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Northstar Community Services District
900 Northstar Drive, Truckee, CA 96161
P: 530.562.0747 • F: 530.562.1505 • www.northstarcsd.org

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 APRIL 20, 2022 – 9:00 A.M. ZOOM

President Brown called the meeting to order at 9:00 A.M. Wednesday, April 20, 2022. The Pledge of Allegiance and roll call followed.

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

DIRECTORS ABSENT: **None**

STAFF PRESENT: **Zangara, Rosenthal, Ryan, Staudenmayer, Martin, Bailey**

OTHERS PRESENT
(via videoconference): **Austin Cho, Tim Fulton, Daniel Kassabian, Josh Rainone, Sean Cutunilli**

PUBLIC COMMENT
There was no public comment.

CONSENT CALENDAR
Director Moll moved to approve the following consent calendar items:

- a. March 16, 2022 Regular Meeting Minutes
- b. Approval of Claims and Demands – Paid and Unpaid

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

RECURRING BUSINESS

MEETINGS ATTENDED BY NCS D BOARD MEMBERS
There was no update for this agenda item.

MOUNTAIN SIDE BUILDERS UPDATE
There was no update for this agenda item.

NORTHSTAR PROPERTY OWNERS ASSOCIATION (NPOA) UPDATE
Tim Fulton provided the following update for NPOA:

- Next NPOA regular board meeting is June 25
- Clean week April 18 – April 22
- 2021 audit has been completed and members will receive the report by the end of the month
- Reviewing the reserve study before beginning the 2023 budget process
- Hiring seasonal staff
- Working to organize more youth activities for summer 2022

2022 ON-CALL INSPECTION SERVICES

DE Martin stated the District contracts with Farr West Engineering for on-call inspection services for summer development projects. This summer inspection is desired for Schaffer's Mill Phase 2F and 2G, Schaffer's Mill Golf Course Maintenance Building, and the Martis Camp Lookout Lodge Addition and Parking Garage. Farr West will provide inspection of the water facilities for the projects to ensure compliance with the District's construction standards.

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

2022 ROAD REHABILITATION PAVEMENT INVESTIGATION SERVICES

DE Martin stated the District has road rehabilitation projects under consideration for the Basque and Skidder areas. In order to proceed with the proposed projects, staff recommends a pavement and subgrade investigation to inform design and specifications for the project. Construction Material Engineers provided a proposal for these services.

Director Moll moved to approve the 2022 Road Rehabilitation Pavement Investigation Services. Director Ives seconded; roll call was taken. Yes: Directors Brown, Forni, Ives, Moll, and Witherspoon. Noes: None. Absent: None. The motion carried.

ON-CALL ELECTRICAL SERVICES

DE Martin stated the District does not currently employ any in-house electricians. Creekside Electrical Contractors, Inc. has provided the District with on-call electrical services since 2016. Creekside Electrical Contractors, Inc. staff are familiar with District facilities and system, have an excellent working relationship with District staff, diagnose electrical problems quickly, and offer economical repair solutions.

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

DIRECTOR REPORTS

President Brown stated he attended the Airport District meeting.

GENERAL MANAGER'S REPORT – STAUDENMAYER

GM Staudenmayer provided the following report:

- Continues work with the Nature Conservancy on a potential fire insurance product.
- DE Martin and GM Staudenmayer are continuing work with consultants on the Biomass project.
- Met with Placer County and Tahoe Truckee Sierra Disposal (TTSD) on the Biomass project.
- The North Tahoe Biomass Task Force funded a study to better quantify the materials and distribution network.
- GM Staudenmayer provided a tour of delinquent parcels for CFD bond holders. District Counsel Austin Cho stated he should be able to provide the Board with an update at the May Regular Board Meeting on the CFD delinquencies.
- The Groundwater Management Plan annual report is due to be finalized. The finalized report will be presented to stakeholders to provide understanding of the current basin conditions.

FIRE DEPARTMENT – BAILEY

Fire Chief Sean Bailey provided the following report:

- Tree mortality is presenting earlier than expected due to drought conditions
- More insurers are backing out of the market after the 2021 fire wildfire season
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- Pile burning has resumed and there are approximately 80 piles remaining.
- The Fire Department is in preparation for the summer season, including engine maintenance and strike-team preparations.

PUBLIC WORKS REPORT – MARTIN/RYAN

DE Martin and UOM Ryan provided the following report:

- Trail projects are moving forward.
 - The Northstar Drive Tompkins Memorial Trail (TMT) extension has been completed including the flashing beacon crosswalk signage at the Beaver Pond intersection.
 - The Martis Valley Trail (MVT) Segments 1B2 and 3A projects will resume construction on May 2.
 - MVT Segment 1B2 should be completed in May.
 - The contractor for MVT Segment 3A anticipates completion in six weeks and the segment of trail may be open to the public by July.
 - Planning and design has begun for MVT Segment 3F, but the wetland permitting process is complex.
 - Parking area design is under way and the project is prioritized to break ground this summer.
- The State Water Resources Control Board Administrative Hearings Office released a proposed order granting pending water right petitions for extension of time and petitions for change. Comments on the proposed order will be received until May 2.
- District Counsel Austin Cho stated the draft proposed order from the Administrative Hearings Office recommended the water rights petitions be approved as requested.
- District Counsel assisted staff with water rights reporting due this year.
- While Utilities Operations staff was exercising valves in anticipation of the paving project, corroded bolts for the valve bonnets snapped creating water system leaks. Staff recommends replacement of valves/services in the Basque/Skidder subdivisions as part of the road reconstruction project. Current supply chain issues may impact the timeline for this work.
- Utilities Operations staff repainted the shop between seasons.
- IT/GIS Coordinator Steve Goates worked with Utilities Operations staff to set up a program for the endpoint replacement project. The program will provide a digital record of information on swing ties crucial to locate meters during the winter season.

FINANCE AND ADMINISTRATION REPORT – ROSENTHAL

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

- Captain Ryan Trainor provided administrative staff with a CPR certification class. Captain Trainor has extended an offer to provide another CPR certification for the Board and staff that was unable to attend. Secretary of the Board, Julie Zangara, will coordinate with Board members and staff to set a date for the CPR certification.
- DFA Rosenthal stated that the Organizational Chart has been included to provide a better understanding of Administrative department structure as discussed at the March meeting when the Accounting Manager position was approved. The Organizational Chart will be updated as required throughout the year and presented at the time of budget approval.
- DFA Rosenthal reviewed the budget timeline with the Board.

Director Forni inquired about the traffic flow for the mailboxes site no longer being marked as one-way. GM Staudenmayer stated staff would take a look and paint or provide signage as necessary.


ADJOURNMENT:

The meeting adjourned at 10:34 A.M.

Respectfully submitted,



Julie Zangara, Secretary of the Board



Warren Brown, President of the Board