



N.C.S.D.

Northstar Community Services District
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Board of Directors
Warren "Chip" Brown, President
Dee Cravens
Nancy Ives
Michael "Spoon" Witherspoon

General Manager
Michael Staudenmayer

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
FEBRUARY 19, 2020 – 9:00 A.M.
ADMINISTRATION/ENGINEERING OFFICE**

President Brown called the meeting to order at 9:00 a.m. Wednesday, February 19, 2020. Roll call and Pledge of Allegiance followed.

DIRECTORS PRESENT: Brown, Cravens, Ives, Witherspoon

DIRECTORS ABSENT: None

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

OTHERS PRESENT: Tim Fulton, Aaron Dinette and Austin Cho (via teleconference)

PUBLIC COMMENT

There was no public comment.

CONSENT CALENDAR

Director Ives moved to approve the following consent calendar items:

- January 15, 2019 Regular Meeting Minutes
- Approval of Claims and Demands – Paid and Unpaid
- Budget Adjustments

Director Cravens seconded, roll call was taken. Yes: Directors Brown, Cravens, Ives 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

Tim Fulton provided the following update for NPOA:

- Board Meeting is Saturday, February 22

NORTHSTAR CALIFORNIA/VAIL UPDATE

There was no update for this agenda item.

NEW BUSINESS

APPOINTMENT OF OFFICERS – BOARD PRESIDENT AND VICE PRESIDENT

Director Cravens moved to nominate Warren Brown as Board President. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

Director Cravens moved to nominate Nancy Ives as Board Vice President. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

DEFENSIBLE SPACE INSPECTOR JOB DESCRIPTION AND TITLE CHANGE

Fire Chief Sean Bailey stated Placer County passed an ordinance on short-term rentals which requires the fire department to perform inspections and enforcement. In order to meet the demand of this increased workload, the fire department is seeking to expand the roles and responsibilities of the seasonal, Defensible Space Inspector including a title change to Fire and Life Safety Inspector. In addition to continuing to assist with ongoing defensible space efforts, the Fire and Life Safety Inspector will perform interior short term rental inspections.

Director Ives moved to approve the Defensible Space Inspector Job Description and Title Change. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

RESOLUTION 20-02 – A RESOLUTION HONORING PLACER COUNTY WATER AGENCY GENERAL MANAGER EINAR L. MAISCH

General Manager (GM) Mike Staudenmayer stated with the recent retirement of Placer County’s General Manager Einar L. Maisch, the County requested local water agency to recognize his achievements.

Director Cravens moved to approve Resolution 20-02 – A Resolution Honoring Placer County Water Agency General Manager Einar L. Maisch. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

IT MASTER PLAN PRESENTATION

IT/GIS Coordinator Steve Goates provided the Board with a review of the District’s recently developed IT Master Plan.

IT SERVER INFRASTRUCTURE REPLACEMENT

IT/GIS Coordinator Goates stated that current District servers have exceeded their recommended life cycle and are functioning at a reduced capacity due to hardware failure. Replacement is recommended in advance of potential catastrophic failure. IT staff is proposing replacement of both Administration servers and the SCADA servers located at the Administration Building and Corporate Yard Office. The proposed replacement servers would facilitate seamless movement between locations and provide redundancy and fail over for both the Administration and SCADA systems.

Director Ives moved to approve the IT Infrastructure Replacement and annual maintenance for seven years in the amount of \$96,745. Director Cravens seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

ROAD CARE AND SNOW REMOVAL SERVICES AGREEMENT FOR PORTION OF NORTHSTAR DRIVE WHERE PLACER COUNTY TERMINATED MAINTENANCE

District Engineer (DE) Eric Martin stated the Board approved an agreement in November 2019 that would allow for the District to continue providing road maintenance and snow removal on the Placer County abandoned portion of Northstar Drive. Unfortunately, not all adjacent property owners were willing to agree to the contract. For the Board’s consideration, a new agreement has been drafted with Trimont Land Company, exclusive of other adjacent property owners.

Director Cravens moved to approve the Road Care and Snow Removal Services Agreement for Portion of Northstar Drive Where Placer County Terminated Maintenance. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

RESOLUTION 20-03 – ADOPTION OF ADDENDUM TO CEQA ENVIRONMENTAL IMPACT REPORT FOR THE MARTIS VALLEY TRAIL

DE Martin stated the District wanted to realign Segment 3F of the Martis Valley Trail (MVT) and explored modifications to the planned alignment. Under the original alignment, the trail would include several switchbacks to gain elevation necessary to accommodate connection to the Village south of the NPOA Recreation Center. Proposed revisions would allow for more direct access to the Village north of the NPOA Recreation Center. The District is responsible for meeting CEQA requirements, and in September 2019, the Board approved a contract with Dudek to prepare an addendum to the MVT EIR. Through adoption of the Addendum, realignment of Segment 3F can be further reviewed.

Director Witherspoon moved to Resolution 20-03 – Adoption of Addendum to CEQA Environmental Impact Report for the Martis Malley Trail. Director Ives seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives and Witherspoon. Noes: None. Abstain. None. Absent: None. The motion carried.

AMENDMENT TO RESERVE MANAGEMENT POLICY

Director of Finance and Administration (DFA) Greg Rosenthal addressed two concerns about internal borrowing raised by Director Witherspoon during the January meeting. The first being whether the District might be better served by targeting a published index for the interest rate of the internal loan and more specifically, the Applicable Federal Rate (AFR). DFA Rosenthal provided an overview of the AFR and expressed that the most equitable approach would result in a rate that allows the lending fund to receive an amount equal to the interest earnings that had been lost by lending to the borrowing fund as the Reserve Management Policy currently dictates.

DFA Rosenthal stated the proposed amendment to the District’s Reserve Management Policy is in response to the 2nd question raised by Director Witherspoon about what would be done if the rate of return on the investments of the lending fund was negative over the measurement period. The Reserve Management Policy was last amended in November of 2018 based on anticipated borrowing in order to prepay the District’s CalPERS Unfunded Accrued Liability (UAL). Director Witherspoon’s question had not been contemplated in that version. Staff recommended limiting the average returns to zero if the actual rate of return was negative. The amended Reserve Management Policy incorporates this approach.

Director Ives moved to approve the the Admendment to Reserve Management Policy. Director Cravens seconded, roll call was taken, Yes: Directors Brown, Cravens, Ives 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

GM Staudenmayer provided the following report:

- Placer County and Vail Resorts have come to an agreement on Martis Valley Trail 3B, CalTrans sign off pending.
- Environmental clearance for Martis Valley Trail 3F has been achieved
- Meeting on MVT with Army Corp scheduled for early March
- Board of Supervisors approved \$500,000 TOT grant
- District Biomass Utilization Scoping Study reports are moving forward and it is anticipated that next steps and a conceptual project will be proposed to the Board at the March Board Meeting.
- Tahoe Truckee Sierra Disposal has informed cost is increasing while service is decreasing. District staff is reviewing the current system to analyze potential solutions that would benefit the community by leveraging technology and increasing efficiency.
- Cultivation of District culture and core values continues in conjunction with Trakstar Performance Management Software implementation.

FIRE DEPARTMENT – BAILEY

Chief Bailey provided the following report:

- Flags at half staff for two fallen firefighters in California
- Fuels Management work is in progress due to the favorable weather conditions

PUBLIC WORKS REPORT – MARTIN/RYAN

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

- Trimont surface water diversions will soon be calculated in the District’s SCADA system.
- A facilities agreement is being drafted for Ritz Townhomes project. A new developer has purchased the project and plans to break ground in 2021.
- A facilities agreement is being drafted for Meadow View Place Apartments. The project is expected to break ground this summer.
- Village Walk Phase II will begin development of 10-16 this summer.

FINANCE AND ADMINISTRATION REPORT – ROSENTHAL

DFA Rosenthal provided the following report:


Through the sixth month of fiscal year 2019-20, after removing the impacts of Reimbursable, Grant, and Capital activities, the District finished under budgeted revenue totals by \$40,608 (0.7%) and under budgeted expense totals by \$180,597 (2.9%). As a result, District revenues exceed expenses by \$724,879 after adding back depreciation and removing the impacts of Reimbursable, Grant, and Capital activity.

Property Tax Revenue is \$30,442 (1.2%) under the YTD budget which reflects an adjustment based on the receipt of the first teetered property tax payment. DFA Rosenthal stated that the District is targeted to finish \$60,883 under the annual budget of \$5.15MM but expects that variance to be reduced based on the anticipated receipt of supplemental tax revenue.


AJOURNMENT:

The meeting adjourned at 11:17 A.M.

Respectfully submitted,



Julie Zangara, Secretary of the Board



Warren Brown, President of the Board