



# 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  
AUGUST 18, 2021 – 9:00 A.M.  
900 NORTHSTAR DRIVE, TRUCKEE, CA 96161 AND ZOOM**

President Brown called the meeting to order at 9:00 A.M. Wednesday, August 18, 2021. Pledge of Allegiance and roll call followed.

**DIRECTORS PRESENT**      **Brown, Forni, Ives, Moll, Witherspoon**

**DIRECTORS ABSENT:**      **None**

**STAFF PRESENT:**              **Zangara, Rosenthal, Evans, Staudenmayer, Martin, Bailey, Goates**

**OTHERS PRESENT  
(via videoconference):**      **Austin Cho, Jerusha Hall, John Jewett, Josh Rainone**

## **PUBLIC COMMENT**

There was no public comment.

## **CONSENT CALENDAR**

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

- a. July 21, 2021 Regular Meeting Minutes
- b. Approval of Claims and Demands – Paid and Unpaid

**Director Witherspoon 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**

There was no update for this agenda item.

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

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

- Attempting to stay open through air quality challenges while keeping public and employees safe
- Working on a capital push for 2022, details forthcoming at a future date
- Ms. Hall attended the Washoe Tribe Cultural Tour at Squaw/Alpine which provided an overview of the tribe and their history. There were approximately 150 attendees.

### **MOUNTAINSIDE BUILDERS UPDATE**

John Jewett provided the following update for Mountainside Builders:

- Finishing the Boulders Units
- Passed final inspections

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

There was no update for this agenda item.

## NEW BUSINESS

### ON-CALL ELECTRICAL SERVICES AGREEMENT

District Engineer (DE) Eric Martin stated Creekside Electrical Contractors have performed contracted work on specific projects within the District since 2010, and they have been the District's on-call electrical contractor since 2016. Staff desires to continue to work with Creekside as they are familiar with our systems and have an excellent working relationship with staff. The cost of the contract was included in the FY 2021-22 budget. DE Martin further stated that Creekside Electrical Contractors has been sold to San Joaquin Electric who will honor the contract.

**Director Moll moved to approve the On-Call Electrical Services Agreement. Director Ives seconded, roll call was taken, Yes: Directors Brown, Forni, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.**

### SPRINGBROOK SOFTWARE UPGRADE AND BUDGET ADJUSTMENT

Director of Finance and Administration (DFA) Greg Rosenthal stated the report supplied to the Board detailed both the price negotiated with Springbrook Software providers and the determining factors in choosing the cloud option for the District.

President Brown inquired about the budgeted amount for Springbrook Software.

DFA Rosenthal stated the budget includes \$11,560 which was anticipated for annual maintenance of the existing, on-premise version. Annual maintenance for the cloud version will increase to \$20,175 but will be offset by a credit for the fees already paid. The cloud-based version will include a new module, Employee Self Service (ESS), which will allow for Internet based communication of pay stubs, W-2s, and other payroll information to employees. Implementation and training fees for the upgrade to the cloud-based software will be \$16,826 and was budgeted at \$14,320 which hadn't included fees associated with the ESS module.

DFA Rosenthal explained that the budget adjustment for annual maintenance will increase to \$9,900 from the \$4,916 shown in the board report based on a change in the date used to calculate the credit. The adjustment for the upgrade to the cloud-based version will be \$2,506.

President Brown inquired about how the software is used and its benefits to staff.

DFA Rosenthal explained that Springbrook Software is used for all aspects of financial reporting for the District from budgeting and financial reporting to accounts payable and receivable activity, utility billing, and payroll. A number of benefits as well as requirements for upgrading from the current, on-premise version were discussed.

Director Witherspoon inquired about moving from an in-house to a cloud-based application.

IT/GIS Coordinator Steve Goates stated the benefits of moving to a cloud-based system include enhanced security and less burden on staff to implement upgrades and provide support for the software.

**Director Moll moved to approve Springbrook Software Upgrade and Budget Adjustment as amended. 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**

There was no update for this agenda item.

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

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

- The Placer County Air Pollution Control District was contacted about the District's Biomass project
- DE Martin and GM Staudenmayer have attended District HOA meetings to introduce the biomass initiative. Reception has been generally positive.
- DE Martin and GM Staudenmayer met with attorneys to discuss contractual assistance with biofuels
- There are no drought regulations currently imposed on the District or property owners
- GM Staudenmayer, Fire Chief Sean Bailey, and Community Risk Reduction Chief (CRRC) will provide information about Measure U to homeowners at the annual NPOA homeowner meeting

### **FIRE DEPARTMENT – BAILEY**

Chief Bailey provided the following report:

- Staff continues to apply for grants for wildfire prevention. There are more applicants and additional competition for grant funding given current wildfire activity and a widespread need to address existing threats.
- Measure U would provide a dedicated source of funding for the District's fuels management program.
- The fire department has one engine at the Dixie fire.

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

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

- A special meeting of the Board of Directors will be held on Friday, September 3, 2021, for Martis Valley Trail (MVT) Segment 3A award of bid. The Board agreed to meet at 11:00 A.M.
- Construction on Segment 1B-2 of the MVT started in July.
- DE Martin asked District Counsel Austin Cho to update the Board on the Water Rights hearings.

Mr. Cho stated there was a hearing the Administrative Hearings Office in early August. District counsel, along with Trimont Land Company representatives presented information pertinent to the water rights petitions. The hearing officer was generally receptive to the information requests that were made and requested supplementary information from the petitioners regarding intended build out under some of the permits to arrive at full, beneficial use. District counsel is working with the co-petitioners on obtaining that information. The next supplementary hearing is expected to be held in October before going in front of the State Water Resources Control Board.

Director Ives inquired about the difference in water production of the wells from last year to this year.

DE Martin stated that the TH-1 Well was taken out of service temporarily in order to service the chlorine equipment and affirmed the District is continuing to maximize use of surface water.

Director Witherspoon inquired about the level of Reservoir A being five feet below last year.

DE Martin stated that it is lower than normal due to a dry year.

- UOM Ryan stated Utilities Operations staff has been focusing on work on the sewer system and remaining indoors when air quality poses a health hazard.
- Smoke from the Dixie and Caldor fires has delayed progress on the trail District staff performs.

## **FINANCE AND ADMINISTRATION REPORT - ROSENTHAL**

DFA Rosenthal provided the following report:

- DFA Rosenthal stated the CalPERS Healthcare plan the District offers is changing from a three-tier plan to a two-tier plan. The District currently offers the mid-level plan called PERS Choice. Safety personnel also have the ability to enroll in the PORAC plan as an alternative. Historically, the PORAC plan has had a lower premium than the District's standard offering and the District has funded the entire cost of that plan. The new, two-tier plan for 2022 offers the option of a PERS Platinum or PERS Gold plan. District management anticipates offering the PERS Gold Plan as the standard offering to employees, based on an 80/20 coverage benefit, as it is the closest match to the District's current plan, PERS Choice, also an 80/20 plan. Other local agencies that contract with CalPERS for health benefits are also considering the same option as a standard for their employees. With CalPERS changing the structure of the health plans, the District has no choice but to move to a different standard plan.
- To accommodate open enrollment from September 20 – October 15, 2021, the District standard should be in place after the September Board Meeting.

The Board agreed with the current direction of management and staff and that PERS Gold as the standard offering appears to be an adequate benefit for employees and their dependents.

- DFA Rosenthal provided an overview of the 4<sup>th</sup> Quarter Financial Report. Highlights included:
  - The performance of District expenses and revenues performed as anticipated and/or expected.
  - The District is still awaiting the final payment from Placer County for property tax revenues, which typically arrives mid-August.
  - Trails work and road projects are currently under budget and under revenue as the work has yet to be performed, and the District is neither recognizing the expense or billing for the work that hasn't yet been completed.

Director Forni inquired about the property tax payments from Placer County and specifically why the District does not know the amount of the outstanding funds.

DFA Rosenthal stated that the District is aware of amounts received on the teeter plan. The District receives three payments under the teetered plan: 55% for December, 40% for April, and the final 5% for June. After receipt of the first payment, the District can project the amount of the other two payments. The amounts the District cannot target, are for funds that are not teetered, such as supplemental property taxes i.e., a property is purchased and the assessed value for the buyer comes in at a higher amount than under the seller's ownership, the buyer will have to make a supplemental property tax payment.

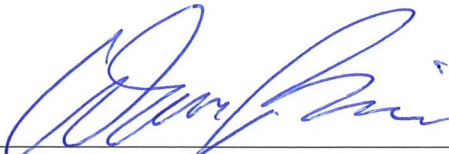
Director Forni inquired about reimbursable revenue.

DFA Rosenthal stated reimbursable revenue is directly reimbursed based on expenses the District incurs but the timing of the work to be reimbursed is unpredictable due to other contributing factors which delay recognition of the expense and, therefore, the reimbursement of that expense as well.

**ADJOURNMENT:**

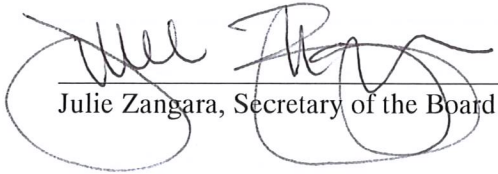
**The meeting adjourned at 11:13 A.M.**

Respectfully submitted,



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Warren Brown, President of the Board



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Julie Zangara, Secretary of the Board