



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
MAY 19, 2021 – 9:00 A.M.
VIA ZOOM**

President Brown called the meeting to order at 9:00 A.M. Wednesday, May 19, 2021. Roll call followed.

DIRECTORS PRESENT

(via videoconference): Brown, Forni, Ives, Moll, Witherspoon (10:27 A.M.)

DIRECTORS ABSENT: None

STAFF PRESENT:

Zangara, Rosenthal, Ryan, Staudenmayer, Martin, Bailey, Gibeaut, Barron, Johnson

OTHERS PRESENT

(via videoconference): Austin Cho, Josh Rainone, Jerusha Hall, John Jewett, John Radonovich

PUBLIC COMMENT

There was no public comment.

CONSENT CALENDAR

Director Ives requested the Northstar Drive Tompkins Memorial Trail Extension Placer County Tourism Master Plan Grant Agreement be taken as a separate agenda item. The Board agreed. The item was moved as requested.

Director Moll moved to approve the following consent calendar items:

- April 21, 2021 Regular Meeting Minutes
- Approval of Claims and Demands – Paid and Unpaid
- Martis Camp Park Common Area Facilities Agreement
- Martis Valley Trail Placer County Tourism Master Plan Grant Agreement Amendment 1
- Martis Valley Trail Placer County Reimbursement Agreement for Segments 1B-2 and 3A
- Martis Valley Trail Segments 1B-2 and 3A – Construction Inspection Services
- Martis Valley Trail Segments 1B-2 and 3A – Construction Management Support Services
- Martis Valley Trail Segments 1B-2 and 3A – Special Inspection and Materials Testing Services
- Martis Valley Trail Segments 1B-2 and 3A – Archaeological Monitoring Services
- Martis Valley Trail Segments 1B-2 and 3A – Revegetation Inspection Services
- Martis Valley Trail Segments 1B-2 and 3A – Biological Surveys and Monitoring Services
- Pre-Paid Information Technology Support Services
- Engagement Letter for OPEB Actuarial Valuation Services

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

NORTHSTAR DRIVE TOMPKINS MEMORIAL TRAIL EXTENSION PLACER COUNTY TOURISM MASTER PLAN GRANT AGREEMENT

Director Ives inquired about the liability and responsibility for the flashing, illuminated crosswalk signs for the Tompkins Memorial Trail along Northstar Drive. District Counsel Austin Cho said he would investigate.

Director Ives moved to approve Northstar Drive Tompkins Memorial Trail Extension Placer County Tourism Master Plan Grant Agreement. Director Moll seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, and Moll. Noes: None. Abstain. None. Absent: Witherspoon. The motion carried.

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:

- Completing the four downhill, four-bedroom units

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:

- Snow-making maintenance and bike trail maintenance is ongoing
- Working on revising the safety plan for summer operations
- Golf Course opening anticipated prior to Memorial Day weekend

NEW BUSINESS

APPROVAL OF ORDINANCE 37-21 ESTABLISHING FIRE DEPARTMENT FEE SCHEDULES

Community Risk Reduction Chief (CRRC) Jason Gibeaut stated the Fire Department is seeking approval to approve Ordinance 37-21 introduced and proposed at the April 17, 2021 Regular Board Meeting.

Director Moll moved to approve Ordinance 37-21 Establishing Fire Department Fee Schedules. Director Forni seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, and Moll. Noes: None. Abstain. None. Absent: Witherspoon. The motion carried.

APPROVAL OF THE 2021 COMMUNITY WILDFIRE PREVENTION PLAN

Forester Joe Barron stated that the objective of the Community Wildfire Protection Plan (CWPP) is to reduce or eliminate the loss of life, property, and resources caused by a wildfire. The CWPP considers public input, planning, and forestry management practices and modeling. The 2021 CWPP included data from two independent studies completed for the wildland fire spread in the community.

Director Moll inquired if the proposed CWPP is aggressive enough. Forester Barron stated the plan is adequate, increases efforts, and is more comprehensive when compared to previous fuels management plans.

Director Moll moved to approve the 2021 Community Wildfire Prevention Plan. Director Ives seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, and Moll. Noes: None. Abstain. None. Absent: Witherspoon. The motion carried.

NORTHSTAR FUELS MANAGEMENT BUDGET OUTLOOK PRESENTATION

Chief Bailey provided a fuels management budget outlook presentation to the Board. Director Forni inquired about what will happen if the tax measure does not pass. General Manager (GM) Mike Staudenmayer stated that will reevaluate the situation and present the impacts to the implementation of the CWPP and the road care program in the case the measure does not succeed.

NORTHSTAR ROADS REHABILITATION MODEL UPDATE PRESENTATION

District Engineer (DE) Eric Martin provided a presentation to the Board describing results of a 50-yr roads rehabilitation model and financial analysis. DE Martin stated that the 2015 Road Maintenance Plan considered longer durations between paving cycles than had been previously established because the primary funding source, Measure E, had reallocated to fund the Fuels Management program. Should the 2021 Fuels Management ballot initiative succeed, the District will be able to reallocate Measure E funding back to the District's road care program which would allow for more frequent paving cycles.

Director Forni inquired about the reserves in place for road care. DE Martin stated that a capital reserves account has been established to fund road rehabilitation, but funding is currently being allocated to this account per the 2015 Road Maintenance Plan which reflects reduced Measure E funding. In order to increase the level of service for road care activities additional funding will be needed. Director of Finance and Administration (DFA) Greg Rosenthal stated the District is aiming to shore up dedicated funding for road care and the Fuels Management program.

RESOLUTION 21-02 "RESOLUTION AUTHORIZING FORMATION OF ZONE FOR WILDFIRE PROTECTION SERVICES"

GM Staudenmayer stated the Fuels Management staff has determined additional funding is required to accomplish the goals indicated in the strategic operating plan for forest fuels management pursuant to the CWPP. With the annexation of PCWA's Zone 4 in 2015, the District's boundary encompasses the areas of Martis Camp, Lahontan, and Schaffer's Mill. The annexed Zone 4 territory receives water service only, and the District does not provide wildfire protection services in this area. With one election zone within the District, it is necessary to create a separate election zone for the purposes of limiting the proposed parcel tax ballot question and any resulting measure to the areas that will receive the benefit of the service.

District Counsel Austin Cho stated there is a multi-step process the District can go through to form a zone within a zone to provide different levels of service to different areas within the District, and to fund the services separately. The first step of the process is for the District to pass a resolution authorizing the formation of the zone, identifying the level of service and how the service will be financed. As a result the District can fund the services through any means the District has at its disposal, including a special tax. By virtue of forming the zone, only those subject to the tax will vote on the measure.

Director Ives inquired about the exclusion of Zone 4. Chief Bailey stated that Truckee Fire Department provides fire protection services to the Zone 4 territory.

Director Forni inquired about the boundary of the zone that is being formed. District Counsel Cho stated that the proposed zone includes the community of Northstar that receives fire protection from Northstar Fire Department (NFD).

Director Moll moved to approve Resolution 21-02 "Resolution Authorizing Formation of Zone for Wildfire Protection Services." Director Forni seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, and Moll. Noes: None. Abstain. None. Absent: Witherspoon. The motion carried.

Director Witherspoon joined the meeting at 10:27 A.M.

FIRST DRAFT BUDGET: KEY DATA PRESENTATION

Director of Finance and Administration (DFA) Greg Rosenthal provided a presentation to the Board that included the following:

- Draft Budget Highlights
 - District-wide contribution to reserves \$3.17MM (after adding back depreciation)
 - Property & Liability Insurance 59.1% Increase
 - COLA Adjustment 4.13% for Full-time Wages
 - Additional FT Utility Operations Employee – partial year
 - \$163.5k Enterprise Contribution to Fuels Management
 - Enterprise Funds
 - Contribution to reserves \$2.35MM (after adding back depreciation)
 - Governmental Funds
 - Capital Purchases & Projects \$391K
 - Reimbursable & Grant Funded Projects \$4.53MM
- Governmental Activity
 - Secured Property Tax revenue 5.0% increase
 - Resulting budget \$5.27 MM as compared to \$5.02MM budget for FY2020-21
 - Current county projections anticipate 4%-7%
 - Total Property Tax budget \$5.43MM (including supplemental revenue)
 - Contribution to reserves of \$811k
 - \$664.8k Restricted and \$147.0k Unrestricted
 - Exclusive of: Capital Reserve Contribution
 - \$3.88MM Martis Valley Trail reimbursable
 - Snow budgeting anticipates a 117.8% increase over prior year based on a 4-year average
- Anticipated Changes for 2nd Draft
 - Measure E Revenue will be increased by actual CPI of 4.13% instead of projected CPI
 - Possible inclusion of actual Property & Liability Insurance
 - Possible changes to Health insurance based on CalPERS reducing from three tiers of service to two
 - Fuels Management project labor will be reduced by approximately \$72k
 - Fire project revenue will be decreased by approximately \$36k
 - Fire operating expense will be reduced by approximately \$9.5k

GM Staudenmayer stated that Solid Waste is under funded and that this was anticipated given the existing rates and increased capacity of dumpsters being provided. The goal is to achieve the level of service desired and address the funding of the Solid Waste program funding once the service level is achieved.

DIRECTOR REPORTS

There was no update for this agenda item.

GENERAL MANAGER'S REPORT – STAUDENMAYER

GM Staudenmayer provided the following report:

- Chief Bailey and GM Staudenmayer sent a letter to NPOA addressing the issue of green waste recycling bins. There has not been a reply from NPOA, but there was an acknowledgment of receipt. The budget does not include the curbside bin program, but does contemplate a contracted service to address pine needles and slash left at the curb by residents.
- Utilities Operations Manager (UOM) Matt Ryan, DE Martin and GM Staudenmayer did an annual tour to assess road conditions within the District. During the tour, there were only eight properties

witnessed with green waste bags at the curb. There were nine properties with the Tahoe Truckee Sierra Disposal (TTSD) green waste dumpsters.

- Met with County and Town officials about a regional processing facility solution.
- The District's utilization project is moving forward, and the District biomass committee will convene in the near future.
 - The value engineering effort has been fruitful, current projections show more revenue and less capital outlay creating a better environment for fiscal return.
 - Pursuing a zoning determination with Placer County for the old administration building site. A letter of consideration for a public utility facility has been sent to Placer County
 - A meeting has been scheduled with TTSD to discuss potential framework for pricing the delivery of chips to the facility.
 - There has been a staff recommendation by Placer County Water Agency to award the District a \$250k grant for the design of the biomass utilization facility.
- Human Resources Administrator (HRA) Julie Zangara is monitoring the evolving CDC and State guidelines regarding COVID. The District is preparing to continue offering the option of virtual meeting attendance when the District begins holding in-person Board meetings again.

FIRE DEPARTMENT – BAILEY

Chief Bailey provided the following report:

- The NFD is transitioning from winter to summer operations
- The new wildland fire engine is currently being outfitted and will be put into service following the completion and staff training
- Fuels Management projects for the Army Corp are nearing completion and summer projects are being identified and established by Forester Barron
- The burn ban goes into effect May 24, 2021. Messaging will be on the electronic board and website.

PUBLIC WORKS REPORT – MARTIN/RYAN

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

- Placer County will begin work on the Martis Valley Trail (MVT) Segment 3B project by the end of May.
- MVT Segment 1B-2 is being prepped to go out to bid.
- Beginning Memorial Day weekend, high season solid waste dumpster capacity will be implemented at dumpster site. This increased capacity will be available throughout the summer. Residential defensible space material may be dropped off by homeowners at the dumpster site over Memorial Day weekend. The site will be manned by Operations Dept. staff over the weekend, including equipment to manage the green waste materials. An e-waste dumpster will also be provided for the holiday weekend.
- PCWA staff has recommended award of Financial Assistance Program grant to fund a Zone 4 hydrogeologic study aimed at assessing source water health.
- Operations staff took the CPR certification with Firefighter Captain Ryan Trainor.

Director Witherspoon inquired about CPR certification through the NFD for the Board and community at large. Chief Bailey stated that something could be arranged when a group of participants can safely convene after the state reopens and safety guidelines are clear.

FINANCE AND ADMINISTRATION REPORT – ROSENTHAL

DFA Rosenthal provided the following report:

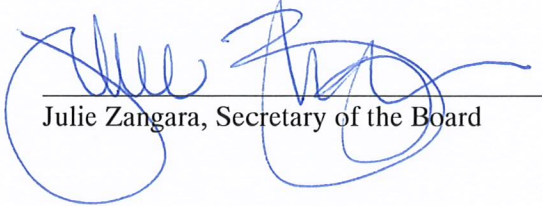
- DFA Rosenthal inquired with the Board about whether there were any inclusions they wished to see in future draft budget presentations.

The Board agreed that the budget presentation was comprehensive and succinct.


ADJOURNMENT:

The meeting adjourned at 11:27 A.M.

Respectfully submitted,



Julie Zangara, Secretary of the Board



Warren Brown, President of the Board