

ACTION ON March 23, 2013

MINUTES VERIFIED
TAHOE DONNER ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING F.A. - TDA ASSOC.
February 23, 2013
9:00 a.m.

A regularly scheduled meeting of the Board of Directors of Tahoe Donner Association was held at Northwoods Clubhouse 11509 Northwoods Blvd., Truckee, California on Saturday, February 23, 2013. President Tom Johns called the meeting to order at 9:00 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

Directors present: Tom Johns, President
Jim Stang, Vice President
Ron Wulff, Director

Directors absent: Steve Miller, Treasurer
Jay Lempinen, Secretary

Staff present: Robb Etnyre, General Manager
Mike Salmon, Director of Finance and Accounting
Annie Rosenfeld, Director of Facilities & Risk Management
Miguel Sloane, Director of Operations
Director of Capital Projects, Forrest Huisman
Miah Cottrell, Computer Network Manager
Bonnie Watkins, Recording Secretary & Executive Assistant

A. ACTION: APPROVAL OF MINUTES

The Board received the preliminary minutes of the January 26, 2013 regular meeting for consideration.

Director Stang made a motion and Director Wulff seconded to approve the January 26, 2013 regular meeting minutes as presented. Motion passed 3-0 (Directors Lempinen & Miller Absent)

B. COMMITTEE MANAGEMENT

Architectural Standards – The Board was provided with the committee’s January 9, 2013 meeting minutes for review.

Covenants – The Board was provided with the committee’s January violations report for review.

Chair Al Noyes reviewed a proposed “Rules Sign” that the committee developed to educate home owners or, more specifically renters, on the Association’s rules.

Following discussion, by consensus, the Board approved the text of the proposed “Rules Sign” and directed staff to rework the sign format to include the appropriate font and approved Tahoe Donner logo.

Finance – The Board was provided with a copy of the committee’s February 18, 2013 report for review.

General Plan (GPC) – The Board was provided with a copy of the committee’s February 4, 2013 report for review.

Election – The Board was provided with the committee’s February 13, 2013 meeting report for review.

C. ACTION: CONSENT CALENDAR

The Board was provided with the following items for consideration:

- General Plan Committee Resignation (Costello)
- General Plan Committee Appointment (Werchesky)
- Covenants Committee Alternate Appointment (Thomas)
- John Deere Loader #26
- LaRue Snow blower Attachment
- Bobcat 763 Skid Steer and Implements

The Board pulled “Covenants Committee Alternate Appointment” item for discussion.

Following discussion, Director Wulff made a motion and Director Stang seconded to approve the Consent Calendar as presented. Motion passed 3-0 (Directors Lempinan & Miller Absent)

D. ACTION: : ASC FINE SCHEDULE 45-DAY MEMBER COMMENT

Director of Facilities & Risk Management Annie Rosenfeld explained, in order to address the issue of homeowner construction projects which far exceed the approved time limits, the ASC and Staff recommend that the Board consider increasing the fees associated with project extensions. She pointed out that the proposed increase will address the added administrative costs incurred by extension requests, as well as emphasize the importance of the completion of projects in a timely manner.

At the December 2012 Board meeting, the Board approved publishing for 45-day member comment the following fine schedule increase:

Major Projects:

- 1st extension - \$500
- 2nd extension - \$1,000
- Any further extensions are granted only by the Board of Directors

Minor Projects:

- 1st extension - \$100
- 2nd extension - \$250 to \$500, depending on circumstances
- Any further extensions are granted only by the Board of Directors

Ms. Rosenfeld indicated the proposed fine schedule has now been out for member comment for the prescribed period—to her knowledge, no comments have been received.

Following discussion, Director Wulff made a motion and Director Stang seconded to approve the adoption of the new ASC Fine Schedule as published. Motion passed 3-0 (Directors Lempinen & Miller absent)

E. ACTION: ROWING CLUB CHARTER & PERSONAL WATERCRAFT STORAGE

Director Johns stated that it had come to his attention late last year that the Tahoe Donner Rowing Club members that store their rowing shells at the Beach Club Marina kayak area did not pay the same annual fee as all other property owners for kayak storage. He explained that a prior Board approved the placement of a designated rack at the Beach Club Marina for the clubs rowing shells for which the club paid. He noted that, even though the club paid for the purchase of the rack, he feels that this is an unfair process. Director Johns suggested that all property owners should pay the required fees for kayak storage.

A lengthy discussion ensued regarding the pros and cons of charging the Rowing Club the annual fee for kayak storage, with the Board fielding comments and questions from the members present.

Following discussion, Director Johns made a motion and Director Stang seconded to approve the rescission of a previous Board decision that the TDA Rowing Club is exempt from paying the annual storage rack fee for their equipment at the Beach Club Marina. (The Rowing Club must pay the same fees as all Tahoe Donner property owners.) Motion passed 3-0 (Directors Lempinen & Miller Absent)

F. DIRECTOR OF FINANCE AND ACCOUNTING REPORT

Director of Finance and Accounting, Mike Salmon, provided the Board with a presentation on the Association's unaudited preliminary January 2013 financial reports, a complete set of which are attached to these minutes as Exhibit "A".

Following discussion, Director Stang made a motion and Director Wulff seconded to approve the unaudited preliminary January 2013 financial reports as presented. Motion passed 3-0 (Directors Lempinen & Miller Absent)

TREASURER'S REPORT

Due to the absence of Director Miller, this item was placed on the March 23, 2013 agenda.

DISCUSSION: PRELIMINARY GOLF RATES

Director Wulff stated that the Golf Task Force met on February 15th and discussed a variety of items related to the golf operation. He noted that Director of Golf Ed Leinenkugel was in attendance and had some suggestions regarding the improvement of play on the course. One idea, he continued, is providing 9-hole play on Thursday mornings from 7:00 to 7:50 a.m., which is the same time the Women's 9-Hole Club plays. This should bring back a number of players that no longer want to play 18 holes and have gone to other courses where they can play nine holes on a less difficult course.

Director Wulff indicated that the Task Force also discussed golf rates for the upcoming season, but at this point, the consensus of the Adhoc Golf Task Force of five members is not to propose raising rates for the 2013 season pass.

Discussion ensued regarding the 2013 golf rates, with a number of members in attendance voicing their thoughts and concerns regarding the need to look into finding ways of bringing additional play, from membership and from public, to the Golf Course. There were a wide range of suggestions, questions and observations regarding the variables impacting the operation.

Following discussion, the Board indicated that further discussion will take place regarding golf rates at a future board meeting.

G. CAPITAL PROJECTS REPORT

Director of Capital Projects, Forrest Huisman provided the Board with a PowerPoint presentation on the status of various Association projects. A copy of the Capital Projects Report is attached to these minutes as Exhibit "B".

(Members may also log onto the Capital Projects page of the Tahoe Donner Web site at <http://www.tahoedonner.com/major-projects/timeline/> to view updates on the Association's major projects.)

H. DISCUSSION: TRAILS MASTER PLAN

Director of Facilities & Risk Management Annie Rosenfeld provided the Board with a status update of the Trails Master Plan. She indicated that Alta Design + Planning and Management are continuing with the process of refinement and validation of this document. The General Plan Committee was also provided a review of the status of the plan at their February 4, 2013 meeting. In particular, Ms. Rosenfeld noted, the "Trail Improvement Phasing" portion of the plan was discussed, which presents the recommended trail improvements by phase as follows: Near Term – 0 to 5 years from plan adoption, Mid-Term – 5 to 10 years, and Long-Term – 10 to 20 years. She indicated that funding was discussed at that meeting as well, and the GPC will be providing some comments and recommendations for the Board at the March 23rd meeting. It is hoped that a final draft of the Trails Master Plan will be provided and approved by the Board at the March meeting.

Following her report, Ms. Rosenfeld fielded questions and comments from the membership in attendance.

A draft copy of the Trails Master Plan may be viewed on the Association's Web site at <http://www.tahoedonner.com/news/category/trails>.

DISCUSSION: HOME OWNER PROPERTY INSPECTION INITIATIVE

At the September 22, 2012 Board meeting, the Board approved an Architectural Standards Home Owner Property Inspection Program. (This document is attached as Exhibit "C"). The Board's goal, in implementing this program, is to maintain home values by working with property owners to improve appearance issues. Director Wulff stated that he had placed this item on the agenda due to remaining concerns he had about the program and to open it up for further discussion.

The Board then fielded questions and comments from the membership present, many of whom are also realtors in the community. The main concern expressed was that, rather than inspecting properties at point of sale, a grid approach such as with the Defensible Space Program would be better.

General Manager Robb Etnyre stated that, for clarification, the program is actually based on a unit-by-unit grid system as well as a full inspection at the point of transfer, not point of sale. He pointed out that there are between 250 to 500 transfers that take place each year. As for implementing an inspection program as aggressive as the four-year Defensible Space Program was, this would be burdensome and costly for property owners. Rather than being this aggressive, the Board sought to find a long-term maintenance program that would address all properties in Tahoe Donner.

Director of Facilities & Risk Management Annie Rosenfeld pointed out that, while The Compliance Officer does look for obvious violations when conducting street inspections, until this program was implemented, there was not an approved initiative to gain access to a property for inspections. She explained that the program is being implemented in two phases: on a unit-by-unit basis beginning with unit 7, with approximately 250 homes scheduled for inspection. Plus, a full 360-degree exterior inspection will occur on property transfers, which allows the Association to address any exterior compliance issues at rate of 250-500 homes per year.

Following further discussion, The Board indicated their appreciation for all members input on this matter.

EXECUTIVE SESSION AND LUNCH

The Board convened to Executive Session at 11:45 a.m.

The Board reconvened to an appeal hearing at 1:00 p.m.

The Board reconvened to open session at 1:30 p.m.

EXECUTIVE SESSION REPORT:

Director Johns reported that the Board met in Executive Session today and discussed contract and employee matters.

GENERAL MANAGER'S REPORT

General Manager Robb Etnyre reported the following:

- Based on repeated violations, Staff has asked the Town of Truckee to enforce no overnight parking on the on-street parking adjacent to the Cross Country Ski Center on Alder Creek Road. The Association's use and maintenance agreement with the Town of Truckee requires TDA to remove snow from these on-street parking spaces; this cannot be done when vehicles are illegally parked overnight at this public parking location.
- Tahoe Donner currently has 63 full-time employees from an authorized 65. There are 58 active part-time employees, and 312 seasonal employees – many of which are year-round seasonal employees with the same department or year-round and move between winter and summer departments/operations. The Affordable Health Act taking effect in 2014 will have a significant financial impact on the Association. Staff is currently reviewing the changes to the new health care legislation and this topic will be discussed at future board meetings. Currently, Tahoe Donner only offers healthcare benefits to full-time regular employees.

- **Downhill Ski Area** - January NOR was \$377,000, which is \$189,000 favorable to budget. Visitation was strong at 13,130 or 30% over budget for January.
- **Cross Country** - January NOR \$69,675 / -12% or (\$9,626) behind budget, but a 15% increase in volume to 9,440 skiers for the month. NOR variance was due to a combination of operational changes that resulted in higher labor cost.
 - The center hosted several races this past month, including the Skoogsloppet with 180 racers. This is a fundraiser (\$3,300) for local school teams. The center also hosted the CNISSF school races for the first time in years and received great compliments from the participants and parents.
 - Tahoe Donner has been chosen to be one of the host venues for the United States Ski & Snowboard Association (USSA) SuperTour Finals, a Nordic Olympic qualifying cross country race series on Saturday, April 4 through Thursday, April 11. Planning for this event is well underway. Staff is in the process of preparing a detailed event schedule to highlight planned SuperTour events along with Tahoe Donner specific events and programs to participate in.
- **Snowplay** - January NOR \$33,371 was 82% or \$15,039 ahead of budget, based on visitations of 7,301, or 22% over budget. With cold temperatures and limited snow, the tube and sled lanes held just enough snow throughout the month to provide a great venue for our members and guests. By mid-February with warmer temperatures and limited new snow, we have moved into more aggressive snow moving operations to maintain the sledding and tubing lane at this operation.
 - Additional food and beverage options are still being considered by staff and the General Plan Committee. Options will be provided to the Board for consideration at the March 23rd Board meeting.

FUTURE BOARD MEETING AGENDA ITEMS

The Board placed the following items on the March 23, 2013 regular Board meeting agenda:

- ASC/Covenants Committee Fine Resolution
- Treasurer's Report
- Trails Master Plan
- Alder Creek Nordic Center

ADJOURNMENT

Director Stang made a motion and Director Wulff seconded to adjourn the meeting at 1:45 p.m.

Submitted by:



Bonnie Watkins, Recording Secretary Bonnie Watkins

SECRETARY'S CERTIFICATE

I, Ron Wulff, Secretary of Tahoe Donner Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the Tahoe Donner Association Board of Directors regular meeting held on February 23, 2013, as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.



4-19-13

Ron Wulff, Secretary