



N.C.S.D

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 MAY 18, 2022 – 9:00 A.M. ZOOM

President Brown called the meeting to order at 9:00 A.M. Wednesday, May 18, 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, Rick Stephens, Josh Rainone

PUBLIC COMMENT
Rick Stephens addressed the Board regarding his candidacy for LAFCO Special District Representative.

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

- a. April 20, 2022 Regular Meeting Minutes
- b. Approval of Claims and Demands – Paid and Unpaid

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
There was no update for this agenda item.

MOUNTAINSIDE BUILDERS UPDATE
There was no update for this agenda item.

NORTHSTAR PROPERTY OWNERS ASSOCIATION (NPOA) UPDATE
There was no update for this agenda item.

NORTHSTAR CALIFORNIA/VAIL UPDATE
There was no update for this agenda item.

VILLAGE MASTER ASSOCIATION (VMA) UPDATE
There was no update for this agenda item.

NEW BUSINESS

RESOLUTION 22-07 REQUESTING ELECTION SERVICES

Human Resources Administrator (HRA) Julie Zangara stated the District has three Board members with terms expiring. In order to provide election services, Placer County requires the Board to pass a resolution. If no election is held, the District will not incur any fees.

Director Moll moved to Resolution 22-07 Requesting Election Be Held in its Jurisdiction; Requesting the Board of Supervisors to Consolidate with Any Other Election Conducted on Said Date; and Requesting Election Services by the County Clerk. Director Forni seconded; roll call was taken. Yes: Directors Brown, Forni, Ives, Moll, and Witherspoon. Noes: None. Absent: None. The motion carried.

DESIGNATION OF DISTRICT NEGOTIATORS FOR UPCOMING SAFETY LABOR NEGOTIATIONS

Fire Chief Sean Bailey stated the request before the Board is to designate himself, General Manager (GM) Michael Staudenmayer and Community Risk Reduction Chief Jason Gibeaut as the District Negotiators for the upcoming meet and confer process with the Northstar Fire Department Union. The current Memorandum of Understanding is set to expire on June 30, 2022.

Director Moll moved to Designate Fire Chief Sean Bailey, General Manager Mike Staudenmayer, and Community Risk Reduction Chief as District Negotiators for Upcoming Safety Labor Negotiations. Director Ives seconded; roll call was taken. Yes: Directors Brown, Forni, Ives, Moll, and Witherspoon. Noes: None. Absent: None. The motion carried.

APPROVAL OF ANNUAL CAL FIRE ASSISTANCE BY HIRE AGREEMENT

Chief Bailey stated the annual Cal Fire Assistance by Hire Agreement details how and when reimbursement for firefighting equipment and personnel occurs for mutual-aid incidents with the local Cal Fire unit. There are no substantive changes from the 2021 Assistance by Hire Agreement.

Director Moll moved to approve Annual Cal Fire Assistance by Hire Agreement. Director Witherspoon seconded; roll call was taken. Yes: Directors Brown, Forni, Ives, Moll, and Witherspoon. Noes: None. Absent: None. The motion carried.

WATERSMART SOFTWARE LICENSE RENEWAL

District Engineer (DE) Eric Martin stated the District has used WaterSmart as its customer-facing utility dashboard since 2016. WaterSmart software allows for automatic leak detection and water monitoring for District customers. The WaterSmart license was last renewed in 2019 for a term of three years. A five-year contract renewal term is being considered and is before the Board for approval. The total cost for the proposed five-year term is \$45,488.66.

Director Witherspoon moved to approve the WaterSmart Software License Renewal. Director Moll seconded; roll call was taken. Yes: Directors Brown, Forni, Ives, Moll, and Witherspoon. Noes: None. Absent: None. The motion carried.

ON-CALL SUPERVISORY CONTROLS AND DATA ACQUISITION (SCADA) SERVICES

DE Martin stated SCADA allows for Utility Operations staff to view and adjust the settings of the District's water and sewer facilities remotely. The District has contracted with ControlPoint Engineering for on-call SCADA support services since 2007 and the engineers and technicians are familiar with District systems. The contract covers technical maintenance, troubleshooting, SCADA improvements, and technical support services. The contract before the Board for approval totals \$75,000.

Director Ives moved to approve the On-Call Supervisory Controls and Data Acquisition (SCADA) Services. Director Moll seconded; roll call was taken. Yes: Directors Brown, Forni, Ives, Moll, and Witherspoon. Noes: None. Absent: None. The motion carried.

Agenda Item 12 – First Draft Budget – Key Data Presentation was moved to Operation Reports.

DIRECTOR REPORTS

There was no update for this agenda item.

District Counsel Austin Cho provided the Board with an update on the CFD foreclosure proceedings. District Counsel is in receipt of updated delinquency numbers from the District's tax collector and the numbers are being incorporated into a request for amending the judgment to issue the writs of sale the Sheriff's office would carry out pursuant to law. A diligent effort is being made to ensure the information is current and correct to avoid any potential pitfalls or delays in the process. District Counsel is working to get dates and numbers to provide to the public.

GENERAL MANAGER'S REPORT – STAUDENMAYER

GM Staudenmayer provided the following report:

- Met with the Executive Director of the Tahoe Fund about biomass and complimentary objectives
- GM Staudenmayer, DE Martin and the biomass consulting team are concentrating efforts on design, permitting, air quality, and ramifications of equipment for the biomass facility.
- Conversations continue with Tahoe Truckee Sierra Disposal and Placer County about fuel procurement
- Staff discussed energy sales, and remaining competitive with natural gas
- Meetings continue with the Nature Conservancy about possible structures to provide a community-based insurance product
- Administrative staff did a clean up of the grounds around the Administration & Engineering Building

FIRE DEPARTMENT – BAILEY

Fire Chief Sean Bailey provided the following report:

- Preparing for summer and potential Strike Team activity
- Preparing for Measure U projects
- The seasonal Life and Safety Inspector is performing defensible space inspections

PUBLIC WORKS REPORT – MARTIN/RYAN

DE Martin and UOM Ryan provided the following report:

- Segment 3F of the trail is proceeding towards permitting
- The new parking area will go out to bid in summer
- Road rehabilitation for Basque Drive and Skidder Trail should begin in July

Director Witherspoon inquired about the cost of oil as a potential obstacle to move forward with the planned road rehabilitation this summer.

DE Martin stated it was a possibility, but staff will seek bids and schedule to award. If the bids are cost prohibitive, staff and the Board can reevaluate.

- Utilities Operations staff started a water meter endpoint replacement project for the District. The endpoints allow data to be collected and transmitted every fifteen minutes.
- Troubleshooting the generator for Lahontan Wells 1 and 2
- Waiting for a proposal for the insurance work to complete repairs on Well 3

- In addition to the endpoint project, Utilities Operations staff is preparing for road reconstruction, performing sewer maintenance, cleaning up the trail system, and completed servicing of snow removal equipment for storage.

FIRST DRAFT BUDGET – KEY DATA PRESENTATION – ROSENTHAL

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

- General overview of District fund types, sources of revenue, and numbering structure
- First draft Budget:
 - Revenue sources by type
 - Expenses by type with further emphasis on the largest expense types, Salaries & Benefits and Capital Expenditures
 - District-wide budgeted expectations for revenues versus expenses
 - Presentation of the specific budget pages summarizing fiscal activity for Internal Service Funds, Enterprise Funds, and Governmental Funds
 - DFA Rosenthal noted that the first draft budget does not show a use of or a contribution to reserves, and it is anticipated that this will be incorporated as a part of the second draft

FINANCE AND ADMINISTRATION REPORT – ROSENTHAL

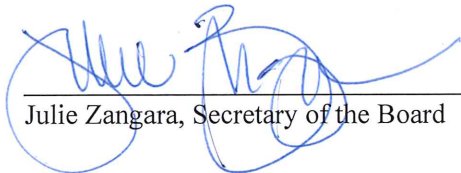
Director of Finance and Administration (DFA) Greg Rosenthal provided the 3rd quarter financial reports.

- There were no comments or discussion

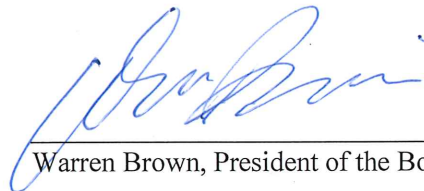
ADJOURNMENT:

The meeting adjourned at 11:03 A.M.

Respectfully submitted,



Julie Zangara, Secretary of the Board



Warren Brown, President of the Board