



# N·C·S·D

Northstar Community Services District  
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**Board of Directors**  
Warren "Chip" Brown, President  
Dee Cravens  
Nancy Ives  
Mike Moll  
Michael "Spoon" Witherspoon

**General Manager**  
Michael Staudenmayer

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
AUGUST 19, 2020 – 9:00 A.M.  
VIA ZOOM**

President Brown called the meeting to order at 9:00 a.m. Wednesday, August 19, 2020. Roll call followed.

**DIRECTORS PRESENT**

(via videoconference): **Brown, Cravens, Ives, Moll, Witherspoon**

**DIRECTORS ABSENT:** None

**STAFF PRESENT:**

(via videoconference) **Zangara, Rosenthal, Ryan, Staudenmayer, Martin, Bailey**

**OTHERS PRESENT**

(via videoconference): **Austin Cho, Jerusha Hall, John Jewett**

**PUBLIC COMMENT**

There was no public comment.

**CONSENT CALENDAR**

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

- July 15, 2020 Regular Meeting Minutes
- Approval of Claims and Demands – Paid and Unpaid

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

**RECURRING BUSINESS**

**MEETINGS ATTENDED BY NCSD BOARD MEMBERS**

Director Witherspoon attended the Truckee Tahoe Community Foundation Forest Salon Series.

**MOUNTAINSIDE BUILDERS UPDATE**

John Jewett provided the following update for Mountainside Builders:

- Finishing Phase II of the Boulders Project
- Constructing four units for Boulder Phase III
- Martis 25 Lots are sold out
- Boulders Phase II units are all pre-sold
- Zero inventory remaining outside of the four units under construction

**NORTHSTAR CALIFORNIA/VAIL UPDATE**

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

- Rubicon, Los Arcos, Eurosnack and Copperlane are open in the Village
- Bear Activity has been high during summer
- The Mountain Bike Park is open with reduced operations
- Golf Course is open
- Working on a winter operations plan, unsure of the footprint at this time

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

There was no update for this agenda item.

**NEW BUSINESS**

**RESOLUTION 20-18 MAKING NON-SUBSTANTIVE AMENDMENTS TO THE CONFLICT OF INTEREST CODE**

Human Resources Administrator (HRA) Julie Zangara stated the during the biennial Board review of the Conflict of Interest (COI) code during the District’s July Board meeting determined the necessity to add the position of Community Risk Reduction Chief (CRRC) to the COI. The COI was updated to reflect this addition.

**Director Moll moved to approve Resolution 20-18 Making Non-Substantive Amendments to the Conflict of Interest Code. Director Cravens seconded, roll call was taken, Yes: Directors Brown, Cravens, Moll and Witherspoon. Noes: None. Abstain. None. Absent: Ives. The motion carried.**

**RESOLUTION 20-19 APPROVING APPLICATION FOR PER CAPITA GRANT FUNDS**

District Engineer (DE) Eric Martin stated that California’s Per Capita Grant Program allocates funding for local park rehabilitation, creation and improvement grants to local governments on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors. The District’s allocated per capita grant funding totals approximately \$177,952 and the Martis Valley Trail is an eligible project under the program. In order to file a grant application to receive the allocated funding, a resolution must be provided by the Board approving the application for funding.

**Director Moll moved to approve Resolution 20-19 Approving Application for Per Capita Grant Funds. Director Ives seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.**

**CONSIDER APPROVAL OF GENERAL MANAGER EMPLOYMENT AGREEMENT BETWEEN NORTHSTAR COMMUNITY SERVICES DISTRICT AND MICHAEL STAUDENMAYER**

District Counsel Austin Cho reviewed the proposed General Manager Employment Agreement that extends General Manager (GM) Michael Staudenmayer’s employment as General Manager for another five years. The material terms of the agreement remain substantively the same, with the exception of an increased based salary of \$260,419.38 consistent with the Board’s discretion to set employee’s compensation and with the District Salaries and Salary Ranges for Fiscal Year 2020-2021 approved at the June 17, 2020 Regular Board Meeting. The term of the agreement is June 20, 2020 through June 21, 2025.

**Director Ives moved to approve the General Manager Employment Agreement Between Northstar Community Services District and Michael Staudenmayer. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.**

## **DIRECTOR REPORTS**

There was no update for this agenda item.

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

GM Staudenmayer provided the following report:

- Garbage and refuse removal has been a continual issue this summer not only for the District, but regionally
- Operations staff has been dealing with additional cleanup efforts in relation to the trash issue
- Working with NPOA in order to ensure the needs of the community are addressed
- The District is working to finalize an agreement with Tahoe Truckee Sierra Disposal which should be presented to the Board at the September board meeting
- New signs with strong language will be installed at the dumpster site
- Martis Valley Trail Segment 3B is out to bid. GM Staudenmayer and DE Martin attended the pre-bid meeting.
- The Golf Course has provided approval for the District to move forward with connectivity for the TMT trail
- District Counsel Cho and GM Staudenmayer were successful during the ACM I and ACM II CFD delinquencies legal proceedings. Currently awaiting signed judgment from the court. The judgment will allow the District to work with the court's motions clerk to get a Writ of Sale and work with the Placer County Sheriff's office to initiate the sale process after a statutory 120-day wait period.
- GM Staudenmayer provided a presentation on biomass at the Truckee Tahoe Community Foundation Forest Salon Series. There is local and regional support for the District's project.
- The Board requested NPOA attendance at future meetings. GM Staudenmayer stated there has been a recurring conflict with another meeting and he will inquire about a representative from NPOA for future NCSO board meetings. GM Staudenmayer stated there has been active participation by NPOA in working through the garbage issues impacting the District.

## **FIRE DEPARTMENT**

Chief Bailey provided the following report:

- No positive Covid-19 tests within the Fire Department staff to date
- More red flag warnings than normal due to dry lightning
- Truckee, North Tahoe and Cal Fire are taxed by the influx of visitors to the area
- The department has achieved 307 of 350 of the defensible space inspections goal
- Fuels management work is currently concentrated in Big Springs, which is a major evacuation route for the District

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

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

- DE Martin currently working with David Featherman and the US Forest Service Wood Energy team as the Biomass feasibility study progresses. DE Martin his hopeful to present to the Board a suggested technology within the next two months.
- UOM Ryan stated that preparation for the upcoming pigging project is consuming a large amount of Operations staff time.
- Green waste removal has been significant.

**FINANCE AND ADMINISTRATION REPORT – 4<sup>TH</sup> QUARTER FINANCIALS REVIEW – ROSENTHAL**

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


- DFA Rosenthal stated that it is important to note that the budget adjustment for the CalPERS discretionary UAL payment approved at the May 2020 regular board meeting increased both actual and budgeted expenses for each fund supported by Internal Service Funds. This increased expense burden caused some funds to show a budgeted loss, an actual loss, or both.
- When distilled down to remove the impacts of UAL Prepayments, Reimbursable, Grant, and Capital activities, the District is under year-to-date budgeted revenue by \$332,023 and under year-to-date budgeted expense by \$378,552.
- Fiscal-Year-End property tax revenue figures are not represented in the report because the last Teeter payment from Placer County for Fiscal Year 2019-20 hadn't yet been received.
- The CEPPT Trust earned approximately \$380,000 on the initial, March 27<sup>th</sup> investment of \$3,624,000.

Director Cravens inquired about whether the District was satisfied with the yield on District's investments. GM Staudenmayer stated that as a government entity, the District is limited in the amount of risk it can take on with its investments. DFA Rosenthal added that these investments must adhere to the District's previously adopted, conservative investment policy. DFA Rosenthal also noted that the 2.8% current yield of the Schwab investments is outperforming LAIF. A copy of the previously mentioned investment policy was circulated to the Board prior to the close of the meeting.

**ADJOURNMENT:**


**The meeting adjourned at 11:04 A.M.**

Respectfully submitted,



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Julie Zangara, Secretary of the Board



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Warren Brown, President of the Board