



# 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**  
Warren "Chip" Brown, President  
Dee Cravens  
Nancy Ives  
Michael "Spoon" Witherspoon

**General Manager**  
Michael Staudenmayer

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
JANUARY 15, 2020 – 9:00 A.M.  
ADMINISTRATION/ENGINEERING OFFICE**

President Stewart called the meeting to order at 9:00 a.m. Wednesday, January 15, 2020. Roll call and Pledge of Allegiance followed.

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

**DIRECTORS ABSENT:** Ives

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

**OTHERS PRESENT:** Tim Fulton, Jerusha Hall, John Jewett, Austin Cho (via teleconference)

**PUBLIC COMMENT**

There was no public comment.

**CONSENT CALENDAR**

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

- December 18, 2019 Regular Meeting Minutes
- Approval of Claims and Demands – Paid and Unpaid

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

**RECURRING BUSINESS**

**MEETINGS ATTENDED BY NCSD BOARD MEMBERS**

- Director Witherspoon attended the GPAC Climate Subcommittee Meeting

**MOUNTAINSIDE BUILDERS UPDATE**

John Jewett provided the following update for Mountainside Builders:

- Five units continue construction at the Boulders
- Boulders Unit 2 remains on the market
- Seven Martis 25 lots remain in inventory
- Three projects under design review for Martis 25
- Skyline Project at Village Walk in preliminary development
- Tahoe Mountain Resorts Foundation completed the 2020 grant cycle resulting in \$398,000 awarded to local non-profit organizations and \$64,500 awarded in scholarships.
- Martis Valley West development is awaiting a trial date

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

Tim Fulton provided the following update for NPOA:

- Average visitation over the holidays
- Refining ideas for improvements to the recreation center
- Board approved funding for small capital improvement projects
- Next board meeting February 22

## **NORTHSTAR CALIFORNIA/VAIL UPDATE**

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

- Epic Promise awarded approximately \$1,000,000 in grants
- Diverted about twelve tons of food waste which TTSD is picks up and brings to composting facilities in Nevada
- Employee housing is full
- Martis Valley Trail 3B is back under review with Placer County after a revision to indemnity
- NSAA Conference is at Squaw this week
- Inflow and outflow of traffic has seen improvements with the implementation of paid parking

## **NEW BUSINESS**

### **AMENDED PAYABLE REVIEW POLICY**

Director of Finance and Administration (DFA) Greg Rosenthal stated the revision to the policy was made to reflect the elimination of weekly and quarterly reviews by individual Directors. The amended Payable Review Policy was developed according to discussion at the December 2019 Board Meeting. In addition to the monthly Warrant Register approval process, Director inquiries related to paid and payable items can be made either before, during or after a board meeting and all Directors will be copied on email replies from staff under the new policy.

**Director Witherspoon moved to approve the Amended Payable Review Policy. Director Brown seconded, roll call was taken, Yes: Directors Brown, Cravens, Witherspoon and Stewart. Noes: None. Abstain. None. Absent: Ives. The motion carried.**

### **RESOLUTION 20-01 – A RESOLUTION APPROVING INTERNAL BORROWING**

DFA Rosenthal stated at the December Board meeting, the Board approved Fire Operations internal borrowing from Sewer Capital pending approval by legal counsel. Legal counsel determined that the internal borrowing conformed to the requirements set forth by the District's Reserve Management Policy. Legal counsel recommended the terms of the borrowing be more clearly defined and adopted by resolution.

Director Witherspoon inquired about what would happen in a scenario where the Sewer Capital Fund depreciates. General Manager (GM) Mike Staudenmayer stated the funds are fairly safely invested. District Counsel Austin Cho stated for the scenario in question, the account would have to sustain a negative yield over a twelve-month period of time. It was determined that if necessary after review, changes would be proposed to revise the Reserve Management Policy at a future board meeting.

**Director Brown moved to approve Resolution 20-01 – A Resolution Approving Internal Borrowing. Director Cravens seconded, roll call was taken, Yes: Directors Brown, Cravens, Witherspoon and Stewart. Noes: None. Abstain. None. Absent: Ives. The motion carried.**

### **2019 HIGHLANDS PRD RECONSTRUCTION AND NORTHSTAR DRIVE PAVEMENT PATCH PROJECT – CONTRACT CHANGE ORDER #2**

District Engineer (DE) Eric Martin stated Change Order #2 considers three items and has the approval of the PRD Committee overseeing funding for the project. The Contract Change Order #2 is within the 15% allowed by the District according to Resolution 07-23, however, change order approval is being sought to

satisfy Placer County's public contract code requirements. The most significant change is in the amount of \$136,000 for conversion of utility boxes. The current utility boxes will be replaced with round, manhole type boxes that are recessed a half-inch below the surface to allow for unimpeded snow removal operation and improved drivability.

**Director Cravens moved to approve the 2019 Highlands PRD Reconstruction and Northstar Drive Pavement Patch Project – Contract Change Order #2. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Cravens, Witherspoon, and Stewart. Noes: None. Abstain. None. Absent: Ives. The motion carried.**

## **DIRECTOR REPORTS**

President Stewart stated she will be resigning from the Board at the conclusion of the meeting.

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

GM Staudenmayer provided the following report:

- Following the District's drone mapping for the Martis Valley Trail, Auerbach Engineering recalculated the areas of new disturbance associated with both trail alignments. The data has been provided to the Army Corp. The results of the study provided compelling data, demonstrating significantly less new disturbance with the valley alignment versus highway alignment.
- The District ran elective water quality testing to determine the effect of mountain activity on the health of the watershed. Big Springs water was tested for "Forever Chemicals" typically found in more industrial areas. District staff initiated this testing as some of these chemicals are found in ski wax. The results of the District's testing showed no detectable trace of the most common PFAS/PFOA chemicals.
- Met with CSDA Representative who is seeking more legislative advocacy from California Special Districts. Currently the District does not have a policy to dictate such involvement. CSDA has provided a sample policy to GM Staudenmayer.
- Progress on the Biomass Utilization Study is being made
- GM Staudenmayer, DFA Rosenthal and Human Resources Administrator (HRA) Julie Zangara previewed new performance review management (Trakstar) software the District will be implementing.

## **FIRE DEPARTMENT – BAILEY**

Chief Bailey provided the following report:

- Placer County passed an ordinance effectively requiring local fire districts above 5,000 feet to inspect short term rentals for safety.
- Chief Bailey is the process of performing an ambulance study

## **PUBLIC WORKS REPORT – MARTIN/RYAN**

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

- DE Martin is negotiating with Liberty Utilities on bringing their large 814 vaults to grade.
- The first payment for Northstar Drive Road Maintenance and Snow Removal Services Agreement with Placer County will be issued in January. The snow removal portion of payment will be issued in November.
- The revised Road Maintenance and Snow Removal Agreement for the portion of Northstar Drive where Placer County terminated its maintenance responsibility is under review by Northstar California/Vail legal counsel.
- The Stages project is anticipated to submit for environmental permitting in January. DE Martin has drafted a facilities and reimbursement agreement.
- Grant funding for the MVT will go to the Placer County Board of Supervisors for approval in February.
- Staff is currently drafting an IT Master Plan which will be presented to the Board at the February meeting.

- DE Martin coordinated with TTSD to review current service level and discuss higher levels of service during peak occupancy periods.
- UOM Ryan informed the Board of a sewer pump failure at Indian Hills. The estimate to refurbish the pump is between \$3,000 and \$6,000.

**FINANCE AND ADMINISTRATION REPORT – ROSENTHAL**

DFA Rosenthal provided the following report:

- The California Employers’ Pension Prefunding Trust (CEPPT) offers two asset allocation strategies; Strategy One with a 10-year expected rate of return of 5% and Strategy Two with a 10-year expected rate of return of 4%. Through staff discussion and analysis, staff anticipated the selection of Strategy One. DFA Rosenthal recommended Strategy One with a 10-year expected rate of return of 5%. The Board agreed with the recommendation.

District Counsel Austin Cho provided a review of Board Vacancy procedures.

**AJOURNMENT:**

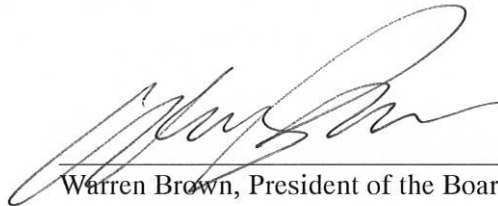
**The meeting adjourned at 11:36 A.M.**

Respectfully submitted,



---

Julie Zangara, Secretary of the Board



---

Warren Brown, President of the Board