

## Tahoe Donner General Plan Committee – May 6, 2019 Meeting Minutes (final)

### Time and Location

2:30 PM in the Northwoods Clubhouse Mezzanine Room on the first non-holiday Monday of each month.

### 1. Call to order:

The meeting was called to order by the Chair at 2:39 PM.

### 2. Roll Call:

GPC Committee:			Liaisons:	Tahoe Donner Association	
Nan Meek	Rob McCray	Laura Lindgren	Jennifer Jennings, Board	Robb Etnyre	Miguel Sloane
Michael Sullivan	John McGregor	ALTERNATES	Don Koenes - Board 2 <sup>o</sup>	Forrest Huisman	Robin Bennett
Jim Beckmeyer	George Rohrback	Steve Miller	John Dundas, Fin. Com.	Mike Salmon	
John Maciejewski	Jeff Shellito	Courtney Murrell			

Subcommittee Leaders: John Stubbs, , Benjamin Levine

Guests: none present

### 3. Approval of Minutes

Jim Beckmeyer made a motion to approve the minutes of the last meeting. Jeff Shellito seconded the motion. There were no further changes to the minutes. There was a unanimous vote to approve as written.

### 4. Member Input –

There was none.

### 5. Hold-over item

Committee Chair discussions at the last GPC Meeting. – “The Board noted that any committee chair who is elected for a second term must be approved by the Board.” Nominations were opened for the position of GPC chair. Nan nominated Michael Sullivan but there was no member second for the motion. A vote will be re-taken with a proper second at the next meeting.

### 6. Sub Committee progress reports: Brief reports by Subcommittee leaders

#### A. Trout Creek Recreation Center (TCRC) - Stubbs, Winther, Huisman, Levine, Sloane, Meagan Hanbury, John Maciejewski, Debbie Meyer, Alan Pontius

a. Report on Progress of Trout Creek renovation – Forrest reported on the progress of this project. Phase 1 will be completed and Phase 2 begun after July 4<sup>th</sup>.

b. The subcommittee agreed to:

- Collaborate with TOS and Golf Subcommittees to explore expanding TCR parking area into southeast end of driving range.
- Support TCRC Staff plans for fitness equipment replacement, setting a standard for equipment replacement, and obtaining Member input on fitness service levels desired.
- Accept the Staff report of current fitness and recreation services offered by TCRC.
- Merge TCRC Master Plan format with GPC MP general outline from April 1 GPC meeting wherever appropriate.
- Develop an accurate metric for Member and Guest utilization of TCRC services.
- ...in regard to amenity use by STR non-members, a general policy for TD private amenities should be addressed by the Board of Directors.

The GPC discussed the topic of user categories. Robb Etnyre indicated that currently, guest cards do not differentiate between one guest type and another.

Next meeting: May 21, 3:30-4:30, NWCH Mezzanine, to have main focus on TCRC Aquatic Service needs.

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- B. Trails & Open Space – Annie Rosenfeld, Levine, Bonnard, Bothwell, Cohen, Dana, Englar, Etnyre, Gilbert, Hahin, Huisman, Jennings, Joaquin, Lindsay, Mahoney, Meek, Miller, Nicol, Phelps, Phillips, Powell, Quan, Simmons, Sullivan, Terrell, Thayer, Thornton, Yohn, Zipkin

The TOS discussed trail needs and concerns related particularly to hiker and other on-foot trail users. Additionally, the subcommittee considered whether the trail system should and could be transitioned into a four-season amenity. This discussion included consideration of potential winter trail activities outside the existing Nordic Center, like fat biking and snowshoeing. The subcommittee also discussed winter recreation potential around the Glacier and Bermgarten Trailheads. Finally, the TOS discussed providing winter walking access to the golf cart paths, and the possibility of building a four-season paved bike/walk trail connecting the ACAC to the town's Trout Creek Trailhead.

- C. Golf Course – McGregor, Huisman, Jim Stang, Jim Beckmeyer, Corey Leibow, Brian Gauney, Pat Gemma, Kevin Kuehne, James Murtagh, Denise Rebar, Keith Williams

The Golf Course sub-committee met on 19 Apr to review price estimates provided by Cary Bickler and to align our recommended improvements to this estimate. It was recognized that any work associated with potential projects will have a major disruptive impact on golf operations and as this season's activities are fairly defined, it was consensus that projects would be projected for the 2020 season. Mitigation strategies will be researched and evaluated. In the interim, we will pursue Engineering analysis and start the Permitting process which are good for two years. The sub-committee recommends GPC approve this approach and also approve briefing Board on current status. Due to timing constraints, information briefing to Board will most probably occur in June. There was a roll call vote and the ***GPC voted unanimously to approve that the Golf subcommittee present the status of this project to the Board in June or July.***

As the recommendation is to delay any projects until 2020, the impetus to quickly develop enhanced revenue concepts will continue but at a more prescribed pace in order to more fully evaluate their efficacies. The next meeting of the sub-committee is tentatively schedule for 8 May.

- D. Downhill Ski Resort – Beckmeyer, Aldridge, McClendon, McGregor, Meek, Miller, Murrell, O'Neil, Rohrback, Huisman, Salmon, Sloan, McCray, Etnyre, Sullivan

The lodge sizing "Needs Analysis" was presented by Miguel. Thirteen functional areas were reviewed portraying content in each area. Functional areas included: ski school, rental, food & beverage including bar area, ski patrol, ticketing, break room, guest locker room, office space, back room F&B, cafeteria service, storage, mechanical room, and bottom shop. Deck space is recommended to be similar to the existing deck.

Some of the area's needs were driven by a skier number of 1300. Others are more fixed, not so dependent on skier volume. It was noted that this detailed work has laid the foundation for a future Statement of Work if / when we move to a competitive bid process / RFP.

Miguel was asked whether the needs were closer to "must have" or "nice to have" – he answered clearly the analysis was more of a must have list. Off season activity was brought up as consideration for refinement of our sizing needs. As we mature the process, more details will be built in to the analysis. Miguel shared the current file is work in process, although it's close enough for now to run with.

So, what do we do with the Needs Analysis? The SC agreed to utilize existing budgeted funds to engage an architect to develop schematic drawings of each floor, resulting in a fresh look at square footage demands. Forrest shared that Alston Construction had offered to assist in preliminary work for TD in their RFI response last October. Jim and Forrest will meet to prepare to engage Alston, taking them up on their offer.

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Due to limited time, we did not get an opportunity to discuss a plan to address benchmarking. Interested Subcommittee members will contact Jim B if they wish to be a part of this effort. Jim will host a conference call soon to get the ball rolling.

All subcommittee members agreed lodge retrofit is no longer a consideration for the subcommittee since a retrofit lodge alone cannot meet the current needs of the ski hill. If the Board wishes to see the cost of a building retrofit, the staff has everything they need to contract for a design and competitive quotations. Forrest predicted that it would cost \$50 to 100 thousand dollars to obtain pricing on this option.

E. Northwoods Activity Center – Murrell, Lindgren

The NWAC subcommittee had a phone meeting Monday, 4/29 and discussed the NWAC Master Plan outline and their efforts to complete the outline with known data, member and staff input to date and project priorities. This effort will also define a plan and proposed timeline of what to do when. The subcommittee realizes that with this amenity site, aside from ADA improvements and the exception of regular maintenance as reflected on RRF Study, no Development Fund expenditure is scheduled or reflected on the Capital Funds Projection.

The subcommittee has requested a site tour of interior and exterior spaces with Operations and Capital for the week of May 13.

Additional member outreach is planned this summer and will include more pool and recreation users for their input

F. Alder Creek Adventure Center (ACAC) – McCray, Laura Lindgren, John Maciejewski

Our initial punch list for information gathering follows. Following analysis of this information we will develop concepts for consideration by other interested observers and the GPC.

1. Equestrian use data and emerging revenue and development plans. (Nan Meek)
2. Utilization data and financial reporting for summer and winter revenues: ski, bike, F&B, special events, retail. (Staff)
3. Comments from on-site suggestion boxes and meeting with staff to develop a list of concepts and proposals for potential new uses, and operational challenges and concerns related to existing and proposed new uses. (Staff, owners, public)

G. Communications– Meek, Murrell, Levine, Sullivan

Capital Projects Eblast: Another eblast will be sent following the May 6 GPC meeting & updates.

Surveys: Input and review was provided for the member survey being reviewed by the Board.

Tahoe Donner News: June TD News article content will be discussed at our May 6 meeting.

Website: Content updates are ongoing

H. Demographics– McCray, Maciejewski, Sullivan.

We are awaiting further information from staff on amenity utilization as reported in recent updates. That information is due in Summer. In addition, we are evaluating the availability of U.S. Census related information about the demographic and economic profile of Tahoe Donner.

I. Association Master Plan/Capital Projects Process – Sullivan, Meek,

The focus of attention is on the Amenity Master Plans (APs)

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### 7. Finance Committee Liaison report – Steve Miller

The Finance Committee completed the Mountain Lodge Sizing analysis requested by the GPC. The report of current financials indicated that because of the large snow year, the winter amenities NOR performance is significantly ahead of last year.

### 8. New Business:

A. Annual Meeting presentation - At the annual member meeting on June 23, there will be a display table for each Board Committee at the ACAC that will be staffed by Committee members who explain the Committee's activities. In the past, we have described the Capital Projects Process (CPP) and one subcommittee's activities. From inspection of the comments on NextDoor, it appears that we cannot explain the CPP too many times. The projects we feature this year might be Trout Creek remodel, Golf Course remodel, one of the trails projects or the Mountain Lodge at the ski hill. The Communications subcommittee will create the display and George Rohrback and John McGregor will be present at the table.

B. Committee Charter discussions –

At two prior board meetings, the subject of committee charters was discussed and Director Koenes and Finance Committee Member Dundas were charged with reviewing the current Board policy on Committees. They sent a questionnaire to the committee chairs to collect committee chair opinions. As a point of information, the following were circulated to the GPC members in a separate email:

- a. Board Resolution 2008-2 “Committee Policy” accepted December 20, 2008
- b. The current GPC Charter adopted February 27, 2016
- c. The questionnaire from Koenes/Dundas
- d. My response to this questionnaire on April 23, 2019

The GPC discussed the various ideas presented and Laura Lindgren volunteered to collect input from the members for a further discussion at the next meeting.

### Updated list of Potential Capital Projects:

The Sort Team project list is at: [TahoeDonner.com/Members/CapitalProjects/PotentialProjects](http://TahoeDonner.com/Members/CapitalProjects/PotentialProjects).

### FUTURE ISSUES TO BE ADDRESSED

See Charter discussion above.

### Adjournment:

The meeting was adjourned at 4:06 PM

### Next Meeting:

The next meeting will be held on June 3, 2019 at **2:30 PM** at NWCH Mezzanine.

### Note, the following committees are not yet active or are on-hold

- i. Marina Recreation Center – Fajans.  
Michael Fajans is currently serving on the Board until June so this subcommittee will be in abeyance until he becomes available.
- ii. The Lodge - TBD  
No subcommittee has yet been formed
- iii. Cluster Mailboxes – Rohrback, Fajans, McGregor  
Subcommittee deactivated. Awaiting direction by the Board
- iv. Employee Housing – Fajans.

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This committee currently tracks the activities of other community groups that are studying or acting on the same issue.