



N·C·S·D

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

General Manager
Michael Staudenmayer

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
JANUARY 20, 2021 – 9:00 A.M.
VIA ZOOM**

President Brown called the meeting to order at 9:00 a.m. Wednesday, January 20, 2021. Roll call followed.

DIRECTORS PRESENT

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

DIRECTORS ABSENT: None

STAFF PRESENT:

(via videoconference)

Zangara, Rosenthal, Ryan, Staudenmayer, Martin, Bailey

OTHERS PRESENT

(via videoconference):

Austin Cho, Jerusha Hall, Josh Rainone, Tim Fulton, Marilyn Forni, James Marta, David Featherman, John Jewett, Charles Post, Dan Wilson, Tim Stansell

PUBLIC COMMENT

John Jewett requested agenda item 11, 2019 Highlands PRD Reconstruction Project Contract Change Order #3 be moved after the Board considers the Consent Calendar. The Board agreed to take the agenda item out of order.

CONSENT CALENDAR

Director Witherspoon moved to approve the following consent calendar items:

- December 16, 2020 Regular Meeting Minutes
- Approval of Claims and Demands – Paid and Unpaid
- Budget Adjustment 21.03

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

NEW BUSINESS

2019 HIGHLANDS PRD RECONSTRUCTION PROJECT CONTRACT CHANGE ORDER #3

District Engineer (DE) Eric Martin stated Change Order #3 considers two items and has the approval of the PRD Committee overseeing funding for the project. The two items include adjustment of Liberty Utilities power infrastructure vaults and replacement of guardrail along Highlands View Road and Ridgeline. Change Order #3 includes increases in authorized work at agreed upon prices and an extension to the contract time of completion to allow for guardrail replacement and punch list items. It has been approved by Placer County's Engineering Manager and the PRD committee overseeing the project and will be reimbursed through the Highlands PRD.

Director Ives moved to approve 2019 Highlands PRD Reconstruction Project Contract Change Order #3. Director Moll seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

RECURRING BUSINESS

MEETINGS ATTENDED BY NCSD BOARD MEMBERS

Director Moll attended the Airport Board Meeting.

MOUNTAINSIDE BUILDERS UPDATE

John Jewett provided the following update for Mountainside Builders:

- Continuing construction on four Boulders Units
- Two of the four units are pre-sold

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:

- Working in safety mode in considering both employee and guests
- Perfecting crowd management system
- Acquired more employee housing on a short-term basis with Tahoe Biltmore
- Working on Capital Project planning
- Working to reopen lodging and food and beverage in response to the state lifting restrictions
- Epic Promise donated to nine organizations

NEW BUSINESS

AUDIT PRESENTATION BY JAMES MARTA OF JAMES MARTA & CO

James Marta of James Marta & Company LLP provided the Board with highlights from the Fiscal Year 2019-20 audited financial statements. Mr. Marta stated that the auditor's opinion is unmodified, which means that the District's financial statements fairly represent the financial position of the District. Mr. Marta reviewed the financial standing of the District for the year under audit. Along with the audit report, there are three corresponding letters: Report on Internal controls, Communication with those charged with governance, and Management Letter.

The Report on Internal controls identified no findings for the current audit year.

Communications with those charged with governance identified no significant issues, presented no audit adjustments, and defined management representations.

The Management Letter highlights certain matters for consideration by management that are expected to improve the District's accounting and financial reporting functions. There were no findings or recommendations for the year under audit. In reporting on the status of prior year recommendations, auditors noted that staff had sufficiently addressed the need to periodically balance "due to/from" accounts and had satisfied the prior year recommendation.

ACCEPTANCE OF AUDITED FINANCIAL STATEMENTS

There was no discussion for this agenda item.

Director Witherspoon moved to accept the Fiscal Year 2019-2020 Audited Financial Statements. Director Ives seconded, roll call was taken, Yes: Directors Brown, Ives, and Witherspoon. Noes: None. Abstain. None. Absent: Moll. The motion carried.

USDA FOREST SERVICE NCSB BIOMASS ENERGY SYSTEM PRELIMINARY FEASIBILITY REPORT PRESENTATION

David Featherman provided the Board with an in-depth report on the results of the District's Biomass System Preliminary Feasibility Study. Mr. Featherman reviewed the Annual Wood Fuel Estimate, Annual Energy Use Summary, Proposed System Options, District Heating System Layouts, Central Biomass Boiler Plant, Cost & Financial Analysis, and Recommendations & Next Steps. At the conclusion of the presentation and discussion, General Manager (GM) Mike Staudenmayer sought Board direction on how it would like staff to move forward. The Board directed District staff to pursue Option 1: 5 MMBtu Central Boiler Plan; and Optimized Heating Loops.

NCSB BIOMASS ENERGY SYSTEM LETTER OF SUPPORT AND APPROVAL TO SEEK GRANT FUNDING FOR DESIGN AND PERMITTING SERVICES

DE Martin stated that an application has been drafted for funding under the USDA Forest Service Wood Innovations Grant (WIG) Program.. The proposed application seeks the maximum \$250,000 in funding for contracted services to complete detailed design and environmental permitting for the project. A District match of 100% of the requested amount is required. A letter of support has been drafted for the Board's consideration and will be included if so approved.

Director Moll moved to approve NCSB Biomass Energy System Letter of Support and Approval to Seek Grant Funding for Design and Permitting Services. Director Ives seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

NCSB BIOMASS ENERGY SYSTEM – ON CALL SUPPORT SERVICES

DE Martin stated as the District's Biomass Energy System project transitions from the planning phase to project development, additional support via Wildephor Consulting Services will be needed. The proposed contract with Wildephor Consulting Services totals \$15,000.

Director Moll moved to approve NCSB Biomass Energy System -On Call Support Services. Director Ives seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

APPROVAL TO LEASE A VEHICLE FOR SHORT-TERM RENTAL INSPECTOR

Fire Chief Sean Bailey stated Placer County requires Northstar Fire Department (NFD) to inspect Short Term Rentals (STRs) once every three years. The District has approximately 800 STRs. A vehicle is needed for the NFD Inspector to meet with owners and/or managers to perform the inspections. The NFD concluded the best course of action to provide a means of transportation is to lease a vehicle. NFD staff sought estimates from dealerships in Reno, Nevada. The cost of leasing the vehicle will be paid for by revenue derived from the STR fire inspection fee charged by Placer County to offset the costs of overseeing and managing an STR inspection program within the District.

Director Moll moved to approve Lease of a Vehicle for Short for Short-term Rental Inspector. Director Ives seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

RESOLUTION 21-01 – RESOLUTION OF THE BOARD OF DIRECTORS APPOINTING MARILYN FORNI TO FILL VACANCY ON THE BOARD OF DIRECTORS

Human Resources Administrator (HRA) Julie Zangara stated the District had received one application for the vacancy on the Board of the Directors. There was no public comment.

Director Ives moved to approve Resolution 21-01 – Resolution of the Board of Directors Appointing Marilyn Forni to Fill Vacancy on the Board of Directors. Director Brown

seconded, roll call was taken, Yes: Directors Brown, 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

General Manager (GM) Mike Staudenmayer provided the following report:

- Martis Valley Trail “lower alignment” has been approved by the US Army Corps of Engineers.
- The required Historical Properties Treatment Plan will be developed by a consultant
Staff met with Placer County reps to discuss implementation of trail segments 1B2 and 3A connecting to the beginning of 3B with the goal of constructing all three segments in 2021.

FIRE DEPARTMENT – BAILEY

Chief Bailey provided the following report:

- A local, mass COVID vaccination clinic will be hosted at Sierra College through Tahoe Forest Hospital
- Northstar Fire, Truckee Fire and Olympic Valley Fire will be providing paramedic support on site

PUBLIC WORKS REPORT – MARTIN/RYAN

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

- Operations staff has focused on projects outside of snow removal

HUMAN RESOURCES – ZANGARA

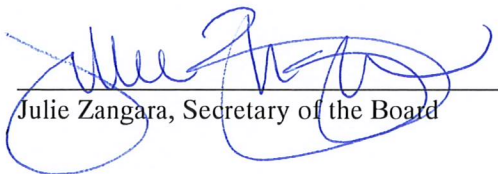
HRA Zangara provided the following report:

- GM Staudenmayer signed an annual contract with Placer County to provide continuing dental and vision benefits for employees of the District.


ADJOURNMENT:

The meeting adjourned at 11:11 A.M.

Respectfully submitted,



Julie Zangara, Secretary of the Board



Warren Brown, President of the Board