



# N.C.S.D

Northstar Community Services District  
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## **Board of Directors**

Warren "Chip" Brown, President  
Nancy Ives  
Marilyn Forni  
Mike Moll  
Michael "Spoon" Witherspoon

## **General Manager**

Michael Staudenmayer

## **MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MARCH 17, 2021 – 9:00 A.M. VIA ZOOM**

President Brown called the meeting to order at 9:03 a.m. Wednesday, March 17, 2021. Roll call followed.

### **DIRECTORS PRESENT**

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

**DIRECTORS ABSENT:** None

### **STAFF PRESENT:**

(via videoconference)

**Zangara, Rosenthal, Ryan, Staudenmayer, Martin, Bailey**

### **OTHERS PRESENT**

(via videoconference):

**Austin Cho, Josh Rainone, Tim Fulton, Jerusha Hall, John Jewett**

### **PUBLIC COMMENT**

There was no public comment.

### **CONSENT CALENDAR**

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

- February 17, 2021 Regular Meeting Minutes
- Approval of Claims and Demands – Paid and Unpaid
- Budget Adjustment 21.06

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

### **RECURRING BUSINESS**

#### **MEETINGS ATTENDED BY NCSD BOARD MEMBERS**

Director Ives stated she attended the Northstar Property Owners Association meeting.

#### **MOUNTAINSIDE BUILDERS UPDATE**

John Jewett provided the following update for MountainSide Builders:

- Working on four, downhill four-bedroom units. All units are sold.
- Tahoe Mountain Resorts Foundation awarded Northstar Fire Department a grant for forest fuels reduction work for the next three project seasons.

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

Tim Fulton provided the following update for NPOA:

- Gym reopening Monday, March 22, 2021
- Next board meeting April 10, 2021

- Anticipating utilizing a reservation system through summer operations

#### **NORTHSTAR CALIFORNIA/VAIL UPDATE**

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

- Mountain to remain open until mid-April
- Focusing on summer operations and employee appreciation
- Golf Course anticipated to open for the full season
- Participated in the Forest Future series, working to set the stage for community needs

#### **NEW BUSINESS**

##### **APPROVAL OF SHORT-TERM RENTAL INSPECTOR JOB TITLE AND DESCRIPTION**

Fire Chief Sean Bailey stated we hired a Retired Annuitant and therefore the position had to be defined to adhere to the CalPERS requirements for a Retired Annuitant employee.

**Director Moll moved to approve the Short-term Rental Inspector Job Title and Description. Director Forni seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.**

##### **APPROVAL OF ACCOUNTING TECH II JOB TITLE, SALARY RANGE, AND DESCRIPTION**

Director of Finance and Administration (DFA) Greg Rosenthal stated that historically, the administrative department has operated with two Accounting Technician I (ATI) positions. Although the position and pay scale have evolved to accommodate a wide-ranging level of understanding and experience, the original expectation was that as an employee gained experience, they would move to a more advanced position. The creation of the Accounting Technician II (ATII) position allows for that growth. Although the responsibilities of the ATI and ATII positions are similar, the level of experience and ability to work independently varies greatly between the two, and therefore a delineation must be formally made between job description and salary ranges for each position.

Director Witherspoon inquired about retitling the positions to Accounting Technician and Senior Accounting Technician. DFA Rosenthal stated that the suggestion would be taken under consideration.

**Director Forni moved to approve the Accounting Tech II Job Title, Salary Range, and Description. Director Ives seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.**

##### **NORTHSTAR DEFENSIBLE SPACE REBATE PROGRAM**

General Manager (GM) Mike Staudenmayer stated that the green waste bins, proposed at the February Board Meeting resulted in consultation with NPOA representatives. NPOA representatives indicated the bins would be problematic with the existing NPOA CCRs due to storage limitations. In lieu of the green waste bins, District staff proposed 30 cubic yard green dumpsters be made available to residents over Memorial Day, Fourth of July, and Labor Day weekends. In addition, District staff is seeking approval of A Defensible Space Rebate Program, allowing residents full rebates for the cost of renting one Tahoe Truckee Sierra Disposal (TTSD) six cubic yard green dumpster per year.

**Director Moll moved to approve the Northstar Defensible Space Rebate Program. Director Ives seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.**

## **DIRECTOR REPORTS**

President Brown requested Board Secretary, Julie Zangara, furnish the Directors with a copy of the District's Strategic Plan in order for Director Ives to lead a short discussion on the Strategic Plan at the April Board Meeting.

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

GM Staudenmayer provided the following report:

- The Tahoe Fund funded a study for assessment of the Loyalton Biomass facility. The study indicated there are adequate fuels to support the District's proposed facility without raising concerns for the Loyalton facility.
- The former District admin site is being evaluated as a potential location for the District's Biomass facility due to the proximity to other District facilities and offices, and the Northstar Village.
- GM Staudenmayer held a call with Placer County Supervisor Gustafson to discuss biomass.
- The Ground Water Management Plan stake holder working group convened to present findings from the latest annual report which indicates that the basin is in balance.
- District employees were offered vaccines through Placer County.

## **FIRE DEPARTMENT – BAILEY**

Chief Bailey provided the following report:

- Insurance renewal issue is resurfacing after fires last year. Current providers in Northstar are USAA and State Farm. Travelers is issuing a few new policies in the area. Nationwide is unlikely to renew the majority of policies in the District.

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

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

- DE Martin relayed that grant funding has been reserved through a partnership with Caltrans and the US Forest Service to help fund design and permitting of the District's Biomass Energy System.
- DE Martin stated the EVA gate will be replaced after Tholl Fence receives replacement parts which is anticipated in about a month. An insurance claim has been filed to fund the repair.
- DE Martin stated that design is underway for Martis Valley Trail segments 1B-2 (from last point of completion to the wildlife viewing area) and 3A (from the wildlife viewing area to the sewer lift station). These segments are expected to break ground this summer. Segment 3B (from the Golf Course to the parking lots) will be completed this summer by Placer County who awarded the contract to Teichert.

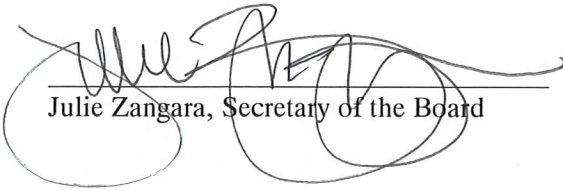
## **FINANCE AND ADMINISTRATION REPORT – 2<sup>ND</sup> QUARTER FINANCIALS – ROSENTHAL**

- DFA Rosenthal stated after considering changing the Accounting Technician I and Accounting Technician II position titles to Accounting Technician and Senior Accounting Technician, respectively, he wanted to proceed with the Board recommendation. The Board agreed to the updates.
- When the impacts of Reimbursables/Grants and other restricted activity is removed, the District is over year-to-date (YTD) Budgeted Revenue by \$514,455 and over YTD Budgeted Expense totals by \$62,178. Highlights include:
  - The CEPPT Trust is continuing to perform. In the second quarter there have been approximately \$325,000 in interest earnings.
  - Property tax revenue is projected to be approximately 2.2% under the YTD budget based on revenue expectation adjustments after the receipt of the first teeter payment.
  - The District has approximately \$8,000,000 unrestricted funds and about \$18,000,000 in restricted funds.

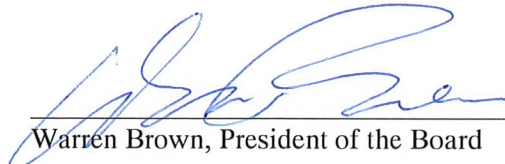
**ADJOURNMENT:**

**The meeting adjourned at 10:18 A.M.**

Respectfully submitted,



Julie Zangara, Secretary of the Board



Warren Brown, President of the Board