			101.37
	02/09/2026	Electricity - Jan 2026			387.54
	02/09/2026	Electricity - Jan 2026			18,932.86
	02/09/2026	Electricity - Jan 2026			15,258.40
	02/09/2026	Electricity - Jan 2026			5,759.83
	02/09/2026	Electricity - Jan 2026			2,980.47
	02/09/2026	Electricity - Jan 2026			3,181.50
		Total for Check Number 30972:		0.00	47,743.48
		Total for Vendor LIB01 (LIBERTY UTILITIES):		0.00	47,743.48
30973	LNC01	LN CURTIS & SONS INC	02/18/2026		
	INV1034455	Wildland pants (2) - Colpitts			520.20
		Total for Check Number 30973:		0.00	520.20
		Total for Vendor LNC01 (LN CURTIS & SONS INC):		0.00	520.20
30929	MOU01	MOUNTAIN HARDWARE	02/04/2026		
	096389	Welded steel (4) bolt eye with nut (2) rivet for			23.03
	096527	Mouse traps for all Ops facilities			88.23
	096590	Tubing coupling bulk nuts&bolts (2) for DMA			20.34
	096839	U bolts (2) bulk nuts & bolts (2) for DMA's at F			13.04
		Total for Check Number 30929:		0.00	144.64
30974	MOU01	MOUNTAIN HARDWARE	02/18/2026		
	057137	Propane for stock supply			141.22
	096926	Metal cutoff wheels flap discs for stock supply			42.48
	096926	Door lock for sand barn			40.32
	096982	Fuse holders com entry lever for WTP			96.98
	097063	Flat bar fuses steel angles connector set for D			112.20
	H87020	Door lock for sand barn - Returned			-40.32
		Total for Check Number 30974:		0.00	392.88
		Total for Vendor MOU01 (MOUNTAIN HARDWARE):		0.00	537.52
30951	NAV02	NAVIA BENEFIT SOLUTIONS INC	02/11/2026		
	11056000	Annual fee - Jan 2026			275.60
	11056000	Annual fee - Jan 2026			145.98
	11056000	Monthly admin fee - Jan 2026			10.52
	11056000	Monthly admin fee - Jan 2026			52.60
	11056000	Monthly admin fee - Jan 2026			10.52
	11056000	Monthly admin fee - Jan 2026			36.82
	11056000	Annual fee - Jan 2026			32.44
	11056000	Annual fee - Jan 2026			32.44
	11056000	Annual fee - Jan 2026			113.54
	11056000	Monthly admin fee - Jan 2026			89.54

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
			Total for Check Number 30951:	0.00	800.00
			Total for Vendor NAV02 (NAVIA BENEFIT SOLUTIONS INC):	0.00	800.00
30930	NIM01 148243	NIMS & ASSOCIATES INC Todyl Security NinjaOne Monitoring 11/01/25-1	02/04/2026		8,080.00
			Total for Check Number 30930:	0.00	8,080.00
			Total for Vendor NIM01 (NIMS & ASSOCIATES INC):	0.00	8,080.00
30915	OFF02 LVAR623586	OFFICE1 Copier overage fees - Admin bldg 10/19/2025-01	01/28/2026		107.91
			Total for Check Number 30915:	0.00	107.91
30931	OFF02 LVAR623794 LVAR623795	OFFICE1 Copier base rate fees - Fire admin 01/22-02/21/2 Copier overage fees - Captain's office 12/23/202	02/04/2026		31.00 19.88
			Total for Check Number 30931:	0.00	50.88
30975	OFF02 LVAR624587	OFFICE1 Copier overage fees - Utility ops 12/29/2025-01/	02/18/2026		53.00
			Total for Check Number 30975:	0.00	53.00
			Total for Vendor OFF02 (OFFICE1):	0.00	211.79
30932	OFF03 5037385556	OFFICE1 Copier lease - Station 32 01/15-02/14/2026	02/04/2026		196.49
			Total for Check Number 30932:	0.00	196.49
			Total for Vendor OFF03 (OFFICE1):	0.00	196.49
30933	ORE01 4426-332772 4426-332772	O'REILLY AUTOMATIVE INC - ACCT#1 Electrical connectors for DMA's at Ritz WTP Tire inflator gauge for shop supply	02/04/2026		9.24 40.32
			Total for Check Number 30933:	0.00	49.56
30976	ORE01 4426-334397 4426-334397 4426-335079 4426-335079 4426-335079 4426-335079	O'REILLY AUTOMATIVE INC - ACCT#1 Electrical connector kit for D-2 (73%) Electrical connector kit for D-2 (27%) Filters for generators at Well 1 Well 2 SM Ol Filters for generator at Corp Yard Filters for generators at WTP Tank D Filters for generators at 267 IH Retreat lift stat	02/18/2026		7.31 2.71 260.37 60.14 120.27 180.41
			Total for Check Number 30976:	0.00	631.21
			Total for Vendor ORE01 (O'REILLY AUTOMATIVE INC - ACCT#1894214):	0.00	680.77

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
30916	PAC01	PACIFIC COMPUTER SUPPLY INC	01/28/2026		
	3017254	Laptop docking station - Zangara			4,336.55
	3017273	Power adapter for laptop in TVI van			84.00
			Total for Check Number 30916:	0.00	4,420.55
30934	PAC01	PACIFIC COMPUTER SUPPLY INC	02/04/2026		
	3017897	Parallels subscription renewal 02/04/2026-02/03/			2,758.60
	3017955	Office 365 subscription (62) 01/02-02/02/2026			921.49
			Total for Check Number 30934:	0.00	3,680.09
			Total for Vendor PAC01 (PACIFIC COMPUTER SUPPLY INC):	0.00	8,100.64
30952	PLA06	PLACER COUNTY PERSONNEL	02/11/2026		
	01/26/2026	Dental and vision insurance - Feb 2026			265.54
	01/26/2026	Dental and vision insurance - Feb 2026			156.56
	01/26/2026	Dental and vision insurance - Feb 2026			805.39
	01/26/2026	Dental and vision insurance - Feb 2026			2,000.32
	01/26/2026	Dental and vision insurance - Feb 2026			79.44
	01/26/2026	Dental and vision insurance - Feb 2026			21.60
	01/26/2026	Dental and vision insurance - Feb 2026			1,079.70
	01/26/2026	Dental and vision insurance - Feb 2026			203.54
	01/26/2026	Dental and vision insurance - Feb 2026			19.28
			Total for Check Number 30952:	0.00	4,631.37
			Total for Vendor PLA06 (PLACER COUNTY PERSONNEL):	0.00	4,631.37
30953	PLE01	CHERYL PLEXICO	02/11/2026		
	02/02/2026	80 hrs CPE - Reimb Plexico			1,639.50
	02/02/2026	CPA License renewal fee 02/01/2026-01/31/2028			340.00
			Total for Check Number 30953:	0.00	1,979.50
			Total for Vendor PLE01 (CHERYL PLEXICO):	0.00	1,979.50
30977	PRD01	PR DESIGN & ENGINEERING INC	02/18/2026		
	1902	MVT Seg 3F Inspection - PP#11 - Billing throu			1,036.50
	1903	WEF Design & Permitting - PP#21 Billing throu			49,155.00
			Total for Check Number 30977:	0.00	50,191.50
			Total for Vendor PRD01 (PR DESIGN & ENGINEERING INC):	0.00	50,191.50
30935	RAA01	RA AUTOMOTIVE SOFTWARE SOLUTI	02/04/2026		
	14541	Silver Snap-Tool software subscription 02/01-12			1,050.00
			Total for Check Number 30935:	0.00	1,050.00
			Total for Vendor RAA01 (RA AUTOMOTIVE SOFTWARE SOLUTIONS INC):	0.00	1,050.00
30954	RAD02	JOHN RADANOVICH	02/11/2026		
	02/02/2026	Healthcare reimb - Radanovich - Jan 2026			1,958.97

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
			Total for Check Number 30954:	0.00	1,958.97
			Total for Vendor RAD02 (JOHN RADANOVICH):	0.00	1,958.97
30955	ROE01	CANDACE ROEDER	02/11/2026		
	02/02/2026	Healthcare reimb - Roeder - Jan 2026			2,027.40
			Total for Check Number 30955:	0.00	2,027.40
			Total for Vendor ROE01 (CANDACE ROEDER):	0.00	2,027.40
30956	SAN01	SAN JOAQUIN ELECTRIC INC	02/11/2026		
	25072-1	On-call electrical service - Surge suppressor at N			3,256.84
			Total for Check Number 30956:	0.00	3,256.84
			Total for Vendor SAN01 (SAN JOAQUIN ELECTRIC INC):	0.00	3,256.84
30978	SHA01	MARK SHADOWENS	02/18/2026		
	02/05/2026	Healthcare reimb - Shadowens - Mar 2026			2,496.58
			Total for Check Number 30978:	0.00	2,496.58
			Total for Vendor SHA01 (MARK SHADOWENS):	0.00	2,496.58
30936	SID01	SIDDONS MARTIN EMERGENCY GRO	02/04/2026		
	322-0000054302	132 point inspection fuel tank repair for E-31			2,262.46
			Total for Check Number 30936:	0.00	2,262.46
30979	SID01	SIDDONS MARTIN EMERGENCY GRO	02/18/2026		
	322-0000055398	Water pump wiper motor warranty fuel tank re			3,693.85
			Total for Check Number 30979:	0.00	3,693.85
			Total for Vendor SID01 (SIDDONS MARTIN EMERGENCY GROUP):	0.00	5,956.31
30980	SOU01	SOUTHWEST GAS CO	02/18/2026		
	02/09/2026	Natural gas - Jan 2026			2,729.84
	02/09/2026	Natural gas - Jan 2026			1,189.58
	02/09/2026	Natural gas - Jan 2026			125.74
	02/09/2026	Natural gas - Jan 2026			457.55
	02/09/2026	Natural gas - Jan 2026			395.35
	02/09/2026	Natural gas - Jan 2026			1,445.97
			Total for Check Number 30980:	0.00	6,344.03
			Total for Vendor SOU01 (SOUTHWEST GAS CO):	0.00	6,344.03
30937	STA02	STATE WATER RESOURCES CONTROL	02/04/2026		
	WD-0309303	Permit Fee for MVT Segment 3F 07/01/2025-06.			3,540.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
			Total for Check Number 30937:	0.00	3,540.00
			Total for Vendor STA02 (STATE WATER RESOURCES CONTROL BOARD):	0.00	3,540.00
30957	STR01	STRADLING YOCCA CARLSON & RAU	02/11/2026		
	425098	Legal Fees - Sep 2025			1,260.00
	425099	Legal Fees - Sep 2025			6,684.43
	426188	Legal Fees - Oct 2025			1,575.00
	426189	Legal Fees - Oct 2025			2,571.01
	427147	Legal Fees - Nov 2025			2,268.00
	427148	Legal Fees - Nov 2025			6,187.93
	428008	Legal Fees - Dec 2025			2,520.00
	428009	Legal Fees - Dec 2025			5,791.62
			Total for Check Number 30957:	0.00	28,857.99
			Total for Vendor STR01 (STRADLING YOCCA CARLSON & RAUTH):	0.00	28,857.99
30917	TAH03	TAHOE FOREST HOSPITAL OCC HE/	01/28/2026		
	01/23/2026	Monthly admin fee - Dec 2025			113.00
	11/18/2025	Monthly admin fee - Oct 2025			138.00
	11/18/2025	DMV Physical - Gibeaut			125.00
			Total for Check Number 30917:	0.00	376.00
			Total for Vendor TAH03 (TAHOE FOREST HOSPITAL OCC HEALTH TAHOE WORX):	0.00	376.00
30958	TAH04	TAHOE SUPPLY COMPANY LLC	02/11/2026		
	1152927	Paper towels			175.17
			Total for Check Number 30958:	0.00	175.17
			Total for Vendor TAH04 (TAHOE SUPPLY COMPANY LLC):	0.00	175.17
30918	TAH05	TAHOE TRUCKEE SANITATION AGENC	01/28/2026		
	01/15/2026	Sewer user fees at O&M facility 01/01-06/30/20			446.68
			Total for Check Number 30918:	0.00	446.68
			Total for Vendor TAH05 (TAHOE TRUCKEE SANITATION AGENCY):	0.00	446.68
30981	TAH06	TAHOE TRUCKEE SIERRA DISPOSAL	02/18/2026		
	0001061789	Garbage pickup service - Admin bldg - Jan 2026			320.58
	0001061974	Garbage pickup service - Station 32 - Jan 2026			29.53
	0001601916	Garbage pickup service - Station 31 - Jan 2026			39.59
			Total for Check Number 30981:	0.00	389.70
			Total for Vendor TAH06 (TAHOE TRUCKEE SIERRA DISPOSAL):	0.00	389.70
30982	THE01	THE OFFICE BOSS	02/18/2026		
	53166-1	Postage for State Water Resource Board certified			8.90

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
			Total for Check Number 30982:	0.00	8.90
			Total for Vendor THE01 (THE OFFICE BOSS):	0.00	8.90
30959	THE04	THE HARTFORD INC	02/11/2026		
	786329910950	Life insurance - Feb 2026			23.80
	786329910950	Life insurance - Feb 2026			119.00
	786329910950	Life insurance - Feb 2026			83.30
			Total for Check Number 30959:	0.00	226.10
			Total for Vendor THE04 (THE HARTFORD INC):	0.00	226.10
30919	TIP01	TIP PRINTING & GRAPHICS INC	01/28/2026		
	128585	Business cards - Dwyer			73.03
			Total for Check Number 30919:	0.00	73.03
			Total for Vendor TIP01 (TIP PRINTING & GRAPHICS INC):	0.00	73.03
30920	TRU05	TRUCKEE SANITARY DISTRICT	01/28/2026		
	0000825	T-TSA User Charges 01/01/-06/30/2026			546.80
	0000825	T-TSA User Charges 01/01/-06/30/2026			1,752.36
	0000825	T-TSA User Charges 01/01/-06/30/2026			2,954.96
	0000825	T-TSA User Charges 01/01/-06/30/2026			536.00
	0000825	T-TSA User Charges 01/01/-06/30/2026			755,809.86
			Total for Check Number 30920:	0.00	761,599.98
			Total for Vendor TRU05 (TRUCKEE SANITARY DISTRICT):	0.00	761,599.98
30983	TRU17	TRUCKEE FIRE PROTECTION DISTRIC	02/18/2026		
	02/03/2026	Truckee Fire Suppression Assmt 07/01/2025-06/			1,397.67
			Total for Check Number 30983:	0.00	1,397.67
			Total for Vendor TRU17 (TRUCKEE FIRE PROTECTION DISTRICT):	0.00	1,397.67
30938	TSA01	TSA CUSTOM CAR AND TRUCK	02/04/2026		
	23462	Parts retrofitting for C-300			9,256.61
			Total for Check Number 30938:	0.00	9,256.61
			Total for Vendor TSA01 (TSA CUSTOM CAR AND TRUCK):	0.00	9,256.61
30960	USB01	US BANK CORPORATE PAYMENT SYS	02/11/2026		
	Jan Barron	The Auto & Tire Doctor - Oil oil filter change f			142.11
	Jan Barron	Grafics Unlimited - Vinyl decals and logos to up			325.00
	Jan Contardi	All Security - Autocontrol microdrive for dumps			252.61
	Jan Evans	CSDA - Supervisory Skills workshop - Evans			275.00
	Jan Evans	Diesel Laptops -USB connectors diagnostic sof			817.05
	Jan Evans	Global Industrial - Bollard bars for MVT Segme			1,329.58

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
	Jan Geary	Sierra Bakehouse - Admin breakfast with GM			48.00
	Jan Geary	Red Truck - Incorporation lunch meeting - Geary			33.82
	Jan Geary	Rakken Ramen - Lunch meeting - Radanovich Geary			51.60
	Jan Gibeaut	Tire Chains - Chains for Trackless Blower			775.95
	Jan Gibeaut	Raley's - Lunch meeting - Gibeaut Geary			29.64
	Jan Gibeaut	Ace Hardware - Batteries gas cap for dryer at S...			17.57
	Jan Goates	Amazon Web Service - Raw cloud storage serv...			925.09
	Jan Goates	Backblaze - Cloud data storage			129.03
	Jan Goates	Wasabi - Data Storage			6.99
	Jan Grant	Rise Designs - Shipping charge for uniforms pre...			56.13
	Jan Martin	Placer County - Credit Card Fee for Land Use Pe...			55.95
	Jan Martin	Placer County - Land Use Permits			2,350.69
	Jan Martin	Full Belly Deli - WEF Lunch meeting - Martin ...			89.48
	Jan Martin	Red Truck - WEF Lunch meeting - Martin Fire			82.44
	Jan Zangara	Doughboys Donuts - Board meeting donuts			18.95
			Total for Check Number 30960:	0.00	7,812.68
			Total for Vendor USB01 (US BANK CORPORATE PAYMENT SYSTEM):	0.00	7,812.68
30984	VER01	VERIZON WIRELESS	02/18/2026		
	6134503687	Cell phones 12/26/2025-01/25/2026			286.37
	6134503687	Cell phones 12/26/2025-01/25/2026			12.67
	6134503687	Cell phones 12/26/2025-01/25/2026			12.67
	6134503687	Cell phones 12/26/2025-01/25/2026			52.68
	6134503687	Cell phones 12/26/2025-01/25/2026			51.27
	6134503688	Dumpster site gate service 12/26/2025-01/25/2026			38.01
	6134503688	SCADA alarm line and connectivity 12/26/2025-...			170.72
	6134503688	SCADA alarm line and connectivity 12/26/2025-...			82.68
	6134503688	SCADA alarm line and connectivity 12/26/2025-...			140.71
	6134503688	Admin internet backup 12/26/2025-01/25/2026			38.01
	6134587766	Sewer flow meters 12/28/2025-01/27/2026			184.92
			Total for Check Number 30984:	0.00	1,070.71
			Total for Vendor VER01 (VERIZON WIRELESS):	0.00	1,070.71
30985	VIT01	VITAL RECORDS CONTROL	02/18/2026		
	5981107	Monthly shredding service - Feb 2026			119.16
			Total for Check Number 30985:	0.00	119.16
			Total for Vendor VIT01 (VITAL RECORDS CONTROL):	0.00	119.16
30986	WAT05	WATTS REGULATOR CO	02/18/2026		
	17560611	Watts Syncta backflow software subscription 1/2			3,810.95
	17560611	Watts Syncta backflow software subscription 1/2			3,810.95
			Total for Check Number 30986:	0.00	7,621.90
			Total for Vendor WAT05 (WATTS REGULATOR CO):	0.00	7,621.90
30961	WES07	WESTERN STATES FIRE PROTECTION	02/11/2026		
	184723	Fire alarm monitoring at M&O facility 01/01-03/...			75.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
	Invoice No	Description	Reference		
			Total for Check Number 30961:	0.00	75.00
30987	WES07	WESTERN STATES FIRE PROTECTION	02/18/2026		
188526		Admin bldg fire alarm monitoring 03/01-05/31/2			75.00
			Total for Check Number 30987:	0.00	75.00
			Total for Vendor WES07 (WESTERN STATES FIRE PROTECTION):	0.00	150.00
30988	WIL03	WILDERNESS FORESTRY INC	02/18/2026		
2026		Transportation of G-1 back to Utility ops after re			602.25
2026		Transportation of G-1 back to Utility ops after re			222.75
			Total for Check Number 30988:	0.00	825.00
			Total for Vendor WIL03 (WILDERNESS FORESTRY INC):	0.00	825.00
			Report Total (81 checks):	0.00	1,031,188.87



N·C·S·D

Northstar Community Services District
900 Northstar Drive, Truckee, CA 96161
P: 530.562.0747 • F: 530.562.1505 • www.northstarcasd.org

Board of Directors
John Radanovich, President
Warren "Chip" Brown
Nancy Ives
Marilyn Forni
Candace Roeder

General Manager
Mike Geary, PE

AGENDA ITEM #2

Northstar Property Owners Association

There is no written report for this agenda item.



N·C·S·D

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General Manager
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AGENDA ITEM #3

Northstar California/Vail

There is no written report for this agenda item.



N·C·S·D

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Creation of District Positions

Director of Finance and Accounting, Human Resources and Administrative Manager, and Senior Administrative Specialist

DATE: February 18, 2026

TO: Board of Directors

FROM: Julie Zangara, Human Resources Administrator

SUBJECT: Creation of Director of Finance and Accounting, Human Resources and Administrative Manager, and Senior Administrative Specialist Positions

BACKGROUND: The recent reduction in staffing levels in the Administrative and Accounting Department prompted a comprehensive review of current job descriptions, salary ranges, and roles within the department. Current job descriptions, wage scales, and benefit information from other local agencies were used to prepare the new job descriptions and set salary ranges for the proposed positions. The organizational structure for other agencies were also reviewed.

DISCUSSION: Three new positions are proposed: Director of Finance and Accounting, Human Resources and Administrative Manager, and Senior Administrative Specialist. While similar positions have been previously approved by the Board of Directors (e.g., Director of Finance and Administration, Director of Human Resources), the job responsibilities of each of the former positions have evolved over time, and/or no longer accurately describe the position's responsibilities and roles being performed. The job descriptions for the proposed "Director of Finance and Accounting" and "Human Resources and Administrative Manager" reflect current duties and responsibilities of the positions more precisely.

The proposed creation of a Senior Administrative Specialist position allows for vertical advancement in the Administrative Specialist job series. The Senior Administrative Specialist requires a minimum of three years' experience in the Customer Service/Administrative Specialist role and the ability to show command of the role with little oversight and direction. Additionally, should the Board approve this position, staff requests approval to revise the title of "Customer Service/Administrative Specialist" to "Administrative Specialist".

ALTERNATIVES: Do not approve the proposed new positions or approve some but not all proposed positions. Do not approve salary ranges or approve some but not all salary ranges.

FISCAL IMPACTS/COSTS: The District realized cost savings with recent reduction in staffing in the administrative and accounting department. The District will continue to realize net savings from the reduction in staff, regardless of promotion.

RECOMMENDATION: Create the positions of Director of Finance and Accounting, Human Resources and Administrative Manager, and Senior Administrative Specialist| Rename Customer Service/Administrative Specialist to Administrative Specialist| Approve salary ranges as presented

ATTACHMENTS: Director of Finance and Accounting Job Description| Human Resources and Administrative Manager Job Description| Senior Administrative Specialist Job Description| Proposed Salary Ranges

DATE PREPARED: February 4, 2026



Northstar Community Services District

Director of Finance and Accounting

About the District

The Northstar Community Services District (NCSD) was founded in 1990 and provides services to the Northstar Community including Water, Sewer, Solid Waste, Roadway Surfacing, Snow Removal, Trails, Forest Fuels Management, Fire Protection, and Emergency Medical services. In addition, the District provides water service to the Martis Valley communities of Lahontan, Martis Camp, and Schaffer's Mill. The NCSD operates under Government Code 61600, which permits the Community to select certain services to be locally provided and administrated with funding through property taxes or user fees.

The NCSD is governed by an elected Board composed of registered voters living within the Community.

Basic Position Functions

Under the general supervision of the General Manager, the Director of Finance and Accounting plans, organizes, directs and reviews the activities and operations of finance and accounting and coordinates assigned activities with other departments and outside agencies; provides highly responsible and complex administrative support to the General Manager.

Distinguishing Characteristics

- Ability to excel in a small agency setting and a desire to be a part of an effective team environment
- Awareness of the need to establish cooperative relationships with other District employees and departments
- Strong organization, communication, problem solving, and multi-tasking skills
- Collaborates with the Human Resources and Administrative Manager as a management unit

Essential Duties/Responsibilities

- Responsible for all investment requirements as outlined by the District's Investment Policy.
- Oversees and responsible for the financial activities of the NCSD Community Facility District No. 1.
- Coordinates activities of accounting staff with those of other District departments and outside agencies.
- Determines cash flow requirements and availability of funds for investments.
- Prepares and directs the preparation of comprehensive annual financial statements, including narrative, financial, and statistical data.
- Oversees, coordinates, and provides information required for the annual District financial audit; and responds to and implements auditor's recommendations.
- Prepares or directs the preparation and reconciliation of journals, ledgers, and other accounting records; and prepares or directs the preparation of records and reports for submission to various regulatory and other governmental agencies.
- Establish and maintain procedures for collection of all District receivables.
- Resolves accounting and financial problems and/or issues.

- Provides input, analysis and schedules during the budget preparation process.
- Reconciles or oversees the reconciliation of accounts receivables balances to the general ledger; bank reconciliations, including the reconciliation of cleared checks with bank statements; and ensures the correct postings are made to the general ledger.
- Prepares and analyzes cash and investment reports for the Board of Directors and management.
- Performs analysis, research, journal entries and schedules during year-end closing and for annual audit.
- Ensures complete and up-to-date operating procedures for all accounting and financial controls.
- Prepares and directs the preparation of a variety of correspondence, reports, procedures, and other written materials.
- Remains current on accounting regulations and provides technical advice to the District's management and the Board of Directors in District financial and accounting matters.
- Directs the billing of grant projects and preparation of related financial information and reports.
- Coordinates budget issues and strategies with the General Manager; directs and oversees preparation of the annual budget document.
- Direct, oversee and participates in the development of the Department's work plan in coordination with the Human Resources and Administrative Manager.
- Assigns work activities, projects and programs to accounting staff, monitors workflow, reviews and evaluates work products, methods and procedures for accounting staff.
- Develop, implement, and oversee maintenance of all procedures and systems of finance, accounting, and payroll administration for the District.
- Prepare highly complex financial reports for the General Manager and Board of Directors as required.
- Select, train, motivate and evaluate personnel; provide or coordinate staff training; conduct performance evaluations; implement discipline procedures; maintain discipline and high standards necessary for the efficient and professional operation of the department.
- Represent the department to outside groups and organizations; participate in outside community and professional groups and committees; provide technical assistance as necessary.
- Establish and maintain effective working relationships with co-workers and all others contacted in the performance of assigned duties.
- Utilize appropriate safety procedures and practices for assigned duties.
- Performs other duties as assigned by General Manager.

Knowledge of

- Principles and practices of bookkeeping and advanced accounting
- Principles and procedures of financial record keeping and reporting
- Arithmetic principles applied to financial record keeping
- Microsoft Office applications allowing for performance at an advanced level
- Springbrook software desired

Ability to

- Provide support to general management, other departments, District functions, and programs as required
- Maintain a variety of accurate, well-organized financial records in both electronic and paper formats
- Communicate clearly and concisely, both orally and in writing
- Sit for extended periods of time
- Make mathematical calculations quickly and accurately
- Operate 10-key calculator by touch

Education/Experience*

Thorough understanding of Governmental accounting, bookkeeping, and financial management information requirements. Experience with accounting software required as well as Microsoft Word, Excel, and Outlook. Must possess good organizational and office skills including; strong communication skills, problem solving, multi-tasking; detail oriented, self-motivated, good oral and written communications; willingness to learn and attend training; possess the ability to pleasantly respond to the public and get along well with coworkers.

Bachelor's Degree in Accounting or related field. CPA and/or MBA preferred with five years of accounting experience also preferred.

Valid driver's license acceptable by the District's insurance carrier.

The General Manager may require other qualifications or instructions.

**Variations will be considered if they represent an equivalent combination of education, training, and experience that provide the necessary knowledge, skills, and abilities to meet the requirements of this job.*

- The Northstar Community Services District is an Equal Opportunity Employer •

Director of Finance and Accounting		Annual Salary Range		Annual Benefits	
Proposed Salary Range					
Northstar CSD	Director of Finance and Accounting	\$ 175,000	\$ 222,000	\$ 42,384	
	<i>Percentage above or below average</i>	0.05%	0.15%		-5.60%
Comparables					
Agency	Position	Salary Range		Annual Benefits	
North Tahoe PUD	Chief Financial Officer	\$ 187,968	\$ 239,868	\$ 48,960	
Olympic Valley PSD	Finance and Administration Manager	172,452	209,616	50,748	
Tahoe City PUD	Director of Finance and Administration	176,796	229,836	26,088	
Town of Truckee	Administrative Services Director	163,008	220,056	41,784	
Truckee Donner PUD	Finance and Accounting Manager	151,884	184,632	52,212	
Truckee Sanitary District	Finance and Administrative Services Manager	197,412	246,000	49,608	
	Average	\$ 174,920	\$ 221,668	\$ 44,900	

Notes

Date prepared: 02/10/26

Annual benefit amounts represent the highest level of coverage possible and not necessarily what the agencies pay per individual.



Northstar Community Services District

Human Resources and Administrative Manager

About the District

The Northstar Community Services District (NCSD) was founded in 1990 and provides services to the Northstar Community including Water, Sewer, Solid Waste, Roadway Surfacing, Snow Removal, Trails, Forest Fuels Management, Fire Protection, and Emergency Medical services. In addition, the District provides water service to the Martis Valley communities of Lahontan, Martis Camp, and Schaffer's Mill. The NCSD operates under Government Code 61600, which permits the Community to select certain services to be locally provided and administrated with funding through property taxes or user fees.

The NCSD is governed by an elected Board composed of registered voters living within the Community.

Basic Position Functions

Under the supervision of the General Manager, the Human Resources (HR) and Administrative Manager performs a variety of essential job functions including serving as Secretary of the Board of Directors, records maintenance, legal compliance, risk management, and employee relations including recruitment, benefit administration, and staff support.

Distinguishing Characteristics

- Self-directing and managing, driven to seek continuous compliance for HR and Secretary of the Board roles
- Awareness of the benefit of proactively providing resources to employees while delivering structure, assistance, and guidance to management staff
- Desire for continued HR learning, a solid customer service focus, and a firm commitment to ethics
- Strong critical thinking and organizational skills with the ability to listen and communicate effectively

Essential Duties/Responsibilities

- Develop HR goals and procedures that will ensure operating efficiency while maintaining compliance with District policies, CalPERS requirements, and ever-evolving labor laws, rules, regulations, and standards
- Interpret, advise, and make recommendations on HR issues, personnel policies, and procedures
- Provide guidance to managers and employees in the areas of recruiting, selection, performance management and reviews, training and development, discipline, retention, transfer, promotions, job classifications and descriptions, compensation, benefits, employee relations, and labor relations
- Work closely with the Director of Finance and Accounting to ensure that employee profiles, deductions, benefits, premiums, and accruals are properly set up and maintained
- Plan and manage recruitment and selection processes as required and ensure compliance with regulations and HR policies; coordinate interviews, selection, and onboarding processes when applicable
- Ensure compliance with labor contract provisions and assist with labor relations and negotiations as required

- Respond to internal and external requests for information as authorized, educate employees on benefit programs, provide instruction and assistance with enrollment, and recommend enhancements to benefit plans
- Serve as the District's Safety Officer, responsible for implementing, directing, overseeing, and maintaining the District's Injury Illness and Prevention Program (IIPP)
- Fill the role of Secretary of the Board. Provide proper notice of meetings and timely distribution of materials such as agendas and meeting minutes; comply with notice requirements and schedule meetings; record minutes of meetings; maintain accurate documentation and meet legal requirements, such as annual filing deadlines, manage election requirements, legal notices, and Board vacancies and recruitment
- Serve as manager to the Administrative Specialist position and coordinate with the Director of Finance and Accounting to distribute departmental workload appropriately with consideration for workflow and efficiency
- Demonstrate a command and understanding of the Administrative Specialist role, duties, and responsibilities for redundancy
- Administer the District's Records Retention Plan and provide support to management as needed
- Oversee the District's risk management program including accident and claim reporting, Credit Incentive Program, Online Vector Solutions and serve as the District liaison to insurance companies
- Manage the District's Department of Transportation (DOT) testing/pool program in a manner that will ensure compliance
- Maintain and update District Department of Motor Vehicles (DMV) Pull Notice Program.
- Provide assistance with Quarterly Payroll Taxes, annual payroll updates, and W-2 processing
- Manage Administrative Department structure, management, and oversight
- Assist the General Manager with miscellaneous executive assistant duties and obligations
- Perform other responsibilities as assigned by General Manager

Knowledge of

- Applicable laws, codes, regulations as they relate to HR and labor, and Board Secretary activities
- District policies and procedures as detailed in Memorandums of Understanding (MOU) and/or Personnel Guide
- CalPERS employment classification, reporting, retirement, and regulatory requirements
- Payroll administration for exempt, non-exempt, shift, non-shift, and seasonal employees including CalPERS classification and Fair Labor Standards Act (FLSA) implications
- Microsoft Office applications

Ability to

- Excel in a small though complex, multifaceted local government setting while employing a collaborative approach to accomplishing goals and objectives
- Establish and maintain positive relationships with and provide excellent customer service to District officials, employees, and other government agencies
- Exercise a high degree of confidentiality and professionalism with work-related issues and personnel records
- Consistently exercise sound judgment while treating others with respect and exhibiting a positive, open, and approachable demeanor
- Analyze policies/procedures; Federal, State, or local regulations; recommend methods to ensure compliance
- Compile and analyze compensation data, conduct salary surveys and compensation studies as warranted
- Understand and convey personnel policies and procedures to employees, managers, and directors
- Give presentations and/or training related to personnel or safety policies in a group setting
- Communicate clearly and concisely, both orally and in writing
- Type at a speed necessary for successful job performance

Education/Experience*

High School diploma (or equivalent) and a combination of education and experience equal to a bachelor's degree in Business Administration or Human Resource Management are required. Human Resource Management Certification from an accredited university or comparable program is preferred.

Any combination of training and experience that will provide a minimum of three (3) years technical human resource management experience. Previous local government, municipality, or Special District experience is highly desirable.

**Variations will be considered if they represent an equivalent combination of education, training, and experience that provide the necessary knowledge, skills, and abilities to meet the requirements of this job.*

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Human Resources & Administrative Manager		Annual Salary Range		Annual Benefits	
Proposed Salary Range		\$ 130,000	\$ 164,000	\$ 41,544	
Northstar CSD	Human Resources & Administrative Manager				
	<i>Percentage above or below average</i>	0.36%	0.04%		-6.46%
Comparables					
Agency	Position	Salary Range		Annual Benefits	
North Tahoe PUD	Human Resources Manager	\$ 125,628	\$ 160,284	\$ 47,376	
Olympic Valley PSD	Program Manager/Board Secretary	120,900	146,952	48,408	
Tahoe City PUD	Human Resources Manager	135,528	176,184	30,588	
Town of Truckee	Human Resources Manager	114,432	154,488	40,188	
Truckee Donner PUD	General Services/Customer Services Manager	131,208	159,480	51,180	
Truckee Sanitary District	Human Resources & Risk Manager	149,472	186,240	48,744	
	Average	\$ 129,528	\$ 163,938	\$ 44,414	

Notes

Date prepared: 02/10/26

Annual benefit amounts represent the highest level of coverage possible and not necessarily what the agencies pay per individual.



Northstar Community Services District

Senior Administrative Specialist

About the District

The Northstar Community Services District (NCSD) was founded in 1990 and provides services to the Northstar Community including Water, Sewer, Solid Waste, Roadway Surfacing, Snow Removal, Trails, Forest Fuels Management, Fire Protection, and Emergency Medical services. In addition, the District provides water service to the Martis Valley communities of Lahontan, Martis Camp, and Schaffer's Mill. The NCSD operates under Government Code 61600, which permits the Community to select certain services to be locally provided and administrated with funding through property taxes or user fees.

The NCSD is governed by an elected Board composed of registered voters living within the Community.

Basic Position Functions

Under general supervision of the Human Resources and Administrative Manager, the Senior Administrative Specialist provides enhanced administrative support to District staff and management, customer service as the first point of contact for all District property owners and businesses, supports accounting, provides assistance to the Secretary of the Board, and oversees the District's Water Leak and Backflow programs and other District initiatives as needed. The Senior Administrative Specialist has demonstrated enhanced performance in the entry-level role of Administrative Specialist, requires minimal direct management, and exhibits in-depth knowledge about District history, operations and essential duties.

Distinguishing Characteristics

- Ability to excel in a small agency setting and a desire to be a part of an effective team environment
- Capacity for exceptional service to District property owners and businesses over the phone and in person
- Initiative to take ownership of customer concerns and guide customers through the proper channels
- Possesses a positive, professional, and solution-oriented mindset
- Takes an active lead in the development and oversight of District programs and initiatives
- Demonstrates a command of the software applications that are critical to District activities
- Established, cooperative working relationships with other District employees and departments

Essential Duties/ Responsibilities

- Serve as the first point of contact for all customer inquiries
- Administrative and clerical functions in support of District and department operations, including but not limited to receiving, sorting, and distributing incoming and outgoing mail; answering, screening, and directing incoming calls; ordering office supplies; managing Board room and conference room use for staff and outside parties; and providing assistance and back-up coverage for admin staff as needed
- Accurately complete clerical tasks involving updates to customer records and the processing, maintenance, and review of accounts receivable
- Receive payments, issue receipts, account for those payments through the use of financial software and/or spreadsheet applications

- Receive, sort, and organize a variety of financial documents including bills, invoices, and payments
- Receive and assist in the processing of applications for New Residential/Commercial service, contact of homeowners for Lateral Pressure Tests
- Manage ownership changes and title requests to capture delinquencies for sellers
- Management of the District's Backflow program to ensure compliance of all customers
- Take an active leadership role in District initiatives and programs including but not limited to Spring and Fall clean up days, staff luncheons, workshop and Board support
- Serve as the Assistant Secretary of the Board and perform in the role for a minimum of two board meetings annually to maintain familiarity
- Respond to inquiries and provide information and assistance to internal and external sources as requested
- Provide advanced administrative support to all managers and departments in the District
- Coordinate request for Board room reservations and communicate clearly with applicants
- Detect and resolve discrepancies, errors, and questions that come about through the normal scope of duties
- Manage the District's website via periodic review to provide consistent and required updates
- Perform other duties as assigned by the Human Resources and Administrative Manager, Director of Finance and Accounting, and General Manager

Knowledge of

- Standard office procedures and etiquette
- Arithmetic principles applied to financial record keeping
- Extensive understanding of District functions, activities, initiatives, and processes
- General office equipment including personal computers, postage machines, and copier/scanner/fax machines
- Multiple software applications including Microsoft Office programs
- Springbrook and VUEWorks software experience as well as accounting/bookkeeping experience a plus

Ability to

- Perform basic clerical and accounting duties
- Provide support to Administrative staff, departments, District functions, and programs as required
- Communicate clearly and concisely, both orally and in writing
- Type at a speed necessary for successful job performance
- Make mathematical calculations quickly and accurately
- Take initiative, assume responsibility, multi-task and use good judgment while performing required duties
- Lift and carry weight of 25lbs or less

Education/Experience*

Associate's degree or certificate of achievement of a certificate in a business-related discipline from an accredited college or university or two (2) years' experience performing basic clerical and accounting duties, cash handling, and customer service. Minimum of three years in the Administrative Specialist role or the equivalent experience from a similar agency. Previous local government, municipality, or Special District experience is desirable

**Variations will be considered if they represent an equivalent combination of education, training, and experience that provide the necessary knowledge, skills, and abilities to meet the requirements of this job.*

- The Northstar Community Services District is an Equal Opportunity Employer •

Senior Administrative Specialist		Annual Salary Range			Annual Benefits	
Proposed Salary Range		\$ 74,000	\$ 95,000	\$ 40,668		
Northstar CSD	Senior Administrative Specialist					
	<i>Percentage above or below average</i>	-0.12%	0.42%	-2.36%		

Comparables

Agency	Position	Salary Range		Annual Benefits	
North Tahoe PUD	Customer Service Team Lead	\$ 78,180	\$ 99,720	\$ 44,376	
Tahoe City PUD	Administrative Assistant II	70,776	92,016	35,388	
Town of Truckee	Administrative Technician	72,216	97,464	37,356	
Truckee Donner PUD	Senior Customer Service Representative	72,804	88,488	45,780	
Truckee Sanitary District	Administrative Assistant II	76,476	95,304	45,348	
	Average	\$ 74,090	\$ 94,598	\$ 41,650	

Notes

Date prepared: 02/10/26

Annual benefit amounts represent the highest level of coverage possible and not necessarily what the agencies pay per individual.



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Mike Geary, PE

Revision to Salary Ranges for Administrative Positions

DATE: February 18, 2026

TO: Board of Directors

FROM: Julie Zangara, Human Resources Administrator

SUBJECT: Revision to Salary Ranges for Administrative Positions

BACKGROUND: The recent reduction in the Administrative and Accounting Department prompted a comprehensive review of current job descriptions, salary ranges, and roles within the department. Current job descriptions, wage scales, organizational charts, and benefit information from other local agencies were used to identify revisions needed to wage scales.

DISCUSSION: Adjustments to the District salary ranges are proposed for the following positions: Administrative Specialist, Senior Accounting Technician, and Accounting Technician. The revised salary ranges for the District are based on the average ranges of the other agencies. While the benefits offered vary by employer, the survey results indicate that the District's benefit package is comparable with other agencies.

RECOMMENDATION: Approve the revised salary ranges for Administrative Specialist, Senior Accounting Technician, and Accounting Technician.

ALTERNATIVES:

1. Do not approve the revised salary ranges for Administrative Specialist, Senior Accounting Technician, and Accounting Technician.
2. Approve some but not all of the revised salary ranges for suggested positions.

FISCAL IMPACTS/COSTS: The District realized cost savings with recent reduction in staffing in the administrative and accounting department. The District will continue to realize net savings from the reduction in staff and any increases outside of COLA will be at management discretion. No employee is expected to receive any immediate increase to the top of the new range.

ATTACHMENTS: Compensation and Benefit Survey Summaries for each position: Administrative Specialist, Senior Accounting Technician, Accounting Technician.

DATE PREPARED: February 4, 2026

Administrative Specialist		Annual Salary Range			Annual Benefits	
Proposed Salary Range		\$ 65,000	\$ 82,000	\$ 40,368		
Northstar CSD	Administrative Specialist	\$ 65,000	\$ 82,000	\$ 40,368		
	<i>Percentage above or below average</i>	-0.58%	-0.30%	-3.97%		
Comparables						
Agency	Position	Salary Range			Annual Benefits	
North Tahoe PUD	Customer Service Representative II	\$ 62,376	\$ 79,560	\$ 42,732		
Tahoe City PUD	Administrative Assistant I	62,808	81,660	35,616		
Truckee Donner PUD	Customer Service Representative	69,324	84,264	45,348		
Truckee Sanitary District	Administrative Assistant I	67,020	83,508	44,448		
	Average	\$ 65,382	\$ 82,248	\$ 42,036		
Current Range						
Northstar CSD	Customer Service/Administrative Specialist	\$ 57,960	\$ 72,228			
	<i>Above or Below Labor Market Mean</i>	-12.81%	-13.87%			

Notes

Date prepared: 02/10/26

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Senior Accounting Technician

Proposed Salary Range

Northstar CSD	Senior Accounting Technician	\$ 77,000	\$ 99,000	\$ 40,404
	Percentage above or below average	-0.32%	0.41%	-1.97%

Comparables

Agency	Position	Salary Range	Annual Benefits
Tahoe City PUD	Accounting Technician	\$ 76,860	\$ 35,220
Town of Truckee	Accounting Technician	72,216	37,392
Truckee Donner PUD	Accounting Specialist	76,416	46,236
Truckee Sanitary District	Accounting Technician II	83,508	46,008
	Average	\$ 77,250	\$ 41,214
		\$ 98,598	

Current Range

Northstar CSD	Senior Accounting Tech	\$ 71,004	\$ 86,304
	Above or Below Labor Market Mean	-8.80%	-14.24%

Notes

Date prepared: 02/10/26

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Accounting Technician

Proposed Salary Range

Northstar CSD	Accounting Technician	\$ 68,000	\$ 88,000	\$ 40,248
		0.63%	0.23%	-2.64%

Comparables

Agency	Position	Salary Range	Annual Benefits
North Tahoe PUD	Accounting Technician	\$ 59,400	\$ 42,420
Tahoe City PUD	Accounting Assistant I	62,808	35,616
Town of Truckee	Accounting Technician	72,216	37,392
Truckee Donner PUD	Accounting Specialist	76,416	46,236
Truckee Sanitary District	Accounting Technician I	67,020	45,024
	Average	\$ 67,572	\$ 41,338

Current Range

Northstar CSD	Accounting Tech	\$ 61,596	\$ 74,868
	Above or Below Labor Market Mean	-9.70%	-17.28%

Notes

Date prepared: 02/10/26

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Mike Geary, PE

Five-Year Strategic Plan Staff and Board Workshop Planning

DATE: February 18, 2026
TO: District Board Members
FROM: Mike Geary, General Manager and Eric Martin, Director of Public Works
SUBJECT: Strategic Plan Update

BACKGROUND: The District's Five-Year Strategic Plan was last comprehensively updated in 2016. At the November 2025 Board meeting, the Board discussed the need to update the Plan given the District's evolving priorities and the increasingly dynamic regional environment, and noted the importance of incorporating the Northstar Fire Department's separate 2024 Strategic Plan into a single, District-wide Five-Year Strategic Plan.

At the December 2025 Board meeting, staff presented a proposed approach for completing the Strategic Plan update through a dedicated workshop supported by pre-workshop outreach (including surveys) and, potentially, a third-party facilitator to support an efficient, objective process. Staff also previewed key content areas anticipated for inclusion in the updated Plan (including new/expanded service categories and regional governance dynamics).

At the January 2025 Meeting, staff expanded on the purpose and scope of the Plan update. Key scope items were discussed, and first drafts of preliminary surveys were provided. Upon discussion, it was decided that consultant facilitation is warranted, and staff would solicit proposals for this work.

Furthering the Plan update process, this report provides:

1. Progress report on the Plan update process
2. Updated schedule

DISCUSSION: Staff solicited proposals from Agnew Beck, Brent Ives, and the Glen Price Group to facilitate the Plan update. After evaluating the submissions and interviewing the teams, the contract was awarded to the Glen Price Group (GPG). Their proposal demonstrated a comprehensive understanding of the scope and offered the most competitive pricing among the three firms. GM

Geary and DPW Martin attended a kickoff meeting with Maggie Steakley, GPG's representative for the Plan update, on February 3.

The four preliminary surveys were circulated internally and with GPG for review. The surveys will be provided to the Board for final review prior to distribution via email and the District's WaterSmart utility software. The board workshop, originally scheduled for February 26, has been postponed allowing time to circulate the preliminary surveys and circulate results. A new date for the workshop will be set once the surveys are made public.

The intent is to use survey feedback to focus the workshop on decision-making and prioritization (rather than data gathering), and to better align the Plan with constituent and staff perspectives, consistent with discussion at both the December and January Board meetings.

FISCAL / RESOURCE IMPACTS: GPG's fee for consulting services totals \$14,820. Staff time will be required to administer surveys and communications, synthesize input, support the workshop, and develop the detailed Work Plan (SMART initiatives and performance measures). Other minor costs include survey tools and communications / outreach.

RECOMENDATION: Receive this report and provide any direction or feedback desired. No formal action is requested at this time, as staff is continuing work consistent with prior Board direction.

ATTACHMENTS: Strategic Plan Schedule (2-pages)

DATE PREPARED: February 12, 2026.



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General Manager
Mike Geary, PE

AGENDA ITEM #7

Director Reports

There is no written report for this agenda item.



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AGENDA ITEM #8

General Manager Report

There is no written report for this agenda item.



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Northstar Fire Department**
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General Manager

Mike Geary, PE

Fire Chief

Jason Gibeaut

DATE: February 18th, 2026
TO: District Board Members
FROM: Jason Gibeaut, Fire Chief
SUBJECT: Fire Chief's Report – For Information Only

BACKGROUND:

The section below provides information from the Fire Department on its current projects that are not the subject of a separate report. This report is formatted to provide new information and recent progress only.

OPERATIONS:

- Continue to research all viable means of additional revenue or cost-savings for NFD in preparation for sharing before the Board of Directors.
- Several meetings conducted between Eastern Placer County fire departments/districts and legal counsel(s) to discuss the 1st draft of LAFCO's MSR and future direction moving forward.
- To meet an objective of our Department's Strategic Plan, a Training Committee was established, and a meeting was held to discuss how to improve the training offered to all firefighters.
- Delivery and repair of 1st out apparatus.
- Retrofitting of C-300 vehicle.
- Begin discussions regarding moving entirety of the Department's website/webpages to the HUB.
- Updating our dispatch matrix/run cards with GVECC to reflect "what NFD would like dispatched" for emergencies (i.e. structure fires, gas leaks, vehicle accidents, etc..).
- Attached is a report reflecting the number and types of calls NFD was dispatched over the last month.

PREVENTION:

- Placer County STR Defensible Space Inspections and *Focus Area* inspections have been concluded for the season. While weather permits, NFD will continue to inspect properties upon request. NFD is still receiving a few inspection requests each week.
- Annual Fire & Life Safety Inspections will start sometime in February 2026. NFD will send out emails to all stakeholders in preparation for the upcoming inspections.
- Continued meetings with Eastern Placer Fire Prevention Officers to discuss fire code, local prevention measures and enforcement within the greater region.
- Plan review and inspections for development within Northstar (tenant improvements, new construction and means of egress/ingress).
- Continued enforcement of fire suppression/prevention system's compliance within commercial buildings.
- Working closely with the Fuels Management department to update our Insurance Packet and create a new webpage to assist property owners and insurance companies in navigating defensible space requirements, ISO ratings, and other factors that affect our insurability as a community.

FUELS MANAGEMENT:

- On the ground forest fuels reduction work was recently re-activated to target new dead, diseased, and dying conifer trees. With a warmer/dryer winter in progress, bark beetle activity has begun unseasonably early again. Tree mortality has mimicked 2024-2025 winter conditions where intermediate class white fir (*Abies concolor*) died at an increased rate. Beetles appear to be targeting the genetically inferior white firs due to their predisposition to disease, damage, and impact to fluctuations in environmental conditions. The Fuels Management Departments focus right now is on enhancing the forest's gene pool. This is accomplished through multiple phases of thinning around the conifers with superior genetics to ensure cone production that leads to the next generation of healthier and more resilient trees. The ideal gene pool consists of trees with a genetic code better adapted to drought, disease, pest attacks, and low intensity fire. An attachment has been included in this report breaking down a typical forest stand structure to help illustrate the four classes of trees typically found around our community. In addition to continuing the targeted removal of suppressed and intermediate class trees, the Fuels Management Department plans to begin collecting seeds from genetically superior conifers in our District to store them at a regional seed bank in preparation for future planting. In turn, this will continue to enhance the diversity of species over time, while also improving overall resiliency.
- 2025-2026 pile burning has continued. To date, 223-total piles or approximately 1,493.2 cubic yards of hazardous forest fuel have been burned this winter. An estimated 168 burn piles remain. See attached map for specific totals and locations:

Burn Pile Count and Location(s)				
Date(s) of Pile Burn Operation	Burn Pile Location	Total Estimated Piles at the Project Site	Total Actual Piles Burned at the Site	
11/17/2025 - 11/19/2025	Castle Peak Parking Lot #10	10	10	
11/17/2025 - 11/20/2025	Martis Landing (Behind 1117-1124)	9	9	
11/18/2025 - 11/20/2025	900 Road	123	123	
TBD	Ski Trails (Between Condo's and Rolling Huts)	157	N/A	
1/27/2025-1-29-2026	Highlands View Road (Trailside)	57	57	
TBD	Highlands View Road (East of Station #32)	5	N/A	
TBD	Highlands View Road (East of Cell Tower)	6	N/A	
02-02-2026 -02-04-2026	NPOA (Recreation Center)	24	24	Total Estimated Piles Remaining
Totals	8-Locations	391	223	168

- The Fuels Management Department has begun prioritizing new project areas for FY 2027. Three separate funding mechanisms are being considered, including Measure U, our awarded CAL FIRE Wildfire Prevention Grant, and a still to be determined Truckee Tahoe Airport District (TTAD) Grant. Initial consultation with TTAD regarding potential new funding will be completed by early April. The Fuels Management Department plans to request funding to help subsidize Measure U dollars and project areas within NCSD's Wildfire Prevention Zone (WPZ).

Respectfully Submitted,
Jason Gibeaut
Northstar Fire Chief

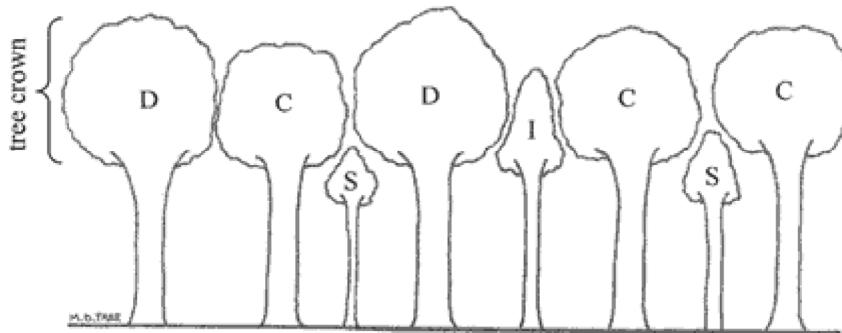


Figure 1. Tree crown position as it relates to dominance in a forest stand.
 D = Dominant, C = Codominant, I = Intermediate, S = Suppressed

CROWN-CLASS - A tree classification system based on the tree's relative height, foliage density, and ability to intercept light. Crown-class measures past growth performance and calls attention to crop trees that could benefit from future thinning and harvest operations. There are four classifications:

- **Dominant Trees** - Larger-than-average trees with broad, well-developed crowns. These trees receive direct sunlight from all sides and above.
- **Codominant Trees** - Average-to-fairly large trees with medium-sized crowns that form the forest canopy. These trees receive full light from above but are crowded on the sides.
- **Intermediate Trees** - Medium-sized trees with small crowns below the general level of the canopy. Intermediate trees receive little direct light, are poor crop trees, and should be removed during thinning operations.
- **Suppressed or Overtopped Trees** - Small trees that grow below the tree canopy and receive no direct sunlight from any direction.

By Matt Tarr, Whitetail Stewards, Inc.

Legend

- Burn Pile Location
- State Route 267
- Northstar CSD Boundary

- Preferred Wind Direction
- Signage Location
- Station 31 and 32

373 Total Burn Piles**33 Acres.**

9 - 8' x 8' burn piles remain at this location.
Preferred east/southeast dispersal.
 COMPLETED NOVEMBER 2025.

10 - 8' x 8' burn piles remain at this location.
Preferred east/southeast dispersal.
 COMPLETED NOVEMBER 2025.

Skidder Trail

Martis Landing

Basque Drive

Northstar Drive

Big Springs Drive

157 - 6' x 6' burn piles remain at this location.
Preferred east/southeast dispersal.

27 - 5' x 5' burn piles remain at this location.
Preferred east/southeast dispersal.
 COMPLETED FEBRUARY 2026.

57 - 5' x 5' burn piles remain at this location.
Preferred east/southeast dispersal.
 COMPLETED JANUARY 2026.

6 - 5' x 5' burn piles remain at this location.
Preferred east/southeast dispersal.

123 - 5' x 5' burn piles remain at this location.
Preferred east/southeast dispersal.
 COMPLETED NOVEMBER 2025.

Village at Northstar

Highlands View Road



Northstar Fire Department
2025-2026 Pile Burning
Project Location Map

1:19,600
0 1,000 2,000 3,000
Feet

February 2026

Filter statement

Filters

Incident onset 1/15/26 to 2/19/26

Incident status Locked

Incident Types (NERIS)

Count of Incidents

54

Count of Exposures

0

Count of Medical Incidents...

40Percent of EMS Calls **74.07%**

Count of Fire Incidents (Pri...

0Percent of Fire Calls **0%**

Count of Other Incidents (...)

14Percent of Other Calls **25.93%**

Mutual Aid Given or Receiv...

**Aid Given
8**Aid Received **33**

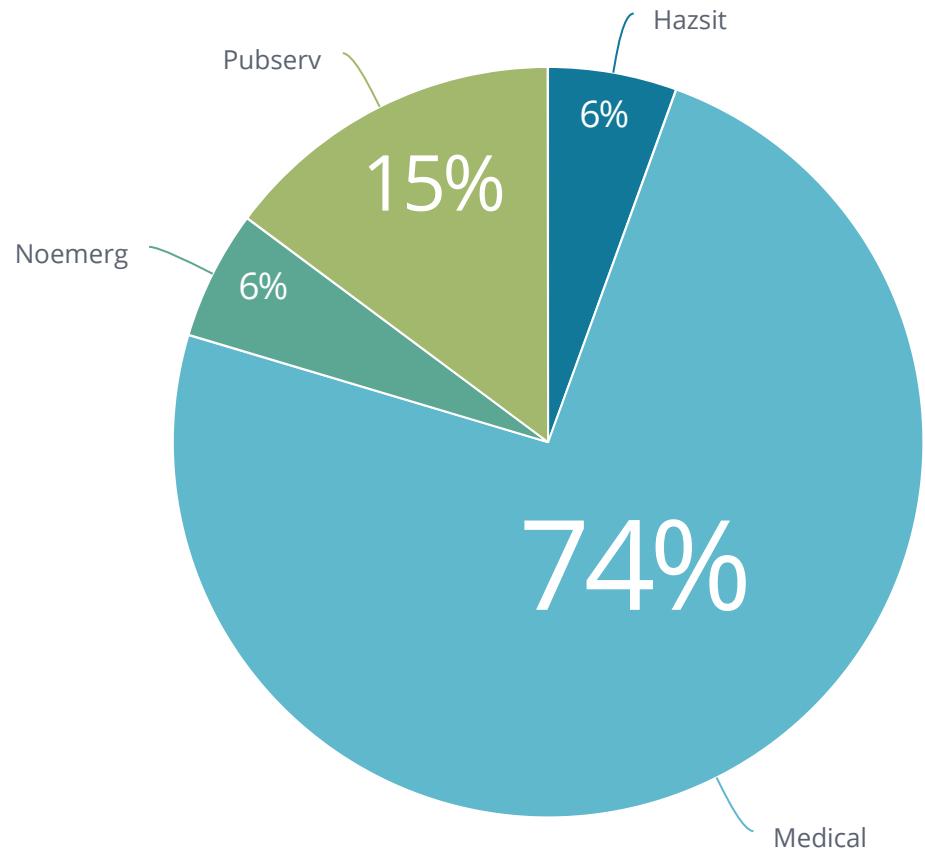
Filter statement

Filters

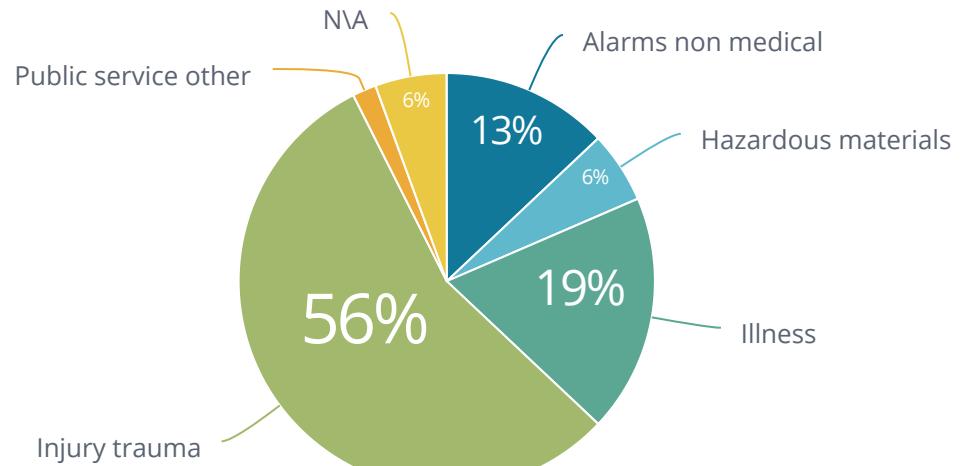
Incident onset 1/15/26 to 2/19/26

Incident status Locked

Primary Incident Type by Category



Primary Incident Types by Subcategory





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Public Works Report

DATE: February 18, 2026

TO: Board of Directors

FROM: Eric Martin, Director of Public Works

SUBJECT: Public Works Report – For Information Only

BACKGROUND: The updates below provide information on the District's public works services, projects, and programs that are not the subject of a separate report. This report is formatted to provide new information and recent progress only.

DISCUSSION:

- Wood Energy Facility
 - Additional Investment Tax Credit (ITC) Funding – DPW Martin met with Novogradac and Wilson Engineering representatives to discuss funding eligibility for thermal energy storage portions of the project to include the thermal storage tank and water distribution piping. If eligible, the credit could yield around \$300,000 in additional project funding.
 - DPW Martin and PR Design continue to coordinate with Messersmith and subconsultants to further design. Bid documents are nearing completion, and the project will be publicly bid in February/March 2026. Progress meetings are being held regularly.
 - Permitting:
 - Placer County Use Permit Amendment: due to Placer staffing constraints, delays continue to be experienced in formal acceptance of the District's Use Permit substantial conformance finding.
 - Placer County Engineering/Surveying Department comments have been received and a permit resubmittal is being prepared.
 - The full Placer County Building permit submittal is being prepared.
 - The Placer County Air Pollution Control District Permit has been issued.
 - Northstar Fire Dept. permitting is being coordinated.
 - Cross Laminated Timber building – Joshua Schultz, the consultant contracted to inform the building design, provided critical information to the design team in preparation of permitting and bid documents. Staff will soon seek a proposal from Mosaic Timber for the purchase of the mass timber building package.
 - Liberty Utilities – Staff is coordinating with Liberty to expedite the service agreement for the new power service.

- Power Generators – DPW Martin and Melas Engineering, the mechanical design subcontractor, continue to coordinate with ElectraTherm to fine tune the power generator design and purchase proposal. The purchase order will soon be executed.
- Staff is coordinating with Messersmith (boiler manufacturer) and ElectraTherm (electrical generators manufacturer) to provide IT and SCADA infrastructure for the project.
- DPW Martin presented the project to the Placer County Board of Supervisors and various other interested parties.
- DPW Martin met with all three Fire Dept. shifts and the Admin Dept. for a project status update and Q&A session about the project.
- Martis Valley Trail Segment 3F – DPW Martin presented a project completion report at the January North Tahoe Community Alliance (NTCA) Transient Occupancy Tax (TOT) Advisory Committee Meeting. DPW Martin also provided marketing information to Placer County staff. The final retention payment was issued to the contractor after the mandatory 35-day holding period.
- GM Geary and DPW Martin attended a strategic plan kickoff meeting with Glen Price Group representative Maggie Steakley.
- Staff met internally to review upcoming tasks for the Measure U program.
- DPW Martin attended the Truckee Area Manager's meeting.
- GM Geary and DPW Martin attended meetings with Incorporate North Tahoe and NCSD Board of Directors representatives to discuss the proposal to incorporate.
- DPW Martin and TPA Detwiler attended the January Truckee River Basin Water Group Meeting.
- The District's motor grader has been repaired and is back in service after experiencing an oil pump failure during snow removal operations on January 4.
- Operations Dept. staff is performing water system end of line flushing to maintain water quality.
- Operations Dept. staff is providing periodic street sweeping between storms.
- Operations Dept. staff contracted with a new roadway snowmelt materials provider. A savings of 50% is anticipated for the same environmentally friendly salt that is currently utilized.
- Operations Dept. staff is preparing to auction fleet vehicles that are no longer serviceable.

MONTHLY WATER DATA TABLE:

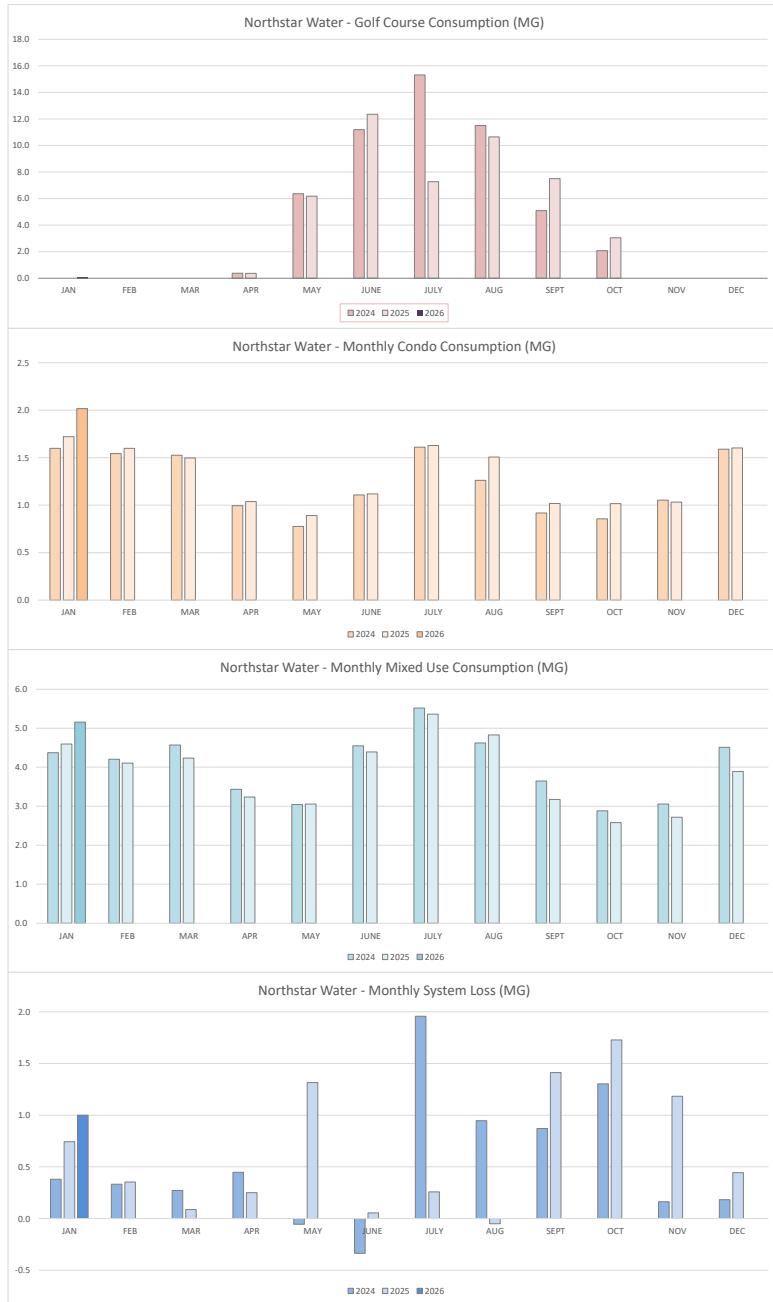
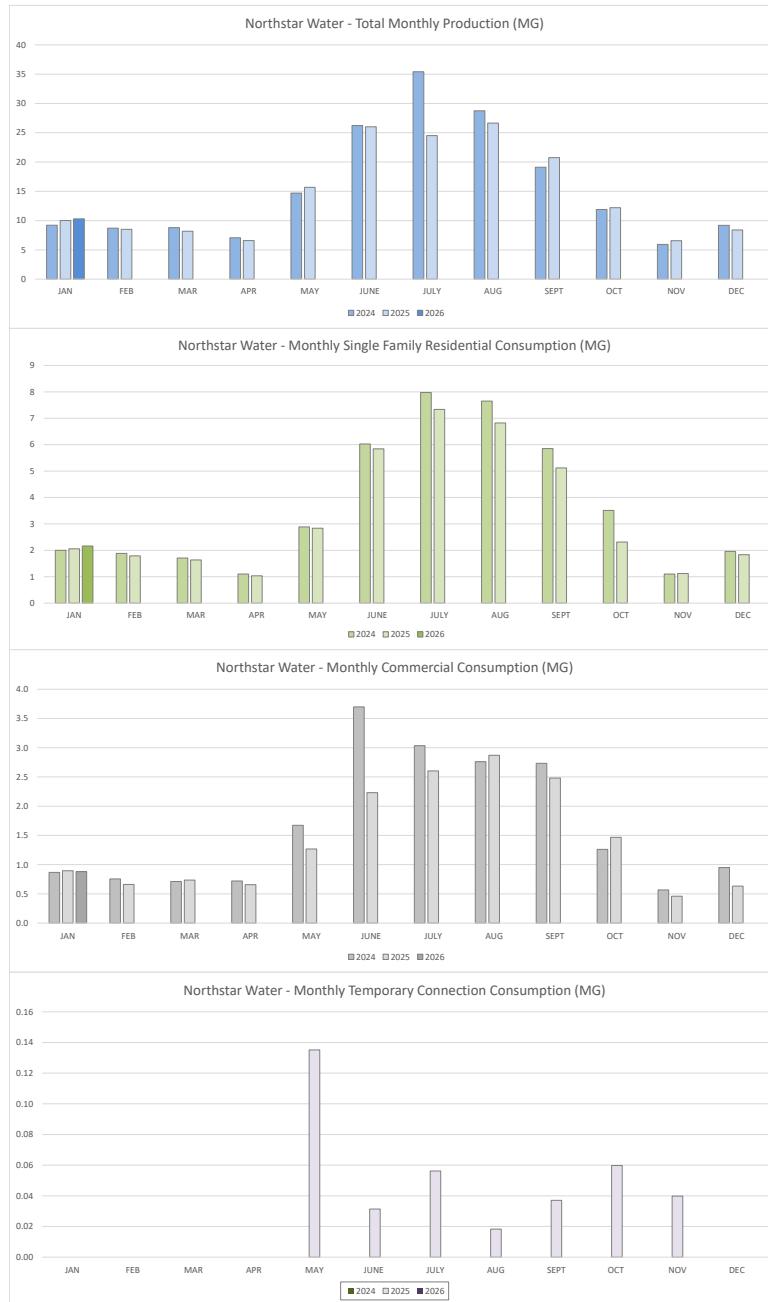
NWS Production and Pumping Data			
	Jan. 2024	Jan. 2025	Jan. 2026
WTP Production	9.13 MG	8.51 MG	10.05 MG
TH1 Production	0.05 MG	1.50 MG	0.26 MG
TH2 Production	0.03 MG	0.00 MG	0.00 MG
TH1 Static Level / Pumping Level	0.0' / 18.4'	10.8' / 32.3'	15.0' / 39.1'
TH2 Static Level / Pumping Level	31.3' / 97.8'	31.1' / n/a	26.0' / n/a
Northstar Drive BPS	0.17 MG	1.55 MG	0.26 MG
Spring Collection & Storage Data			
Reservoir A Volume (180 AF Capacity)	135 AF (75%)	97 AF (54%)	152 AF (84%)
Reservoir A Elevation (Max = 6,985')	6,980.0'	6,975.0'	6,982.0'
Big Springs	415 GPM	495 GPM	355 GPM
Sawmill Flat	No Report	No Report	No Report
Maximum Storage in Tanks = 3.6 MG	2.4 MG	2.1 MG	2.2 MG

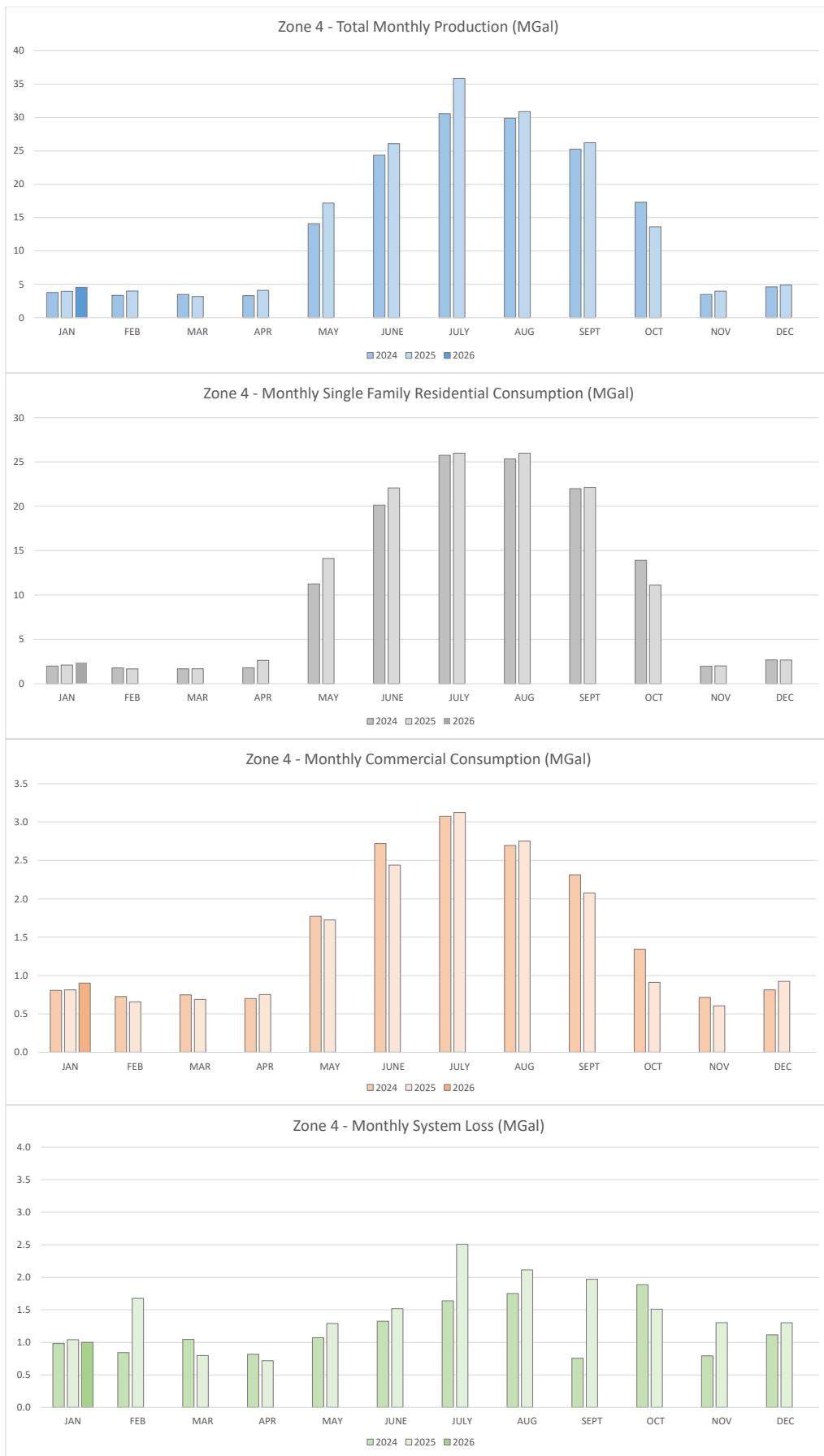
MVWS Production and Pumping Data			
	Jan. 2024	Jan. 2025	Jan. 2026
Well 1 Production	0.00 MG	0.40 MG	1.13 MG
Well 2 Production	3.18 MG	1.45 MG	2.57 MG
Well 3 Production	0.59 MG	2.11 MG	0.86 MG
Well 1 Static Level / Pumping Level	84.4' / n/a	85.3' / 126.2'	91.8' / 126.1'
Well 2 Static Level / Pumping Level	81.7' / 147.9'	81.2' / n/a	90.1' / 154.3'
Well 3 Static Level / Pumping Level	243.1' / 327.5'	247.3' / 328.3'	246.9' / 327.3'

DATE PREPARED: February 5, 2026

ATTACHMENTS:

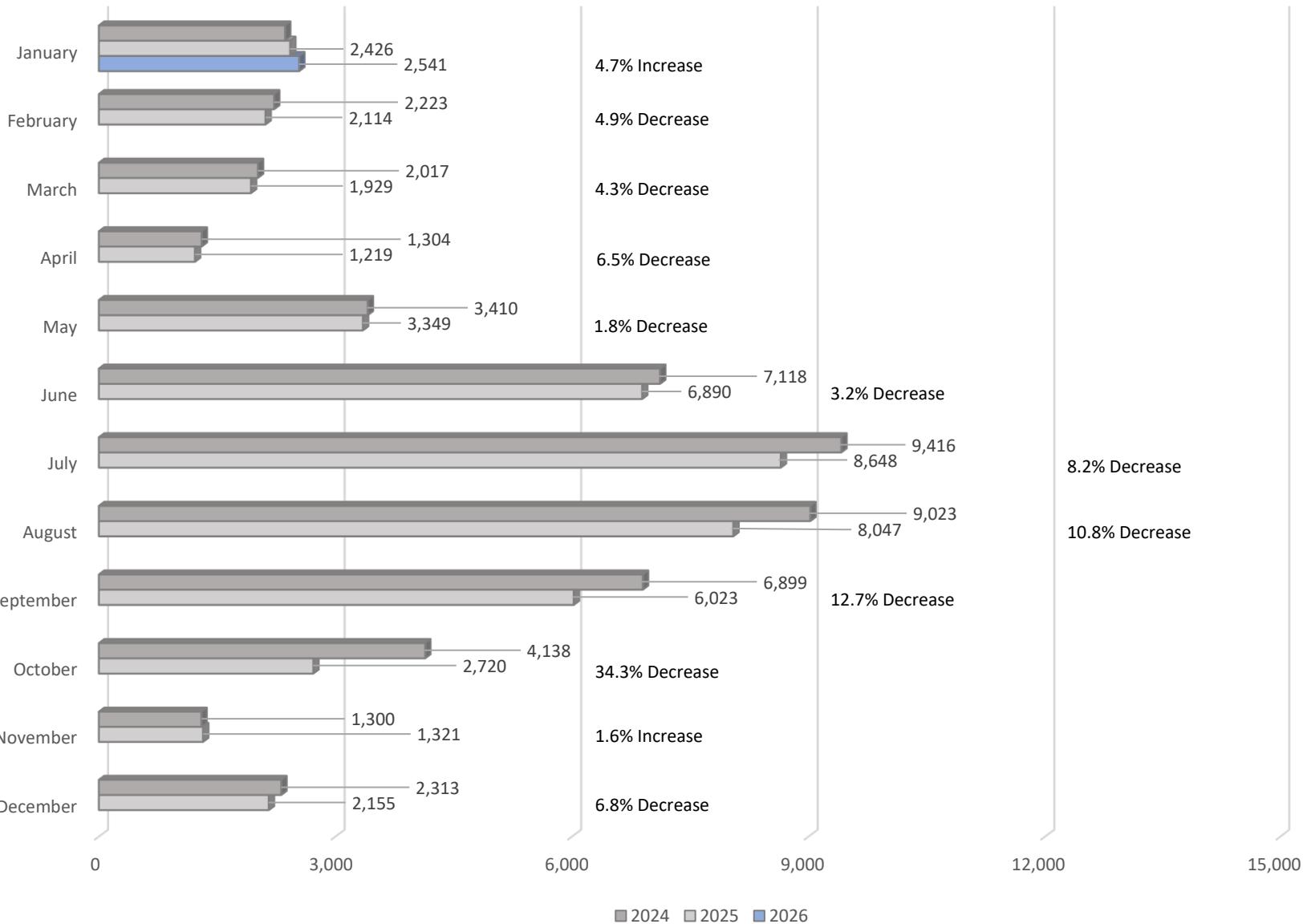
1. Water System Production and Consumption Trends
2. Trail Waste Disposal Summary
3. Trail Map Depicting Garbage Receptacles





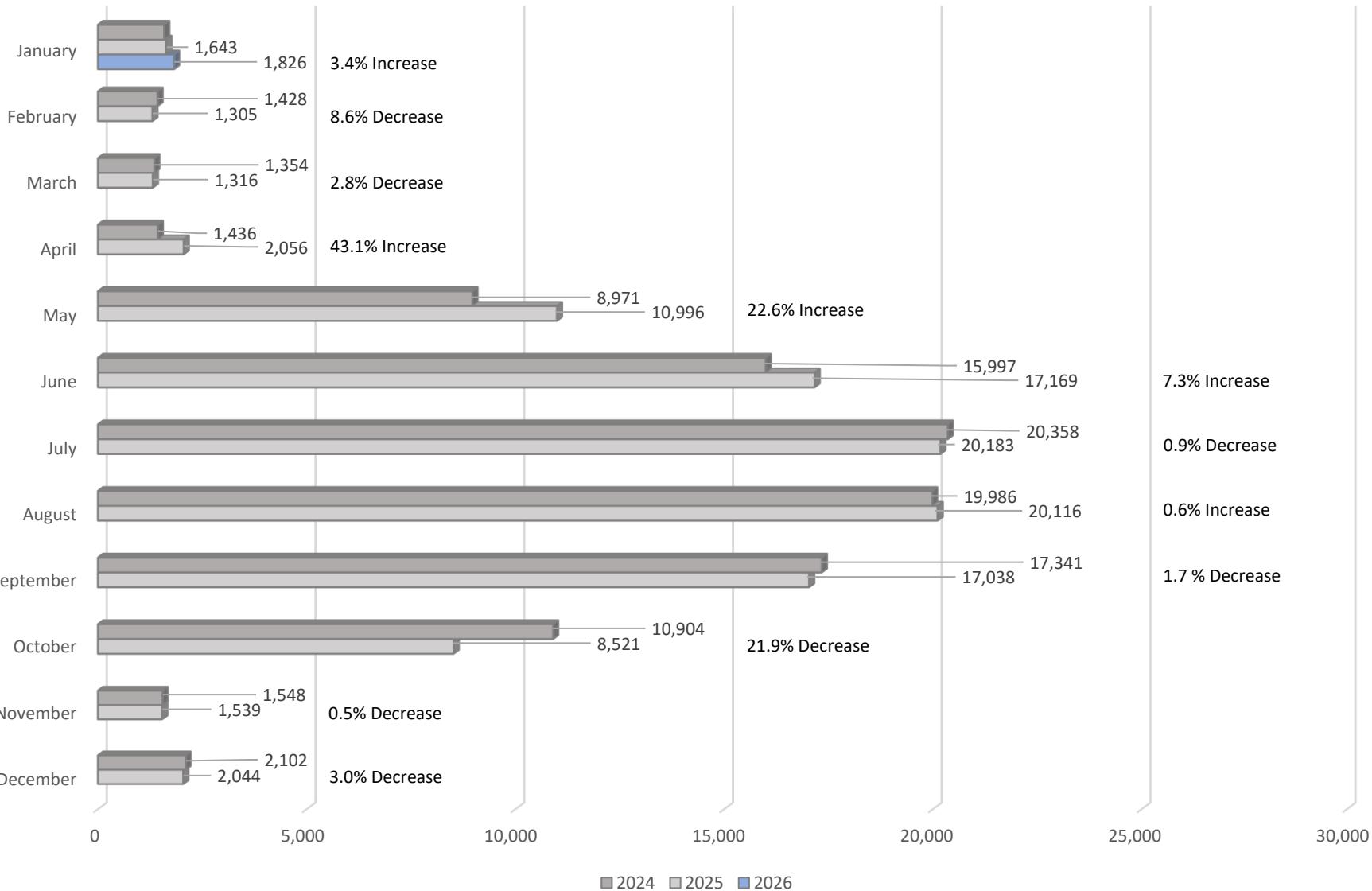
Northstar Water System

Average SFR Monthly Consumption (Gallons)



Zone 4 Water System

Average SFR Monthly Consumption (Gallons)



NCSD Trail Waste Disposal

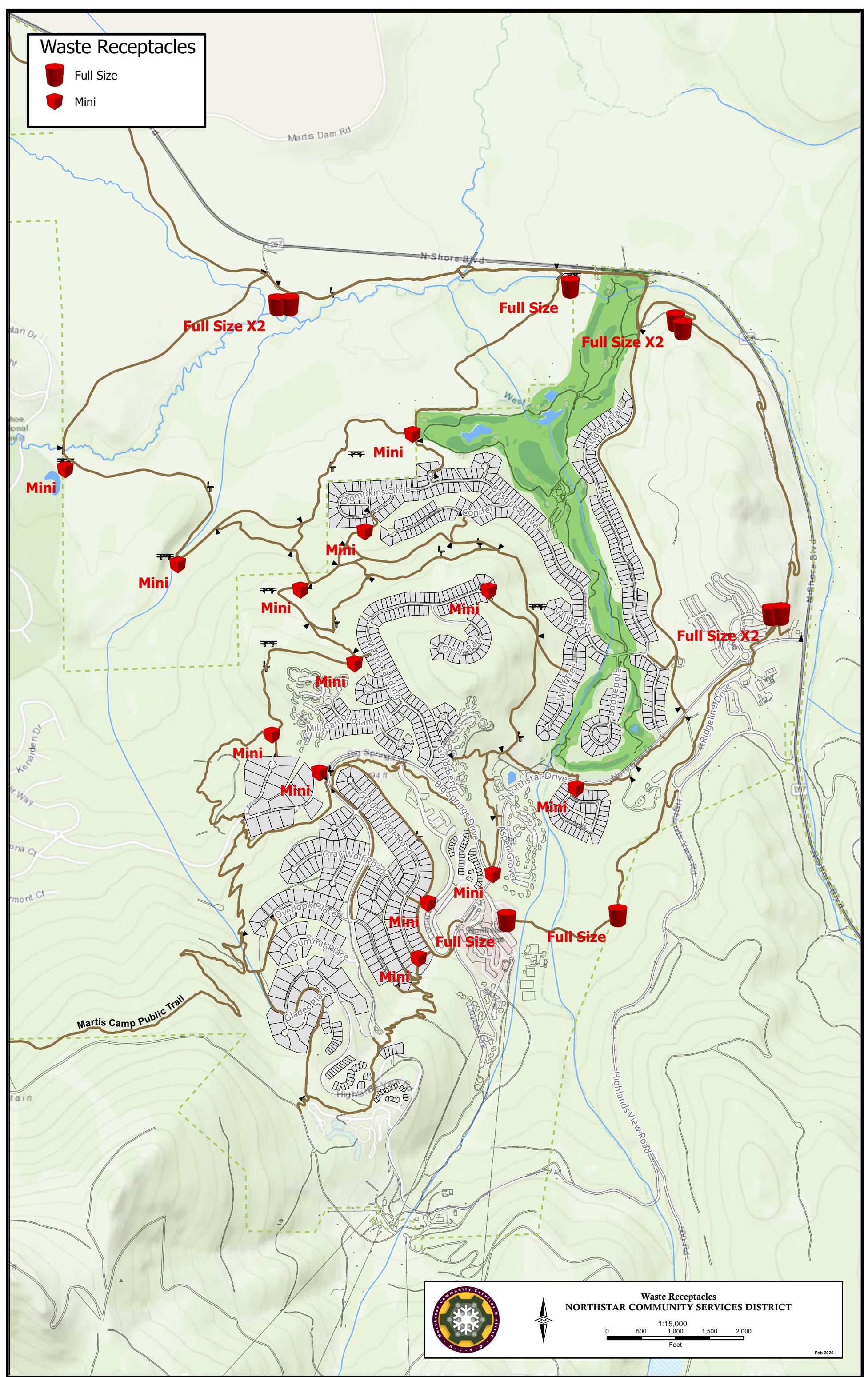
Summary: Operations Dept. Staff performs regular waste removal services on both the Martis Valley Trail (under reimbursement contract with Placer County) and the Tompkins Memorial Trail.

Here are key facts about the trail garbage service:

- Eleven full sized garbage receptacles and nine small receptacles are provided.
- Seven doggie bag dispensers are dispersed within the trail networks, but bags are no longer being provided. It was decided not to promote doggie bag use since they were being left for District staff to pick up which had become problematic.
- Summer Operations: Garbage receptacles are serviced one or two times a week, spending approximately five hours per visit. Service includes change out of garbage bags in the receptacles as well as waste cleanup along the trail (to include any doggie bags or pet waste left on the trail).
- Winter Operations: Garbage receptacles are serviced one to three times per month, spending approximately two hours per visit. The receptacle at the Martis Valley Trailhead in the Village has been removed as winter staffing is not sufficient for adequate service. Waste removal is not performed on the Tompkins Memorial Trail when winter conditions restrict access. Waste cleanup is performed on portions of the Martis Valley Trail where snow removal is performed.

Waste Receptacles

- Full Size
- Mini





N·C·S·D

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Board of Directors
John Radanovich, President
Warren "Chip" Brown
Nancy Ives
Marilyn Forni
Candace Roeder
General Manager
Mike Geary, PE

Administrative Report

DATE: February 18, 2026

TO: Board of Directors

FROM: Julie Zangara, Human Resources Administrator/Secretary of the Board

SUBJECT: Administrative Report – For Information Only

BACKGROUND: The discussion section below provides information from the District's administrative department on current projects and activities that are not the subject of a separate report. The report is prepared to provide new information and recent progress only.

DISCUSSION: The Finance and Administration department has the following updates to report to the Board:

- HRA Zangara completed an updated salary and compensation survey for administrative employees as part of the restructuring of the administrative and accounting department.
- Ethics training will take place in March after the Board meeting. The Ethics training is available to all Board members and management staff who still need to take the training for 2026.
- Met with GM Geary to discuss current department structure and future goals.
- Reviewed draft surveys for the District's upcoming strategic plan.
- AM Cheryl Plexico and staff are fulfilling requests from the auditors as forward progress continues on the audit.

ATTACHMENTS: None

DATE PREPARED: February 10, 2026

Calendar for NCSD 2026

JANUARY	FEBRUARY	MARCH
	<ul style="list-style-type: none"> • 1st & 2nd Quarter Financial Reporting • Ethics Training 	<ul style="list-style-type: none"> • File Form 700 by April 1 • FY 2025 Audit Report • Budget Draft 1 • WEF – Award of Bid
APRIL	MAY	JUNE
<ul style="list-style-type: none"> • Budget - Draft 2 • Harassment Training 	<ul style="list-style-type: none"> • Budget – Draft 3 • 3rd Quarter Financial Reporting • MUOC Annual Report • Election Services Resolution 	<ul style="list-style-type: none"> • Approve FY2025/2026 Budget • Resolutions for user fees on tax rolls • Reserve Schedule A & B • Resolution to place delinquent Water charges on the Tax Roll • June 3 - Ribbon Cutting Ceremony for Martis Valley Trail
JULY	AUGUST	SEPTEMBER
<ul style="list-style-type: none"> • Budget needs to be in place • Finance Training • ACES Game - TBD 		<ul style="list-style-type: none"> • 4th Quarter Financial Reporting • Establishment of Fee Schedules - NFD
OCTOBER	NOVEMBER	DECEMBER
	<ul style="list-style-type: none"> • 1st Quarter Financial Reporting • Measure U Annual Fiscal Report 	<ul style="list-style-type: none"> • Nomination of Board Officers for 2026 • FY 2025-26 external audit presentation • District Holiday Party – TBA

***Tentative**

NCSD Acronym Listing

<u>Acronym</u>	<u>Definition</u>
ACOE	Army Corps of Engineers
ACWA	Association of California Water Agencies
ADP	Additional Discretionary Payment
AMR	Automatic Meter Reading
AWWA	American Water Works Association
BMP	Best Management Practices
BMS	Business Management System
BPS	Booster Pump System
CalPERS	California Public Employees' Retirement System
CAMCO	Condominium Association Management Company
CEPPT	California Employers' Pension Prefunding Trust
CC&Rs	Covenants, Conditions and Restrictions
CEQA	California Environmental Quality Act
CFD	Community Facilities District (Mello-Roos)
CIP	Capital Improvement Plan
CMMS	Computerized Maintenance Management System
COLA	Cost of Living Adjustment
CSA	County Service Area
CSDA	California Special Districts Association
CPUC	California Public Utilities Commission
CWPP	Community Wildfire Protection Plan
CY	Current Year or Calendar Year
DE	District Engineer
DFA	Director of Finance & Administration
DIP	Debtor in Possession
EDU	Equivalent Dwelling Unit
EVA	Emergency Vehicle Access
EWP	East West Partners
FASB	Financial Accounting Standards Board
FOG	Fats, Oil, and Grease
FSE	Food Service Establishment
FY	Fiscal Year
FYE	Fiscal Year End
GAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GPM	Gallons per Minute
GWMP	Groundwater Management Plan
HHC	Highlands Hotel Company
HRA	Health Reimbursement Arrangement or Human Resources Administrator
HVR	Highlands View Road
IT	Information Technology
JPA	Joint Powers Authority
LAFCo	Local Agency Formation Commission
LAIF	Local Agency Investment Fund
Lahontan	Lahontan Regional Water Quality Control Board

NCSD Acronym Listing

MCL	Maximum Contaminant Level
MOU	Memorandum of Understanding
MSR	Municipal Services Review
MVWS	Martis Valley Water System (aka ZONE 4)
NCSD	Northstar Community Services District
NWS	Northstar Water System
NEPA	National Environmental Policy Act
NLTRA	North Lake Tahoe Resort Association
NMMA	Northstar Mountain Master Association
NMP	Northstar Mountain Properties
NPOA	Northstar Property Owners Association
NTCA	North Tahoe Community Alliance
NTPUD	North Tahoe Public Utility District
O&M	Operations and Maintenance
OVPSD	Olympic Valley Public Service District
OPEB	Other Post-Employment Benefits
PCMP	Pension Cost management Policy
PCWA	Placer County Water Agency
PEPRA	Public Employees' Pension Reform Act
PERF	Public Employees' Retirement Fund
POUs	Public Owned Utilities
PRD	Permanent Road Division
RFP	Request for Proposal
RMA	Rate and Method of Apportionment
SAS	Statement on Auditing Standards
SCADA	Supervisory Control and Data Acquisition
SCBA	Self Contained Breathing Apparatus (Air Tanks)
SEP	Supplemental Environmental Project
SOW	Scope of Work
SSMP	Sewer System Management Plan
TCPUD	Tahoe City Public Utility District
TDPUD	Truckee Donner Public Utility District
TLC	Trimont Land Company
TOT	Transient Occupancy Tax
TROA	Truckee River Operating Agreement
TSD	Truckee Sanitary District
TTSA	Tahoe Truckee Sanitation Agency
TTSD	Tahoe Truckee Sierra Disposal
UOM	Utility Operations Manager
UAL	Unfunded Accrued Liability
VE	Value Engineering
VTM	Vesting Tentative Map
WEF	Wood Energy Facility
WTP	Water Treatment Plant
WUI	Wildland Urban Interface
ZONE4	PCWA nomenclature for Martis Camp, Schaffer's Mill, Lahontan, and adjacent communities

NCSD Acronym Listing
