

northstar property owners association

NPOA Board of Directors Meeting
September 1, 2017
1:00p.m. Adult Center

A regular meeting of the Northstar Property Owners Association Board of Directors was called to order at 1:00p.m. by the Board President, Brian West.

1. Roll Call:

The following Board members were present at the meeting: Jim Brigance, Henry DeNero, Judy Howes, Al Roth and Brian West. Don Watters was present via telephone conference. NPOA staff that was present at the meeting: Geoff Stephens, Nancy Barna, and Donielle Summers.

President West welcomed the members of the audience and asked them to introduce themselves. Property owners, John Bowe, Mike Milliken, Mike Plishner, Gene Roeder, Debbie Roth, and Bob Williamson were present at the meeting. Nadia Guerriero of Northstar California and Mike Staudenmayer of NCS D were also present.

2. Property Owners Comments:

Mr. Williamson noted that the recreation center facility looks fantastic and thanked NPOA staff for all of their hard work.

3. A. Approval of the June 17, 2017 NPOA Board Meeting minutes.

A motion was made to approve the minutes from the June 17, 2017 Board of Directors Meeting. Motion was approved unanimously.

4. B. Community Reports

Northstar Community Services District (NCS D):

General Manager, Mike Staudenmayer noted that NCS D is working on installing a gate at the NPOA dumpster location to try to prevent trash abuse from outside users of the Northstar community. It was noted that the dumpster location is for household waste only and recyclables. NCS D is working with NPOA, Vail/Northstar, and Tahoe Truckee Sierra Disposal to receive contributions for the cost of the gate installation, to run power to it, and the use of current membership cards to access the site. It was noted that NCS D continues fixing and retrofitting the Tompkins Memorial Trail (TMT) around Northstar which was heavily damaged from this last winter.

Northstar California/Vail Resorts: Nadia Guerriero

Vice President and General Manager, Nadia Guerriero noted that Northstar had a great summer season even with the staggered late opening from the amount of snow. Northstar received a total of 709 inches of snow this past winter. Staff continues to work on projects to prepare for the upcoming winter season which includes additional snowmaking and hazardous tree removal. The targeted opening day of the ski season is November 17th. It was noted that there is one more year left on the contract for Tough Mudder and hopefully the event will return in 2018. Ms. Guerriero highlighted that this Labor Day weekend is the annual tent sale and the following weekend will be the Autumn Food & Wine festival. After Labor Day weekend, the bike and hike park will operate only Friday through Sunday, and

last day of operations will be October 1st. Within the Village operations, Tacos Jalisco, Dorinda's Chocolates, and Simply Tahoe have closed. Yamakai Fish & Sushi Co. has opened in the location where Mikuni's use to be. Lastly, Ms. Guerriero discussed briefly with the Board of the limited housing in all price ranges throughout the Truckee/Tahoe region. There were no proposals at this time for affordable housing scattered close to Northstar.

North Tahoe Regional Advisory Committee (NTRAC): Submitted by Gene Roeder
Mr. Roeder informed the Board and audience that there were two items that NTRAC has been working on which are:

- Workforce housing – It was noted that most of Placer County is in the Tahoe basin which unfortunately there is no more development, only if a building is torn down and rebuilt. It was also noted that Truckee, CA is in Nevada County which makes it more difficult for Placer County to have any influence on proposing any kind of workforce housing in the area.
- Kings Beach Restoration Project – It was noted that the Placer County restoration project in Kings Beach, CA has been completed. It was noted that crosswalks were put in on both sides of the roundabouts which caused increase traffic backups and also more individuals were using residential cross streets which is also causing more traffic. NTRAC continues to discuss what steps if any can be done to mitigate the increased backups and increase traffic flow.

NTRAC did approve some funds which included one to redevelop Speedboat beach in Kings Beach. Lastly, Mr. Roeder noted that he has been enjoying his time on NTRAC as Vice Chairman and the committee is fully staffed.

5. C. Committee Reports: Update/Discussion/Action

Budget & Finance: Submitted by Geoff Stephens

The Board reviewed and discussed the 2017 June and July financials. Mr. Stephens noted that the August financials were also just completed and are "healthy". Mr. Stephens highlighted that NPOA has good data points to submit to the Budget/Finance Committee to prepare the 2018 budget.

A motion was made to accept the 2017 June and July financials. Motion was approved unanimously.

Secretary/Treasurer, Jim Brigance recommended approval from the Board to amend the 2017 current operating budget to reduce expenses and increase allocations to reserves. Mr. Brigance and Mr. Stephens noted that the 2018 federal taxes are increasing by about \$10,000, and they have been discussing about how much excess cash there will be at the end of the year. It was proposed to amend the 2017 operating budget by moving \$50,000 of operating cash as of today to the reserve account which would reduce taxable income by \$50,000 pending the review of the August 2017 financials. NPOA could then increase its total annual allocation of \$250,000 to \$300,000 to the reserve account. It was noted that NPOA has successfully done this a few years ago and there is no risk to operating cash.

A motion was made to amend the 2017 current operating budget to reduce expenses and increase allocations by \$50,000 pending the review of the August 2017 financials. Motion was approved unanimously.

Design Review: Submitted by Geoff Stephens

Mr. Stephens informed the Board that since the last Board meeting, there have been three in-house, 1 re-roofing and 8 staining/painting projects approved. It was noted that it has been a quiet summer but NPOA anticipates a busy 2018 year with construction submittals. Vice President, Judy Howes noted that the Design Review Committee has done a great job and are very professional, and she enjoys being a board liaison for design review.

Oversight: Submitted by Geoff Stephens & Henry DeNero

Director DeNero and Mr. Stephens continue to spend a considerable amount of time discussing and meeting with Mountainside Partners, NCSD, Ski Trails Condominium Association, and Vail/Northstar in regards to “the crescent”. All parties have walked the area to locate and stake setbacks around the stream and to review screening to the Ski Trails condos and any additional buffering around the NPOA tennis courts. Discussions continue to take place if Mountainside Partners or Northstar/Vail have development rights in “the crescent” before drafting a Memorandum of Understanding (MOU) agreement with NPOA and swapping acres of the conservation easement. Mr. DeNero noted that NCSD will be working this fall or next year on two Tompkins Memorial Trail (TMT) additions and is in the process of making some corrections to the current trail map. Lastly, there has been no transit agreement reached between The Retreat Association and the Martis Camp Homeowners Association through the Emergency Vehicle Access Gate (EVA).

6. D. New Business: Update/Discussion/Action

New Project Approvals:

Mr. Stephens recommended approval from the Board of the proposed projects as follows:

- An installation of an ADA Ramp by Cruz Construction located by the NPOA entry gates which would tie into the paver pathway. The cost of the project would not exceed \$10,000 which could include engineering and a survey if required to determine if the location of the ADA ramp is on NPOA’s or Northstar/Vail’s property easement.
- The wading pool and splash pad mechanical/chemical rooms need to be upgraded which includes the swapping of both rooms, door installations, and pump upgrades to bring both rooms into compliance with Placer County. The total cost of the project would be around \$21,000 which \$11,000 will be coming from reserves and the remaining \$5,000 - \$10,000 will be from excess cash.
- Replace the old wood benches with natural recycled material benches at a total cost of \$6,000. NPOA currently has four of the recycled benches which are very sturdy and will last at least 30 years. The old wood bench tops could be used as creek bridges on the nature trail.
- Installation of asphalt to the gravel road section behind the Adult Center building which leads up to the Lap Pool. This would give year round access for projects. The proposed cost from Cruz Construction is \$4,000.
- Installation of an additional staircase in the Administrative building from the arcade room bathrooms down to the pickleball courts and lower storage room area. Estimated cost from Dan Evans Construction is \$7,500.
- A purchase of a SuitMate extractor at a cost of \$2,000 which would be installed in the women’s locker room for a trial period. It was noted that staff has received suggestions for this purchase.

A motion was made to approve the following six projects which were discussed and reviewed by the Board:

- **ADA Ramp**
- **Pool/Chemical Room Upgrade**
- **Picnic Table Replacement**
- **Access Road Paving**
- **Administrative Building Staircase**
- **SuitMate Extractor**

Motion was approved unanimously.

NPOA Dumpster Site:

Mr. Stephens discussed with the Board an amount that NPOA would be willing to donate to NCS D for the gate installation project at the dumpster location. NCS D has not provided a cost amount for the project.

Board Vacancy:

Mr. Stephens noted that Director, Jack Moore gave notice that he is resigning from the Board. There is one interested candidate who also serves on one of NPOA's committees. The vacancy has been posted on the website and membership will be informed at the annual meeting. The new Board member will be appointed at the October meeting.

2018 Operating Budget:

Mr. Stephens provided the Board with the latest 2018 Operating Budget to review. It was noted that there is a 1% increase in both income and expenses from 2017. The Board will be notified of any updates and will review and make a final approval of the budget at the October meeting.

2018 Reserve Budget:

Mr. Stephens also provided the Board with the latest 2018 Reserve Budget to review which notates five years of reserve components. Around \$295,000 is scheduled for 2018 but some components will be pushed back which the level could be reduced to \$220,000. The allocation to reserves remains at \$250,000 and will stay around a total of \$1.9 million which is almost 100% funded. The final approval of the reserve budget will be made at the October meeting.

7. E. Old Business: Update/Discussion/Action

Board Directive Updates:

- Insurance Value Proposal Update:

Mr. Stephens noted that Johnson, Perkins, & Griffin completed their insurance value report of the Recreation Center. After reviewing the report, both Mr. Stephens and the Board concluded that NPOA is adequately insured, there is no need to increase insurance levels, and it meets the needs of the Association.

- Tennis Program:

Mr. Stephens informed the Board that the tennis program had a very positive first year under new director, Guillaume Tonelli. The tennis financials will be available to the

Board for review at the October meeting. Mr. Stephens also highlighted that pickleball continues to be very popular with users of all ages.

- Reserve Study:

Mr. Stephens informed the Board that the required reserve study on-site inspection will occur in October. NPOA staff continues to work on updating the Reserve Program if needed.

Membership Survey:

The membership survey went out Memorial Day Weekend and NPOA has received around 300 responses. Overall, NPOA is meeting most of the needs of membership. Staff is working on preparing results of the survey for membership review.

Project Updates:

Mr. Stephens informed the Board of project updates which included:

- The Adult Center deck replacement is scheduled to begin Tuesday, September 5th.
- The new exterior lights for all the building have been installed.
- The splash pad heater conversion to a hydronic boiler system is completed.
- Tennis courts #8-10 have been resurfaced.
- Two new heaters have been installed in the Administrative building.
- The new security system is installed and running.

8. F. General Managers Report: Update/Discussion/Action

Mr. Stephens noted that the Mail Pool for the season the Tuesday after Labor Day weekend and staff will begin winterizing the facility. Board members, Brigance, DeNero, Howes, and West will open the September 2nd annual meeting at 10a.m., and election ballots can be counted.

Mr. Stephens recommended approval from the Board of the 2018 cleaning contract from Annie's Cleaning Service of \$63,941 which includes a 5% increase.

A motion was made to approve the 2018 cleaning contract from Annie's Cleaning Service of \$63,941 which includes a 5% increase. Motion was approved unanimously.

9. G. Copies of Correspondence

The Board reviewed copies of correspondence received by NPOA since the last Board meeting.

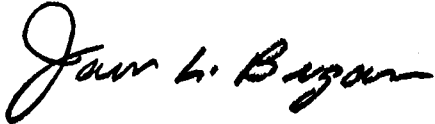
10. Directors Comments:

The Board and Mr. Stephens discussed any updates with the owner of 1776 Grouse Ridge regarding requests made at the last meet and confer meeting. Lastly, President West and the other Board members thanked and appreciated the hard work and dedication from both Director DeNero and Howes while serving on the Board.

11. Adjournment

A motion was made to adjourn the regular session of the NPOA Board Meeting at 3:10p.m. Motion carried unanimously.

For NORTHSTAR PROPERTY OWNERS ASSOCIATION,

A handwritten signature in black ink, appearing to read "Jim L. Brigance". The signature is written in a cursive style with a large initial "J".

Jim Brigance
Secretary/Treasurer, NPOA Board of Directors