

# northstar property owners association

NPOA Board of Directors Meeting  
October 7, 2017  
9:00a.m. Adult Center

## Executive Session:

An Executive Session was called to order at 8:30a.m. by the Board President, Brian West to discuss a personnel issue and to review vendor contracts. The following Board members were present at the Executive Session: John Bowe, Mike Plishner, Al Roth, and Brian West. Jim Brigance and Don Watters were present via telephone conference.

**A motion was made to adjourn the Executive Session at 8:55a.m. Motion carried unanimously.**

A regular meeting of the Northstar Property Owners Association Board of Directors was called to order at 9:02a.m. by the Board President, Brian West.

## 1. Roll Call:

The following Board members were present at the meeting: John Bowe, Mike Plishner, Al Roth and Brian West. Jim Brigance and Don Watters were present via telephone conference. NPOA staff that was present at the meeting: Geoff Stephens and Donielle Summers.

President West welcomed the members of the audience and asked them to introduce themselves. Property owners, Patrick Fogarty, Bill Hoffman, Jim Kooler, Roland and Sally Dutton were present at the present.

## 2. Property Owners Comments:

Patrick Fogarty asked the Board to affirm the final approval of his new construction project on Grouse Ridge Road. The Board and NPOA's General Manager, Geoff Stephens informed Mr. Fogarty that two items have not been addressed. One meet and confer meeting took place with the homeowner and a second was offered. The Board and Mr. Stephens offered once again to meet on-site to discuss the items and to have them addressed. Mr. Fogarty agreed to the offer and an on-site meeting date would be set up.

Jim Kooler highlighted that the recreation center facility including the tennis courts look great. He thanked staff for purchasing a new ping pong table and inquired if additional lighting could be installed in the area. Mr. Kooler would like to review the condominium association code of ethics document with NPOA's current code of ethics for reference.

## 3. A. Election of Board Officers:

The following Board members were elected:

President – Brian West

Vice President – Mike Plishner

Secretary/Treasurer – Jim Brigance

**Three separate motions were made to: 1. Re-Elect Brian West as the NPOA Board President, 2. Elect Mike Plishner as the NPOA Board Vice President, 3. Re-Elect Jim Brigance as the NPOA Secretary/Treasurer. The motion to re-elect Brian West as the**

**NPOA Board President was approved unanimously. The motion to elect Mike Plishner as the NPOA Vice President was approved unanimously. The motion to re-elect Jim Brigrance as the NPOA Secretary/Treasurer was approved unanimously.**

B. Appointment of Board Vacancy:

President West noted that Director, Jack Moore was compelled to submit his resignation from the Board because he was no longer eligible due to selling his NPOA property. NPOA received one application from Sue Cordonnier to finish out the remainder of Jack Moore's term ending in September 2018.

**A motion was made to appoint Sue Cordonnier as NPOA's new Board member to finish out the remainder of Jack Moore's term which ends in September 2018. Motion was approved unanimously.**

4. C. Approval of the September 1, 2017 NPOA Board Meeting minutes:

**A motion was made to approve the minutes from the September 1, 2017 Board of Directors Meeting as presented. Motion was approved unanimously.**

D. Approval of the September 2, 2017 Annual Membership Meeting minutes.

**A motion was made to approve the minutes from the September 2, 2017 Annual Membership Meeting as presented. Motion was approved unanimously.**

5. E. Community Reports

Northstar Community Services District (NCSD):

There was no representative present from NCSD. Mr. Stephens noted that NCSD and the Northstar Fire Department are continually working on dead tree removal including ten trees that were dropped at the recreation center.

Northstar California/Vail Resorts: Nadia Guerriero

Ms. Guerriero was not present at the meeting. Mr. Stephens noted that Northstar is scheduled to open for winter operations on Saturday, November 18<sup>th</sup>, weather permitting.

North Tahoe Regional Advisory Committee (NTRAC): Submitted by Gene Roeder

Mr. Roeder was not present at the meeting. No news at this time.

6. F. Committee Reports: Update/Discussion/Action

Budget & Finance: Submitted by Geoff Stephens

The Board reviewed and discussed the 2017 August financials. The financials continue to be healthy and are tracking as expected. With the 2017 August financials completed, NPOA will be able to amend the 2017 current operating budget to reduce expenses and increase allocations by \$50,000 which was discussed at the September 1<sup>st</sup> Board meeting. It was noted that the new tennis program received positive feedback this year and is reducing financial subsidy.

**A motion was made to accept the 2017 August 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 four in-house approvals. Design review has been slow this summer but NPOA anticipates some larger projects including new construction proposals to be submitted in the next month.

Oversight: Submitted by Mike Plishner & Geoff Stephens

Ski Trails Crescent/Conservation Easement:

Mr. Stephens informed the Board and audience that NPOA, Ski Trails Condominium Association, Mountainside Partners, and Northstar/Vail met again to review and discuss the "Crescent". It appears that Mountainside Partners and Northstar/Vail have tentatively agreed to the general terms submitted by NPOA and Ski Trails in regards to the Crescent parcel, with precise language yet to be worked out. Mountainside Partners and Northstar/Vail are in discussions of which entity will create a draft agreement which will be in perpetuity and include an open space easement of the five acres in the crescent which would protect the area and buffer the area above the NPOA tennis courts.

The Retreat:

Vice-President Plishner updated the Board that there was a hearing on September 12, 2017 in the Superior Court discussing one set of claims by the three Martis Camp residents and the homeowner association. The judge issued a tentative ruling, but no final decision had been made. Currently, The Retreat and the Martis Camp Homeowners Association have not agreed on a transit agreement, and the litigation remains on-going.

President West called a Board meeting break at 10:03a.m. The Board reconvened the meeting at 10:12a.m.

7. G. New Business: Update/Discussion/Action

Approval of 2018 Operating Budget:

Mr. Stephens recommended approval from the Board to accept the 2018 Operating Budget which includes a 1% increase in both income and expenses. The annual dues will remain the same of \$1,100 and the allocation amount of \$250,000 to the reserve account will also remain the same. It was noted that the 2018 operating budget is similar to 2017.

**A motion was made to approve the 2018 Operating Budget. Motion was approved unanimously.**

Approval of 2018 Reserve Budget:

Mr. Stephens recommended approval from the Board to accept the 2018 Reserve Budget. The component list was reviewed by the Board and the total cost is \$295,197. Mr. Stephens noted that NPOA continues to monitor and evaluate the components to confirm if they need to be replaced in 2018. Currently, the reserve account is at \$1.9 million which is 113% funded which is based on the age of the components.

**A motion was made to approve the 2018 Reserve Budget. Motion was approved unanimously.**

Approval of Annual Mailing:

Mr. Stephens recommended approval from the Board of the 2018 Annual Mailing. The Board reviewed the Annual Mailing which includes the budget reserve study, disclosures, recreation center access policy, parking lot policy, design review guidelines, fine schedule, and the internal and alternative dispute resolution procedures (IDR, ADR).

**A motion was made to approve the 2018 Annual Mailing. Motion was approved unanimously.**

2018 Committee Assignments:

Mr. Stephens informed the Board and audience the updated committee assignments as follows:

- Audit Committee:  
Chair: Jim Brigance  
Sue Cordonnier  
Don Watters
- Budget/Finance Committee:  
Chair: Jim Brigance  
John Bowe  
Sue Cordonnier  
Marilyn Forni  
Judy Howes  
Jim White
- Personnel Committee:  
Chair: Brian West  
Jim Brigance  
Mike Plishner
- Design Review Liaison:  
To be determined
- Oversight Committee:  
Chair: Mike Plishner  
Henry DeNero  
Al Roth
- Resort Liaison Committee:  
Chair: Brian West  
David Walker
- NPOA/Condo Committee:  
Chair: Brian West  
Jim Kooler  
Al Roth  
Geoff Stephens
- North Tahoe Regional Advisory Committee (NTRAC)  
Gene Roeder
- Design Review Committee (DRC)  
Chair: David Horan (Architect)  
Eric Anderson (Architect)  
Tony Hardy (Contractor)  
Geoff Stephens (NPOA General Manager)

**A motion was made to approve the current committees with the following changes to the Audit, Budget/Finance, Personnel, Oversight, and Resort Liaison. Motion was approved unanimously.**

**A motion was made to reaffirm the current members of the Design Review Committee: David Horan (Architect), Eric Anderson (Architect), and Tony Hardy (Contractor) to serve on the Design Review Committee in 2018. Motion was approved unanimously.**

Vail Amenity Access Program:

Mr. Stephens reviewed with the Board the current Northstar/Vail membership recreation center access program. There are currently 22 full-time Northstar employees who were eligible for the program and had paid \$300.00 each for recreation center use from November 1, 2016 to October 31, 2017, and signed an agreement of blackout dates and terms of use. Mr. Stephens recommended approval from the Board to continue the program with the yearly cost to rise to \$350.00 and there will be additional blackout dates during the Christmas holiday. Homeowner, Bill Hoffman proposed to the Board that the program not be renewed due to his thought that the Board had violated the Bylaws and CC&R's. It was noted that NPOA's legal counsel disagreed with this view and determined that the Board has the power to enter into a contract such as this consistent with its governing documents.

**A motion was made to continue the Northstar/Vail recreation center access program for another calendar year from November 1, 2017 to October 31, 2018 with additional blackout dates and the price raised to \$350.00. Motion was approved with Director Roth opposing.**

Homeowners, Bill Hoffman and Jim Kooler also asked for further information in regards to discounted ski passes offered to the NPOA Board of Directors, General Manager, and full-time employees. Mr. Stephens noted that most of the Board including himself have declined the discounted ski passes, and that the NPOA Board pays for the discounted tickets for full-time staff members. Further discussions took place if discounted ski passes should be offered to the Board. Direction was noted in the Director's comment section.

Teleconference Board Meetings:

The Board reviewed a past topic of allowing membership the opportunity to participate in teleconference board meetings. Indian Hills condominium owner, Jim Kooler informed the Board that the condominium association uses teleconference and they usually only receive a handful of users. Mr. Kooler noted that he doesn't think membership participation would be overwhelming and the teleconference technology could be available at no cost. The Board and NPOA's General Manager, Geoff Stephens noted that they are not opposed to the idea, but they would agree to "listen only" membership participation to prevent the disruption of meetings. Mr. Stephens would discuss further information with Mr. Kooler and explore teleconference options which would be brought back to the Board at the December meeting. Trial periods could then be discussed for future board meetings.

Nature Trail Bench Donation:

Mr. Stephens recommended approval from the Board to accept a donation from a Beaver Pond resident of a bench that would be placed on NPOA's open space on the nature trail. NPOA has no issues of the proposed bench location.

**A motion was made to accept a donation from a Beaver Pond resident of a bench that would be placed on NPOA's open space on the nature trail. Motion was approved unanimously.**

Project Approvals:

Mr. Stephens recommended approval from the Board of a proposed bid of \$20,000 from Cruz Construction to replace the pavers around the tennis center and a bid from the same company of \$11,000 to upgrade the decomposed granite (DG) pathway from the playground up to the Bear Hut/Kids Activity Center. Both projects would be scheduled for spring 2018.

**A motion was made to approve the proposed bid of \$20,000 from Cruz Construction to replace the pavers around the tennis center and a bid of \$11,000 from the same company to upgrade the decomposed granite (DG) pathway from the playground up to the Bear Hut/Kids Activity Center. Motion was approved unanimously.**

8. H. Old Business: Update/Discussion/Action

Project Updates:

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

- NPOA staff continues working on the Adult Center deck replacement project. A significant amount of additional structural joists was installed. The project should be completed by mid-October.
- The pool mechanical room upgrade is scheduled to begin at the end of October.

Membership Survey:

NPOA is no longer receiving any completed membership surveys. Staff will begin reviewing written comments and will include some findings in a future Northstar living magazine.

9. I. General Managers Report: Update/Discussion/Action

Mr. Stephens noted that NPOA has its regular year-round staff who are currently focusing on winterizing the facility. Administrative Manager, Nancy Barna is out on medical leave due to knee replacement surgery, and she will look into working part-time during her recovery.

Mr. Stephens informed the Board that he would like to explore updating the current wi-fi systems to increase coverage throughout the recreation center facility. Mr. Stephens would also like to improve the surveillance cameras. The Board gave direction for Mr. Stephens to pursue researching a legitimate and improved wi-fi system, and surveillance camera program. President West would like Mr. Stephens to also consider a business center for membership to have computer and printing access.

10. J. Copies of Correspondence

The Board reviewed a letter prepared by Vice-President Plishner clarifying that even though he is a lawyer, he is clearly not NPOA's lawyer, and he is solely acting as a Board member.

**A motion was made to instruct NPOA's General Manager, Geoff Stephens to sign the letter prepared by Vice-President Plishner clarifying and in agreement that even though Mr. Plishner is a lawyer, he is clearly not NPOA's lawyer and is solely acting as a Board member. Motion approved unanimously with Vice-President Plishner abstaining from the vote.**

The Board reviewed copies of correspondence received by NPOA since the last Board meeting. Northstar/Vail has scheduled a significant paver project in the Village starting spring 2018 to the fall of 2019.

10. Directors Comments:

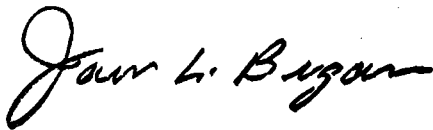
The Board discussed and noted that they look forward to any new information from Keith Vogt of the Tahoe Regional Arts Foundation in regards to the proposed new performance arts theatre. Currently, the Board is waiting to review the Draft Environmental Impact Report (DEIR) and any studies (traffic, sound, and economic) before making any comments.

It was noted that the Northstar resort has offered discounted ski passes to NPOA Board members for many years. The most recent offer represented an approximate \$200.00 discount off the full price. Director Plishner stated that the discount was too trivial to be perceived as a conflict of interest. None the less, the Board agreed to decline the discount offer in the spirit of transparency. The Board further agreed to send a letter to Vail/Northstar requesting an offer of discounted ski passes to all NPOA members. The Board agreed that the long-standing program of discounted ski passes for NPOA staff would continue unaffected.

11. Adjournment

**A motion was made to adjourn the regular session of the NPOA Board Meeting at 12:15p.m. Motion carried unanimously.**

For NORTHSTAR PROPERTY OWNERS ASSOCIATION,



Jim Brigance  
Secretary/Treasurer, NPOA Board of Directors