



# N·C·S·D

Northstar Community Services District  
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**Board of Directors**  
WARREN "CHIP" BROWN  
DEE CRAVENS  
NANCY IVES  
CATHY STEWART, PRESIDENT  
MICHAEL "SPOON" WITHERSPOON

**General Manager**  
MICHAEL STAUDENMAYER

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
SEPTEMBER 18, 2019 – 9:00 A.M.  
ADMINISTRATION/ENGINEERING OFFICE**

President Stewart called the meeting to order at 9:00 a.m. Wednesday, September 18, 2019. Roll call and Pledge of Allegiance followed.

**DIRECTORS PRESENT:** Brown, Ives, Stewart, Witherspoon

**DIRECTORS ABSENT:** Cravens

**STAFF PRESENT:** Zangara, Rosenthal, Ryan, Staudenmayer, Martin, Bailey

**OTHERS PRESENT:** John Jewett, Jerusha Hall, Austin Cho (via telephone conference)

**PUBLIC COMMENT**

There was no public comment.

**CONSENT CALENDAR**

**Director Ives moved to approve the following consent calendar items:**

- August 21, 2019 Regular Meeting Minutes
- Approval of Claims and Demands – Paid and Unpaid

**Director Brown seconded, roll call was taken. Yes: Directors Brown, Ives, Witherspoon and Stewart  
Noes: None. Absent: Cravens.**

**RECURRING BUSINESS**

**MEETINGS ATTENDED BY NCSD BOARD MEMBERS**

There was no update for this agenda item.

**MOUNTAINSIDE BUILDERS UPDATE**

John Jewett provided the following update for Mountainside Builders:

- Closed Boulder Unit 1. Only one unit remaining, Unit 2, the middle unit in a tri-plex.
- Martis 25: 15 units have closed, two are under contract and eight remain
- 2 Boulders Units under construction

**NORTHSTAR PROPERTY OWNERS ASSOCIATION (NPOA) UPDATE**

There was no update for this agenda item.

## **NORTHSTAR CALIFORNIA/VAIL UPDATE**

Jerusha Hall provided the following update for Northstar California/Vail:

- 120 volunteers for Epic Promise weekend worked to remove graffiti, built a rock wall around the petroglyphs on Donner Summit and built a rock trail to the tunnel and stairs. Partnered with Truckee Trails and U.S. Forest Service.
- Epic Promise grant cycle is closed. This year saw 35 applicants.
- Working with Northstar Fire Chief Sean Bailey on one forestry project
- Replacement of snow making line is the only current mountain project
- Mountain Housing Council sunsets in April of 2020
- Mountain Bike Park closes in October

## **NEW BUSINESS**

### **MARTIS VALLEY TRAIL SEGMENT 3F REALIGNMENT CEQA COMPLIANCE – AWARD OF CONTRACT**

District Engineer (DE) Martin stated that alternative alignments are being considered for Martis Valley Trail Segment 3F that would reduce trail length as well as the amount of elevation needed to be gained and lost to access the Village above the NPOA recreation facility. The alternative alignments would intersect the current segment 3F at the bottom of the proposed switchbacks and follow the contour for a more direct connection to the Village below NPOA. The proposed realignment has been coordinated with NPOA and Northstar California/Vail. In order to accommodate this change, California Environmental Quality Act (CEQA) compliance is necessary. Staff sought a proposal from Dudek to prepare an addendum to the MVT Environmental Impact Report (EIR). Dudek prepared the original EIR and will ensure compliance for the revised alignment through preparation of the proposed addendum.

Director Witherspoon inquired about the construction cost savings the District will realize as a result of the realignment. General Manager (GM) Mike Staudenmayer stated that the savings could easily be several hundred thousand dollars as well as providing an overall improvement to the user experience.

**Director Ives moved to approve the Martis Valley Trail Segment 3F Realignment CEQA Compliance. Director Brown seconded, roll call was taken, Yes: Directors Brown, Ives, Witherspoon and Stewart. Noes: None. Abstain. None. Absent: Cravens. The motion carried.**

### **HIGHLANDS PRD RECONSTRUCTION PROJECT – LIBERTY UTILITIES INSPECTION REIMBURSEMENT**

DE Martin stated that there are approximately 23 power utility vaults on Highlands View Road and Ridgeline that are approximately eight feet wide by fourteen feet long. As with all utilities in the roadway, Sierra Nevada Construction will be adjusting these vaults to grade as part of the Highlands PRD Reconstruction Project. Liberty Utilities requires full time inspection of work performed on their high voltage infrastructure to ensure the contractor's safety when working on the infrastructure. The PRD Committee members have approved the Liberty Utilities inspection expense and the District will be reimbursed for all expenses incurred.

**Director Ives moved to approve the Highlands PRD Reconstruction Project – Liberty Utilities Inspection Reimbursement in the amount of approximately \$25,000. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Ives, Witherspoon and Stewart. Noes: None. Abstain. None. Absent: Cravens. The motion carried.**



### **APPROVAL FOR PURCHASE OF UTILITY TRUCK FOR FORESTER**

Fire Chief Sean Bailey stated Forester Joe Barron has been employed by the District since the inception of the Forestry/Fuels Management department in 2008. During that period of time, he has shared a pickup truck with Station 31's on-duty crew. The on-duty crew and Forestry/Fuels Management department demands for a vehicle has grown dramatically over that time. It is no longer efficient for both departments to share one vehicle.

The District's procurement policy requires public bid for the purchase amount of this vehicle. Each year the State of California Department of General Services requests bids from major automotive manufacturers to establish a purchase price for State of California vehicles. As a public agency, the District qualifies for the purchase of vehicles under the state's contract. By purchasing the vehicle through this program, the requirements of the District's procurement policy are satisfied. For demonstrative purposes, a quote for the 2020 Ford F-15 XL Crew Cab was obtained from Downtown Ford Dealership of Sacramento, who provides government pricing. The quote from the U.S. General Services Administration (GSA), the government purchasing division, presented the lowest estimate for the purchase of this vehicle.

**Director Brown moved to approve the purchase of a Utility Truck for Forester. Director Ives seconded, roll call was taken, Yes: Directors Brown, Ives, Witherspoon, and Stewart. Noes: None. Abstain. None. Absent: Cravens. The motion carried.**

### **SKIDDER SEWER MAIN REPAIR – CONTRACT CHANGE ORDER APPROVAL**

DE Martin stated a contract was awarded to Lopez Excavating at the August 21, 2019 board meeting to repair the sewer main located behind 321 and 323 Skidder Trail. After exposing the pipe to begin work, it was determined that backfill material used for original construction is too rocky for reuse. The material will need to be disposed of and new backfill material will need to be brought in. The sewer pipe is also deeper than anticipated, at an average of 12 feet. Excavation at the depth of 12 feet will require trench shoring and larger excavation equipment. Current work has been postponed and Lopez Excavation has provided a supplemental proposal. The change order amount exceeds 15% of the original contract amount and thus requires Board approval.

**Director Brown moved to approve Skidder Sewer Main Repair – Contract Change Order. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Ives, Witherspoon and Stewart. Noes: None. Abstain. None. Absent: Cravens. The motion carried.**

### **DIRECTOR REPORTS**

President Stewart provided the following report on the Airport meeting she attended:

- A presentation on the at the airport meeting provided an overview on public comment, how to respond to public comment and the Brown Act. President Stewart suggested the Northstar CSD could benefit from a similar presentation. A Brown Act review/presentation will be added to a future agenda and District Counsel will be in attendance to clarify grey areas and take questions from the Board.

### **GENERAL MANAGER'S REPORT – STAUDENMAYER**

GM Staudenmayer provided the following report:

- Met with Placer County, USACE and Washoe Tribe reps to discuss the MVT. Discussions have reverted to beginning stages per the Washoe Tribe chairman due to impacts of a current project in Martis Valley by the Truckee Watershed Council. GM Staudenmayer offered as a suggestion to the Washoe Tribe committee that a landscape architect be hired to design a conceptual plan for a dedicated Washoe cultural plaza. Members of the Washoe, the District and USACE would be included in the conceptual planning in hopes of providing the Washoe with a better visual of the concept for this design element as part of the implementation of the lower alignment.

- The Capital Projects Advisory Committee (CAP) is preparing for the fall grant cycle with approximately \$4 million in grant funding available. The District will be applying for \$500,000 in grant money for the MVT.
- Continued progress is being made on the Big Springs section of the Tompkins Memorial Trail (TMT). A redesign of the TMT emblem is currently in progress.
- Waiting for information from the District's two consultants to provide the proposal for the Phase I Feasibility Study for the green waste recycling project.
- Met with Incline Village General Improvement District along with DE Martin and IT/GIS Coordinator Steve Goates to discuss IT master plans. This meeting was followed up with an internal meeting with District staff and the District's IT consultant to develop an IT master plan for the District. The master plan will look at security, redundancy, capital expenses, back-up systems and efficiency.
- Participated in a conference call with the local SGMA agencies to discuss the Ground Water Management Plan (GMP implementation). There will be a stakeholder meeting October 3.
- Eastern Placer County has initiated a dialogue regarding issues surrounding short-term rental properties. Placer County will hold a meeting Monday, September 23 to discuss the proposed changes to regulations. President Stewart will attend this meeting on behalf of the District.
- District Counsel is diligently pursuing foreclosure activities on the delinquent parcels within the CFD.

#### **BREAK 10:24 A.M. – 10:31 A.M. MEETING RESUMED**

#### **FIRE DEPARTMENT – BAILEY**

Chief Bailey provided the following report:

- Attended Placer County Town Hall meeting in Auburn with the California State Insurance Commissioner. Other local fire chiefs were also in attendance. The Insurance Commissioner does not hold great authority over what the insurance companies are doing. The Insurance Commissioner publicly stated that the California FAIR plan is not a fair plan. As it stands currently, insurance companies are only required to give a 45-day notice that a policy will not be renewed. The Insurance Commissioner is attempting to pass legislation which would increase the notice period as well as allow property owners access to their FireLine Score, the parameters that impact their score, and a way to challenge the score. Known parameters that impact the score include fire department access, slope of the property, and shade on the roof at noon.
- Fire personnel are working to improve the content and design on the Northstar Fire Department's webpage.
- Evacuation planning continues.
  - Station 31 siren was tested during the NPOA Labor Day weekend meeting and the coverage area was very limited. The siren was not designed for use of notification of evacuation for the community. Other options are being pursued as a result of the test conducted. Potential solutions under consideration or in the process of being implemented include:
    - The Northstar Fire Department will use the federal Wireless Emergency Alert (WEA) system to notify residents of emergency information. The WEA will incorporate pre-planned templates and is implemented through Placer County Sheriffs' Office.
    - Improved dissemination of information to homeowners and visitors regarding the Northstar Fire Department's Nixle notification system.
    - Investigating Federal Signal Informers as a potential instrument to inform the public of an evacuation.
    - Procurement of an AM Radio transmitter to address the potential loss of cell towers during a fire.
    - Portable A-frame signage to be implemented in evacuation scenarios.



- The Community Wildfire Protection Plan is in the process of being revised, prioritizing evacuation routes. The research for this project includes identifying the “Areas of Last Resort” or temporary refuge areas to protect life in the event of an evacuation.
- The purchase of the Type III Fire Engine approved at the last meeting did not include the sales tax in the quoted cost. The sales tax is within the change order threshold of fifteen percent.
- Defensible space inspections exceeded the goal of 150 inspection for the season and 195 inspections have been performed. 121 properties are compliant as of the meeting.
- Vegetation fire on Mt. Pluto was from an escaped campfire.
- Truckee has had three recent vegetation fires. Two incidents were caused by escaped campfires and one was caused by a tree falling into a power line.

**PUBLIC WORKS REPORT – MARTIN/RYAN**

DE Martin and Utilities Operations Manager (UOM) Matt Ryan provided the following report:

- There was no discussion on DE Martin’s written report.
- UOM Ryan stated the new Big Springs Drive portion of the TMT is not yet ready for use.

**FINANCE AND ADMINISTRATION UPDATE – ROSENTHAL**

Director of Finance and Administration (DFA) Greg Rosenthal provided the following report:

- Attended the CalPERS Prefunding workshop with GM Staudenmayer to gain a better understanding of the CalPERS trust to prefund retirement contributions, the California Employers’ Pension Prefunding Trust (CEPPT). Current options for prefunding retirement contributions are limited.
- Spoke with GovInvest staff to verify the District’s utilization of their software to model different scenarios for paying down the District’s Unfunded Accrued Liability (UAL) as well as funding strategies for the future maintenance of the District’s UAL. GovInvest staff indicated that the logic applied is sound.
- Aiming for October to present to the Board a proposed approach for the long-term maintenance of pension costs but the schedule might slip to November given GovInvest actuarial availability to run reports with the latest CalPERS data.

Director Ives inquired about the weekly payable reviews. A lengthy discussion ensued. The Board directed DFA Rosenthal to supply a sample of a simplified payable report for weekly review prior to the October meeting so the Board can make an informed decision on payable review procedures moving forward.

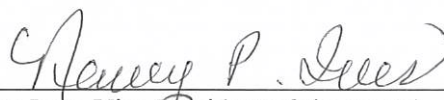
**AJOURNMENT:**

**The meeting adjourned at 11:46 A.M.**

Respectfully submitted,



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Julie Zangara, Secretary of the Board



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Nancy Ives, Vice President of the Board