

ACTION ON Feb 23 2013
VERIFIED Bonnie Watkins

MINUTES
TAHOE DONNER ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING EA - TDA ASSOC.
January 26, 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, January 26, 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
Steve Miller
Ron Wulff
Jim Stang

Directors absent: Jay Lempinen

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
Bonnie Watkins, Recording Secretary & Executive Assistant

DISCUSSION: DOGS ON THE CROSS COUNTRY TRAILS

Director Johns explained that, over the years, there have been numerous requests from members to allow dogs on designated Cross Country Ski trails. This year, Staff implemented a new program whereby dogs are allowed on two specific trails. Director Johns indicated that the Board has received several emails from members in opposition to the new program, thus this item was placed on the agenda for discussion.

Director Wulff expressed concern that, even though there are a number of operations in the area that have designated ski trails for dogs, seemingly without issue, he still questioned the ability of owners to keep their dogs under voice control. He pointed out that, in moving forward with this program, the feedback that is received from members that use the trails will determine whether or not it will continue.

Director Johns agreed with Director Wulff, and indicated that he would like management to monitor the program this season, logging both positive and negative member feedback and bring a recommendation to the Board later in the year on whether it should be continued, modified or canceled.

Director Stang noted that he had researched the issue and discovered that there are approximately a 100 Nordic operations throughout the United States that offer designated trails for dogs, operations such as Fairmont Chateau Lake Louise, Sun Valley Nordic Center, and Whistler Olympic Park. These operations provide guidelines for their dog friendly trails. He indicated that his position is to give the program a trial run, and see if owners behave responsibly and control their dogs.

Further discussion ensued regarding the pros and cons of allowing dogs on cross country ski trails, with the Board fielding questions and comments from the members in attendance.

Director of Operations Miguel Sloane pointed out that there are only two designated trails for dogs, Cup of Tea and Piece of Cake. The public cost is \$5 per day pass per dog and Cross Country Ski Pass Holders pay an additional \$50 for a dog season pass. The hours are mid-week 8:30 a.m. to 5: 00 p.m. and weekends and holidays 8:30 a.m. to 9:30 a.m.

Director of Facilities Annie Rosenfeld stated that dog trail passes must be displayed and attached to dogs at all times, dogs must be under voice control while skiing, and on a leash while not skiing. Ms. Rosenfeld pointed out that passes can be revoked (with no refund) if any of the rules and regulations are not upheld or for dogs that show signs of aggression.

Following further discussion, by consensus the Board directed Staff to monitor the program this season and come back to the Board with a recommendation for next season.

A. ACTION: APPROVAL OF MINUTES

The Board received the preliminary minutes of the December 15, 2012 regular meeting and January 17, 2013 special minutes for consideration.

Director Miller made a motion and Director Stang seconded to approve December 15, 2012 regular and January 17, 2013 special meeting minutes as presented. Motion passed 4-0 (Directors Lempinen Absent)

B. COMMITTEE MANAGEMENT

Architectural Standards – No Report.

Covenants – The Board was provided with the committee’s December 13, 2012 meeting minutes for review.

Finance – Chair Jeff Bonzon reported the following:

- In 2012, the Finance Committee completed the following:
 - Rewrite of the Development Fund and New Machinery & Equipment Fund policies.
 - Worked on a new Replacement Reserve Fund Policy
 - Provided a significant amount of time to “Golf Rates”.
 - Assisted in the auditor evaluation and selection.
 - Participated in the 2013 Annual Budget process.
 - Actively worked with the GPC on the long-term plan for the Association.

- Tasks for 2013 will include the following:
 - Complete the Replacement Reserve Fund Policy in conjunction with 2013 Reserve Study.
 - Update Operating Fund Policy as requested by Board.
 - Update Financial Planning and Budget Development Policy.
 - Review/ Participate in 2013 Golf Rate Schedule.
 - Coordinate with GPC on the impact of revised General Plan.

General Plan (GPC) – The Board was provided with a copy of the committee’s January 7, 2013 meeting for review. Chair Dick Gander reviewed the following highlights from the meeting:

- Due to his appointment to the Board of Directors, Jim Stang has resigned from the committee. Michelle Gartner has applied and is recommended to be an alternate member of the committee.
- Lisa Wallace and Beth Cristman from the Truckee River Watershed Council (TRWC) shared how they approach potential restoration projects. Key points from the discussion included the following:
 - A preliminary assessment of the property can be done in a few hours of walking through the property and examining aerial photos.
 - An Assessment of the property would typically include more in depth analysis of problem areas and related root causes of issues, engagement with the various stakeholders (up and down stream), and an analysis of historical land use practices on the site.
 - The Assessment could include focus on biology, underlying geology, hydrology and land management goals of the owners (e.g., recreation). They indicated, that while some issues are likely to get better with time (such as after the removal of cattle), there are likely some areas that will simply keep getting worse if not dealt with in some way; the Assessment would identify these areas.

- Potential funding sources for any restoration work were discussed, including Tahoe Donner Association but also other public and private funding sources.
- The TRWC works on many projects in many ways. Sometimes they take the lead on an effort, sometimes they act in an advisory role, and sometimes they just comment on environmental impact reports. It is up to Tahoe Donner as to what role we might wish to engage with TRWC.

Mr. Gander indicated that the GPC has considered the above mentioned input and recommends that Tahoe Donner pursue a preliminary assessment as described in the summer of 2013.

- The GPC discussed the need for, and approach to, developing master plans for the Trout Creek and Down Hill Ski amenities. Staff agreed to work with the GPC sub groups with the goal of creating master plans and assessing potential development fund projects for the 2016 to 2020 time period by June of 2013. This will allow for an update to the 2030 General Plan this summer.
- Director of Capital Projects, Forrest Huisman, presented an update on capital projects that are currently underway, which included an update on the high level schedule for design of the Alder Creek Nordic Center and the engagement of the Steering Committee for this project.

Election – Director Johns pointed out that the proposed new stand-alone election rules are now out for the required 45-day member comment period.

C. ACTION: COMMITTEE TASKS FOR 2013

The Board was provided with proposed 2013 committee tasks from the General Plan, Finance, and Covenants committees for consideration.

Following discussion, Director Miller made a motion and Director Stang seconded to approve the proposed 2013 tasks for the GPC as presented. Motion passed 4-0 (Director Lempinen Absent)

Director Miller made a motion and Director Wulff seconded to approve the proposed 2013 tasks for the Finance Committee as presented. Motion passed 4-0 (Director Lempinen Absent)

Director Wulff made a motion and Director Stang seconded to approve the proposed 2013 tasks for the Covenants Committee as presented. Motion passed 4-0 (Director Lempinen Absent)

D. ACTION: CONSENT CALENDAR

The Board was provided with the following items for consideration:

- Patio Pool Furniture for Trout Creek and NWCH (Reserves)
- General Plan Committee Alternate Appointment (Gartner)
- Covenants Committee Alternate Appointment (Thomas)

Director Johns stated that the Covenants Committee Appointment item would be pulled from the agenda. He indicated that Mr. Thomas was not able to attend the meeting today and this item will be placed on the February 23, 2013 meeting agenda for consideration.

The Board pulled the Patio Pool Furniture for Trout Creek and NWCH (Reserves) item for discussion.

Following discussion, Director Wulff made a motion and Director Stang seconded to approve the purchase of Patio Pool Furniture for Trout Creek Recreation Center for \$90,000. Motion passed 4-0 (Director Lempinen absent)

Director Johns made a motion and Director Stang seconded to approve the General Plan Committee Alternate Appointment (Gartner) as presented. Motion passed 4-0 (Lempinan Absent)

E. DISCUSSION: ASC/COVENANTS COMMITTEE FINES

The Board was provided with an "Information Paper" regarding the ASC and Covenants Committee's authority as it relates to their ability to levy or reduce fines.

Director Johns explained that the ASC and Covenants Committees have the authority to levy fines but not to reduce them; only the Board has the authority to reduce or waive fines upon appeal. The Covenants Committee has been reducing or rescinding fines specific to the defensible space program as well as other covenants related violations. The committee assessed fines with the option to reduce or rescind those fines if an owner performed the work in a set time frame. As a result, Director Johns said, this item was placed on the agenda to discuss possible delegation of this authority with specific limits.

Discussion took place regarding the merits of allowing committees to reduce and rescind fines.

Following discussion, by consensus, the Board approved drafting a formal resolution regarding the ASC and Covenants Committee's ability to levy or reduce fines, with a cap of \$5,000 and a two year timeline threshold. This item was placed on the February 23, 2013 Board meeting agenda for consideration.

Break
(10:30 a.m.)

The regular meeting reconvened at 10:35 a.m.

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 December 2012 financial reports, a complete set of which are attached to these minutes as Exhibit "A".

Following discussion, Director Wulff made a motion and Director Stang seconded to approve the unaudited preliminary December 2012 financial reports as presented. Motion passed 4-0 (Director Lempinen Absent)

Mr. Salmon indicated that Gilbert Associates, Inc. will be conducting the Association's Annual Audit the week of February 11, 2013.

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.)

DISCUSSION: BEACH CLUB MARINA PROJECT

Director of Capital Projects Forrest Huisman provided the Board with the following update on this project:

- March 2013 – The Town Planning Commission will review the combined project submittal of the upper lawn and terrace improvements.
- May 2013 – Upon approvals from the Town of Truckee, main excavation equipment and efforts are planned to commence, with an anticipated completion of the project prior to the Fourth of July weekend.

GENERAL MANAGER'S REPORT

General Manager Robb Etnyre reported the following:

- Year-end net operating results (NOR), before assessments, are \$117,000 or three percent favorable to budget.
- Sunrise Bowl Back Country Skiing Event – This one-time, four-hour event that was planned as part of the 2012/13 Winter Fun Guide was postponed due to poor skiing conditions.
- Cross Country Ski Center – December NOR was \$84,518 or two percent behind December budget expectations. The limited facility remodel that took place at

this amenity in November and December 2012 was well received by the membership, guests, and public.

- REI – Winter Trails Day in partnership with REI was a huge success, introducing approximately 500 new individuals to our Cross Country and Snowshoe programs at the Cross Country Center. The \$5.00 donation fund raiser for the Truckee High Nordic Team produced \$1,940.
- SnowPlay – Additional food and beverage options are being considered for this operation.
- Pizza on the Hill – This operation closed the year with a NOR of (\$33,265) or thirteen percent ahead of budget.
- The Lodge Restaurant & Pub – This operation closed the year with visitations ten percent ahead of budget and seven percent ahead of the prior year. 2012 set a new record with a NOR of \$37,715 or \$80,715 or 188% ahead of budget. Revenue for the year was \$1,621,754.
- 2013 Special Events:
 - Open Red Mountain Trail, conditions permitting.
 - Cross Country hosting the 2013 Super Tour April.
 - Driving Range Member BBQ, date to be determined.
 - Two Waterpalooza events.
 - Member Mountain Bike /Running Race.
- Operational:
 - SnowPlay tubing lane expansion.
 - Early Summer Camp program sales March 1st.
 - Golf Clinics offered in Summer Camp programs.
 - New Liquor License for Trout Creek.
 - The Lodge will be closed for renovations in April.

EXECUTIVE SESSION AND LUNCH

The Board convened to Executive Session at 11:30 a.m.

The regular meeting reconvened at 1:00 p.m.

EXECUTIVE SESSION REPORT:

Director Miller reported that the Board met in Executive Session today and discussed contract and legal matters.

APPOINTMENT OF BOARD VICE PRESIDENT/COMMITTEE LIASON

By consensus, the Board appointed Director Stang as Board Vice President.

DISCUSSION: TROUT CREEK RECREATION ACCESS POLICY

The Board briefly discussed the current access policy for this operation and took no action.

FUTURE BOARD MEETING AGENDA ITEMS

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

- ASC/Covenants Committee Fine Resolution
- Treasurer's Report
- Rowing Club Charter and Personal Water Craft Storage Policy
- Trails Master Plan
- Cross Country Center Out of Boundary Skiers
- Preliminary Golf Rates

ADJOURNMENT

The Board adjourned to executive session at 1:35 p.m. and did not reconvene to open session.

Submitted by:


Bonnie Watkins, Recording Secretary

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 January 26, 2013, as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

 4-19-17
Ron Wulff, Secretary